

**AMERICAN FEDERATION OF GOVERNMENT
EMPLOYEES**

**OFFICE OF THE
NATIONAL SECRETARY-
TREASURER**

AT-A-GLANCE

AFGE

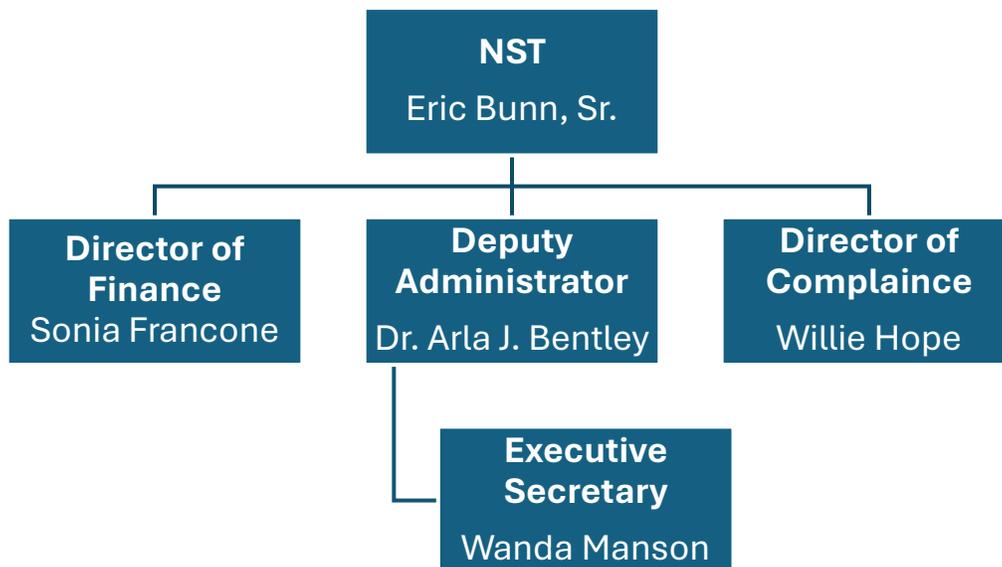


National Secretary-Treasurer's Office Mission Statement

The overall mission of the National Secretary-Treasurer (NST) is to provide the highest-level service to its customers, including members, local and council leaders, national officers and employees through the most efficient use of resources in support of the programs and objectives of the American Federation of Government Employees (AFGE).

The duties of the NST can be found in Article X of the AFGE National Constitution, as adopted in August 2024.

National Secretary-Treasurer's Office Structure



Finance Department

The Finance Department is responsible for the following:

- The receipts and disbursements of the Federation's funds
- Providing records and documentation for the annual audit
- Preparation of the annual DOL LM-2 and IRS 990 Reports
- Preparing financial reports to the NEC.

The Data Processing section houses the membership database and interacts with the AFGE website to update and report membership and billing information to AFGE locals, processes electronic data and deposits received from various government agencies and applies proper credits to locals' ledgers and produces and mails monthly billing statements to all locals.

Deputy Administrator to the NST

The duties of the Deputy Administrator to the NST consist of the following:

- AFGE Bonds
- Charters, Disbands, Mergers
- AFGE Convention Notification & Credentialing Process
- AFGE District Caucus Preparation
- Expenditure and System Changes/Approvals
- Coordination of NST Events
- Assisting Locals

Compliance Department

The Compliance Department functions consist of the following:

- Financial Officers Training
- Random Audits
- Delinquency Analysis
- Convention and Caucuses
- Liaison with the Department of Labor (DOL)
- Assisting Locals

Staff Directory

National Secretary-Treasurer

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