

# BASIS

(BILL ACTION & STATUS INQUIRY SYSTEM)



Office of Information Technology Legislative Affairs Agency

## **TABLE OF CONTENTS**

SEARCHING WITHIN BASIS	1
BILLS & LAWS	2
ACTIONS BY DATE	3
AWAITING ACTIONS	4
BILLS IN COMMITTEE	5
GOVERNOR'S VETOES	6
PASSED LEGISLATION	7
PREFILE BILL SUMMARY	8
REQUESTOR SUMMARY	9
STATISTICS	10
SUBJECT SUMMARY	11
LAWS	12
JOURNALS	13
SESSION LAWS & RESOLVES	14
TOOLS - SIRS	15
TOOLS - BTMF	16
PAST LEGISLATURES (ARCHIVES)	17
GLOSSARY / INDEX	18
GLOSSARY / INDEX (cont'd)	19

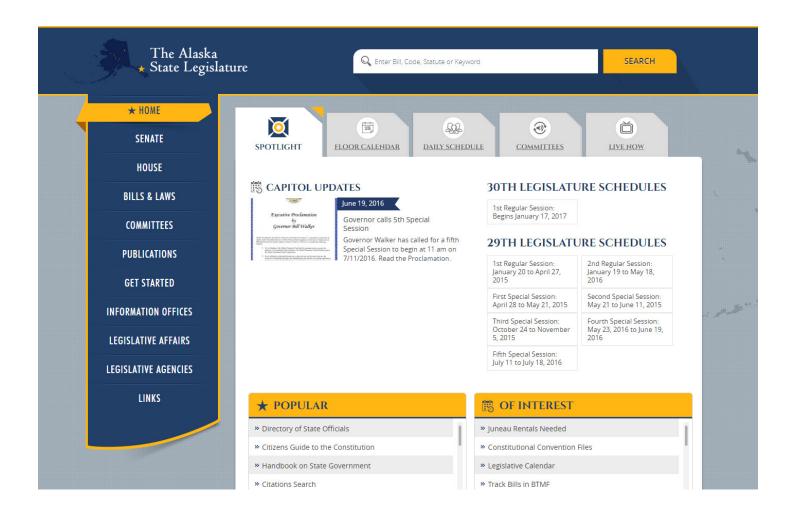
## **SEARCHING WITHIN BASIS**

The screen below is the Alaska Legislature's Internet homepage.

www.akleg.gov

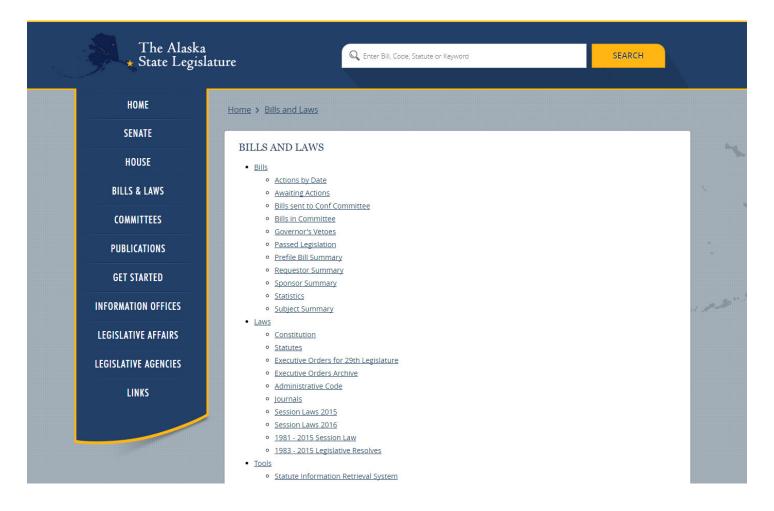
BASIS can be accessed by clicking on the 'Bills and Laws' tab on the left side of the screen. Within the 'Bills & Laws' tab, there are a number of tools that can assist you with tracking legislation. This document will describe a number of features that you may want to use.

Please note that the 'Search' feature is available on most BASIS screens and is an extremely helpful tool. Type a bill number, an Alaskan Code, Statute Number or keyword in the Search field and click the Display button on the top of ANY screen in BASIS to display information regarding your search request.



## **BILLS & LAWS**

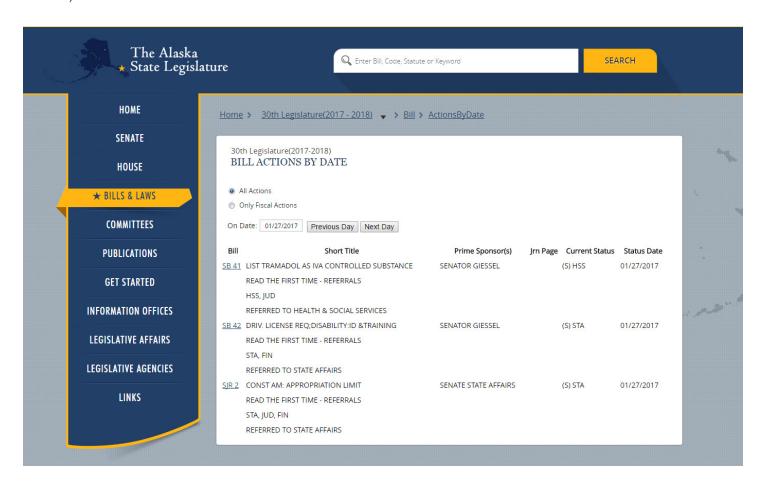
From our main page (www.akleg.gov) if you click on the Bills & Laws tab, you will be presented with the following screen displaying a number of options for searching on legislation. The following pages will describe each of those options below.



## **ACTIONS BY DATE**

This screen allows you to display a list of bills which had action on a specific date. Enter a date in the date field in 6-digit format (e.g. 01/15/15) and click the "Display" button for a list of bills which have received any type of action on that date.

Below the selection boxes is a display showing up-to-the minute status of the House and Senate. The display may indicate if the House or Senate is currently on the floor, or when either is scheduled to meet next, or if either has adjourned "sine die" (without a date — indicating that they have adjourned until the new session begins in January, unless a special session is called).

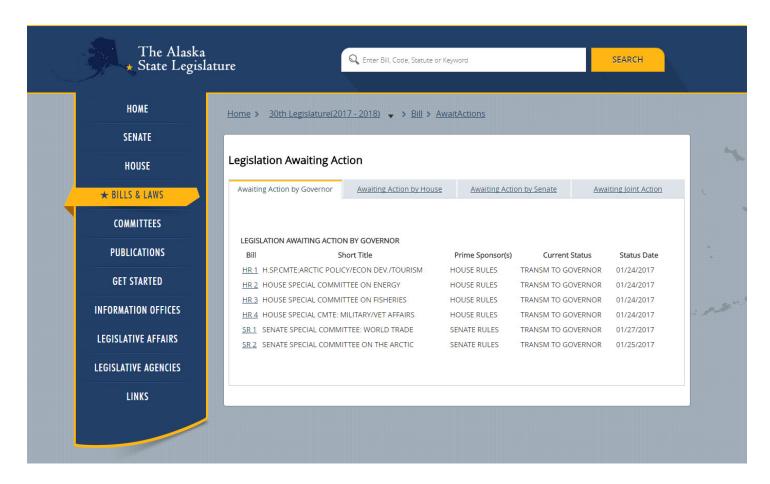


## **AWAITING ACTIONS**

To view a list of bills awaiting action on the floor by the House, Senate or by the governor click on the circle next to your choice, then click the "Display" button.

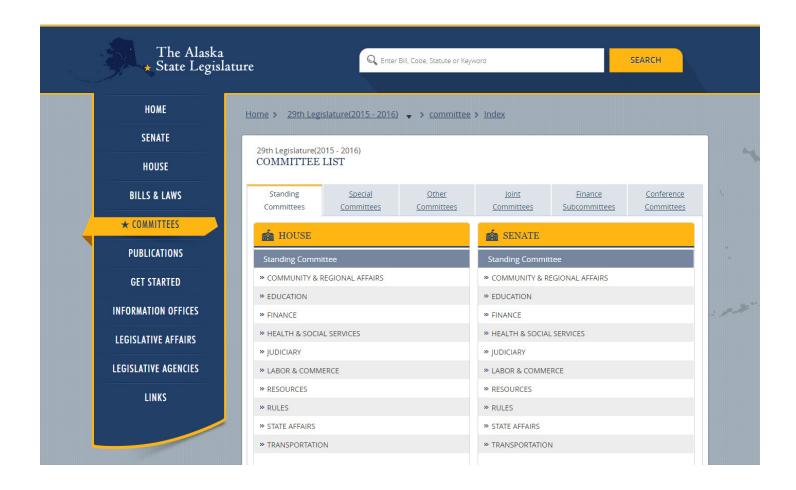
Awaiting Joint Action will provide a list of vetoed bills awaiting possible veto override action.

The bottom of the screen displays a message, if there is one, regarding whether each chamber is in session or adjourned. The "Reset" button returns all screen values to the default.



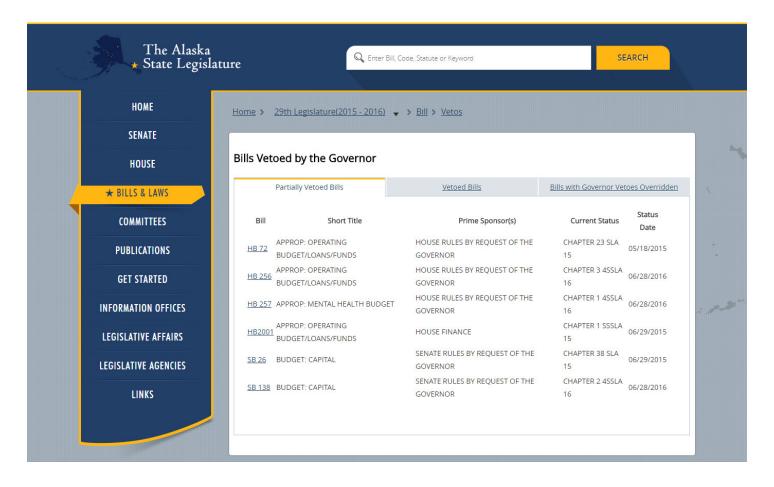
## **BILLS IN COMMITTEE**

This screen lists all committees which currently have bills pending. To view a list of bills currently in a committee, click on the committee name.



## **GOVERNOR'S VETOES**

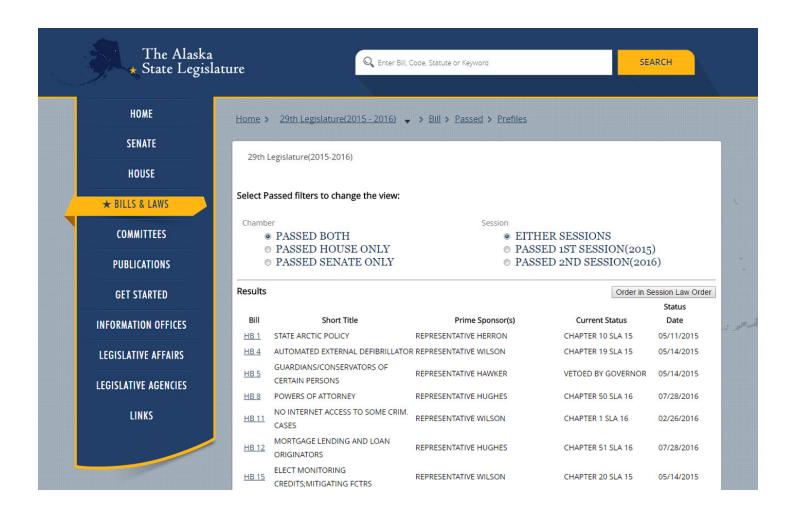
This page will display a list of bills that have been vetoed or partially vetoed by the Governor, or overridden by the Legislature.



## **PASSED LEGISLATION**

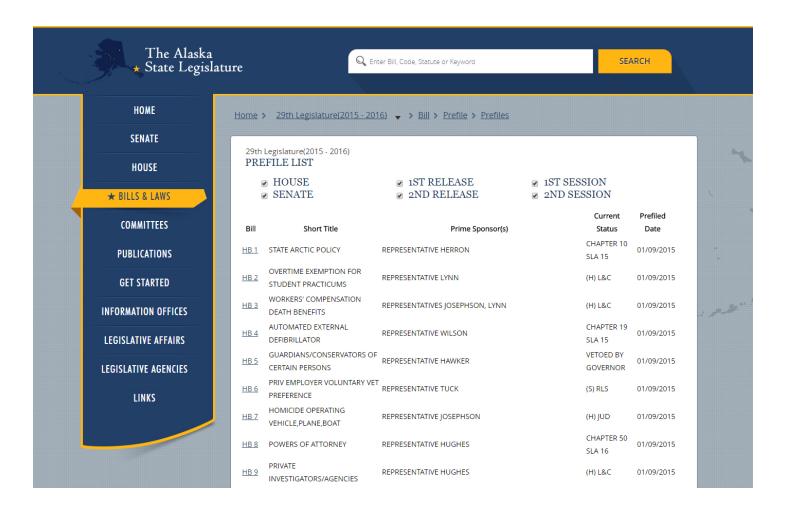
To view a list of bills which have passed either or both houses in either the first or second session or both, click on the circle next to your choice, then click the "Display" button.

The bottom of the screen displays a message, if there is one, regarding whether each chamber is in session or adjourned.



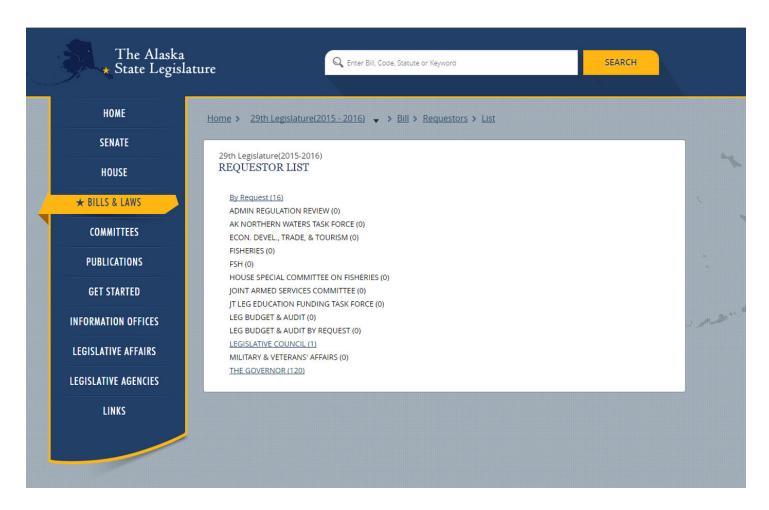
## **PREFILE BILL SUMMARY**

Use this screen to view a bill or resolution offered before session.



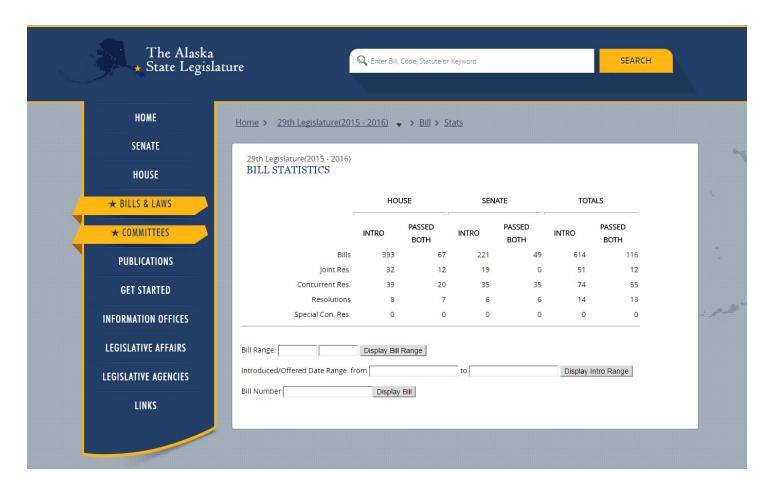
## **REQUESTOR SUMMARY**

Only legislators or legislative committees may sponsor legislation. This screen lists others who have requested legislators or legislative committees to sponsor bills or resolutions. To view a list of bills introduced at the request of non-legislative groups or legislative entities who are not allow to sponsor bills, click on the name of the group or individual.



## **STATISTICS**

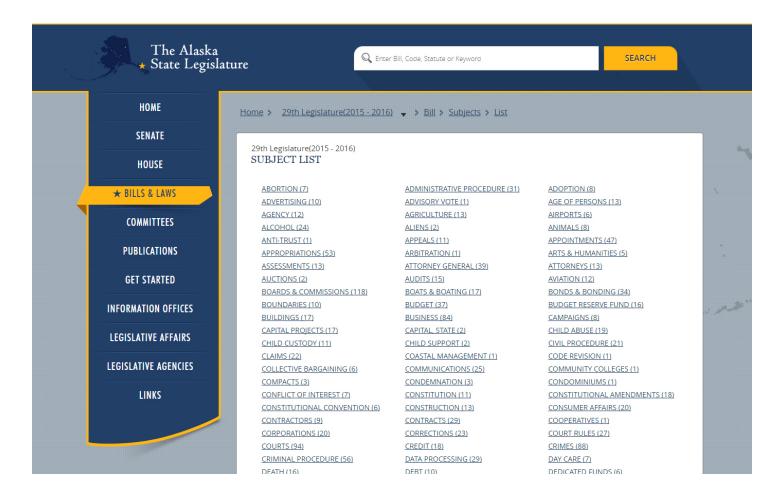
This page displays statistics on how many bills have been introduced and passed by the House and the Senate. Enter a range of bill numbers (e.g. [hb1] to [hb5]) and click the "Display Range" button to see the current status of all bills within that range. Click on the "Clear Range" button erase your last entries in the boxes and enter new bill numbers.



## **SUBJECT SUMMARY**

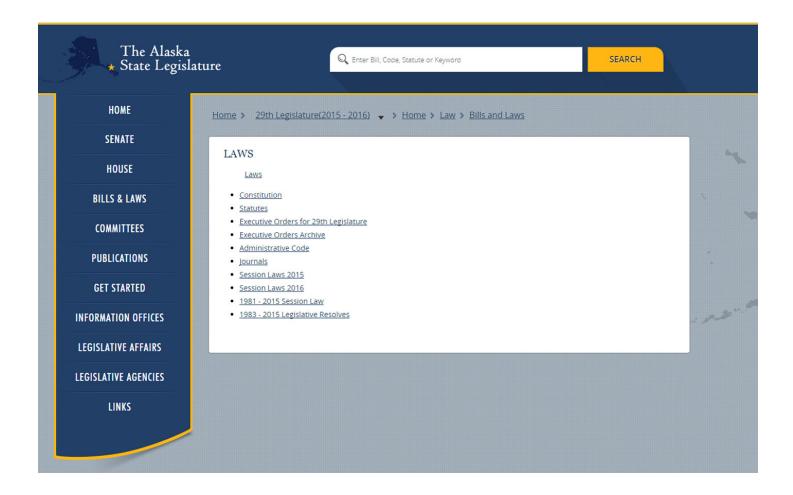
 $This \, screen \, lists \, all \, topics-bills \, have \, been \, categorized \, under \, when \, introduced \, into \, the \, legislature.$ 

To view a list of bills dealing with a certain topic, click on a Subject name.



## **LAWS**

This page provides links to the Alaska State Constitution, the Alaska Statutes, Executive Orders, and Administrative Code.

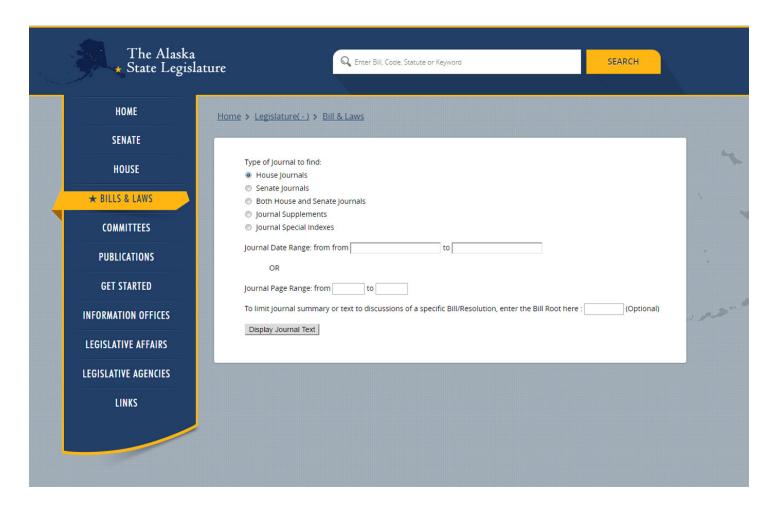


## **JOURNALS**

This screen allows you to choose a display of the text of the daily legislative journal. Select 'House,' 'Senate' or 'Both House and Senate' by clicking the circle to the left of your choice. One of these options must be selected.

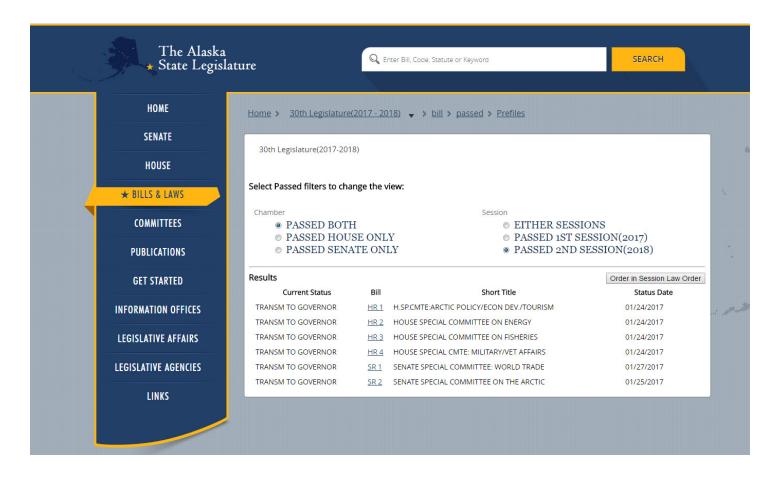
Optionally, you may type in a Date or Page Range and click on "Display Journal Text" to read the record of floor action for that date range or page range to read only those days or pages of the journal. Clicking "Display Journal Text" without choosing a Date or Page Range will display the last journal entered. If you choose both House and Senate Journal, the House journals display first, followed by the Senate journals.

You may enter a bill number and click on "Display Journal Text" to get full text of journal entries relating to that bill. To display a summary of journal items relating to a bill, type the bill name in the box and click "Display Bill Journal Summary."



## **SESSION LAWS & RESOLVES**

This page displays Session Laws and Resolves for 2016 and past years.



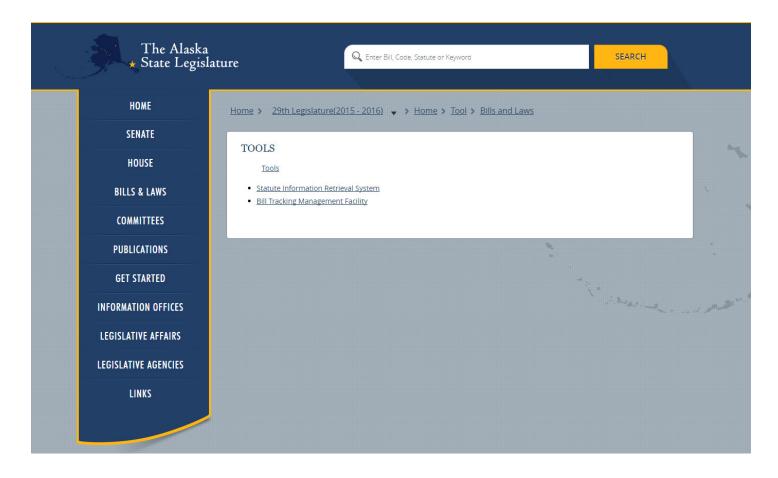
## **TOOLS - SIRS**

(Statue Information & Retrieval System)

Bills often amend or repeal existing law (Alaska Statutes). This screen allows you to view all statutes affected by a specified bill. Conversely, it allows you to view all bills which will affect a particular statute.

Type a bill number in the SIRS Bill Root field and click the 'SIRS Info by Bill' button to list all Alaska Statutes modified by that bill.

Or, you may type a valid Alaska Statute number in the SIRS Alaska Statute field and click the 'SIRS Info by Statute' button to list all bills which modify that statute.



## **TOOLS - BTMF**

(Bill Tracking & Management Facility)

The Bill Tracking Management Facility (BTMF) is designed to allow users to track bills in their own folders. If you're a legislative employee enter your legislative ID (lhsc\*\*\*) (lsnc\*\*\*) in the Account ID and then your password.

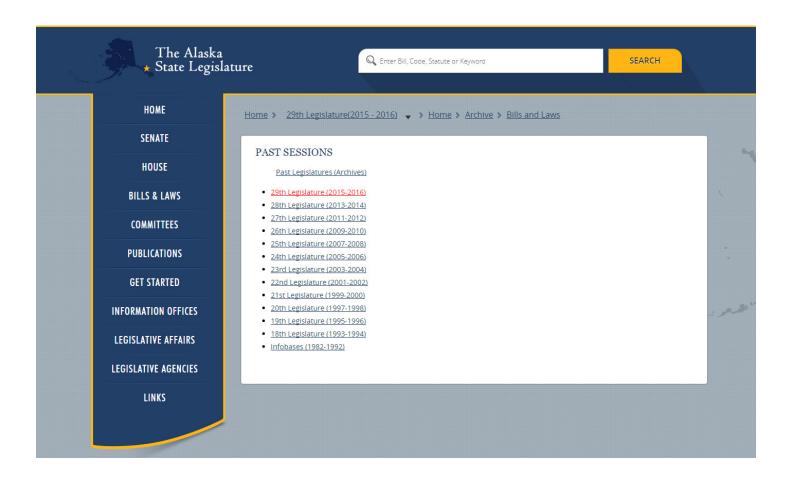
People who are not legislative employees who have not set up a (BTMF) account need to use the Create a New Account field under the First Time Users section.



# **PAST LEGISLATURES (ARCHIVES)**

This page displays links for past legislatures going back to the 18th Legislature (1994).

More Archival information is available at our Legislative Library located in The Terry Miller Legislative OfficeBuilding.



# **GLOSSARY / INDEX**

#### Page 1: Searching within Basis

A summary of how to search BASIS.

#### Page 2: Bills & Laws

Options for searching on legislation.

#### Page 3: Actions by Date

Displays bills which had action on any date you specify.

#### **Page 4: Awaiting Action**

Displays lists of bills awaiting action on the floor of the House or Senate or by the governor.

#### Page 5: Bills in Committee

Displays lists of bills currently referred to a committee or bills which will be referred to a committee following action by another committee.

#### Page 6: Governor's Vetoes

This will display a list of bills that have been vetoed or partially vetoed by the Governor, or overridden by the Legislature.

#### Page 7: Passed Legislation

Displays bills which have passed either or both houses in either the first or second session or both.

#### Page 8: Prefile Bill Summary

Displays bills which have passed either or both houses in either the first or second session or both.

#### Page 9: Requestor Summary

To view a list of bills introduced at the request of non-legislative groups or legislative entities not eligible for sponsorship, click on the requestor name to view a list of bills.

#### Page 10: Statistics

Displays statistics on how many bills have been introduced and passed.

#### Page 11: Subject Summary

Displays a list of bills dealing with a certain topic or subject.

#### Page 12: Laws

This page provides links to the Alaska State Constitution, the Alaska Statues, Executive Orders and Administrative code.

# GLOSSARY / INDEX (cont'd)

#### Page 13: Journals

Displays the actual text of the Legislative Journal by date, Journal page or by specific bill number.

#### Page 14: Session Laws & Resolves

Law: A rule formally recognized as binding and enforced by controlling authorities. Statute law is law enacted by the Legislature. Common law is law set by precedent in court and by interpretation of the Constitution and statute law. Resolution: Expression of the will, wish, or direction of the Legislature. A resolution generally does not have the effect of law.

#### Page 15: Tools (SIRIS)

Statute Information & Retrieval System

#### Page 16: Tool (BTMF)

Bill Tracking & Management Facility

#### Page 17: Past Legislatures (Archives)

Displays links for past legislatures going back to the 18th Legislature.

**REVISION DATE: 12/06/2017**