



United States Department of Agriculture

Notice ODA-2015-3

Grain Inspection,  
Packers and Stockyards  
Administration

Federal Grain Inspection  
Service

Office of the Deputy  
Administrator

1400 Independence Ave.  
SW, Stop 3614  
Washington, D.C. 20250

Voice (202) 720-9170  
Fax (202) 690-2333

Hotline 1-800-998-3447

[www.fgis.usda.gov](http://www.fgis.usda.gov)

**TO:** FGIS Executive Management Team

**FROM:** Randall D. Jones  
Deputy Administrator

*Randall Jones* 5/28/15

**SUBJECT:** Establishment of the FGIS Quality Committee

**1. PURPOSE**

Quality Assurance is a critical component in the services delivered by FGIS. Quality Assurance and Compliance Division (QACD) evaluates and monitors FGIS services to ensure that FGIS hits the quality mark and that FGIS remains the gold standard in grain inspection. This Notice announces the establishment of a Quality Committee to assist QACD in its mission and to improve communication, collaboration, and coordination amongst FGIS Divisions.

**2. COMMITTEE MEMBERS**

The Committee will be facilitated by the Director QACD and include the following:

- BAR Chairman;
- DIHA Director;
- FGIS Chief Scientist;
- FGIS Statistician;
- FMD Deputy Director;
- Official Agency Representative;
- QACD Deputy Director; and
- TSD Deputy Director.

**3. QUALITY COMMITTEE ACTIONS AND ROLES**

The committee will create a charter that will establish frequency of meetings, roles, and responsibilities. The committee will review issues and concerns associated with the FGIS Quality Assurance Program and provide recommendations to the Executive Management Team.

**4. CONTACTING THE QUALITY COMMITTEE**

A mailbox has been established at [fgis.qacd@usda.gov](mailto:fgis.qacd@usda.gov) to which issues, concerns or comments regarding the Quality Assurance Program may be submitted.