

Department of
Veterans Affairs

Memorandum

Date: DEC 22 2004

From: Assistant Secretary for Human Resources and Administration (006)

Subj: Availability of **cyberFEDS® on the Web** Subscription Service

To: Under Secretaries, Assistant Secretaries and Other Key Officials

1. The Office of Acquisition and Materiel Management (OAMM) has recently arranged to merge approximately 80 individual existing VA contracts and establish one agreement to provide **cyberFEDS® on the Web** to all VA specialists, attorneys, and managers with program responsibilities in human resources, equal employment opportunity, employee relations, labor relations, classification and staffing, pay and benefits, workers' compensation, Americans with Disabilities Act, and other administrative programs. The **cyberFEDS®** program is a unique combination of case decisions, statutes, regulations, manuals and guides, pay tables, bulletins and newsgroups, and research and analytical tools in an on-line information system. A summary of **cyberFEDS®** services is attached.

2. The new agreement covers ALL current and new users at no additional cost through September 30, 2005, up to a total of 2000 users VA-wide. During the coming fiscal year, a determination will be made as the optimal method of per-user cost allocation. Current contracts will remain in place until FY 2006. Under this agreement, all VA employees who need access to the premium information service may now access all **cyberFEDS®** features. Further, all copyrighted material on the site is available for the development of internal VA training programs, though it may NOT be used for the development of external training (training that includes other than VA employees) without specific written authorization from **cyberFEDS®**.

3. In the meantime, OAMM will create a new cost assignment and recovery procedure for FY 2006 and beyond. The estimated per user cost of the system is expected to drop from \$800-\$1,000 per user to \$200-\$300 per user, per year, depending on the number of users participating. Since this may create a new obligation for your organization in FY 2006, the publication control officer and/or budget officer should be advised of this subscription prior to enrollment. Each VA site/station will be responsible for funding their users. This is not a centrally-funded program.

4. This is an opportunity for our HR professionals and others to have access to a resource that provides up to date guidance, and I encourage as many as possible to enroll. Those interested in enrolling may contact Mr. David Hull, Workers' Compensation Program Manager, on (304) 429-6741, x 2334, for an electronic copy of the enrollment form.



R. Allen Pittman

Attachment

cyberFEDS® Features

Below is a list of resources that are available exclusively on **cyberFEDS® on the Web**:

1. **Quick Start Guides (QSGs)** — Provide overviews of more than 260 Equal Employment Opportunity (EEO), employee relations, labor relations, classification and staffing topics, and links to noteworthy cases, statutes, regulations, and additional resources. **QSGs** are written by experts in the Federal Human Resources (HR) field and are continually updated by LRP's staff of legal editors.
2. **Summaries of Case Decisions and Arbitration Awards** — Permits users to quickly scan search results and call up the full text if further detail is desired. Written by our attorney editors, summaries make your research easier and are protected under copyright.
3. **Case Index Numbering System** — A copyrighted system that enables users to speed and focus their research by zeroing in on the specifics identified by an index number. Federal sector professionals have used this indexing system from LRP Publications' full-text reporters since 1982. Therefore, staff can continue to research using the reporters and apply the same index numbers in **cyberFEDS® on the Web**.
4. **Forms Library** — Contains standard forms, optional forms, Office of Personnel Management (OPM) forms, Federal Labor Relations Authority (FLRA) and Federal Mediation Conservatory Service forms, Office of Government Ethics forms, and more. Most of these forms are in Portable Document File format (requires Adobe Acrobat Reader) and are "fillable" so you can fill in the blanks and print out your completed document.
5. **News and Legislation** — Read the latest articles posted daily broken out by topic, or search the *News Archive* which contains all prior news stories that have appeared on **cyberFEDS® on the Web**.
6. **Fed Web Alert** — See what's new on the major agency Web sites, such as OPM, Equal Employment Opportunity Commission (EEOC), FLRA, Merit Systems Protection Board (MSPB), and General Accounting Office.
7. **Checklists+** -- Step-by-step guidance for quick, yet thorough research. Major tasks are broken down into individual components, providing you guidance, tips, and links to the specific material you need.
8. **My cyberFEDS®** -- View your current session's search history, save queries that you have constructed, and run queries that have been previously saved.
9. **Surveys** — Place your vote and see what your colleagues think of hot topics by checking out the survey from time to time.

10. **E-Updates** – Each subscriber can sign up for the weekly E-Newsletter or e-Daily, which arrives in your mailbox every day – these newsletters provide the latest Federal HR headlines, announce new service features, and provide quick tips once each week.

11. ***Peter Broida's A Guide to Federal Labor Relations Authority Law and Practice, 2004***

12. ***Peter Broida's A Guide to Merit Systems Protection Board Law and Practice, 2004***

13. ***Ernest C. Hadley's A Guide to Federal Sector Equal Employment Law and Practice, 2004***

NOTE: *cyberFEDS® on the Web* is not the only source of case decisions by the FLRA, MSPB, EEOC, Comptroller General and related courts or of statutes and regulations, since these decisions are public information.

Below are decision databases also maintained on *cyberFEDS® on the Web* and what they contain:

1. **EEOC Decisions** – Full text of all Federal-sector EEOC decisions from 1979 to present, EEOC/MSPB "mixed decisions," related court decisions, and significant private-sector decisions.

2. **ADA and Rehabilitation Act Decisions** – Full text of all Americans with Disabilities Act decisions from 1990 to present.

3. **FLRA Decisions** – Full text of all FLRA, Federal Service Impasse Panel, Administrative Law Judge, related court and significant private-sector decisions from 1970 to present

4. **Arbitration Awards** – Full text of Federal and public-sector awards from 1970 to present (*cyberFEDS®* contains the largest arbitration awards database available).

5. **MSPB Decisions** – Full text of all MSPB, EEOC/MSPB "mixed," and related court decisions from 1979 to present, as well as Administrative Judge decisions from 1994 to present.

6. **Pay and Benefits Civilian Personnel Decisions** – Full text of all Comptroller General pay and benefits related decisions and related court decisions from 1984 to August 1996, all OPM pay-related decisions from August 1996 to the present, and all General Services Administration Board of Contract Appeals (GSBCA) travel-related decisions from August 1996 to present.

7. **Comptroller General Non-Labor Decisions** – Contains the full text of appropriation decisions dating back to the 1820s.