



GIPSA News

A newsletter for the employees of the Grain Inspection, Packers and Stockyards Administration

July 2006

Improvement Process Off to a Strong Start

Jim Link

On June 9, I sent all employees an email asking for volunteers to serve on two action teams that were being established to address critically important issues raised by our Organizational Assessment Survey earlier this year. More than 55 employees volunteered to serve on our two teams. My sincere thanks to all who stepped up to take an active role in bettering our Agency.

We wish we could have included all of our volunteers in this improvement phase. All of our applicants demonstrated exceptional enthusiasm and dedication to our Agency in their applications. Unfortunately, in accordance with the guidance of the Office of Personnel Management (OPM) team that is facilitating this process for us, our teams must be limited to fewer than 10. In the end, we chose our teams based on the OPM criteria cited in my email and to achieve a team that reflects the diversity of our workforce. The members of our two action planning teams are:

INNOVATION AND USE OF RESOURCES TEAM

- Frieda Achtentuch**
- Brian Burk**
- Herple Ellis**
- Catherine Grasso**
- Mary Heisey**
- Jason Lopez**
- Gary May**
- Julie Shamblin**
- Janell Smalts**
- Jay Johnson** (*sponsor*)

SUPERVISION TEAM

- Clarence Abrom**
- Susan Fall**
- Ronald Hill**
- Mai Ho**
- Ray Kirkpatrick**
- Ray Lavine**
- Idelisse Rodriguez**
- Angela Roper**
- Tandace Scholdberg**
- Bob Lijewski** (*sponsor*)

I look forward to working with the teams during the upcoming weeks. Again, many thanks to all who volun-

teered to serve on these teams. All GIPSA employees should watch for forthcoming opportunities to be involved in our improvement process.

Change Process Slogan Needed

The action teams are in place and the change process is underway!

Step 1 was the Organizational Assessment Survey. Step 2 is the action planning phase during which our two teams will develop recommendations to improve our organization. In the upcoming months the change process will continue to make GIPSA a better place to work.

We need a slogan for our change process! Think of a catchy phrase that will help all of us recognize and identify with our agency's dynamic efforts to improve.

Please send your slogan idea for our change process to dana.b.stewart@usda.gov by **July 13, 2006**. The author of the winning slogan will enjoy **LUNCH WITH THE ADMINISTRATOR!**

Names in the News

PERSONNEL

Jaime Adams, Washington, DC, is the new the Deputy Director of the Executive Resources Staff. Previously, **Jaime** was a financial economist for ERS and has also worked for Packers and Stockyards Program as both an agricultural economist and confidential assistant. **Jaime's** extensive experience includes her work at: Triangle Economic Research, an economic research firm where she specialized in natural resource damage assessment, property-value diminution analysis, and externality costing and analysis, and preparation of exhibits and witness materials for clients such as Exxon, Chevron-Texaco and GE; Pioneer Hi-bred International and Bayer CropScience, where she specialized in product trial management and promotion; Foreign Agricultural Service, where she provided support to the Agricultural Counselor at the American Embassy, Vienna,

Austria, and was a co-op student in Washington, DC. **Jaime** has a M.S. in Agricultural Economics and a B.S. in International, Resource, and Consumer Economics, both from the University of Illinois at Urbana-Champaign.

Candace Hildreth has joined the Compliance Division's Regulatory Branch. **Candace** recently graduated with a degree in Regulatory Science for the University of Arkansas, at Pine Bluff. **Candace** was an intern in the Regulatory Branch last summer.

Mark Wooden was selected to be a Compliance Officer for the Review Branch, effective July 9, 2006. **Mark** will be stationed in Kansas City.

and Litigation Division, received a spot award for her outstanding effort in organizing the Division's workflow and official record files in the absence of a Division secretary.

Vanette Stewart, legal instruments examiner, Western Regional Office, received a time off award for performing a valuable service to the office staff by willingly volunteering to frequently answer the main telephone line.

35-YEAR SERVICE AWARDS

Charles Britton, Sacramento
Joanne Peterson, Washington, DC

AWARDS

Amy Blechinger, senior program policy analyst, Policy and Litigation Division, received an extra effort award for her outstanding effort and dedication to the Division's mission in implementing procedures for effective enforcement of the Packers & Stockyards Act.

Janine Goodson, budget analyst, Technical Services Division, received a time off award for her excellent coordination of the Agency-sponsored Brio Insight training.

Catherine Grasso, program analyst, Policy and Litigation Division, received a spot award for her outstanding effort and efficiency in bringing the Division's press releases up to date and for establishing procedures for handling press releases.

Danielle Smith, secretary, Policy

30-YEAR SERVICE AWARDS

William Bickham, New Orleans
Walter Briley, Jr., New Orleans
Mark Dickson, Washington, DC
Henry Fallon III, New Orleans
Dempsey Lewis, Kansas City
Sammie Lewis, Jonesboro
David Lowe, Kansas City
David Newlyn, Portland
Dale Phetteplace, Kansas City
Duane Putnam, Washington, DC
William Shelby, New Orleans
David Shipman, Washington, DC
Philip Tate, Toledo
Charles Trevillion, New Orleans
Mary Vick, Kansas City

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Emergency Leave Program

Peggy Smith, Washington, DC

The Department of Agriculture set up an Emergency Leave Bank for employees affected by Hurricane Katrina. More than 33,000 hours of annual leave were donated. Those donations helped a lot of people during a very difficult time.

Unfortunately, all of the current leave donations have been depleted. There is still a great need for leave donations. There are still a number of MRP employees who still need to be absent from work to help their family members and rebuild their homes.

If you would like to donate some annual leave, please complete the OPM Form 1638, Request to Donate Annual Leave under the Emergency Leave Transfer Program. Please include the name and phone number of your timekeeper in block 8.

If you have been a victim of Hurricane Katrina and had to use your annual and/or sick leave because you and/or your immediate family suffered a hardship due to the Hurricane to such a degree that your absence from work was required, you can apply as a recipient to receive annual leave from the emergency leave transfer program. You do not need to have exhausted all of your accrued annual and sick leave prior to qualifying for the program.

Please note – a **family member** is defined as, “the following relatives of the employee: (1) spouse, and parents thereof; (2) children, including adopted children and spouses thereof; (3) parents; (4) brothers and sisters, and spouses thereof; and (5) any individual related by blood or affinity whose close association with the employee is the equivalent of family relationship”. A **hardship** is defined as, “disaster or emergency means a major disaster or emergency, as declared by the President, that results in severe adverse effects for a substantial number of employees (e.g., loss of life or property, serious injury, or mental illness as a result of a direct threat to life or health.”

If you are eligible to apply for this program as a recipient, please complete OPM Form 1637, Application to Become a Leave Recipient under the Emergency Leave Transfer Program, as soon as possible so that your form can

be processed as soon as more donated annual leave is received.

OPM Forms 1637 and 1638 can be found on the web at <http://www.aphis.usda.gov/mrpbs/forms/opmforms.html>

Completed OPM Forms 1637 and 1638 should be faxed to Cindy Hadlich, HRO-Minneapolis, at 612-370-2361.

Employee Assistance Program

Call for confidential help.

Washington, DC personnel, call...
301-570-3900
or 1-800-222-0364

Field personnel, call...
1-800-222-0364

Regulatory Info

Tess Butler, Washington, DC

Federal Register Publication

- Designation for the Topeka (KS), Minot (ND), and Cincinnati (OH) Areas – Published June 1, 2006

Issuances

Terri Henry, Washington, D.C.

New Issuance

- FGIS Program Notice 06-07, “Conditional Dismissal of Mandatory and Service-on-Request Stowage Examination of Land Carriers and Domestic Barges” dated June 12, 2006.

Please call me at (202) 205-8281, Fax to (202) 690-2755, or e-mail to Terri.L.Henry@usda.gov if you have concerns or suggestions.

Pandemic Information

For your information, a GIPSA Avian/Pandemic Influenza Bulletin is posted in the Safety Section of inGIPSA. Check out the information when you get a chance to see the current situation, some of the things GIPSA is doing, and various websites that you can utilize.

GIPSA Welcomes Summer Interns

Dawn Cowan, Washington, DC

GIPSA would like to welcome all summer interns. We are looking forward to positive and beneficial experiences for both summer interns and GIPSA. The goal for the 2006 program, as in the past, is twofold: 1) to increase the numbers and diversity of the interns hired within GIPSA and 2) to encourage our supervisors and managers to convert interns from summer intern status to the Student Career Experience Program (formerly the Cooperative Education Program).

The Summer Intern Program (SIP) provides paid job opportunities during the summer for college/university students. In addition to providing job opportunities, the SIP also provides students with information about the various programs and career opportunities in USDA.

This year, GIPSA hired 6 summer interns: 4 in headquarters and 2 in the field. Under the Summer Intern Program with GIPSA are **Danielle Carter**, **Kevin Rigoberto Fortis** under the Hispanic Association of Colleges and Universities (HACU); **Serena Romero** under the Washington Internship for Native Students (WINS); and **Kelly Mayo** under the Workforce Recruitment Program. **Danielle** is working with Field Management Division, Policies and Procedures Branch. **Kelly** is working with the Compliance Division, Office of the Director. **Kevin** is working with the Director, EA. **Serena** is working with Packers and Stockyards Programs, Office of the Director, Office of Policy and Litigation Division.

FGIS New Orleans Field office welcomes back **Barry Young**; and P&SP Des Moines Regional Office welcomes **Dustin Roshental**.

GIPSA welcomes back two former summer intern students in a new status: **Candace Hildreth** and **Daishia Burton**. **Candace** worked the previous summers under the Regulatory and Science Program. This year she is working under the Career Intern Program and is working full-time with the Compliance Division, Regulatory Branch. **Daishia** graduated from the University of Arkansas-Pine Bluff. She was converted from student trainee under the 1890 Scholar Program to a permanent full-time employee.

Welcome to all GIPSA Summer Interns!

Secretary of Agriculture Mike Johanns stopped by the Midwestern Regional Office's booth at the 2006 World Pork Expo in Des Moines, Iowa. The Secretary expressed his confidence in the work of P&SP employees and the program's future. While at the P&SP booth he also conducted a short radio interview with a local Ag radio station.

Names, from page 2.

25-YEAR SERVICE AWARDS

David Will, Washington, DC
Joseph Williams, New Orleans

20-YEAR SERVICE AWARDS

Joel Jolly, New Orleans
Jan Roehler, Minneapolis

15-YEAR SERVICE AWARDS

Linda Alston, Washington, DC
Duane Evenson, Grand Forks
Deirdre Holder, Washington, DC
Timothy Norden, Kansas City
Carl Provenzano, Jr., New Orleans
Orval Schleiermacher II, League City

10-YEAR SERVICE AWARD

Lynn Thomas, Toledo, OH

Secretary Johanns Stops By

Jay Johnson, Midwestern Regional Office



*Best wishes!
Mike Johanns*

Secretary Mike Johanns visiting P&SP's Jay Johnson, Regional Supervisor; Bryce Wilke, Trade Practice Unit Supervisor; and Adam Fast, senior auditor, at P&SP's booth at the World Pork Expo.

Grain Inspection Advisory Committee Meets

Terri Henry, Washington, DC

GIPSA's Grain Inspection Advisory Committee met June 13-14, 2006, in Kansas City, Missouri. The Committee was established under the U.S. Grain Standards Act to provide GIPSA with direct access to the expertise and counsel of a broad and unbiased cross-section of the U.S grain industry, from producer to exporter. It is a valuable resource for the Agency in developing and implementing policies and programs that enhance the marketing of U.S. grain in domestic and international markets.

Administrator Jim Link opened the meeting with an overview of Agency activities. He indicated that his tenure to date with GIPSA has given him a variety of experiences with the two program areas. He discussed the APHIS organizational review of the entire organization. The preliminary reports show the need for organizational structure changes, mainly to shared services that are provided agencywide. He also reported that GIPSA took a climate survey conducted by OPM earlier this year and that the Agency is establishing teams to address some of the issues raised in the survey. In addition, GIPSA has started the process for contracting, with the expectation of some cost savings to the market. **Mr. Link** concluded by telling the Committee that GIPSA employees are a great group with which to work.

Deputy administrator **Dave Shipman** briefed the committee on GIPSA's responses to their May 2006 resolutions. Other presentations covered: the financial status for 2006 and the projections for 2007; use of third-party contracting; methods development and multifunctional equipment research; standards update; Farm-Gate Quality Survey; delegations and designations; international activities; and pandemic preparations.

The Committee offered the following resolutions at the conclusion of the meeting:

1. Due to the upcoming retirement of the majority of FGIS employees, at what point do they need to start hiring new employees to replace outgoing employees? The hope would be for the newer workers to have the opportunity to work with and learn from the experiences of the retiring staff. FGIS was asked to report on a succession plan at the next Committee meeting.
2. For FGIS to continue examination of safer methods of performing carrier stowage examinations and to provide written guidelines.
3. The Committee commends the Financial Staff of GIPSA for a much improved presentation of information to the Committee. We encourage the staff to have a better understanding of large expenditures to be made prior to the end of the Fiscal Year.
4. The Committee would like to have updates at the next meeting to include more specific time frames and identification of project schedules associated with each activity, including centralized monitoring, QA review, and the farm gate quality survey.
5. The Committee commends GIPSA staff's efforts toward the establishment of the use of third-party contracting for inspection of export grain. We recommend that at the next meeting the staff give a full report including the metrics used and the progress of the pilot projects and a schedule for full implementation.

The Committee elected **Tim Paurus**, AVP, Terminal Operations, CHS Inc., as the new chairperson beginning in the spring of 2007. The next Committee meeting will be held in November 2006, location to be determined.

GIPSA Participates and Wins at USDA Headquarters Fitness Day

Deirdre Holder, Washington, DC

It Was a Dark and Stormy Night ...

Not really ... It was threatening rain, but not too seriously, and it was lunchtime. It was May 18, and cool enough so the participants did not get overheated, which was a refreshing change.

This year, as in the past, the Employee Services and Recreation Association Fitness Center sponsored USDA's Headquarters Fitness Day Activities in Washington, DC, including the Annual Federal Fitness Day 2006 2-Mile Fun Run, Quick Walk or Stroll. The activities were in recognition of National Physical Fitness and Sports Month.

Being in Washington, D.C., meant the runners and walkers enjoyed the views tourists love. It also meant trying to walk and run through groups of tourists. From our vantage point at the finish line, we saw tourists slowly realize that they were about to be in the middle of an event and teenage boys jump in to act like they were part of the event. The 2-mile route followed went around part of the National Mall, in front of USDA's Whitten Building, and the Smithsonian's Freer Gallery, Ripley Center, Castle, Natural History Museum, and American History Museum and Carousel.

Once again, GIPSA employees turned out to participate and to cheer. In keeping with a longstanding tradition, **Virginia Roseberry**, Compliance Division, established the lead and won 1st place for the women walkers. **Ron Beukema**, Information Technology Staff, and **Eric Jabs**, Field Management Division, both competed in the run and joined the walk. As shown in the picture, **Tess Butler** and **Idelisse Rodriguez**, Compliance Division, **Sherri Murphy** and **Nelson Buck**, FMD, and **Caroline Thorpe**, Training Staff, all competed in the walk. **Bill Bates**, **Norma Phelps**, and **I** cheered them on; the walkers joined us to cheer on our runners. A good time was had by all.



Fitness Day Participants Sherri Murphy, Caroline Thorpe, Idelisse Rodriguez, Tess Butler, Virginia Roseberry, Ron Beukema, Eric Jabs, and Nelson Buck.

Travel Bits & Pieces

Peggy Smith, Washington, DC

FedTraveler Reminders. Please log onto FedTraveler.com at least every 30 days in order to keep your account active. If your account becomes inactive, you will be locked out of the system. If this happens, contact my office.

FedTraveler issues the transaction fees for transportation reservations. The fees are currently \$27.09 for reservations made by phone and \$11 for reservations made online. If you do not receive an e-mail from "billing@fedtraveler.com" stating your transaction fee within 3 days of your return date, please contact FedTraveler at 1-866-876-8020.

**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

GAM Update

Chuck Smith, Washington, DC

GIPSA is beginning to launch the initial GIPSA Application Modernization (GAM) applications designed to improve Agency operations and customer service. Five applications that serve as foundations or bases for most future applications are currently available and operational; seven more will come online within the next 4 months.

The “base 5 applications” are:

1. GIPSA eAuthorization System (GAS) manages what applications an individual can access and what they can do (add, edit, display) in that application. Each new user attempting to access a GAM application will be asked for her/his name, email address, and phone number. An application administrator will receive this information and will assign access and privileges to the new user. This system provides a single system to manage application security and a single sign-on for all GAM applications.

2. Agricultural Product Standards (APS) centralizes the activities involved in establishing and maintaining commodity types, classes, analytical factors (that are used to perform tests on the commodity types), and grades. Examples of Commodity Factors are moisture, protein, dockage, damage, and insect damage. FGIS’s Field Management Division and P&SP’s Policy & Litigation Division will maintain this information which is used by other GAM applications (e.g., the Inspection Data Warehouse, Certificates, Inspection, Testing, & Weighing, Regulated Entities & Registration). The system will: provide a single source of commodity class and analytical factors; interface with all future systems needing standardization of commodity classes and analytical factors names; facilitate data entry accuracy; and generate standardized reports; and minimize duplication of data and data entry effort.

3. GIPSA Issue Tracking (GIT) is used by the GAM development team to record and document issues that come up during the development and deployment of applications.

4. GIPSA Organization & Personnel (OPA) contains the GIPSA organization structure and personnel. It provides a centralized database for other GAM applications to access (such as associating a field office with official agencies or regional office with a packer from any specific area). It also provides contact information for GIPSA and the public for work mailing and email addresses, and phone numbers.

5. GIPSA Code Variable Maintenance (CVM) is a behind-the-scenes application that the majority of the GAM users will never see. It will provide many of the drop down list values in various applications.

To access the first five applications, go to <http://gcbs.gipsa.usda.gov>. Once you select one of the five applications from the GIPSA Common Business System Menu, you will be asked for your eAuthentication login id. Once you have logged into eAuthentication, and you have been already granted access to that application, you will be taken to the application menu web page. If you have not been granted access you will be presented with an Application Access Request page that allows you to specify why you need access to this application. When you submit the request, it will be emailed to the Application Administrator for that application. They will notify you as to whether or not you have been granted access. Not all applications will be made available to everyone. ***Please check with your immediate supervisor if you feel you need access to an application.***

Continued, see GAM on page 8.

GAM, from page 7.

The applications that most GIPSA personnel will be able to access are Agricultural Product Standards (APS) and GIPSA Organizations and Personnel (OPA). If you have any questions please contact the GIPSA Help Desk and they will redirect those questions to the GAM team. For help there are user manuals that can be accessed from the Help screens on each of the applications.

Seven (7) additional applications that will more directly impact program operations will be deployed throughout June, July, August, and September, 2006:

1. Regulated Entities & Registrations (P&SP)
2. Bonds & Financial Instruments (P&SP)
3. Inspection Data Warehouse (FGIS)
4. Certificates (FGIS)
5. Customer Information Management (GIPSA)
6. Delegations, Designations, & Export Registration (FGIS)
7. Financial Claims (P&SP)

These new and integrated applications will support intra-agency *and* public needs with a single solution; support eGovernment requirements by making processes more efficient and information easier to access by everyone; comply with Government Paper Elimination Act mandate by providing electronic options for paper-based transactions; seek out opportunities to leverage common solutions across program areas; establish a single computing environment to leverage applications technology (web based applications – eGov enabler) and applications developers; provide management timely information for making business decisions; eliminate data redundancy and data entry; and provide a single point of entry for application security (use of eAuthentication and eAuthorization)

In total, GAM comprises 27 different applications under 3 business systems. Listed below are the business systems and some of the applications that comprise them and their acronyms (there are lots of acronyms!).

GIPSA Common Business System (GCBS):

§ <u>GIPSA eAuthorization – GAS</u>	§ <u>GIPSA Issue Tracking – GIT</u>
§ <u>GIPSA Code Variable Maintenance – CVM</u>	§ <u>GIPSA Agricultural Standards – APS</u>
§ <u>GIPSA Organization & Personnel – OPA</u>	§ <u>GIPSA Customer Information Management –</u>
§ <u>GIPSA Investigations and Reviews – GIR</u>	<u>CIM</u>

FGIS Inspection Information System (FGIS):

§ <u>FGIS Inspection Data Warehouse – IDW</u>	§ <u>FGIS Certificates – CRT</u>
§ <u>FGIS Service Offerings – FSO</u>	§ <u>FGIS Service Requests – FSR</u>
§ <u>FGIS Inspection, Testing, and Weighing – ITW</u>	§ <u>FGIS Delegations, Designations, and Export</u>
	<u>Registration – DDR</u>

P&SP Regulatory System (PSP):

§ <u>P&SP Regulated Entity Registration – RER</u>	§ <u>P&SP Bonds and Financial Instruments – BFI</u>
§ <u>P&SP Financial Claims Management – FCM</u>	§ <u>P&SP Regulated Entity Transaction Reporting –</u>
	<u>RTR</u>

Cyber Security Poster Contest

Carol Remmers, Washington, DC

When I set out to sponsor a poster contest for cyber security awareness month, I had purely selfish motives in mind. First, I wanted a different way to get GIPSA employees to think about cyber security, second, I thought it would be nice for others to design the awareness posters so that Joe Garrity and I wouldn't have to, and third, so we wouldn't have to spend money to buy posters.

I was very surprised and pleased with the turnout. We received 14 posters. Equally impressive was the diversity within each poster design, some opted for multiple cyber security messages while others aimed at getting one main cyber point across. During the voting, many employees provided feedback about the different posters. Some commented on how they enjoyed seeing the animals, the Chihuahua in the mouse costume was very popular. One employee remarked that poster would make them stop and take a look as opposed to a poster that just said "No, no, no" or "Don't, do this or that." Many employees like the shark poster, again, it makes people stop and take a look, is that a real photo of a shark about to eat a surfer? Don't know, perhaps you should look closer! Others commented on "old sparky" the poster with the electric chair because the message was clear, if you're not careful, you could get burned. On that same poster, one employee commented that if we are not careful, we'll all be using typewriters again. Interesting perspective, I didn't see that but as I looked at the poster again, I did see that message as well.

Our contest even caught the attention of USDA Cyber Security. I just happened to mention to our liaison that we were running a contest here at GIPSA for our awareness month. He was very interested and asked for the details, so I sent him the official rules.

I didn't think much about it until the June 1 Departmental Cyber Security meeting when the department CIO for Cyber Security singled GIPSA out for its extraordinary awareness month activities and its poster contest! The CIO for Cyber Security, Mr. Lynn Allen, gave kudos for GIPSA and said other agencies should follow GIPSA's example. I gave Mr. Allen a copy of all 14 posters!

So despite my selfish motives at the beginning, the GIPSA Cyber Security Awareness Poster contest was an all-around success! GIPSA employees were able to stretch their artistic muscle, we received recognition from the department, and biggest plus of all, we can take pride in knowing the cyber security awareness posters distributed throughout the agency were created by GIPSA employees for GIPSA employees!

Thanks to ALL of the contestants for their participation in the GIPSA Cyber Security Poster Contest! And, thanks to the GIPSA employees who voted. The posters have been printed and will be distributed throughout the agency in July.

1ST PLACE
Janet Walton, New Orleans



2ND PLACE
Amy Blechinger, Washington, DC



3RD PLACE
Margaret Cummings, Des Moines



For Your Health

Mavis Rogers, Washington, DC

Grab your spot in the shade! Here comes the sun! Groovy sunglasses, hip hat, the latest sunscreen.....these are just some of the things you need to bask in summer's warmth safely. And, don't leave home without remembering your summer mantra: there is no such thing as a safe tan. A tan is your skin's attempt to protect itself from the effects of the sun. Exposure to the sun puts you at risk for skin cancer, even if you have dark skin.

Many people receive up to 80 percent of their life's total exposure to the damaging rays of the sun by the time they are 18. About 80 percent of skin cancers could be prevented with proper sun protection. Here are some tips that will help you to do this:

- * Limit your time in the sun especially between 10 a.m. and 4 p.m. when the sun's rays are strongest.
- * Use a sunscreen that says "broad-spectrum" on the label and has a SPF (sun protection factor) of at least 15. A broad-spectrum sunscreen will protect you from UVA and UVB rays.
- * Apply sunscreen to all exposed areas of your body about 20 minutes before going outside. This will give your skin time to absorb the sunscreen. Don't skimp. You need at least two tablespoons to cover your body. Reapply sunscreen often, especially after swimming, perspiring, or drying off with a towel.
- * Wear sunscreen every time you go outside, even if you are only taking a walk at lunch. Sun damage adds up. Also, the sun's ultraviolet (UV) rays reflect off water, sand, snow, and other light-colored surfaces, such as concrete. The sun's rays can also penetrate water and glass, including car windows. And, you need sunscreen even on cloudy days, since clouds offer no protection from the sun.
- * Use zinc oxide for almost total protection on sensitive areas, such as the nose, ears, cheeks, and shoulders.
- * Wear a wide-brimmed hat to shade as much of your face as possible. Also, wear clothing made of tightly woven fabrics. You shouldn't be able to see through the fabric when you hold it up to the light. Dark colors provide more protection than light colors.
- * Never use sunlamps or tanning booths. Both are dangerous and can damage your skin. Better late than never is a saying that is especially true of protecting your skin from the sun. Start today!

For more information: American Cancer Society, 1-800-227-2345, www.cancer.org

Idea Hotline

*Norma Phelps,
Washington, DC*

Here is the idea received on the GIPSA Idea Hotline during June. If you have questions about any ideas or the Hotline, please call me at 202-720-1017.

Suggestor /Suggestion

Nancy M. Speer, Denver, CO /
Direct All Global E-Mails Senders
to Omit Font Colors

Keep those ideas coming in! Send your ideas to the GIPSA Idea Hotline via e-mail: gipsa-ideas@usda.gov; FAX to 202-720-1015; or telephone 800-455-3447 or 202-720-1013. **We encourage you to send ideas via fax or e-mail to reduce the possibility of transcription errors; however, ideas will be accepted regardless of the method you choose to use.**

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, D.C. 20250-3614

Phone (202) 720-5091
FAX (202) 690-2333
dana.b.stewart@usda.gov

by July 25, 2006!

OFFICE OF THE ADMINISTRATOR
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AND STOCKYARDS ADMINISTRATION
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