

MRP Issuances Classification System

As of 06/04/2024

The MRP Issuances Classification System is a modification of the [USDA Directives Classification System](#). Numbering consists of four digits in conformance with the Department's numbering pattern and aligns with other Government regulations as much as possible. The system groups together all administrative issuances on a specific subject so that information is easy to locate, use, and store.

1000-1999 GENERAL MANAGEMENT AND ADMINISTRATION

1000 ORGANIZATION, AUTHORITIES, AND FUNCTIONS

1010 Organization

1011 Principles of Organization (General)

1012 Organization Planning

1013 Manpower Planning

1020 Statements of Missions and Functions

1030 Delegations of Authority

1040 Committees and Boards

1041 Committee Management

1042 Statutory Advisory Committees

1043 Nonstatutory Committees

1044 Other Committees and Boards

1050 Intradepartment Relations

1051 Relations with Field Activities

1100 MANAGEMENT IMPROVEMENT

1110 Management Policies and Procedures

1120 Management Systems Development

1121 Project Management

1130 Management Studies and Analyses

1131 Workload Analysis and Measurement

1132 Productivity Analysis

1140 Management Improvement Programs

1200 PROGRAM PLANNING AND EVALUATION

1210 Program Goals and Objectives

1220 Program Planning

1230 Program Review and Evaluation

- 1240 Program Impact Analysis
- 1250 Program Decision Systems
- 1260 Legislative Programs and Reports

1300 EXTERNAL RELATIONS

- 1310 Executive Branch Relations
 - 1311 White House and Executive Office Relations
 - 1312 Interdepartmental Relations
 - 1313 Temporary Agencies, Commissions, Task Forces, etc.
 - 1314 Formal Agreements and Memoranda of Understanding
- 1320 Legislative Branch Relations
 - 1321 Senate Relations
 - 1322 House of Representatives Relations
 - 1323 Congressional Hearings and Testimony
 - 1324 Government Accountability Office/Government Publishing Office/Other
Legislative Branch Relations
 - 1325 Reports to Congress
- 1330 Judicial Branch Relations
- 1340 State and Local Agency Relations
- 1350 International Relations
- 1360 Public and Special Interest Groups and Organizations
- 1370 Industrial and Commercial Organizations
- 1380 Professional Societies and Associations
- 1390 Educational Institutions (including Libraries, Museums, etc.)

1400 PUBLIC AFFAIRS

- 1410 Publishing
- 1420 Composition and Printing
 - 1421 Copy and Duplication
 - 1422 Photocomposition
- 1430 Publication Distribution
- 1440 News Releases, Speeches, and Current Information
- 1450 Radio and Television
- 1460 Media and Public Liaison
- 1470 Graphic and Exhibit Design

1480 Photography

1490 Video and Film

1495 New Media

1496 Digital Strategy

1497 Communications/Information Products and Services

1500 LEGAL AFFAIRS AND PROCEEDINGS

1510 Coordination and Clearance Services

1511 Legislative Review

1512 Regulatory and Program Review

1513 Legal Advice and Opinions

1520 Legal Proceedings

1521 Departmental and Administrative Proceedings

1522 Judicial Proceedings

1530 Employee Involvement in Legal Proceedings

1600 FACILITIES AND SPACE MANAGEMENT

1610 Space Planning, Classification, and SLUC

1620 Space Acquisition and Assignment

1630 Space Utilization

1640 Alterations and Maintenance

1650 Building Safety/Security

1660 Parking Services

1670 Utility Services

1680 Conference Rooms/Auditoriums/Vendor Services

1700 INVESTIGATIONS AND AUDITS

1710 Investigations

1720 Audits

1800 EMERGENCY PREPAREDNESS AND CONTINGENCY PLANNING

1810 Emergency Procedures and Planning (Crisis Management)

1820 Civil Defense Program

1830 Nature and Other Disasters

2000-2999 BUDGET AND FINANCE

2000 BUDGET DEVELOPMENT, PRESENTATION, AND EXECUTION

- 2010 Budget Planning
- 2020 Budget Development
- 2030 Budget Presentation
- 2040 Budget Execution
- 2050 Budget Reporting

2100 FINANCIAL MANAGEMENT/ACCOUNTING

- 2110 Accounting Systems
- 2120 Cash Management
- 2130 Debt Management
- 2140 Liabilities
- 2150 Revenues
- 2160 Cost Distribution
- 2170 Cost Determination (A-76)
- 2180 Property

2200 FISCAL MANAGEMENT

- 2210 Appropriations, Receipts, and Fund Accounts
- 2220 Collections
- 2230 Obligations
- 2240 Disbursements
- 2250 Imprest Funds
- 2260 Withdrawals, Restorations, and Transfers of Appropriation Balances
- 2270 Account Table Officers
- 2280 Fiscal and Accounting Codes

2300 TRAVEL AND TRANSPORTATION

- 2310 Temporary Duty Travel-Domestic
- 2320 Temporary Duty Travel-Foreign
- 2330 Relocation
- 2340 Sickness or Death while in Travel Status
- 2350 Transportation of Things

2400 FEDERAL ASSISTANCE

- 2410 Educational Institutions

2420 State and Local Governments

2430 Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations

2440 Loans

2450 Grants

2500 CLAIMS

2510 Claims against the U.S.

2520 Debt Claims

2530 Dual Compensation Debts

2540 Damage/Loss of Government Property

2550 Damage/Loss of Shipments

2560 Irregularities/Discrepancies

2570 Waivers

2600 PAY AND ALLOWANCES

2610 Internal Control

2620 Principles and Standards

2630 Special Allowances to Civilian Employees

3000-3999 INFORMATION RESOURCES MANAGEMENT

3000 RECORDS MANAGEMENT

3010 Directives Management

3020 Forms Management

3030 Reports Management

3031 Public Paperwork Burden Control

3040 Files Management

3050 Mail Management

3051 Automated Mailing Lists

3052 Messenger Services

3060 Correspondence Management

3070 Micrographics Management

3080 Records Disposition

3090 Vital Records

3100 MANAGEMENT OF INFORMATION RESOURCES

3110 Planning

3111 Long Range Planning

3112 Capacity Planning

3120 Standards

3130 Technical Approval

3140 Security

3145 Federal Information Technology Acquisition Reform Act (FITARA)

3150 Internet Domain Name

3160 Software Licensing

3170 End User Work Station Configurations

3180 Information Technology Standards

3185 Enterprise Architecture

3200 AUTOMATIC DATA PROCESSING (ADP) MANAGEMENT

3210 Design and Development

3220 Resource Acquisition

3230 Resource Utilization

3240 Operations

3300 TELECOMMUNICATIONS MANAGEMENT

3310 Voice Telecommunications

3320 Data Telecommunications

3330 Radio Communications

3340 Employee Locator Services

3400 INFORMATION MANAGEMENT

3410 Information Collection

3420 Information Dissemination

3430 Information Sharing

3440 Classified and Sensitive Information

3450 Freedom of Information Act (FOIA), Privacy, and Computer Matching

3460 Digital Signage

3465 Geospatial Data

3500 CYBERSECURITY

3505 USDA Computer Incident Response Procedures

3510 USDA Information Technology (IT) Restricted Space

3515 Privacy Requirements

3520 Configuration Management
3525 USDA Internet and Email Security
3530 USDA Security Protection
3535 C2 Controlled Access Protection-General Information
3540 Risk Management Program
3545 Personnel Security
3550 Information Technology Systems
3560 Capital Planning and Investment Control (CPIC) for Security
3565 Cybersecurity Plans
3570 IT Contingency and Disaster Planning
3575 Security Controls
3580 Mobile Computing
3595 USDA Cyber Security Manual Series
3500 Glossary

3600 INFORMATION AND TECHNOLOGY TRANSFORMATION

3600 USDA Information and Technology Transformation
3610 USDA eAuthentication Service
3620 USDA eLearning Services, Courseware and Content
3630 USDA Enterprise Shared Services
3640 Identity, Credential, and Access Management (ICAM)
3650 Cloud Computing

3800 COMMON IDENTIFICATION STANDARDS

3900 SERVICE CENTER TECHNOLOGY MODERNIZATION INFORMATION

4000-4999 PERSONNEL MANAGEMENT AND SAFETY AND HEALTH

4000 HUMAN RESOURCES MANAGEMENT

4010 Strategic Human Capital Management and Human Resources Delegations
4020 General Personnel Provisions, Personnel Records, and Actions
4030 Employment
4040 Employee Performance and Development
4050 Position Classification, Pay, and Allowances
4060 Attendance and Leave
4070 Personnel Relations

4080 Employee Benefits

4090 Senior Executive Service and Other Special Positions

4100 RESERVED

4200 RESERVED

4300 EQUAL OPPORTUNITY

4310 Affirmative Action

4320 Complaint Investigations

4330 Compliance

4340 Civil Rights Impact Statements

4350 Equal Opportunity in Housing

4360 Outreach-Public Notification

4370 Data Collection and Evaluation

4400 SAFETY AND HEALTH

4410 Program Management

4420 Education/Training

4430 Employee Services

4440 Supervision

4450 Evaluation

4600 PERSONNEL SECURITY

4610 Security Clearance

4620 Identification Cards, Passes, and Badges

4700 ALTERNATIVE DISPUTE RESOLUTION

4710 Alternative Dispute Resolution

5000-5999 PROPERTY AND RESOURCE MANAGEMENT

5000 PROCUREMENT MANAGEMENT

5010 USDA Procurement Reporting System

5020 Debarred, Suspended, and Ineligible Bidders

5030 Sureties

5040 ADP

5050 Labor Standards

5060 Departmental Blanket Purchase Arrangements

5070 Consulting Services

5080 Disputes

5090 Socioeconomic Procurement

5100 REAL PROPERTY MANAGEMENT

5110 Acquisitions

5111 Purchases, Donations, Exchanges, and Transfers

5112 Leasing

5120 Utilization

5130 Disposition

5140 Historical Significance/Preservation

5150 Relocation Assistance

5160 Use of Official Agency Symbols

5170 Engineering and Construction

5200 PERSONAL PROPERTY MANAGEMENT

5300 SUPPLY MANAGEMENT

5400 FLEET MANAGEMENT

5500 ENERGY MANAGEMENT

5600 ENVIRONMENTAL PROTECTION

5700 PATENTS, COPYRIGHTS, AND TRADEMARKS

5800 AVIATION OPERATIONS

6000-8999 RESERVED

9000-9999 PROGRAM AREAS

9000 FOOD AND CONSUMER PROGRAMS

9100 MARKETING AND TRANSPORTATION PROGRAMS

9200 INTERNATIONAL AFFAIRS PROGRAMS

9300 COMMODITY PROGRAMS

9400 RURAL DEVELOPMENT PROGRAMS

9500 NATURAL RESOURCES AND ENVIRONMENTAL PROGRAMS

9600 SCIENTIFIC AND EDUCATION PROGRAMS

9700 SOCIOECONOMIC PROGRAMS

9710 Preference Programs

9720 Minority Bank Deposit Programs

9800 ECONOMIC AND STATISTICS PROGRAMS