

AGENCY ACRONYMS

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|---------|---|
| AAD | Associate Area Director |
| AAO | Area Administrative Officer |
| ABFO | Area Budget & Fiscal Officer |
| AC | Administrators Council |
| ACS | Area Computer Specialist |
| AD | Area Director or Agriculture Department; e.g., AD-332 |
| ADA | Associate Deputy Administrator |
| ADO | Authorized Departmental Officer |
| ADODR | Authorized Department Officer's Designated Representative |
| ADOL | Avian Disease & Oncology Laboratory |
| ADP | Automated Data Processing |
| AE | Architectural Engineer |
| AES | Agricultural Experiment Station |
| AFM | Administrative and Financial Management |
| AM | Administrative Management |
| APHIS | Animal Plant Health Inspection Service |
| APP | Annual Performance Planning |
| ARIS | Agricultural Research Information System |
| ARMPS | Annual Research Management Planning System |
| ARS | Agricultural Research Service |
| ARSITS | Agricultural Research Service Invention Tracking System |
| ASAP | As Soon As possible |
| ASST AD | Assistant Area Director |
| B&F | Budget & Fiscal |
| BA | Beltsville Area |
| BARC | Beltsville Agricultural Research and Development |
| BARD | Binational Agricultural Research and Development |
| BPA | Blanket Purchase Agreement |
| BPMS | Budget Program Management Staff |
| BRCOM | Biotechnology Research Oversight Committee |
| BRDC | Biotechnology Research & Development Corporation |
| BT | Biotechnology |
| CAD | Contracting & Assistance Division |
| CAT | Category |
| CD | Center Director |
| CEPS | Cluster Environmental Protection Specialist |
| CFC | Combined Federal Campaign |
| CNRC | Children's Nutrition Research Center |
| COB | Close of Business |
| CR | Civil Rights |
| CRADA | Cooperative Research and Development Agreement |
| CRAS | CRIS Resource Allocation Schedule |
| CRIS | Current Research Information System |
| CS | Contract Specialist |
| CSREES | Cooperative State Research Education Extension Service |

Agency Acronyms

| | |
|-------|---|
| CSRS | Civil Service Retirement System |
| CTAP | Career Transition Assistance Program |
| CWU | CRIS Work Unit |
| CY | Calendar Year |
| DA | Deputy Administrator |
| DAD | Deputy Area Director |
| DAEA | Designated Area Ethics Advisor |
| DE | Data Entry |
| EAP | Employee Assistance Program |
| EEAC | Equal Employment Advisory Council |
| EEO | Equal Employment Opportunity |
| EOD | Enter on Duty |
| EPF | Employee Performance Folder |
| ERRC | Eastern Regional Research Center |
| ERS | Economic Research Service |
| FAS | Foreign Agricultural Service |
| FEGLI | Federal Employees' Group Life Insurance |
| FEHB | Federal Employees' Health Benefits |
| FERS | Federal Employees' Retirement System |
| FFIS | Foundation Financial Information System |
| FMD | Financial Management Division |
| FOIA | Freedom of Information Act |
| FPL | Full Performance Level |
| FTE | Full Time Equivalent |
| FY | Fiscal Year |
| FYI | For Your Information |
| BGL | Government Bill of Lading |
| GOV | Government Owned Vehicle |
| GPO | Government printing Office |
| GPRA | Government Performance & Results Act |
| GS | General Schedule |
| GSA | General Services Administration |
| HNRC | Human Nutrition Research Center |
| HPRL | High Priority Requirements List |
| HQ | Headquarters |
| HRD | Human Resources Division |
| HRM | Human Resource Management |
| IDP | Individual Development Plan |
| IR | Invention Report |
| IS | Information staff |
| LAO | Location Administrative Officer |
| LAPC | Local Agency Program Coordinator |
| LC | Location Coordinator |
| LD | Laboratory Director |
| LERB | Labor Employee Relations Branch |

Agency Acronyms

| | |
|--------|---|
| LOTS | Location Obligation Tracking System |
| LS | Lead Scientist |
| LWOP | Leave With Out Pay |
| MAP | Modernization of Administrative Process |
| MARC | Meat Animal Research Center |
| MSA | Mid South Area |
| MSACOP | Mid South Area Council for Office Professionals |
| MU | Management Unit |
| MWA | Midwest Area |
| NAA | North Atlantic Area |
| NACOP | National Advisory Council for Office Professionals |
| NADC | National Animal Disease Center |
| NAL | National Agricultural Library |
| NAS | National Agricultural Statistics Service |
| NCAUR | National Center for Agricultural utilization Research |
| NCRPIS | North Central Regional Plant Introduction Station |
| NFC | National Finance Center |
| NFMP | National Facilities Management Plan |
| NOB | North Operations Branch |
| NPA | Northern Plains Area |
| NPL | National Program Leader |
| NPPC | National Patent Program Coordinator |
| NPS | National Program Staff |
| NSAC | National Secretarial Advisory Council |
| NSB | National Service Branch |
| NSR | National Swine Research |
| NSTL | National Soil Tilth Laboratory |
| NTE | Not to Exceed |
| OA | Office of the Administrator |
| OCI | Office of Cooperative Interactions |
| OGC | Office of the General Counsel |
| OGE | Office of Government Ethics |
| OICD | Office of International Cooperation & Development |
| OIG | Office of Inspector General |
| OIRP | Office of International Research Programs |
| OPM | Office of Personnel Management |
| OSP | Office Support Professionals |
| OSQR | Office of Scientific Quality Review |
| OTT | Office of Technology Transfer |
| OWCP | Office of Workers' Compensation Program |
| PA | Program Analyst |
| PAA | Program Analyst Assistant |
| PAO | Procurement Assistance Officer |
| PASTG | Program Administrative Support Task Group |
| PC | Personal Computer |

Agency Acronyms

| | |
|-------|--|
| PCMS | Procurement Card management System |
| PD | Position Description |
| PFT | Permanent Full Time |
| PI | Principal Investigator |
| PIADC | Plum Island Animal Disease Center |
| PIED | Policy, Innovation, & Employee Development |
| PIP | Performance Improvement Plan |
| PM | Program Management |
| POB | Personnel Operations Branch |
| POV | Privately Owned Vehicle |
| PPT | Permanent Part Time |
| PRO | Promote |
| PSP | Position Staffing Plan |
| PWA | Pacific West Area |
| QSI | Quality Step Increase |
| R&D | Research & Development |
| R&M | Repair and Maintenance |
| RAP | Research Apprenticeship Program |
| RARC | Russell Agricultural Research Center |
| REE | Research, Education & Economics |
| RGEG | Research Grade Evaluation Guide |
| RIF | Reduction in Force |
| RIG | Remain In Grade |
| RL | Research Leader |
| RMIS | Research Management Information System |
| RPEC | Research position Evaluation Committee |
| RPES | Research position Evaluation System |
| RPS | Research Project Statement. |
| RSA | Research Support Agreement |
| RU | Research Unit |
| SAA | South Atlantic Area |
| SAMS | Salary Allocation Management System |
| SBG | Scored Below Grade |
| SCD | Service Computation Date |
| SCEP | Student Cooperative Education Program |
| SEC | Secretary |
| SES | Senior Executive Service |
| SEU | Special Examining Unit |
| SIP | Summer Intern Program |
| SIR | Statutory Invention Registration |
| SLP | Salary Lapse Policy |
| SPA | Southern Plains Area |
| SRRC | Southern Regional Research Center |
| ST | Scientific and Technical Positions |
| STAR | System for Time and Attendance Reporting |

Agency Acronyms

| | |
|--------|---|
| STEP | Student Temporary Employment Program |
| STP | Strategic Plan Codes |
| SY | Scientist (Science Year) |
| T&A | Time & Attendance |
| TFT | Temporary Full Time |
| TPS | Target Percent in Salaries |
| TSP | Thrift Savings Plan |
| USDA | United States Department of Agriculture |
| USDFRC | U.S. Dairy Forage Research Center |
| WGI | Within Grade Increase |
| WHNRC | Western Human Nutrition Research Center |
| WRRC | Western Regional Research Center |