

# Dare to know

# Understanding the Superintendent of Documents Classification System

The Superintendent of Documents (SuDoc) classification system is used by the Barton Library and the United States government to identify and catalog government publications. While the Library of Congress uses a subject-oriented classification system, SuDoc numbers are based on the issuing department or agency. Thus, the SuDoc system is an archival arrangement based on provenance.

A SuDoc number is assigned by the office of the <u>Superintendent of Documents</u> of the <u>U.S. Government Publishing Office</u> (GPO) to materials published by federal departments and agencies and distributed to Federal Depository Libraries in paper, microfiche, and CD/DVD formats. Naturally, the Barton Library is not a depository library with a comprehensive collection of documents, but a determination has been made to provide patrons with access to select materials that support the College's curriculum and assist in academic and scholarly research.

The SuDoc classification system is designed specifically for United States government documents while the State of Kansas uses its own classification system for state government documents. See <u>Understanding the Kansas Documents Classification System</u> for more details.

### Anatomy of a Superintendent of Documents Call Number

Publication title: Career and technical education: a primer

Publishing agency: Library of Congress

Call number: LC 14.23:R 47166

SuDoc call numbers are divided into two parts—the *Class Number* (or *Stem*) and the *Book Number*— which make a complete SuDoc number when combined.

#### SuDoc Stem

- All *class stems* begin with one to four letters of the alphabet based on the name of the publishing agency.
  - The letter or combination of letters indicates the federal department or independent agency.
  - See Appendix # 1 for a directory of federal agencies and their corresponding letters.
- The number <u>before</u> the period indicates the subordinate bureau or office within the agency.
  - The number 1 is reserved for the publishing agency and always designates the office of a cabinet secretary or department administrator.
  - Subordinate bureaus within each agency are assigned numbers beginning with 2.

- The number after the period indicates the category classes, series, or serial titles issued by the bureau or office.
  - See Appendix #2 for a listing of category classes.
- Punctuation in a SuDoc number always act as a divider, not as a decimal point. The number should be read as a whole number rather than a decimal.
- The stem usually ends before a colon.

### LC 14.23:R 47166

<b>Department or Agency</b>	Subordinate Bureau	<b>Category Class</b>	
LC	14	.23	
Library of Congress	Congressional Research Service	CRS report	

#### **Book Number**

The book number follows the colon and is a unique identifier for each individual issue or publication. This details such information as whether the work is a monograph (a one-time publication) or part of a series, as well as the publication date or the year or number of congress during which the material was published. Whether the work is an unnumbered monograph, a numbered monographic series, or a serial, all have different types of identifiers.

### LC 14.23:**R 47166**

Type of Work	Individual Identifier
R	Report Number
Report	47166

#### **Additional Resources**

- Catalog of U.S. Government Publications
- Category Classes (Federal Depository Library Program)
- Classes by Publication Type (Federal Depository Library Program)
- Class Stems (Federal Depository Library Program)
- Congressional and Legislative Branch Publications (Federal Depository Library Program)
- (Federal Continuing Resources Depository Library Program)
- **Digital Public Library** of America
- HathiTrust
- **Internet Archive GovDocs**
- Introduction to the Classification **Guidelines** (Federal Depository Library Program)
- Library of Congress Digital Collections
- Monographic Series (Federal Depository Library Program)

National Archives

U.S. Congress

For a listing of more repositories, see "Public Domain Materials" in the Barton Library's Research Guides.

# Appendices

# **Appendix 1: Letter Author Symbols**

A	Department of Agriculture (USDA)	A 13	Forest Service
A 17	National Agricultural Library (NAL)	A 57	National Resources Conservation Service (NRCS)
A 62	Federal Crop Insurance Corporation	A 77	Agricultural Research Service (ARS)
A 88	Agricultural Marketing Service (AMS)	A 93	Economic Research Service (ERS)
A 98	Food and Nutrition Service (FNS)	A 101	Animal and Plant Health Inspection Service
A 112	Farm Service Agency	AE	National Archives & Records  Administration (NARA)
В	Broadcasting Board of Governors	C	Department of Commerce (DoC)
С3	Bureau of the Census	C 13	National Institute of Standards and Technology (NIST)
C 21	Patent and Trademark Office (PTO)	C 46	Economic Development Administration
C 51	National Technical Information Service (NTIS)	C 55	National Oceanic and Atmospheric Administration (NOAA)
C 55	National Weather Service (NWS)	C 55	National Environmental Satellite, Data, & Information Service (NESDIS)
C 55	National Climatic Data Center (NCDC)	C 55	National Centers for Environmental  Information (NCEI)
C 55	National Marine Fisheries Service	C 60	National Telecommunications and Information Administration (NTIA)
C 61	International Trade Administration (ITA)	C 63	Bureau of Industry and Security
CR	Commission of Civil Rights	D	<u>Department of Defense</u>
D 5	Joint Chiefs of Staff (JCS)	D 5 .200	Defense Intelligence Agency (DIA)
D 5	National Defense University	D 7	Defense Logistics Agency (DLA)
D 10	Defense Technical Information Center (DTIC)	D 12	National Guard
D 15	Defense Threat Reduction Agency (DTRA)	D 101	<u>United States Army</u>
D 103	Army Corps of Engineers	D 109	U.S. Military Academy

D 114	Army Center of Military History (CMH)	D 201	United States Navy
D 206	Navy Bureau of Medicine and Surgery (BLUMED)	D 209	Naval Facilities Engineering Command
D 211	Naval Sea Systems Command	D 214	<u>United States Marine Corps (USMC)</u>
D 221	Naval History and Heritage Command (NHHC)	D 301	<u>United States Air Force (USAF)</u>
D 305	Air Force Academy	E	Energy Department
ED	Department of Education	EP	Environmental Protection Agency
FA	Fine Arts Commission	FCA	Farm Credit Administration
FEM	Federal Emergency Management Administration	FHF	Federal Housing Finance Board
FM	Federal Mediation & Conciliation Service	FMC	Federal Maritime Commission
FR	Federal Reserve System Board of Governors	FT	Federal Trade Commission
GA	Government Accountability Office	GP	Government Printing Office
GS	General Services Administration (GSA)	HE	Department of Health and Human Services (HHS)
HE 20 .3000	National Institutes of Health (NIH)	HE 20 .3150	National Cancer Institute
HE 20 .3600	National Library of Medicine (NLM)	HE 20 .4000	Food and Drug Administration (FDA)
HE 20 .7000	Centers for Disease Control and Prevention (CDC)	HE 20 .7100	National Institute of Occupational Safety and Health (NIOSH)
НН	Housing and Urban Development	HS	Department of Homeland Security (DHS)
HS 4	<u>U.S. Customs and Border</u> <u>Protection (CBP)</u>	HS 5	Federal Emergency Management Agency (FEMA)
HS 7		HS 8	U.S. Citizenship and Immigration Services (USCIS)
Ι	Department of the Interior	I 19	U.S. Geological Survey
I 29	National Park Service (NPS)	I 49	U.S. Fish & Wildlife Service (FWS)
IC	Interstate Commerce Commission	ID	U.S. Agency for International Development
ITC	International Trade Commission	J	Department of Justice
J 1. 14	Federal Bureau of Investigation (FBI)	J 16	Federal Bureau of Prisons (FBOP)
J 28	National Institute of Justice (NIJ)	J 29	Bureau of Justice Statistics (BJS)

JU	<u>U.S. Courts</u>	JU 6	Supreme Court of the United States (SCOTUS)
JU 7	U.S. Court of Appeals for the Federal Circuit	L	Department of Labor
L 2	Bureau of Labor Statistics (BLS)	L 35	Occupational Safety and Health Administration (OSHA)
LR	National Labor Relations Board	LC	<u>Library of Congress</u>
LC 3	U.S. Copyright Office	LC 14	Congressional Research Service (CRS)
MS	Merit Systems Protection Board	NA	National Academy of Sciences
NAS	National Aeronautics & Space Administration (NASA)	NC	National Capital Planning Commission (NCPC)
NCU	National Credit Union Administration (NCUA)	NF	National Foundation on the Arts and the Humanities
NM	National Mediation Board (NMB)	NS	National Science Foundation (NSF)
OP	Overseas Private Investment <u>Corporation</u>	P	United States Postal Service (USPS)
PE	Peace Corps	PM	Personnel Management Office
PR	White House	PREX	Executive Office of the President
PREX 2	Office of Management and Budget (OMB)	PREX 3	Central Intelligence Agency (CIA)
PRVP	Vice President of the United States	RR	Railroad Retirement Board
S	Department of State	S 18	U.S. Agency for International Development (USAID)
SBA	Small Business Administration	SE	Securities and Exchange Commission
SI	Smithsonian Institution	SSA	Social Security Administration
T	<u>U.S. Department of the Treasury</u>	T 22	Internal Revenue Service
TD	Department of Transportation (DOT)	TD 2	Federal Highway Administration
TD 4	Federal Aviation Administration (FAA)	TD 5	<u>United States Coast Guard</u>
TDA	U.S. Trade and Development  Agency	VA	Department of Veterans Affairs
X	Congressional Publications	X 1.1	Congressional Record
XJH	House Journals	XJS	Senate Journals
Y 1.1	House and Senate Documents and Reports	Y 1.2	House of Representatives Publications
Y 1.3	Senate Publications	Y 3	Boards and Commissions Outside the Executive Branch

Y 4	Congressional Committee Publications ( <u>House</u> and <u>Senate</u> )	Y 4.2	Select and Special House Committees
Y 4.3	Select and Special Senate  Committees	Y 9	Speeches
Y 10	Subordinate Offices of Congress	Y 11	Subordinate Offices of Congress

# **Appendix #2: Category Classes**

.1	Annual reports	.2	General publications
.3	Bulletins	.4	Circulars
.5	Laws	.6	Regulations, rules, and instructions
.7	Press releases	.8	Handbooks, manuals, and guides
.9	Bibliographies and list of publications	.10	Directories
.11	Maps and charts	.12	Posters
.13	Forms	.14	Addresses

Category classes above the number 14 are reserved for a variety of series belong to issuing agencies.