

Commonly Used Acronyms Of USDA, REE, AND ARS

AA	Associate Administrator	ARS-CMU	ARS Correspondence Management Unit
AAD	Associate Area Director	ARS-LS	ARS Legislative Staff
AAO	Area Administrative Officer	ARS-OA	ARS Office of Administrator
ABFO	Area Budget and Fiscal Officer	ARSITS	Agriculture Research Service Invention Tracking System
AC	Administrator's Council	ASB	Accounting Services Branch
AC	Accounting Code	ASHM	Area Safety and Health Manager
ACS	Area Computer Specialist	ATR	Agriculture Travel Regulations
AD	Area Director	AUO	Area Utilization Officer
ADA	Associate Deputy Administrator	AWOL	Absent Without Leave
ADAAM	Associate Deputy Administrator, Administrative Management	BA	Beltsville Area
ADO	Authorized Departmental Officer	BARC	Beltsville Agriculture Research Center
ADP	Automated Data Processing	BCA	Board of Contact Appeals
ADODR	Authorized Departmental Officer's Designated Representative	B&F	Budget and Fiscal
A-E	Architect-Engineer	BFSB	Budget and Fiscal Services Branch, FMD
AES	Agriculture Experiment Station	BLM	Bureau of Land Management
AFM	Administrative and Financial Management	BOC	Budget Object Class
AGPMR	Agriculture Property Management Regulation	BPMS	Budget and Program Management Staff
AHERA	Asbestos Hazard Emergency Response Act	BRM	Business Reply Mail
AL	Annual Leave	BSO	Biological Safety Officer
ALOC	Acceptable Level of Competence	CAA	Clean Air Act
AM	Administrative Management	CAD	Contracting and Assistance Division
AO	Administrative Officer	CD	Center Director
AOD	Administrative Management	CDL	Commercial Drivers License
APHIS	Animal and Plant Health Inspection Service	CDSO	Communications and Data Services Division
APMO	Area Property Management Officer	CDSO	Collateral Duty Safety Officer
APO	Accountable Property Officer	CEP	Career Enhancement Program
ARD	Automatic Release Date	CEPS	Cluster Environmental Protection Specialist
ARIS	Agricultural Research Information Systems	CERCLA	Comprehensive Environmental Response, Comprehension, Liability Act
ARMP	Annual Resource Management Plan	CFC	Combined Federal Campaign
ARMPS	Annual Resource Management Plan System	CFPDC	Consolidated Forms and Publications Distribution Center
ARMS	ARS Resource Management System	CFR	Code of Federal Regulations
ARS	Agriculture Research Service	CG	Comptroller General
		CMCO	Classified Material Control Officer
		COLA	Coast of Living Allowance
		CONUS	Continental United States

COP	Continuation of Pay	FAO	Food and Agricultural Organization
COR	Contracting Officer's Representative	FARC	Federal Archives and Records Center
CR	Civil Rights	FAS	Foreign Agricultural Service
CRAS	CRIS Resource Allocation Schedule	FBI	Federal Bureau of Investigation
CRIS	Current Research Information System	FCMD	Facilities Construction Management Division
CS	Contract Specialist	FD	Facilities Division
CSRA	Civil Service Reform Act	FDC	Financial Data Code
CSREES	Cooperative State Research, Education and Extension Service	FECA	Federal Employees Compensation Act
CSRS	Civil Service Retirement System	FEHB	Federal Employees Health Benefits
CWA	Clean Water Act	FEORP	Federal Equal Opportunity Recruitment Program
DA	Deputy Administrator	FEPA	Federal Employee Pay Act
DAAM	Deputy Administrator	FEPCA	Federal Employees Pay Comparability Act of 1990
DAEA	Designated Area Ethics Advisor	FERS	Federal Employees Retirement System
DDES	Demonstration and Delegated Examining Section, NSB	FES	Factor Evaluation System
DEMO	USDA Demonstration Project	FFIS	Foundation Financial Information System
DEPPC	Departmental Excess Personal Property Coordinator	FLSA	Fair Labor Standards Act
DEU	Delegated Examining Unit	FMD	Financial Management Division
DLA	Defense Logistics Agency, Department of Defense	FOIA	Freedom of Information Act
DM	Department Manual	FOMC	Facilities Operation Maintenance Contract
DMM	Domestic Mail	FPL	Full Performance Level
DOD	Department of Defense	FPM	Federal Personnel Manual
DOJ	Department of Justice	FPMR	Federal Property Management Regulations
DPM	Department Personnel Manual	FPR	Federal Procurement Regulations
DR	Department Regulation	FPRS	Federal Property Resources Services, GSA
EAD	Extramural Agreements Division	FR	Federal Register
EAP	Employee Assistance Program	FRC	Federal Records Center
EAS	Employee Appeals Staff	FSC	Federal Supply Classification
EC&R	Executive Correspondence and Records Unit, Office of Operations	FSS	Federal Supply Schedule
EEO	Equal Employment Opportunity	FT	Full Time Tour of Duty
EEOC	Equal Employment Opportunity Counselor	FTCA	Federal Tort Claims Act
EEOO	Equal Employment Opportunity Officer	FTD	Federal Travel Directory
EO	Executive Order	FTE	Full Time Equivalent
EOD	Enter On Duty	FTIS	Foreign Travel Information System
EPA	Environmental Protection Agency	FTR	Federal Travel Regulations
EPCRA	Emergency Planning and Community Right-To-Know Act	FTS	Federal Telecommunications System
ERC	Equipment Review Committee	FTTA	Federal Technology Transfer Act
ERRC	Eastern Regional Research Center	FTU	Foreign Travel Unit, FAS
ERS	Economic Research Service	FWS	Federal Wage System
ESB	Extramural Services Branch, Contracting and Assistance Division	FY	Fiscal Year
FAA	Foreign Agricultural Affairs, FAS	GAMS	Grants and Agreements Management Staff, CAD
		GAO	General Accounting Office

GM GS	Employees in the Performance Management and Recognition System	MWA	Midwest Area
GNA	Guide Not Applicable (decision)	NAA	North Atlantic Area
GOV	Government Owned Vehicle	NADC	National Animal Disease Center
GPO	Government Printing Office	NAL	National Agriculture Library
GTR	Government Transportation Request	NARA	National Archives and Records Administration
GS	General Schedule	NARS	National Archives and Records Service
GSA	General Services Administration	NASS	National Agricultural Statistics Service
GSD	General Services Division	NCAUR	National Center for Agricultural Utilization Research
HPRL	High Priority Requirement List	NEPA	National Environmental Policy Act
HQS	Headquarters	NFC	National Finance Center
HRD	Human Resources Division, AFM	NPA	Northern Plains Area
HWC	Hazardous Waste Cleanup	NPL	National Program Leader
IDO	Informal Deciding Official	NPS	National Program Staff
IDP	Individual Development Plan	NRRC	Northern Regional Research Center
IDR	In-depth Review or Reviewer	NSB	National Services Branch, PD
IFB	Insufficient Factual Basis (decision)	NTTC	National Technology Transfer Coordinator
IH	Industrial Hygiene/Hygienist	NTE	Not to Exceed
IPSC	Indirect Program Support Cost	NTIS	National Technology Transfer Coordinator
IR	Invention Report	OA	Office of the Administrator
IRS	Internal Revenue Service	OBPA	Office of Budget and Program Analysis, USDA
IS	Informational Staff	OCI	Office of Cooperative Interactions
ISTD	Information Systems and Technology Division	ODS	Official Duty Station
ITP	Individual Training Plan	O&F	Office of Operations and Finance
KSA	Knowledge, Skill and Ability	OGC	Office of General Counsel
L/A	Letter of Authorization	OGE	Office of Government Ethics
LAO/LAT	Location Administrative Officer/Technician	OHMP	Occupational Health Maintenance Program
LASER	Lincoln Advanced Science Engineering Reinforcement Program	OICD	Office of International Cooperation and Development
LC	Location Coordinator	OIG	Office of Inspector General
LD	Laboratory Director	OMB	Office of Management and Budget
LL	Location Leader	OO	Office of Operations
LERB	Labor Employee Relations Branch	OP	Office of Personnel
LOC	Locations	OPF	Official Personnel Folder
LOTS	Location Obligations Tracking System	OPM	U.S. Office of Personnel Management
LS	Lead Scientist	OSEC	Office of Secretary
LWOP	Leave Without Pay	OSC	Office of Special Council
M&IE	Meals and Incidental Expenses	OSHA	Occupational Safety and Health Act/Administration
MM	Mail Manager	OTT	Office of Technology Transfer
MOA	Memorandum of Agreement	OWCP	Office of Workers Compensation
MOU	Memorandum of Understanding	P&P	Policies and Procedures
MRMD	Mail and Reproduction Management Division, Office of Operations	PA	Privacy Act
MSA	Mid South Area		
MSPB	Merit Systems Protection Board		
MU	Management Unit		

PA	Patent Advisor	RL	Research Leader
PA	Program Analyst	R&M	Repair and Maintenance
PAA	Program Analyst Assistant	RMIS	Research Management Information System (No longer used - see ARIS)
PAIS	Property Accounting Information System	RMO	Records Management Officer
PAO	Procurement Assistance Officer	RPEC	Research Personnel Evaluation Committee
PB	Publications Branch	RPES	Research Position Evaluation System
PCMI	President's Counsel on Management Improvement	RSA	Research Support Agreement
PCS	Permanent Change of Station	RS#4	Reporting Section #4
PC-TARE	Personnel Computer-Time and Attendance Remote Entry (No longer used – See STAR)	RSS	Radiological Safety Staff
PD	Position Description	SAA	South Atlantic Area
PDS	Permanent Duty Station	SARA	Superfund Amendments and Reauthorization Act
PFT	Permanent Full Time	SBG	Scored Below Grade
PIADC	Plum Island Animal Disease Center	SES	Senior Executive Service
PIP	Performance Improvement Plan	SEU	Special Examining Unit
PL	Public Law	SF	Standard Form
PM	Program Management	SGEG	Supervisory Grade-Evaluation Guide
PMAR	Precious Metals Recovery Representative, Defense Logistics Agency, DOD	SHEM	Safety, Health and Environmental Management
PMB	Property Management Branch	SHEMB	Safety, Health and Environmental Management Branch
PMO	Property Management Officer	SL	Senior Level
PMRS	Performance Management Recognition System	SOW	Statement of Work
POB	Personnel Operations Branch	SPA	Southern Plains Area
POD	Post of Duty	SPO	Servicing Personnel Office
POV	Privately Owned Vehicle	SPS	Servicing Personnel Specialist
P&P	Policies and Procedures	SR	Standard Regulations
PPPM	Payroll/Personnel Processing Manual	SRRC	Southern Regional Research Center
PPMS	Personal Property Management Section	ST	Scientific and Professional Play Plan
PPSB	Personnel Policy and Systems Branch	STAR	System for Time & Attendance Reporting
PRB	Performance Review Board	SY	Scientist Year (Category 1 or 4 positions)
PRC	People's Republic of China	T&A	Time and Attendance
PSP	Position Staffing Plan	TAC	HQ and/or Area Time and Attendance Coordinator
PT	Part Time Tour of Duty	TASSB	Technology Assessment and Support Services
PTO	Patent and Trademark Office	TC	Transaction Code (NFC T&A designation)
PVPA	Plant Variety Protection Act	TCR	Torts Claim Representative
PVPC	Plant Variety Protection Certificate	TDY	Temporary Duty
PWA	Pacific West Area	TEKTRAN	Technology Transfer Automated Retrieval System
RA	Research Associate	TEP	Technical Evaluation Panel
RAP	Research Apprenticeship Program	TFT	Temporary Full Time
RCRA	Resource Conservation and Recovery Act	TMC	Travel Management Center
REE	Research, Education and Economic		
RG	Records Group		
RGEG	Research Grade Evaluation		
RIF	Reduction in Force		

TPS	Target Percent in Salaries	USSR	Union of Soviet Socialist Republics
TRAI	Training Information System	VRA	Veterans Readjustments Act
TSCA	Toxic Substance Control Act	WG	Wage Grade
TSP	Thrift Savings Plan	WGI	Within-Grade Increase
TT	Technology Transfer	WNRC	Washington National Records Center
TY	Travel Year	WOPFP	Without Postage and Fees Paid
UPS	United Parcel Service	WPFP	With Postage and Fees Paid
U.S.C.	United States Code	WRRC	Western Regional Research Center
USDA	United States Department of Agriculture	YW	Pay Plan for Stay-In-School Students
USPS	United States Postal Service		

ABBREVIATIONS OF USDA AGENCIES

Agency Abbr.	Agency	Agency Abbr.	Agency
ACS	Agricultural Cooperative Service	NARDAC	National Regional Data Automation Center
AMS	Agricultural Marketing Service	NASS	National Agricultural Statistics Service
APHIS	Animal and Plant Health Inspection Service	NOAA	National Oceanic and Atmospheric Administration
ARS	Agricultural Research Service	NRCS	Natural Resources Conservation Service
ASCS	Agricultural Stabilization and Conservation Service	OAE	Office of Advocacy and Enterprise
BA	Beltsville Area, Agricultural Research Service	OALJ	Office of Administrative Law Judges
BCA	Board of Contract Appeals	OBPA	Office of Budget and Program Analysis
CCC	Commodity Credit Corporation	OCA	Office of the Consumer Advisor
CSREES	Cooperative State Research, Education, And Extension Service	OCE	Office of Chief Economist
EAS	Economic Analysis Staff	OE	Office of Energy
ERS	Economic Research Service	OFM	Office of Finance and Management
ES	Extension Service	OGC	Office of the General Counsel
FAO	Food and Agriculture Organization	OHR	Office of Human Resources
FAS	Foreign Agricultural Service	OICD	Office of International Cooperation and Development
FMHA	Farmers Home Administration	OIG	Office of the Inspector General
FCIC	Federal Crop Insurance Corporation	OIRM	Office of the Information Resources Management
FGIS	Federal Grain Inspection Service	OIRP	Office of International Research Programs
FNS	Food and Nutrition Service	OO	Office of Operations
FS	Forest Service	OP	Office of Personnel
FSIS	Food Safety and Inspection Service	OPA	Office of Public Affairs
GAO	General Accounting Office	OT	Office of Transportation
GIPSA	Grain Inspections and Packers and Stockyards Administration	PSA	Packers and Stockyards Administration
GS	Graduate School (USDA)	REA	Rural Electrification Administration
HNIS	Human Nutrition Information Service	RTB	Rural Telephone Bank
JO	Judicial Officer	SCS	Soil Conservation Service
NAL	National Agricultural Library	WAOB	World Agricultural Outlook Board