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# APHIS Administrative Issuances

Last Modified:

## Directives

- [1000-1999 General Management and Administrations](#)
- [2000-2999 Budget and Finance](#)
- [3000-3999 Information Resources Management](#)
- [4000-4999 Personnel Management and Safety and Health](#)
- [5000-5999 Property and Resource Management](#)
- [6000-8999 Reserved](#)
- [9000-9999 Program Areas](#)

## Administrative Notices

| Number      | Title                                                                                                                 | Issue Date | Expiration Date |
|-------------|-----------------------------------------------------------------------------------------------------------------------|------------|-----------------|
| APHIS 23-01 | <a href="#">Length of Workday Agency Policy</a> (146.51 KB)<br><a href="#">Frequently Asked Questions</a> (262.36 KB) | 05/01/2023 | 05/01/2024      |
| APHIS 23-02 | <a href="#">Leave Usage Order for Annual Leave Restoration Purposes</a> (135.91 KB)                                   | 01/30/2023 | 01/30/2024      |
| APHIS 23-03 | <a href="#">Maxiflex 24/7 Policy</a> (189.25 KB)<br><a href="#">Frequently Asked Questions</a> (195.74 KB)            | 04/19/2023 | 04/19/2024      |

# Manuals, Handbooks, and Guides

| Number       | Title                                                                          | Date Issued /<br>Modified                 |
|--------------|--------------------------------------------------------------------------------|-------------------------------------------|
| APHIS 205    | <a href="#">APHIS Records Management Handbook, Schedules, and Guidance</a>     | Varied                                    |
| APHIS 1050.1 | <a href="#">APHIS Emergency Mobilization Guide</a> (1.15 MB)                   | 01/06/2026                                |
| APHIS 2100.1 | <a href="#">Budget and Accounting Manual</a> ( <i>Employees Only</i> )         | Varied                                    |
| APHIS 3440   | <a href="#">APHIS Information Security Handbook</a>                            | 2014                                      |
| APHIS 4400.2 | <a href="#">Biorisk Management Manual</a> ( <i>Employees Only</i> )            | 02/2023                                   |
| APHIS 4410.1 | <a href="#">APHIS Aviation Safety Management System Manual</a>                 | 05/2024                                   |
| APHIS 4790   | <a href="#">APHIS Safety, Health Wellness Manual</a> ( <i>Employees Only</i> ) | Varied                                    |
| APHIS 5800.1 | <a href="#">APHIS Aviation Operations Manual</a> ( <i>Employees Only</i> )     | 09/2023                                   |
| MRP 4791     | <a href="#">MRP Workers Compensation Policy and Procedures Manual</a>          | 02/09                                     |
| MRP 4792     | <a href="#">MRP Drug Free Workplace Program Handbook</a>                       | 03/09<br>Issuance Change 1, dated 6/17/10 |
| MRP 5201     | <a href="#">Personal Property Manual</a>                                       | 05/22                                     |
| MRP 5400     | <a href="#">MRP Motor Vehicle Manual</a> (1.05 MB)                             | 03/15                                     |
|              | <a href="#">APHIS Agreements Manual</a> ( <i>Employees Only</i> )              | Varied                                    |
|              | <a href="#">Human Resources Desk Guide</a>                                     | Varied                                    |

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