



# GIPSA News

*The newsletter of the employees of the Grain Inspection, Packers and Stockyards Administration*

*January 2010*

## 2010 Leadership Development Program

*Rosemary Mayne, Washington, DC*

Based on the recommendations of a selection panel that reviewed each participant's application materials, 20 GIPSA employees will embark on a year-long learning journey on January 25, 2010, at the Office of Personnel Management Eastern Management Development Center (EMDC) in Shepherdstown, West Virginia. The 12-month program will use a variety of learning tools and techniques for achieving leadership success. Specifically, participants will identify and enhance leadership competencies such as leading change; leading people; being results driven; business acumen; and building coalitions/communication. Five key personal dimensions will be addressed: personal effectiveness (cognitive skills, relating to others), discipline (technical credibility), business acumen (alignment of work to GIPSA strategy), managing information and technology, and leading and managing change. The participants will broaden their knowledge of the agency and of their respective program functions.

Patterned after the 2007 LDP Program, components will include:

- **Formal Classroom Training.** Three residential sessions at the EMDC.
- **Developmental Work Activities.** Participants will take part in (1) on-the-job, self-directed activities identified in their leadership development plans; (2) an action-learning project to solve a real GIPSA issue and obtain skills in teambuilding and teamwork; (3) interviews of various leaders; and (4) a shadowing assignment to gain leadership experiences and perspectives.
- **Coaching.** Agency managers and executives will serve as mentors/coaches to the participants.
- **Self-Study and Professional Reading Assignments.** Online courses, management books, and articles will be assigned.

### 2010 LDP Participants

- **Kathy Boyd**, Aurora
- **Sarah Chess**, Aurora
- **Robert Dorman**, Washington, DC
- **Scott Flanary**, Washington, DC
- **Anthony Goodeman**, Toledo
- **Joseph Han**, Toledo
- **Jeana Harbison**, Washington, DC
- **Candace Hildreth**, Washington, DC
- **Jeffrey L'Heureux**, Cedar Rapids
- **Joshua Liang**, Kansas City
- **Jason Lopez**, Aurora
- **Jayne Ludwikoski**, Corpus Christi
- **Shane Minden**, Moscow
- **Idelisse Rodriguez**, Washington, DC
- **Amanda Roussel**, New Orleans
- **Tandace Scholdberg**, Kansas City
- **Thomas Steele**, Portland
- **Casey Sturgill**, Des Moines
- **Caroline Thorpe**, Washington, DC
- **Regina Ware**, Washington, DC

Please extend congratulations to these participants and offer your support to them in their journey wherever possible.

# Names in the News

## PERSONNEL

**Bruce Griffith**, former chief of the Network / Telecommunications/Customer Support (NTCS) Branch of the Information Technology Staff, left GIPSA on December 20, 2009, to become the chief technology officer of the Woodrow Wilson International Center for Scholars. In his new position, **Bruce** will direct and lead the diverse information technologies and services offered at the Center.

**William Kelly** became acting NTCS Branch chief starting December 20, 2009.

**Burt McKittrick** has joined GIPSA's Management and Budget Services (MBS). **Burt** comes to GIPSA from the Agricultural Marketing Service, where he worked for 3 years providing support to management on human resources-related matters. Prior to that, he worked for 24 years in the Animal and Plant Health Inspection Service's Human Resources Division in a variety of positions, including as a position classification and organizational design specialist. **Burt** will carry out a wide variety of administrative and related activities for GIPSA.

**Irene Omade** joined MBS, moving from the Information Technology Staff, where she was responsible for capital planning and budget activities. She began her career by providing administrative support to the Food Nutrition Service, worked in the USDA Office of Personnel providing personnel services to agency employees, and then joined GIPSA as a computer spe-

cialist. **Irene** will lead a variety of initiatives in her new role, including the e-OPF initiative.

**John Sharpe**, director, Technical Services Division (TSD), went on extended leave on December 17, 2009, until his retirement in 2010. **Don Kendall** is acting TSD director.

## RETIREMENTS

**Mike Eustrom**, chairman, Board of Appeals and Review, has retired. **Mike** joined FGIS in the mid-1970s at the New Orleans Field Office. He then worked in both the Cedar Rapids and Omaha field offices before moving to Washington, DC, where he spent a few years with the Policies and Procedures Branch. **Mike** then moved to the BAR as the Assistant Chairman before eventually becoming Chairman.

**Norma Phelps**, program analyst, retired from FGIS on January 1, 2010, after more than 44 years of dedicated service to the government. She began her Federal career in August 1965 with the Consumer and Marketing Service, which is now the Agricultural Marketing Service. In 1969, she transferred to the Food and Nutrition Service. In January 1978, she joined FGIS. **Norma** was an important asset to FGIS, and we will miss her wealth of knowledge, dedication, and hard work ethic. She is excited to move into this new phase of her life and has a full list of items planned for her retirement.

**Dale Phetteplace**, Board of Appeals and Review, has retired. **Dale** began his GIPSA career in

1976 at the Baltimore Field Office before joining the BAR in 1978 as a Junior Member. In 1988, he was promoted to Senior Board Member.

## AWARDS

**Linda Alston**, Washington, DC, received an extra effort award for providing outstanding support to the Civil Rights Staff (CRS).

**Rose Alexander**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

**Rita Bhanot**, Washington, DC, received a spot award for providing outstanding support to the CRS.

**Tess Butler**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

**Dawn Cowan**, Washington, DC, received an extra effort award for providing outstanding support to the CRS.

**John Good**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

**Terri Henry**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

*Continued, see Names  
on page 3.*

## Names, from page 2.

**Mark Kemp**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

**Rosemary Mayne**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

**Jacques Meadows**, Washington, DC, received an extra effort award for providing outstanding support to the CRS.

**Joanne Peterson**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

**Gayle Pounds Barnett**, Des Moines, received a time-off award for outstanding effort and expertise, in assisting the Policy and Litigation Division with supporting documentation needed to publish the NPR for the Swine Contract Library.

**Mavis Rogers**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

**Melanie Schwemer**, League City, received a spot award for contributing to the preparation of stowage exams for the field office during a period when there was a significant increase in revenue for containers.

**Kevin Smith**, Washington, DC, received an extra effort award for providing outstanding support to the CRS.

**Dexter Thomas**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

**Caroline Thorpe**, Washington, DC, received an extra effort award for superior performance in the training and development of GIPSA employees and value added to the GIPSA training program, and a spot award for completing assignments in an exceptionally competent and timely manner.

**Venice Tony**, League City, received a spot award for going above and beyond in assisting the field office with processing paperwork for revenue and for processing insect reports during a period when the field office was short of employees.

**Philip Warren**, Denver, received an extra effort award for sustained extra effort and perseverance in producing formal files, which greatly contributed to the accomplishment of the P&SP mission.

**Sharon Williams**, Washington, DC, received a spot award for completing assignments in an exceptionally competent and timely manner.

### 35-YEAR SERVICE AWARD

Virgil Kelly, Kansas City

### 30-YEAR SERVICE AWARDS

William Perales, Toledo  
George Pulwicz, Des Moines

### 25-YEAR SERVICE AWARDS

Rose Alexander, Washington, DC  
Mai Ho, Washington, DC

### 20-YEAR SERVICE AWARDS

Susan Martin, Washington, DC  
Deborah Edwards, League City  
Roderick Prather, Denver

### 15-YEAR SERVICE AWARDS

Kirk Lesassier, New Orleans  
Stanley Narcisse, League City

### 10-YEAR SERVICE AWARDS

Henry Wang, Washington, DC  
Steven Offutt, Washington, DC

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## Issuances

*Terri Henry*  
*Washington, DC*

- FGIS Policy Memo #224, Maintaining Records of Service Requests, dated December 21, 2009

# Opportunity to Participate in Three New P&S Teams

*Alan Christian, Washington, DC*

As we begin the New Year, I am announcing the formation of three new teams to work on behalf of P&S to tackle some new initiatives and am looking for volunteers to participate. I have identified some of the knowledge and experience that would be valuable for the participants to bring to the table, but these teams are open to everyone and if you are interested, I encourage you to apply. The management team will select the final team members from the list of volunteers and Regina Ware will coordinate and facilitate the teams. Each team will select their team leader. The new teams are as follows:

- **Scale Test Requirements Team.** This team will identify the requirements for the PSAS ECM Scale Test Component. At a minimum, this team will need individuals that are familiar with conducting and understanding scale tests and those familiar with reviewing and processing scale test reports in the regional offices. This team will work with Rural Development and QFlow in the development and testing of this PSAS component.
- **Confidentiality Policy Team.** This team will be responsible for developing a confidentiality policy for P&SP. As you know, section 201.96 of the regulations prohibits the unauthorized disclosure of business information collected from regulated entities. It does not however, address information obtained from complainants, nor do we have guidance in the employee library to address this issue. As you know, many livestock producers and poultry growers are concerned about retaliation and we need a clear policy we can communicate regarding our handling of confidential information during the course of an investigation and possible enforcement action. At a minimum, this team needs individuals with field experience and some participants with a legal background.
- **Financial Audit Module Development Team.** This team will be tasked with developing the Sub-process module for a financial audit. The team obviously needs financial unit members but also could use resident agents and others that are interested in the audit process.

During the past several years, we have had a number of teams working on various issues including our SOPs, PSAS, and the Employee Library, to name a few. At one point, it seemed that some folks were becoming overextended participating on teams and keeping up with their regular work. As an organization, we may have been getting close to being overwhelmed with all the changes taking place. To slow things down a bit, we spent the first half of 2009 finishing our existing initiatives and the second half to let things settle down and use the CCWG to handle the continuous process improvement as a routine activity.

With the New Year upon us, now is the perfect time to start some fresh new initiatives. I can't say enough about those of you who have volunteered or were selected for our previous team efforts, and I encourage you to volunteer for these teams if you are interested. For those that have not participated previously, please consider this opportunity to work with folks in other parts of the organization and have an impact on the future of our program.

If you are interested, please send an email to me and **Regina Ware** indicating what team(s) you would like to participate on and a few bullets describing the knowledge, skill, ability, or experience you would bring to the team. Please respond by **January 20, 2010**. We will use this information to help ensure we put together a balanced team to represent all aspects of the organization. Thanks in advance for considering these opportunities to improve our program.

# FGIS Matters...!

*Randall Jones, Washington, DC*



I hope this edition of our GIPSA newsletter finds you well and looking forward to an exciting new year! The holiday season didn't slow us down in FGIS, though. For the first 3 months of the fiscal year, U.S. grain exports are ahead of last year's pace by more than 13 percent as soybeans are at a record pace and up nearly 42 percent. Most ports are seeing significantly higher exports as compared to last year at this time with Northern Texas, South Atlantic, and the Great Lakes region experiencing more than double the volume for the first 3 months. This increase in exports has resulted in many of our FGIS team members working long hours to make sure our customers get their inspections done on time. That time away from your families can be especially difficult around the holidays, so let me take this opportunity to reiterate that the work you do is important and respected. FGIS is a critical—and valued—part of the U.S. grain marketing chain. Thank you for your contributions, and keep up the good work!

In December, I had the good fortune to travel and see some of our great team members at work. In Houston, **Bob Lijewski**, **Jennifer Porter**, **John Good**, and **I** met with Union representatives from around the country. I was pleased to have the opportunity to meet with Union officials to hear about the concerns facing employees in the field. We established some mutual near-term goals, including a review of draft guidelines for lab conditions and several initiatives related to succession planning, that promise to be beneficial for everyone.

From Texas, we traveled to New Orleans and participated in meetings with the rice industry. We were joined by Under Secretary **Ed Avalos** and Administrator **J. Dudley Butler**, who were able to visit a local elevator and enjoy a wonderful luncheon at the field office. The New Orleans field office staff put out quite a spread and made us feel very welcome. Thank you so much New Orleans staff!

January promises to be equally exciting: the Administrator and I will travel to the Pacific Northwest in January for a meeting with Washington State Department of Agriculture officials and a visit to the field office in Portland. Later in the month, I'll be kicking off the Leadership Development Program in Shepherdstown, West Virginia. Twelve FGIS team members were selected for this program, and I'm looking forward to visiting with them to share my goals and vision for our agency.

We're also eagerly awaiting the Department's revised Strategic Plan, which will hopefully be released early in 2010. That will give us an opportunity to work closely with our Packers & Stockyards Program colleagues to build a "GIPSA roadmap" for the next few years. The FGIS Executive Management Team has received the report from the Quality Roundtable's (QR) inaugural meeting in November, and we look forward to working with the QR during the next month or so to plan how we can best accomplish our mission. The recommendations from this effort will play an important role in our strategic planning efforts for years to come.

Here's wishing you a safe and happy new year!

# In Appreciation

The Grand Forks Field Office received the following letter from the Great Plains Food Bank in December 2009. During 2009, the field office donated 29,218 pounds of edible beans, lentils, dry peas, and split peas to the Food Bank. This works out to 2,434.8333 pounds per month, or 81.1611 pounds of food per day.



As families in America gather for Thanksgiving and Christmas and other traditional holiday celebrations, President Obama is talking about an unsettling report from the Department at Agriculture which found that hunger in America rose significantly last year. In 2008, 17 million American households (nearly 15%) were "food insecure," compared with 13 million (about 11%) in 2007.

These numbers are real, and so are the faces of hunger here in North Dakota. This winter, one out of every twelve people in our community and state will turn to a Great Plains Food Bank partner agency (soup kitchen, food pantry, or emergency shelter) for help. And, thanks in part to your decision to "share" none will be turned away.

While North Dakota has a strong and viable charitable feeding network, solving the hunger problem in our state will require almost doubling our current resources; this will require a lot of work on many levels. However, solving hunger and its underlying causes has been said to be a question of the values we demonstrate as a community and, because of this, I believe we're well on our way; after all, we are "North Dakota Nice" and we have a strong history of community values!

It's how we respond to our neighbors: our children, our senior citizens, our disabled, and our working poor. By supporting the Great Plains Food Bank - and our network of over 230 charitable feeding programs throughout the state - you are feeding your neighbors in need. And certainly, no gift could be more meaningful than food for a needy family during the holiday season and challenging winter months that lay ahead.

Thank you for supporting your local community. Thank you for demonstrating the values we hold so dear. Thank you for sharing.

Sincerely,

*Kelly Ask*

Food Resource and Member Relations Manager  
Great Plains Food Bank

# Compliance Division Update

The Compliance Division is making a few changes. **Vicki Lacefield** returned to the Compliance Division from Field Management Division on January 4, 2010, and took over most of the duties of **Virginia Roseberry**, who retired on December 31, 2009. Below are key program responsibilities and staff contacts responsible for them.

Program	Primary Contact	Backup
Specified service point codes; additions, deletions, and changes to the specified service points in FGISonline and official agency Appendix B's	Vicki Lacefield	Karen Guagliardo
Designations, Delegations, and Export Registration in FGIS Online	Vicki Lacefield	Erik Mojica
Exception Program Approvals	Vicki Lacefield	Erik Mojica
Applications for Designation, and Selection (recommendation reports will be done by the compliance liaison)	Erik Mojica	Vicki Lacefield
Federal Register Notices on Designations	Erik Mojica	Vicki Lacefield
Maps and brochures with ArcGIS Mapping program	Erik Mojica	Karen Guagliardo
Quality Management Program (QMP) Audits (formerly compliance reviews)	Bob Krouse	Any Review Branch member
Official Agency Fees	Bob Crook	Bill Ashley

Review Branch contact information:

Branch Member	Telephone	email	Field Office
Don Akers	830-569-2566	<a href="mailto:donald.g.akers@usda.gov">donald.g.akers@usda.gov</a>	New Orleans, Stuttgart
Bob Crook	319-848-2019	<a href="mailto:h.robert.crook@usda.gov">h.robert.crook@usda.gov</a>	Toledo
Bob Krouse	816-823-4645	<a href="mailto:robert.e.krouse@usda.gov">robert.e.krouse@usda.gov</a>	FOSS
Erik Mojica	202-720-0414	<a href="mailto:erik.a.mojica@usda.gov">erik.a.mojica@usda.gov</a>	Cedar Rapids
Vicki Lacefield	202-270-0397	<a href="mailto:vicki.a.lacefield@usda.gov">vicki.a.lacefield@usda.gov</a>	
Mark Wooden	816-823-2734	<a href="mailto:mark.j.wooden@usda.gov">mark.j.wooden@usda.gov</a>	Grand Forks, Portland, Washington

Field office and official agency liaisons remain the same.

## Lowé Named Chair of the BAR



*David Lowe*

**David Lowe** is the new Chair of the Board of Appeals and Review (BAR). The BAR serves as the reference for all subjective factors under the U.S. Grain Standards Act and Agricultural Marketing Act, and provides technical oversight of the official system through system-wide monitoring and quality control.

**David** comes to the position with more than 22 years of experience with the BAR and more than 30 years with the agency. During his tenure with FGIS, he has served in a number of capacities and brings extensive experience that will serve him well as Chair of the BAR.

**David** grew up on a dairy farm in Texas and graduated from Texas A&M University with a degree in agronomy. He started his career with the Agricultural Marketing Service's grain division in Seattle, Washington, where he was responsible for supervising grain inspection for the State of Washington and coordinated the commodity and equipment program. In 1977, **David** transferred to the Galveston Field Office as part of the establishment of FGIS. While in Galveston, he served as the training officer, equipment specialist, protein specialist, shift supervisor, quality assurance specialist, and assistant field office manager. After 10 years in Galveston, he transferred to the Board of Appeals and Review where he was a Senior Board Member for more than 22 years.

As a Senior Board Member, **David** traveled throughout the United States addressing quality issues for various grains, beans, peas, and lentils. He also presented over 100 training classes, instructed over 1,500 individuals, and gave over 50 training seminars to international trade groups to promote U.S. agriculture. A few of the special projects David was involved in at the BAR included: initiating, drafting, and coordinating the BAR's question and answer folder on the GIPSA website; coordinating, writing, grading, and proctoring the Collegiate Crops Contest held yearly in Kansas City; and assisting in the development of the Wheat Classification Guide for the predominate wheat varieties grown throughout the United States.

**David** looks forward to leading the BAR. He can be reached at 816-891-0421.

## Morehead State Outreach

*Jessica Power,  
Kentucky Resident Agent*

I was invited to speak to Dr. Rebecca Miculinich's senior agricultural science class at Morehead State University on December 2, 2009. As a 2001 graduate of the Morehead State University's Department of Agricultural Sciences program, I presented the students a presentation on the application of agricultural collegiate studies in a resident agent position with USDA. I also shared examples of skills I obtained in my undergraduate studies, including livestock judging and agribusiness, that have proven beneficial in my career as a resident agent. The presentation was intended to encourage Dr. Miculinich's senior students to pursue agricultural careers and to use their agricultural coursework after graduation. Through this outreach, students were given a new perspective on agricultural careers from a past MSU agricultural science graduate and inspiration to consider USDA for their career paths.

### Employee Assistance Program

Call for confidential help.

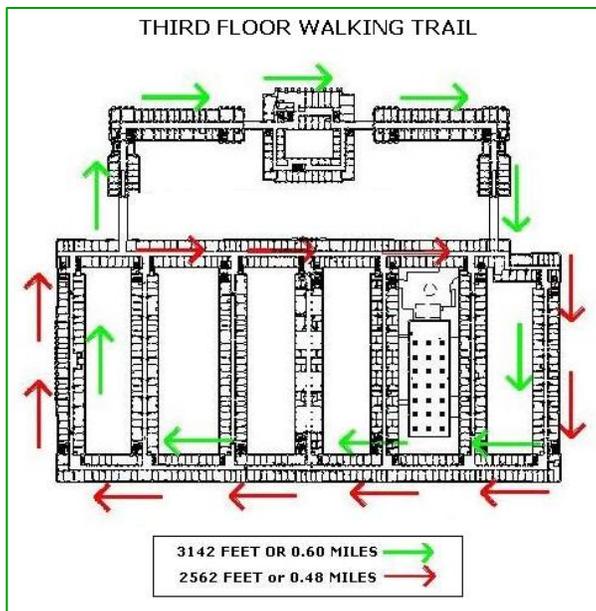
1-800-222-0364

# Walking Trail in USDA South Building

For those in the USDA South Building in Washington, DC... you can go for a hike – and you don't have to leave the building. You just need a good pair of walking shoes and the desire to be healthier! Take a stroll on the USDA Walking Trail inside the Whitten and South Buildings (see floor plan below).

A walk around the perimeter of the South Building at the third floor (or any floor except the basement, first, and sixth), is over 2,562 feet or about a half mile per round. And if you add the Whitten building via the connecting walkways, you will cover, 3142 feet or 0.60 mile per round.

In addition to resulting in weight loss, walking at a medium pace is known to reduce blood pressure, glucose levels, and stress. This free medicine!



# NOFO 2009 Thanksgiving Food Drive

*Yohanna Lorio, New Orleans*

The New Orleans Field Office employees showed their generosity last Thanksgiving by donating 677 pounds of food to the Second Harvest Food Bank of Greater New Orleans and Acadiana. Donations of food and funds were collected from employees from each of the work sites over a 4-week period. At the end of the collection period, food items were boxed, weighed, and delivered in time for the mass distribution of food during Thanksgiving week. The Second Harvest Food Bank distributes food items to 23 parishes in southern Louisiana and impacts over 250,000 people in our state annually.



*New Orleans Field Office employees donate a bounty for those in need.*

Are EEO/CR issues or concerns affecting your employment with GIPSA? Do you have questions? Need help? Then let your voice be heard.

Call the EEO Advisory Committee at...  
1-800-639-5167

Civil Rights Hotline

# For Your Health

Mavis Rogers, Washington, DC

Prolonged exposure to low temperatures, wind and/or moisture can result in cold-related injury from frostbite and hypothermia. Here are some suggestions on how to keep warm and avoid frostbite and hypothermia.

**Dress Properly.** Wear several layers of clothing to insulate your body by trapping warm, dry air inside. Wool and polypropylene best trap air and do not retain moisture. Choose a coat with a wind and waterproof outer layer.

The head and neck lose heat faster than any other part of the body. Your cheeks, ears and nose are the most prone to frostbite. Wear a hat, scarf and turtleneck sweater to protect these areas.

**Frostbite: What to Look For.** The extent of frostbite is difficult to judge until hours after thawing. There are two classifications of frostbite. Superficial frostbite is characterized by white, waxy or grayish-yellow patches on the affected areas. The skin feels cold and numb. The skin surface feels stiff and underlying tissue feels soft when depressed. Deep frostbite is characterized by waxy and pale skin. The affected parts feel cold, hard, and solid, and cannot be depressed. Large blisters may appear after rewarming.

## What to Do.

- Get the victim out of the cold and to a warm place immediately.
- Remove any constrictive clothing items and jewelry that could impair circulation.
- If you notice signs of frostbite, seek medical attention immediately.
- Place dry, sterile gauze between toes and fingers to absorb moisture and to keep them from sticking together.
- Slightly elevate the affected part to reduce pain and swelling.
- If you are more than one hour from a medical facility and only if refreezing can be prevented, then frostbite can be rewarmed by immersing the area in lukewarm, not hot water (100 to 105 degrees Fahrenheit). If you do not have a thermometer, test the water first to see if it is warm. Rewarming usually takes 20 to 45 minutes or until tissues soften.

## What Not to Do.

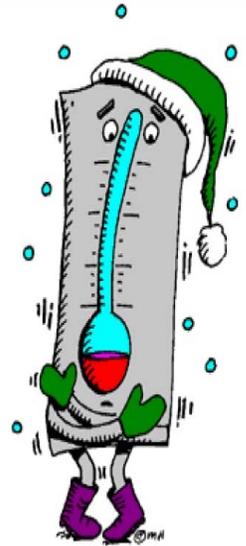
- Do not use water hotter than 105 degrees Fahrenheit.
- Do not use water colder than 100 degrees Fahrenheit since it will not thaw frostbite quickly enough.
- Do not rub or massage the frostbite area.
- Do not rub with ice or snow.
- Do not apply a heat source to frostbitten skin.

**Hypothermia.** Hypothermia occurs when the body loses more heat than it produces. Symptoms include change in mental status, uncontrollable shivering, cool abdomen, and a low core body temperature. Severe hypothermia may cause rigid muscles, dark and puffy skin, irregular heart-beat and respiration, and unconsciousness.

Treat hypothermia by protecting the victim from further heat loss and seeking immediate medical attention. Get the victim out of the cold. Add insulation such as blankets, pillows, towels or newspapers beneath and around the victim. Be sure to cover the victim's head. Replace wet clothing with dry clothing. Handle the victim gently because rough handling can cause cardiac arrest. Keep the victim in a horizontal (flat) position.

Finally, the best way to avoid frostbite and hypothermia is to stay out of the cold. Be patient and wait out the dangerous cold weather.

*Courtesy: National Safety Council*



GIPSA News is the employee newsletter of the USDA Grain Inspection, Packers and Stockyards Administration. Send your news, ideas, suggestions, comments, questions, or thoughts for the next issue to:

### Dana Stewart

USDA, GIPSA, Stop 3614  
1400 Independence Avenue, SW  
Washington, DC 20250-3614  
Phone (202) 720-5091  
FAX (202) 205-9237  
[dana.b.stewart@usda.gov](mailto:dana.b.stewart@usda.gov)

by January 25, 2010!

**Retiring?** To be included on our email distribution list after you retire from GIPSA, please send your email address to [dana.b.stewart@usda.gov](mailto:dana.b.stewart@usda.gov).

OFFICE OF THE ADMINISTRATOR  
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AND STOCKYARDS ADMINISTRATION  
STOP 3601  
1400 INDEPENDENCE AVENUE, SW  
WASHINGTON, DC 20250-3601

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