

# Database on Transnational Company Agreements

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## User Guide

### 1-Search Features

You use the keyword search feature to filter for texts. You:

- (i) Choose any number from the following search criteria presented in dropdown lists:
  - *Headquarter Country*
  - *Size of the company (Number of employees worldwide)*
  - *Sector*
  - *Year of signature*
  - *Employee signature parties*
  - *Geographical scope*
  - *Topics addressed - you can tick one or several topic boxes*
  
- (ii) Enter one or several keywords  
**Note:** Keyword search at this level operates across a predefined list of words. It does not operate within the PDF documents. When you enter several keyword the search feature understands this to include '&'.

Select and choose you criteria and then click **Search**.

**Note:** The **Search** feature retains a history of searches. Uncheck boxes and delete keywords for fresh searches.

### 2-Search Results

The search results display in reverse chronological order from newest to oldest. Texts that are no longer implemented display in grey.

Click *Company*, or *Title* to switch the alphabetical display of your results. Click *Year* to switch the chronological display. Click *Headquarter Country* to switch the nationality of the company display.

Click the actual company name, the actual document title or the document profile to access the agreement.

### 3-Profile Sheet

The Profile Sheet displays key data on the company, including an outline of the key objectives of the text, topics addressed in the text and information on its implementation and monitoring.

You can *Download the agreement* in the languages available. You can access a PDF version that opens in a new window when you click *PDF Export*.

