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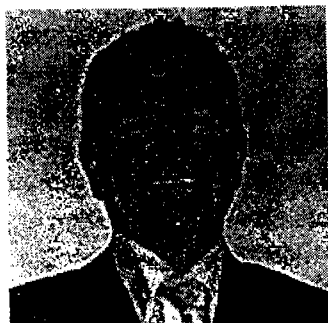
David Laverick

David Laverick is the Pensions Ombudsman and the Ombudsman for the Board of the Pension Protection Fund.

The Pensions Ombudsman can investigate and decide complaints and disputes about the way that occupational and personal pension schemes are run.

As the Ombudsman for the Board of the Pension Protection Fund, he can deal with disputes about the decisions made by the Board or the actions of their staff.

He also deals with appeals against decisions made by the Scheme Manager under the Financial Assistance Scheme.



Charlie Gordon

The Ombudsman's Deputy is Charlie Gordon. He has the same powers as David Laverick to consider a matter.

For further information, please click on the relevant link below.

**Pensions Ombudsman
applications**

**Pension Protection
Fund applications**

**Financial Assistance
Scheme appeals**

11 Belgrave Road, London, SW1V 1RB.

Tel: 0207 834 9144, Fax: 020 7821 0065, Email: enquiries@pensions-ombudsman.org.uk

THE U.S. NATIONAL ARCHIVES & RECORDS ADMINISTRATION

www.archives.govMonday, March 27, 2006

Citing the Records of Congress

The purpose of any citation is to promote the easy retrieval of the materials cited.

To facilitate retrieval of unpublished congressional records, researchers should **identify the following elements in the citation**: record, file unit, series, Congress, record group, and repository.

The repository for the records of the House and the Senate in the custody of the Center for Legislative Archives should be identified as the **"National Archives, Washington, DC."**

Some information in a citation can be abbreviated in subsequent notes. Each element of a note should be separated by a semicolon to avoid confusion. For detailed explanation of what is meant by "record," "file unit," and "series," researchers should consult the National Archives and Records Administration's *General Information Leaflet 17: "Citing Records of the National Archives of the United States."*

Most records of the House and the Senate are arranged primarily by Congress, thereunder by activity and type of record or series, and thereunder by committee.

The basic arrangement is reflected in a classification scheme developed by the National Archives in the late 1930s. Under this scheme each series of records was given an alpha-numeric file number -- such as SEN34A-H21 -- that signified the relationship between that series and the entire body of congressional records. Citations to most House records 1789-1962, and Senate records, 1789-1946, should include the file number in parentheses immediately after the series title. **Example: Petitions and memorials, resolutions of state legislatures and related documents which were referred to committees (SEN34A-H21).**

For committee papers and reports, petitions referred to committees, and papers accompanying specific bills and resolutions, identify the committee to which the document was referred. For papers accompanying specific bills and resolutions, include the bill or resolution number. For foreign and Indian treaty files, identify the specific treaty. For nominations, identify the name of the nominee.

The citation should identify the document, its date and, where appropriate, its author and recipient. For many 18th- and 19th-century documents, the identifying data is found in the document's endorsement. The endorsement, written on the back of a document, indicates the date the chamber referred the document to the committee and what actions were taken on the subject of the document. If the date of the document differs from the endorsement date, which is usually the case, cite the document date and indicate in parentheses the date of the first endorsement. For example, a petition from George Dorrance dated December 3, 1855, submitted by Senator William H. Seward to the Senate on December 17, 1855, and referred to the Committee on Revolutionary Claims, bears an endorsement date of December 17, 1855. The endorsement date is important, because it is often the date that Congress used to file these documents.

Explanation of File Numbers, 1789-1946

All of the file numbers assigned to the general records of the House through 1946 are listed in the following National Archives publication: *Preliminary Inventory of the Records of the United*

States House of Representatives, 1789-1946 (2 vols.). Some U.S. Government Depository Libraries hold copies of this preliminary inventory under the Superintendent of Documents classification number GS4.10:113. Comparable Senate file numbers are listed in loose-leaf binders in the office of the Center for Legislative Archives.

Because many of the documents in the Center's holdings are identified by file numbers, an understanding of the various elements of a designation, such as HR34A-G17.2, is useful. A detailed explanation of the classification system can be found in the introductory chapters on "Research in the Records of Congress" in the Senate and House *Guides*. In general, the letters and numbers to the left of the hyphen (HR34A) identify the chamber (House of Representatives), the Congress (34th Congress, 1855-1857) and the congressional activity involved (Records of Legislative Proceedings), while the ones to the right of the hyphen (G17.2) indicate the series and file segment within the records of an individual Congress in which a file is located.

For HR34A-G17.2, the elements in question are as follows:

- 1) "HR" = House of Representatives. The first element of the file number is either HR or SEN, which indicates that the record is either a House or a Senate record.
- 2) "34" = Thirty-fourth Congress, 1855-57. The number identifies the Congress in which the record was either created or referred. Beginning in 1789 with the First Congress, a new Congress has convened every two years.
- 3) "A" = *Records of Legislative Proceedings*. Other types of records include records of impeachments, records of the Clerk of the House, records of the Secretary of the Senate, and records of Senate executive proceedings.
- 4) "G" = PETITIONS AND MEMORIALS, RESOLUTIONS OF STATE LEGISLATURES, AND RELATED DOCUMENTS WHICH WERE REFERRED TO COMMITTEES. Within records of legislative proceedings, the next subdivision is for record type or series. For the 34th Congress, the seventh or "G" subdivision is for the petitions category. Other series include original journals, original bills and resolutions, committee papers, committee reports and papers, presidential messages, reports and communications submitted to the House or the Senate, petitions and memorials that were tabled, election records, nomination messages, papers relating to nominations, Indian treaty files, and foreign treaty files.
- 5) "17" = Committee on Public Lands. For the 34th Congress, this committee is the 17th committee listed alphabetically under the petitions category.
- 6) ".2" = the second of seven subcategories of petitions referred to the Committee on Public Lands (i.e., "land laws in respect to bounty, graduation, and redemption").

Explanation of File Numbers, 1947 - present

Use of the classification scheme for Senate records was discontinued in 1947 and for House records in 1962, although a modified version is used for some records of the House through the 90th Congress (1967-1968). In general, records created or received after those dates are arranged first by Congress, and then by committee or subcommittee. Records below the committee or subcommittee level are arranged by series, such as legislative files, nomination files, subject files, hearings, and presidential messages received.

Examples

Examples--all fictitious--of how to cite unpublished congressional records:

Fifty women from Vermont praying an end to slavery in the District of Columbia, Jan. 15, 1838 (endorsed Feb. 7, 1838); Committee on the District of Columbia; Petitions and Memorials Referred to Committees (HR25A-G4.1); 25th Congress; Records of the U.S. House of Representatives, Record Group 233; National Archives, Washington, DC.

President's message, March 10, 1808 (endorsed March 12, 1808); Treaty with the Cherokees; Indian Treaty Files (SEN12B-C1); 12th Congress; Records of the United States Senate, Record Group 46; National Archives, Washington, DC.

Original Legislative Journal, Dec. 6, 1847, page 3; First Session (SEN30A-A2); 30th Congress; Records of the United States Senate, Record Group 46; National Archives, Washington, DC.

Petition of Robert W. Smith, Apr. 17, 1874; Report 4, Office 123: Disallowed Claims Files; Records of the Commissioners on Claims; Records of the House of Representatives, Record Group 233; National Archives, Washington, DC.

Jane Smith to Walter Jones, Jan. 5, 1956; Hanford Power Plant; unclassified subject files; Records of the Joint Committee on Atomic Energy, Record Group 128; National Archives, Washington, DC.

Hearings on the Situation in Cuba, Jan. 9, 1963, page 56; formerly classified hearings; Committee on Foreign Relations; 88th Congress; Records of the United States Senate, Record Group 46; National Archives, Washington, DC.

Emily Jones to Jay Sourwine, July 7, 1952; Owen Lattimore file; Individual Name Files; Subcommittee on Internal Security; 82nd Congress; Records of the U.S. Senate, Record Group 46; National Archives, Washington, DC.

John Doe to Alexander Smith, Dec. 3, 1946; Complaints--California, Records Relating to Defense Housing (OP-17); Special Committee to Investigate the National Defense Program, 1941-48; Records of the United States Senate, Record Group 46; National Archives, Washington, DC.

Page URL: <http://www.archives.gov/legislative/research/citation.html>

The U.S. National Archives and Records Administration
8601 Adelphi Road, College Park, MD 20740-6001 • Telephone: 1-86-NARA-NARA or 1-866-272-6272

THE U.S. NATIONAL ARCHIVES & RECORDS ADMINISTRATION

www.archives.gov

Monday, March 27, 2006

Rules of the 108th House of Representatives**RULE VII****Records of the House****Archiving**

1. (a) At the end of each Congress, the chairman of each committee shall transfer to the Clerk any noncurrent records of such committee, including the subcommittees thereof.

(b) At the end of each Congress, each officer of the House elected under rule II shall transfer to the Clerk any noncurrent records made or acquired in the course of the duties of such officer.

2. The Clerk shall deliver the records transferred under clause 1, together with any other noncurrent records of the House, to the Archivist of the United States for preservation at the National Archives and Records Administration. Records so delivered are the permanent property of the House and remain subject to this rule and any order of the House.

Public availability

3. (a) The Clerk shall authorize the Archivist to make records delivered under clause 2 available for public use, subject to clause 4

(b) and any order of the House.

(b)(1) A record shall immediately be made available if it was previously made available for public use by the House or a committee or a subcommittee.

* (2) An investigative record that contains personal data relating to a specific living person (the disclosure of which would be an unwarranted invasion of personal privacy), an administrative record relating to personnel, or a record relating to a hearing that was closed under clause 2(g) (2) of rule XI shall be made available if it has been in existence for 50 years.

(3) A record for which a time, schedule, or condition for availability is specified by order of the House shall be made available in accordance with that order. Except as otherwise provided by order of the House, a record of a committee for which a time, schedule, or condition for availability is specified by order of the committee (entered during the Congress in which the record is made or acquired by the committee) shall be made available in accordance with the order of the committee.

(4) A record (other than a record referred to in subparagraph (1), (2), or (3)) shall be made available if it has been in existence for 30 years.

4. (a) A record may not be made available for public use under clause 3 if the Clerk determines that such availability would be detrimental to the public interest or inconsistent with the rights and privileges of the House. The Clerk shall notify in writing the chairman and ranking minority member of the Committee on House Administration of any such determination.

(b) A determination of the Clerk under paragraph (a) is subject to later orders of the House and, in the case of a record of a committee, later orders of the committee.

5. (a) This rule does not supersede rule VIII or clause 11 of rule X and does not authorize the

public disclosure of any record if such disclosure is prohibited by law or executive order of the President.

(b) The Committee on House Administration may prescribe guidelines and regulations governing the applicability and implementation of this rule.

(c) A committee may withdraw from the National Archives and Records Administration any record of the committee delivered to the Archivist under this rule. Such a withdrawal shall be on a temporary basis and for official use of the committee.

Definition of record

6. In this rule the term "record" means any official, permanent record of the House (other than a record of an individual Member, Delegate, or Resident Commissioner), including-

(a) with respect to a committee, an official, permanent record of the committee (including any record of a legislative, oversight, or other activity of such committee or a subcommittee thereof); and

(b) with respect to an officer of the House elected under rule II, an official, permanent record made or acquired in the course of the duties of such officer.

Withdrawal of papers

7. A memorial or other paper presented to the House may not be withdrawn from its files without its leave. If withdrawn certified copies thereof shall be left in the office of the Clerk. When an act passes for the settlement of a claim, the Clerk may transmit to the officer charged with the settlement thereof the papers on file in his office relating to such claim. The Clerk may lend temporarily to an officer or bureau of the executive departments any papers on file in his office relating to any matter pending before such officer or bureau, taking proper receipt therefor.

Page URL: <http://www.archives.gov/legislative/research/house-rule-vii.html>

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Monday, March 27, 2006

Senate Resolution 474 (96th Congress)

Resolved, That any records of the Senate or any committee of the Senate which are transferred to the General Services Administration under rule XI of the Standing Rules of the Senate and section 2114 of title 44, United States Code, and which have been made public prior to their transfer may be made available for public use.

Sec. 2. (a) Subject to such rules or regulations as the Secretary of the Senate may prescribe, any other records of the Senate or any committee of the Senate which are so transferred may be made available for public use--

* (1) in the case of investigative files relating to individuals and containing personal data, personnel records, and records of executive nominations, when such files and records have been in existence for fifty years, and

(2) in the case of all other such records, when such records have been in existence for twenty years.

(b) Notwithstanding the provisions of subsection (a), any committee of the Senate may, by action of the full committee, prescribe a different time when any of its records may be made available for public use, under specific conditions to be fixed by such committee, by giving notice thereof to the Secretary of the Senate and the Administrator of General Services.

Sec. 3.(a) This resolution shall not be construed to authorize the public disclosure of any record so transferred if such disclosure is prohibited by law or Executive order of the President.

(b) Notwithstanding the provisions of section 2, the Secretary of the Senate may prohibit or restrict the public disclosure of any record so transferred, other than any record of a Senate committee, if he determines that public disclosure of such record would not be in the public interest and so notifies the Administrator of General Services.

Sec. 4. The Secretary of the Senate shall transmit a copy of this resolution to the Administrator of General Services.

Page URL: <http://www.archives.gov/legislative/research/senate-resolution-474.html>

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About THOMAS

THOMAS was launched in January of 1995, at the inception of the 104th Congress. The leadership of the 104th Congress directed the Library of Congress to make federal legislative information freely available to the public. Since that time THOMAS has expanded the scope of its offerings to include the features and content listed below.

- Bills, Resolutions**
- Activity in Congress**
- Congressional Record**
- Schedules, Calendars**
- Committee Information**
- Presidential Nominations**
- Treaties**
- Government Resources**
- For Teachers**
- Help and Contact**

|| What You Can Find on THOMAS ||

Bills, Resolutions

Search Bill Text for Current Congress

About: This home page feature searches the text of legislation for the current Congress by word/phrase or bill number. This is a "quick and dirty" search for those who do not want the advanced features found on the Advanced Bill Text Search page.

Coverage: Current Congress

Source: Library of Congress

Access Now: THOMAS home page

Search Bill Summary & Status

About: Bill Summary & Status contains information about bills and amendments. The summary and status information includes: sponsor(s); cosponsor(s); official, short and popular titles; floor/executive actions; detailed legislative history; Congressional Record page references; bill summary; committees of referral; reporting and origin; subcommittees of referral; links to other committee information provided by the House of Representatives; amendment descriptions (and text, when available); subjects (indexing terms assigned to each bill); a link to the full text versions and if the bill has been enacted into law, a link to the full text of the law on the Government Printing Office Web site (in both text and .PDF formats).

For laws having received the line-item veto in the 105th Congress, links to the text of cancellation notices and links to any disapproval bills are given. NOTE: Not all information is available in the earlier Congresses.

Bill Summary & Status information is searchable by word/phrase, subject (index) term, bill/amendment number, stage in the legislative process, dates of introduction, sponsor/cosponsor and committee. Lists of all legislation, public laws, private laws, vetoed bills and bills/amendments sponsored/cosponsored by each member during each Congress are also available

Coverage: 93rd (1973) through current Congress

Source: Library of Congress

Access Now: Search Bill Summary & Status

Search Multiple Congresses

About: The full text of bills can be searched across multiple Congresses.

Coverage: 101st (1989) through current Congress

Source: Library of Congress

Access Now: Search Multiple Congresses

Search Bill Text or Bill Summary & Status for Previous Congresses

http://thomas.loc.gov/home/abt_thom.html

3/27/20

About: The Bill Text and Bill Summary & Status features both contain the ability to search previous Congresses. Users can select a Congress from the menu on the search pages.

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Public Laws by Law Number

About: This feature contains Bill Summary & Status records for each bill that became public law. Laws are listed both by law number order and in bill number sequence (House Joint Resolutions, House Bills, Senate Joint Resolutions, Senate Bills).

Coverage: 93rd (1973) through current Congress. The text of Public Laws is available from the 101st Congress to the present.

Source: Library of Congress

Access Now: Public Laws

House Roll Call Votes

About: Roll call votes are recorded votes, in this case, from the House of Representatives. Votes are listed in reverse chronological order by roll call vote number. The vote summary page lists roll call vote number, vote date, the "issue" (bill/amendment number being voted on, quorum call or Journal approval), the "question" (description of the vote), the result (Passed, Failed, or Agreed to) and the title/description of the legislation. Detailed vote pages show individual member votes and vote totals by party.

Coverage: 101st Congress, 2nd session (1990) through current Congress

Source: House of Representatives

Access Now: House Roll Call Votes

Senate Roll Call Votes

About: Roll call votes are recorded votes, in this case, from the Senate. Votes are listed in reverse chronological order by roll call vote number. Votes are divided into three groups: Senate Roll Call Votes Taken Today; Senate Roll Call Votes Taken This Week and Senate Roll Call Vote Tables, Current and Prior Congresses. For Senate Roll Call Votes Taken Today, the results of roll call votes are generally posted approximately one hour after they are announced by the presiding officer of the Senate. The vote summary page lists roll call vote number, vote date, bill number (when applicable), vote result and title/description of vote. Vote detail pages show individual member votes ordered alphabetically by member, ordered by vote category (yeas, nays, not voting and "presents") and votes summaries (total for each of these vote categories). In addition to votes on legislative business -- bills/amendments, procedural matters (motions, etc.) -- Senate votes on nominations and treaties are shown (executive business).

Coverage: 101st Congress, 1st session through current Congress (1989 - present)

Source: Senate

Access Now: Senate Roll Call Votes

Browse Legislation by Sponsor

About: From the THOMAS home page legislation can be browsed by sponsor (senator or representative) for the current Congress. Legislation sponsored by a particular member or members can be found for previous Congresses using the Advanced Bill Summary & Status search.

Coverage: 93rd (1973) through current Congress

Source: Library of Congress

Access Now: Current Congress

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Activity in Congress

Yesterday in Congress

About: Provides a list of floor activity for the previous legislative day. What is a legislative day?

Coverage: Previous legislative day

Source: Library of Congress

Access Now: Yesterday in Congress

House Floor Now

About: Floor actions occurring in the House on the current legislative day all listed in reverse chronological order. Procedural actions (motions), votes, speeches and debates are noted. File is updated continuously throughout the day -- at approximately 15-minute intervals. If the House is not currently in session, the information that appears is from the last or most recent legislative day. Measures under consideration are linked to their THOMAS Bill Summary & Status record.

Coverage: Current legislative day of the current Congress.

Source: Clerk of the House of Representatives

Access Now: House Floor Now

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Congressional Record

Congressional Record Latest Daily Digest

About: The Daily Digest is a summary of a day's activities in both chambers of Congress. Congressional Record page citations in the digest are linked to the full text of the record; bill numbers in the digest are linked to the full text of the bill.

Coverage: One legislative day

Source: Library of Congress

Access Now: Latest Daily Digest

Search the Congressional Record

About: The full text of the Congressional Record can be searched by word/phrase, member of Congress and/or date or date range. Searches by member name retrieve debates/speeches during which a certain member of Congress spoke, his/her remarks inserted in the Record in the Extensions of Remarks section or return articles with mention of his/her name in other contexts (e.g., Congressional Record notice of additional sponsors added to a bill). You can search the entire record or limit your searches by section of the record (House, Senate, Extensions of Remarks, Daily Digest), by date or date range and/or member name. A list of daily issues divided by section (House, Senate, Extensions of Remarks, and Daily Digest) is also available. Each section is preceded by a clickable Table of Contents for that section. Keywords in the Congressional Record Index can be browsed along with how many times each word occurs in the database and how many documents contain that word. Links to the Congressional Record Index for each session of that Congress are included.

Coverage: 101st (1989) through current Congress

Some Congressional Record documents in the 101st and 102nd Congresses are not available on THOMAS. Among the documents missing in the 101st are:

All the documents for November 13, 1989.

Conference reports for H.R.7, H.R.1465, H.R.996, H.R.2939, H.R.3072, H.R.3614, H.R.5114, H.R.5399, H.R.5769, S.580, S.1939, S.2740.

Among the documents missing in the 102nd are:

Conference reports for H.Con.Res. 287, H.R.2038, H.R.2508, H.R.2519, H.R.2608, H.R.5006, H.R.5487.

Source: Library of Congress

Access Now: Search the Congressional Record

Congressional Record Index

About: The Congressional Record Index is an index to the daily editions of the Congressional Record prepared by staff of the Joint Committee on Printing. The Index can be searched and browsed by keyword. Page references for index terms (topics) and bill numbers are linked to the Congressional Record full text. Links to searches for major topics -- those most commonly searched -- are provided.

Coverage: Current Congress through 104th Congress; cumulative for each session; published every 2 weeks.

Source: Library of Congress

Access Now: Congressional Record Index

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Schedules, Calendars

Days-in-Session Calendars

About: Days-in-Session Calendars show the days the House and Senate met. The House Calendars report the total legislative days and the total number of calendar days the House met. The Senate Calendars show the scheduled non-legislative-period days. This information is presented in a monthly calendar format, so rare weekend sessions can be spotted immediately. The calendars can be browsed, but not searched.

Coverage: Senate: 95th Congress, 2nd Session (1978) through current Congress. House: 94th Congress, 1st Session (1995) through current Congress.

Source: Library of Congress

Access Now: Days-in-Session Calendars

House Floor This Week

About: The "House Floor This Week" provides the date and time of the House session, along with bills that are likely to be passed under suspension of the rules or expected to receive floor action. This feature is updated throughout the week when the House is in session. Measures for possible consideration are linked to their THOMAS Bill Summary & Status record.

Coverage: Current Congress. Includes measures likely to be considered on the House floor this week.

Source: House of Representatives

Access Now: House Floor This Week

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Committee Information

Search Committee Reports

About: Committee Reports include the full text of House and Senate committee reports (including conference reports and joint committee reports) printed by the Government Printing Office (GPO). Most committee reports are printed by GPO. Reports can be searched by word/phrase, report number, bill number and committee. Searches can be limited by type of report (House, Senate, Conference, Joint). Reports can be browsed sequentially by House/Senate committee report number, conference report and joint committee report.

Coverage: 104th (1995) through current Congress

Source: Library of Congress

Access Now: Search Committee Reports

Presidential Nominations

Search Presidential Nominations

About: Information provided about Presidential Nominations includes the Presidential Nomination number, the date the nomination was received the committee to which it has been referred, legislative actions, and the nominee(s). New information is added to the database once a day and is available early the next morning.

Coverage: 100th Congress (1987) through current Congress

Source: Library of Congress

Access Now: Search Presidential Nominations

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Treaties

About: Information provided about Treaties includes treaty number, the date the treaty was transmitted, short title, formal title, treaty type, legislative actions and index terms. New information is added throughout the day by the executive clerk of the Senate. It becomes available early the next morning. This feature does not contain the actual text of the treaty itself. The full text of treaties can be searched at GPO Access.

Coverage: 90th (1967) through current Congress. Complete coverage begins with the 94th Congress. Older treaties are included if they were pending in 1975 when the database was created.

Source: Library of Congress

Access Now: Search Treaties

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Government Resources

THOMAS contains a list of legislative and other government resources. THOMAS also provides resources for learning about the legislative process and resources for legislative researchers.

For Teachers

THOMAS resources for teachers include classroom activities, lesson plans, guides to congressional information, and more.

Help and Contact

Consult the THOMAS Help section for assistance in using this site. Please contact the THOMAS team with comments or suggestions about this site.

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About the Congressional Record

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About the Congressional Record

How Congress Keeps Records of its Proceedings

The official records of House and Senate actions are kept in their respective journals, but a fuller record of proceedings is kept in the Congressional Record, which has been published by the Government Printing Office (GPO) since 1873. GPO publishes new issues of the record daily and transmits each new issue to the Library of Congress overnight. A new issue becomes available on THOMAS the following morning. Issues are available online from 1989 (the 101st Congress) to the present. Printed copies of the record may be found in Federal Depository Libraries.

Before 1873, records of congressional proceedings were kept under various titles: Annals of Congress, Register of Debates and Congressional Globe. These may be found in the Century of Lawmaking collection in American Memory.

How the Congressional Record is Organized

The Congressional Record is, to a large extent, a *verbatim* account of the floor proceedings of the House and Senate. Each daily issue consists of four parts:

- House of Representatives

- Senate

- Extensions of Remarks (text not actually part of floor activity but inserted later)

- Daily Digest (a summary of the day's activities in both chambers)

Each part is paginated separately and continuously for each session of Congress. Page numbers are preceded by single letters designating the part: H for House, S for Senate, E for Extensions, D for Daily Digest (e.g., S2987, H14990, E19, D2339).

After the end of each session, a permanent final version of the record is prepared. In this version, the pagination is continuous, without any section designations, and there is some editing and re-arrangement. Congressional Record files on THOMAS represent the daily edition, not the final.

What is Included in Each Part

House and Senate Parts

These two parts contain debates and statements made on the floor of each chamber, as well as records of various parliamentary actions and roll call votes. In addition, it contains communications from the president and the executive branch, memorials, petitions and information about legislation, including amendments. Committee activities are not reported here, though mention is made of reports received and meeting notices. Conference committee reports are typically printed in the record. Members are allowed to edit the transcript of their floor remarks before publication in the daily record or the permanent record.

Extensions of Remarks

This section is now used only by representatives to include additional legislative statements not actually delivered on the House floor, as well as extraneous material, such as texts of speeches delivered outside Congress, letters from and tributes to constituents and newspaper or magazine articles. Similar extraneous material from senators is inserted in the Additional Statements section of the Senate part of the record.

Daily Digest

This section provides a concise summary of the day's congressional activity. Typically, it is organized under these headings:

- Highlights

- Senate Chamber Actions

- Senate Committee Meetings

- House Chamber Actions

- House Committee Meetings

Committee Meetings Scheduled for the Following Day

Friday (or the last legislative day of the week) issues contain a section titled Congressional Program Ahead, which outlines the plans of each chamber and its committees for the upcoming week.

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