

# Steps In Using the *Code of Federal Regulations*

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DESCRIPTION OF STEP	Print	GPO Access / e-CFR	Westlaw / LexisNexis
<b>STEP 1: Identify Pertinent Regulations</b>			
Use “ <b>index</b> ” approach to identify CFR sections by subject; the name of appropriate agency is often a useful search term	Use “CFR Index” in <b>CFR Index and Finding Aids</b> volume at end of set  Use <b>West’s Code of Federal Regulations General Index</b> [KF70.A34 W4]	<b>GPO</b> Use “Quick Search” box on CFR “Main Page” to search entire CFR  <b>e-CFR</b> Use “simple” or “advanced” search pages	<b>W</b> Subj. search in U.S. Fed. Materials → Admin. Rules & Regs → CFR-Current Version <b>OR</b> “RegulationsPlus Index” <b>L</b> Subj. search in Fed. Legal-U.S. → CFR
Use “ <b>outline</b> ” approach to identify CFR sections by subject	Use “List of CFR Titles, Chapters, Subchapters and Parts” in <b>CFR Index and Finding Aids</b> volume at end of set	<b>GPO</b> Click on “Browse and/or Search” link on CFR “Main Page” → select title (s) → select chapter or part → continue to relevant §§  <b>e-CFR</b> Use “Browse” page	<b>W</b> Go to CFR database → click “Table of Contents” tab → select title (s) → select chapter or part → continue to relevant §§  <b>L</b> Go to Federal Legal-U.S. → CFR; click + to expand levels until you find relevant §§
Use “ <b>enabling statute</b> ” as access point to identify CFR sections promulgated under its authority	Use “Parallel Table of Authorities and Rules” in <b>CFR Index and Finding Aids</b> volume at end of set	Use electronic version of “Parallel Table of Authorities and Rules,” <i>available at</i> <a href="http://www.access.gpo.gov/nara/cfr/parallel/parallel_table.html">http://www.access.gpo.gov/nara/cfr/parallel/parallel_table.html</a>	<b>W</b> In CFR database, use “Credit” (CR) field to search for USC §  <b>L</b> In CFR database, use “Authority” segment to search for USC §
<b>STEP 2: Retrieve Text of Pertinent Regulations</b>			
<b>Locate and read</b> CFR section(s) identified in Step 1  • review other §§ in regulatory scheme for relevance • may review “source” (FR) where reg. originally published	Using most current edition of CFR available, go to title and section number(s)  • review surrounding sections • go to FR listed as source, review comments made by issuing agency at time reg. was promulgated	• have to review section by section • the FR source(s) are listed at end of §; for FR from 1995–present, can use “Retrieve an FR Page” function; for earlier FR cites, must use print or other source for FR	<b>W</b> •Use Table of Contents link to get regulatory scheme OR use “next/previous section” functionality •Use “Source” link to get to FR  <b>L</b> •Use TOC view or “Book Browse” •Use “History” to get to FR link
<b>STEP 3: Update Pertinent Regulations</b>			
<b>Determine whether regulation(s) has been amended</b> since last published in CFR	• Consult most current <b>LSA: List of CFR Sections Affected</b> (pub. monthly) under title & section of regulation(s) • Consult “ <b>Cumulative List of CFR Parts Affected</b> ” in last <i>Federal Register</i> issue of each month <i>not</i> covered by latest LSA	• Use link to <b>LSA</b> (on left-frame) → Click on “Browsing” link → Select most recent month of LSA available after date of CFR → Select title → browse for § you are updating • click on “Current List of CFR Parts Affected” (on left-frame) → browse list	<b>W</b> Use “History” KeyCite link (red flag) on left frame to display any changes after “current through” date  <b>L</b> Search FR source for the CFR citation, restricting to period after “current through” date