



FEDERAL MEDIATION AND CONCILIATION SERVICE

Statement of Organization and Functions

AGENCY: Federal Mediation and Conciliation Service (FMCS).

ACTION: Notice of Statement of Organization and Functions.

SUMMARY: The Federal Mediation and Conciliation Service (FMCS) is issuing this notice to revise the Statement of Organization and Functions for the Agency. Issuance of this Statement of Organization rescinds all prior Statements of Organization.

DATES: This Statement of Organization and Functions is effective October 1, 2026.

FOR FURTHER INFORMATION CONTACT: Adrienne Adger, Director of Human Resources, 202-606-5466, fmcsshr2@fmcs.gov.

SUPPLEMENTARY INFORMATION:

1. Background.

The Federal Mediation and Conciliation Service is an independent agency created in 1947 by Title II of the Labor-Management Relations Act (Taft-Hartley). 29 U.S.C. 172 et seq. The duty of FMCS is to prevent or minimize interruptions of the free flow of commerce growing out of labor disputes. 29 U.S.C. 173(a). The mission of the FMCS is fulfilled by providing mediation, conciliation, and voluntary arbitration services. Services are provided to private, federal, and public sectors, except for the railroad and airline industries, which are covered by the Railway Labor Act administered by the National Mediation Board.

2. Policy.

The Policy of FMCS is to provide services in support of the Agency's statutorily mandated functions and to abide by all guidance, laws and regulations that governs an agency of the U.S. Federal Government

3. Responsibilities:

The FMCS comprises Headquarters and Field Operations. Individual departments report to the Office of Chief Operating Officer or the Office of Field Operations with these two Offices reporting directly to the Office of the Director.

a. Office of the Director

1) Agency Head

The Agency Head is appointed by the President with the advice and consent of the Senate and has the responsibility for establishing and directing policy and for the overall administration and strategic direction of the Agency. The Agency Head serves as the Agency liaison with the White House, members of the President's Cabinet and the Congress, and also provides direction for and participation in mediating major disputes.

2) The Equal Employment Opportunity Office

The Equal Employment Opportunity (EEO) Office ensures compliance with anti-discrimination laws by fostering a workplace free from unlawful discrimination and harassment. Also, the EEO Office provides guidance and support to senior leadership and employees, offers training on EEO principles, process complaints of discrimination, provides a neutral forum for resolving issues, monitors and report on the Agency's EEO program, and promote fair employment practices in areas like hiring, promotions, and benefits.

3) Executive Secretariat

The Executive Secretariat (Exec Sec) is responsible for coordination of the work within the agency and serves as a liaison between the Administration, Departments, and other agencies. This position

manages all correspondence and reporting sent to and prepared for the Offices of the Director, Chief Operating Officer (COO), and other Divisions within the agency. The Exec Sec controls, tasks and responds to interagency requests at the Agency level; and reviews, validates, and authorizes release of correspondence requested under Freedom of Information Act.

b. Office of the Chief Operating Officer

1) Chief Operating Officer

The Chief Operating Officer (COO) supervises and coordinates the Agency's administrative and support operations, including the Offices of: General Counsel, Human Resources, Information Technology, Financial Resources, and Operations, Acquisitions and Security. The COO helps ensure that these Offices are fully integrated and that FMCS Headquarters delivers services promptly, efficiently, consistently, and in compliance with applicable federal rules, regulations, and laws.

2) Office of the General Counsel

The Office of General Counsel (OGC) provides legal advice and support on a wide variety of matters necessary for the Agency to carry out its mission and for its employees to perform official duties including, but not limited to, arbitration program management, ethics matters, labor and employment law matters, administrative law matters, regulatory law matters, FOIA matters, privacy matters, contract matters, procurement matters, fiscal law matters, legislative matters, and other general law matters. Also, OGC responds to requests for testimony and subpoenas, represents the Agency in legal

proceedings before the MSPB, EEOC, and other administrative bodies and, in cooperation with the Department of Justice, represents the Agency in all matters arising in the federal courts. The Office of General Counsel includes the Freedom of Information Act (FOIA) Office, the Privacy Office, the Ethics Office, and Arbitration Services.

3) Office of Human Resources

The Office of Human Resources (OHR) provides job applicants, employees, and Agency Senior Leadership with strategic guidance on civilian personnel programs and services that support the Agency's mission and ensure compliance with applicable laws and regulations. The HR Director oversees the human capital management of the Agency through hiring qualified employees, classifying positions, implementing and monitoring performance appraisal systems, coordinating employee relations programs, training and learning opportunities, and directing the personnel programs for the Agency.

4) Office of Information Technology

The Office of Information Technology (OIT) develops and implements the Agency's technology plan, maintains computer applications and systems, and provides technological support to all aspects of the Agency's operations. The OIT Director provides strategic advice and leadership with respect to technology issues and trends and ensures continuity of Agency information services operations under a variety of possible scenarios.

5) Office of Financial Resources

The Office of Financial Resources ensures that all funds, both appropriated and earned, are properly and completely accounted for

and that internal controls minimize opportunities for fraud, waste, and abuse and this provides accountability to the Office of Management Budget (OMB), Congress, and the American public. Also, the Office of Financial Resources develops budget estimates and support materials for the financial needs of the Agency, coordinates and assists in presenting the budget to OMB and Congress and ensures that enacted appropriations are properly executed. The Financial Resources Director is responsible for providing an integrated system of records and reports to meet management's data needs, and advises employees about and ensures compliance with appropriations, integrity rules, laws, and procedures, and other applicable laws, rules, and regulations.

6) Office of Operations, Acquisitions and Security

The Office of Operations, Acquisitions and Security (OAS) procures and manages goods and services necessary for orderly and efficient Agency operations. These include managing office space, managing agency records and forms, ordering office supplies, computer and printing equipment, mail and supply distribution, and inventory management. The Director is responsible for leading efforts to procure goods and services in accordance with government rules and regulations and in an efficient and cost-effective manner. The OAS also ensures the safety and security of its employees, facilities, information, and operations. OAS protects its buildings from threats and provides emergency responses, conducts background investigations, manage security clearances of its employees and contractors, protects the Agency's systems, data, and government networks from cyber threats, breaches, and unauthorized access,

develops and enforces security plans and policies, and handles security incidents.

c. Office of Field Operations

1) Deputy Director of Field Operations (DDFO)

The DDFO provides the Agency Head with support, guidance, leadership, and advice concerning mediation and conciliation services. The DDFO also represents the Agency externally with other agencies, stakeholders, and the public.

2) Field Operations Managers (FOM)

The FOMs' supervisory functions include mediator selection, education, training, retention, professional development, and performance evaluation of Mediators. Also, FOMs are responsible for overseeing delivery of FMCS services throughout the Eastern, Central and Western United States.

3) Associate Deputy Director of Field Operations – National (ADDFON)

The ADDFON provides senior-level leadership, coordination and oversight of national projects, programs, cases, and initiatives with cross-cutting impact on the Agency's mission and overseeing federal services. The ADDFON represents the Agency in high-profile disputes.

4) Associate Deputy Director of Field Operations – Operations (ADDFOO)

The ADDFOO oversees professional development for the field and manages the Field Client Services function and Notice Processing.

Dated: October 5, 2026.

Anna Davis,
General Counsel, Performing the Duties of the Director.

