

(1)
THE GUIDE TO PERSONNEL DATA STANDARDS

BARGAINING UNIT

- Definition:** An employee's bargaining unit.
- Responsible Organization:** Office of Personnel Management, Division for Strategic Human Resources Policy.
- Applicability:** Mandatory (Central Personnel Data File, Personnel Actions).
- Cross-Reference:** None.
- Format:** 4N

Note:

Bargaining unit names and codes can be found in the Office of Personnel Management publication Union Recognition in the Federal Government. The bargaining unit code is the last four digits of the six-digit number shown in parentheses after the location. Copies of the publication are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.

Code Name/Explanation

SPECIAL CODES

- 6666 Bargaining unit status is in transition because of a mass transfer.
- 7777 Eligible but not in a bargaining unit.
- 8888 Ineligible for inclusion in a bargaining unit.

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BARGAINING UNIT**Note (2):**

To correctly identify the bargaining unit when using data from the Central Personnel Data File (CPDF), the bargaining unit code must be used in combination with the first two characters of the agency/subelement code (i.e., the agency code, followed by two spaces for the subelement positions), followed by the four-character bargaining unit code. For example: “DD##xxxx” would be used to identify a bargaining unit within the Department of Defense, where “DD” is the agency code for the Department of Defense, “##” represent spaces, and “xxxx” represents the bargaining unit code.

For the organizations shown below, however, all four characters of the agency/subelement code must be used. For example, “DD07xxxx” would be used to identify a bargaining unit within the Defense Logistics Agency, where “DD07” represents the Defense Logistics Agency and “xxxx” represents the bargaining unit code.

**Agency/
Subelement
Code****Organization****EXECUTIVE BRANCH DEPARTMENTS**

	Department of the Air Force
AFNG	Air National Guard Units (Title 32)
AFZG	U.S. Special Operations Command (ANG, Title 32)
	Department of the Army
ARNG	Army National Guard Units (Title 32)
	Department of Defense
DD04	Defense Information Systems Agency
DD06	Defense Security Cooperation Agency
DD07	Defense Logistics Agency
DD10	Defense Contract Audit Agency
DD34	Defense Commissary Agency
DD35	Defense Finance and Accounting Service
DD61	Defense Threat Reduction Agency
DD63	Defense Contract Management Agency

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BARGAINING UNIT

**Agency/
Subelement
Code**

Organization

INDEPENDENT EXECUTIVE BRANCH ORGANIZATIONS

Court Services and Offender Supervision Agency for the District of
Columbia

FQ01
FQ02

Office of the Director
Pretrial Services Agency

AH02

National Foundation on the Arts and the Humanities
National Endowment for the Humanities

SM01

Smithsonian Institution
National Gallery of Art