Finding Information in ComLaw

Information on ComLaw can be found by:
- Performing a quick search
- Performing an advanced search
- Browsing using the Find It Fast Bar or the category tabs available on the homepage

Performing a Quick Search

Quick Search is an easy way to find any legislation that is in force today. It will return the latest compilation or unamended principal of in force legislation (excluding amending legislation).

1. The quick search option is available in the Find it Fast bar at the top right hand of every page on ComLaw:

   - Search current titles

2. In the Search current titles section enter all or part of the legislation's title or the ComLaw/FRLI number.

3. Click on Search. A list of matching legislation will appear.

Guided Search

To search for legislation using a phrase, legislation type or by portfolio, use the Guided Search option.

1. In the first group on the Guided Search page enter your search term into the relevant field:

   - with all the words
   - with the exact phrase
   - with at least one of the words

2. In the second group on the Guided Search page there are 4 options to further refine your search or to perform searches on legislation types and by portfolio.

   a. Choose content(s): choose the part of the legislation you want to search.
   b. Choose type(s): select one or more legislation types.
   c. Choose legislation version: you can choose to narrow your search to compilations or principal legislation.
   d. Choose portfolio(s): you can select a portfolio to search.

3. In the third group on the Guided Search page you can restrict your search so that only items that match the entered date range in the area you select are returned.

Searching by Unique ID

To search for legislation using the ComLaw/FRLI ID, or series year and number, use the Unique ID Search option.

1. Select the ID type you want to search by and enter the number into the field provided.
2. Click on Search.

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Using ComLaw

**Browse**

The ComLaw/FRLI legislation will appear.

**Unique ID Numbering Formats**

There are 3 options available when searching by unique ID. Following is a list of ID types and their required format.

**ComLaw/FRLI ID**

The ComLaw/FRLI ID is an 11 character code formatted as:

- `<FrliComlaw><YYYY><Type><SSSSS>`

**Example:**

- Act: C2010A000001
- Legislative Instrument: F2010L000001

Where:

- `<FrliComlaw>` is:
  - F for Legislative Instruments, Legislative Instruments Backcaptures, Legislative Instruments Compilations (registered into the FRLI)
  - C for all other lodgment types (published onto ComLaw)

- `<YYYY>` is: the year of registration/publication (must be 4 digits)

- `<Type>` is:
  - L for Legislative Instruments
  - B for Legislative Instrument Backcaptures
  - C for Legislative Instrument Compilations
  - A for Acts
  - C for Act Compilations
  - B for Bills
  - Q for
    - Administrative Arrangement Orders
    - Applied Law Compilations
    - Commonwealth Reserved Laws
    - Constitution
    - Letters Patent
    - Other

- `<SSSSS>` is: a 6 digit uniquely allocated number. This number restarts at 000001 at the start of each year.

- **Act and SLI/SR year and number**

  The year and number format is YYYY/NNNN. Where:

  - YYYY is the Year and is limited to 4 digits
  - NNNN is the series number and the string is unlimited.

  **NOTE:** A wildcard * can be substituted for any unknown number(s).

**Customising your Search Results**

The last section on the Guided Search and Unique ID Search pages allows you to customise your results display. You can choose how your return is sorted and specify the number of results per page.

**NOTE:** Don’t worry if you didn’t choose your results display options before you clicked search, these options will display at the top of your search results page.

5. Click on **Search**. A list of matching legislation will appear.

**Browsing ComLaw**

You can browse on ComLaw by using the links on the Find It Fast bar at the top of every page on ComLaw or by using the category tabs located on the ComLaw homepage.

**Find it Fast bar links**

1. Click on the category of your choice from the links on the Find It Fast bar:

   - **Home** will display the home page
   - **What’s New** will display legislation published in the last 14 days grouped by legislation type
   - **The Constitution** will take you to The Constitution
   - **Acts** will display an alphabetical list of Acts, the default is current
   - **Legislative Instruments** will display an alphabetical list of Legislative Instruments, the default is current
   - **Bills** will display an alphabetical list of Bills
   - **Other** will display an alphabetical list of Other instrument types and includes the categories:
     - Administrative Arrangements Order
     - Applied Law Compilations
     - Commonwealth Reserved Laws
     - Constitution
     - Letters Patent
     - Other

**Displaying Browse Results**

Browse results will be grouped using view tabs. The view tabs will sort the results into current, just published, as made and historical categories. Below is an example of the Acts category being selected. The default display is alphabetical, you can change this view by using the Show Results field.

To change the results display use the tabs available on the Browse page.

**Searching Browse Results**

1. In the Filter by Title text box, type all or part of a keyword.
2. Click on **Apply Filter**.
3. A list of matching legislation will appear.
4. To remove the text in the filter click on **Clear filter**.

**Want to Provide Feedback?**

1. Click on the Feedback link at the top right hand side of the ComLaw page:

   - [Register Now](#) | [Help](#) | [Feedback](#) | [Log in](#)

   The Feedback page will appear.

2. Complete the required text boxes.
3. Click on **Submit**.
4. You will receive a message confirming your submission was successful.

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