



GIPSA News

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

August 2005

P&SP Instrumental in Adoption of ASTM Standards

JoAnn Waterfield, Washington, DC

On July 10-14, P&SP officials attended the National Conference on Weights and Measures (NCWM) meeting in Orlando, Florida. The NCWM has over 2,400 members and its mission is to ensure uniformity, consistency, and fairness in the marketplace. Weights and measures regulatory professionals set standards and enforce uniform procedures to verify weight, volume, length, or count, ensuring that consumers get the quantity that they pay for, and that businesses sell the quantity that they intend and advertise. In partnership with the Office of Weights and Measures of the National Institute of Standards and Technology (NIST), NCWM creates useable, real-world applications of those standards.

During the conference, the American Society for Testing and Materials (ASTM) Standards for electronic evaluation devices were voted for adoption as Tentative Code. The conference was attended by **JoAnn Waterfield**, deputy administrator; **Gale Mason**, branch chief; and **Cary Ainsworth**, industrial specialist, to support the voting of standards as Tentative Code. The newly adopted

standards cover equipment design resolution, units of measurement, and operator error; device performance repeatability, audit, examination, and tolerances; user requirements such as operation, installation, maintenance, training, and calibration; and predictive accuracy including repeatability, audit, and examination. NCWM adopted voluntary industry standards on carcass evaluation technology as tentative code in NIST Handbook 44. GIPSA officials have been developing these standards with industry members for the last 4 years. Inclusion of the standards in NIST Handbook 44 promotes uniform application of the standards and enforcement by State officials. The standards will be published in the next edition of the NIST Handbook 44 and become available for use as guidance on assessing the devices by the States departments of Weights and Measures in January 2006.

In 2001, representatives from USDA, NIST, various State departments of Weights and Measures, academic institutions, the meat packing industry, and equipment manufacturers held a meeting at the ASTM

International headquarters and agreed to the development of new standards for uniformity in evaluating electronic systems and devices. As part of its strategic goal to "ensure fair and competitive marketing for livestock, meat, and poultry to benefit American agriculture," P&SP formed the Carcass Evaluation Task Force (CETF) to participate in the ASTM F-10 Committee meetings. As members of the ASTM Committee and subcommittees, the CETF helped develop and revise existing standards for livestock, meat, and poultry evaluation systems. The P&SP CETF was instrumental, through its hard work and outreach efforts, in the adoption of the ASTM Standards as Tentative Code. In addition to participating in ASTM F-10 Committee and subcommittee meetings to develop the standards, CETF members conducted many outreach efforts to educate and gain support from the State departments of Weights and Measures for implementation of the standards into NIST Handbook 44.

*Continued, see ASTM
on page 7*

Names in the News

PERSONNEL

Welcome to **Sherry Wise**, agricultural economist, in the Midwestern Regional Office located in Des Moines, IA.

LEAVE DONATIONS

Carey Cook, Technical Services Division, underwent surgery, and due to complications from the surgery and extended recovery time, all of his leave has been exhausted. If you would like to donate leave to **Carey**, please complete Form AD-1043 (attached) and send to the Leave and Compensation Team, 100 N. 6th Street Butler Square, 5th Floor, Minneapolis, MN 55403 (612) 336-3305.

CONDOLENCES

Jacquelyn "Jackie" Ohlenforst, former clerk in the FGIS Crowley

Office, passed away. Survivors include her husband, **Francis "Tommy" Ohlenforst**; one daughter, **Annette Simon**, and two sons, **Thomas "Joey"** and **Marcus Ohlenforst**.

AWARDS

Ed Durgin, Office of International Affairs, received an extra effort award for his exemplary and innovative approaches to expanding GIPSA's outreach efforts in Asia, and reestablishing grain trade with Iraq.

Rebecca Riese, summer intern, Field Management Division, Washington, D.C., received a spot award for an outstanding job of collecting certificate statements for the Certificate Module Team and editing and updating Book IV of the Grain Inspection Handbook. Because of her efforts, the Field Management Division was able to advance both projects further than expected in the short period of her employment.

Thalacker is Certifiable

*Gerald Bromley,
Washington, DC*

Dennis Thalacker with the Network & Telecommunications Branch, Information Technology Staff, recently obtained three certifications from Microsoft: MCP (Microsoft Certified Professional), MCSA (Microsoft Certified Administrator), and MCSE (Microsoft Certified Engineer).

Dennis attended an intensive program that prepared him for the certifications, while simultaneously building the skills needed to successfully manage and support the GIPSA network. During the classes, he was required to study a combination of the theory and practical aspects of the Windows 2003 technologies and take 7 exams all within a 13-day period.

Congratulations to **Dennis** on his success in obtaining these industry recognized certifications. The knowledge **Dennis** gained while obtaining the certifications will improve the overall operation of the GIPSA network.

Help is within reach.

For confidential assistance,
call your Employee
Assistance Program

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

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

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Support Employee Learning Forum

Rosemary Mayne, Training

Diane Blunt and **Patricia Ogunyale** were selected to attend the Support Employee Learning Forum (SELF), which is training designed for those who are in an administrative support position. This was the 4th SELF class that was organized by **Jean Reese**, program manager, APHIS/Training and Development. Located in Riverdale, Maryland, the program ran from February through June 2005. The participants continued to fulfill their job responsibilities while participating in this training. SELF covered many topics, including Correspondence and Style, Leadership 101, Customer Service, AgLearn, Time Management, Mentoring, Mail Distribution and Printing, Records Management, Travel, Time and Attendance, Effective Communication, and 360 degree Assessment Survey (20/20 Insight Special Confidential Report).

The graduation ceremony was June 16, 2005. As the opening speaker, I discussed the ABCs to remember to achieve dreams. Then each participant gave a short speech on his/her

experience in the program. Though they came from varying administrative levels within APHIS and GIPSA, all agreed they benefited from this opportunity. Participants saw this program as challenging and interesting; it increased their self-awareness, assisted in honing skills, and provided invaluable networking opportunities. The keynote speaker, **Michelle Weddle**, APHIS budget director, encouraged the graduates to be unafraid of taking on challenging assignments because they help a person identify his/her strengths and weaknesses, and provide opportunities to stretch and grow. She emphasized the importance of learning something new in every assignment, because it can lead to other opportunities.

Our GIPSA graduates made the following comments.

Patricia Ogunyale: I appreciate the SELF program because it made me aware of the importance of keeping in mind the mission of the organization so as to set goals to further the growth of the organization. With the SELF program, I have become more

aware of my strengths so that I can build on them and also build on my weaknesses to prevent failures. I am more aware of managing events that affect my time so that I can be more productive, meet deadlines, and reduce work related stress. The Business Writing has helped me with clarity, accuracy, conciseness, and comprehensiveness in producing reports and minutes. My goal is to continue to apply what I have learned through SELF program and to enhance my skills as I work with others in accomplishing the mission of the organization. The SELF program is a program that would be of value to those in the Administrative Support position because it will give them skills for continual growth and development so they can be more efficient, effective, flexible, and adaptable in our ever changing environment.

Diane Blunt: I would like to thank all of my GIPSA peers who took time out of their busy schedules to complete my 360 Degree Assessment Survey. The survey helped me to recognize my ratings with my Peers and Supervisor. SELF helped me to realize the importance of Accountability, Conflict Management, Continual Learning, Creativity & Innovation, Customer Service, Decisiveness, External Awareness, Flexibility, Leadership, Interpersonal Skills, Diversity, Oral Communications, and Team Building. My goal is to model and encourage high standards of honesty, integrity, trust, openness, and respect for others during my tenure with USDA GIPSA. The SELF program was a starting point for me.

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

A Letter of Thanks

GIPSA's **Ed Stallman**, quality assurance specialist, Grand Forks, recently briefed a trade team from the People's Republic of China (PRC) on corn grading at the Northern Crops Institute in Fargo, North Dakota. He received the following thank you letter on behalf of the group.

Dear Mr. Edward R. Stallman:

On behalf of the U. S. Grains Council Beijing Office, I would like to take this opportunity to express our sincere appreciation for your hosting the PRC Corn Study Team to U.S. early this month. Your hospitality, and the visit to the farms, feed mills, railway terminals, as well as the short course in NCI, left our team members deep impression and helped them better understand how modern and developed the U.S. agriculture, especially corn production, marketing, storage and export system are. We hope that the visits were also valuable to you in further understanding the feed industry and the corn demand in PRC.

The team members showed great interests in U.S. agricultural system, as well as the services to the farmers provided by the government, university, the commodity organizations, and grains trading companies in U.S. They also learned more about the future market, its functions and some basic knowledge about futures, options and hedging, etc. Now they are more confident with U.S. corn, its quality, availability, and would like to import U.S. corn in the future when the market and the price are favourable to U.S. corn.

We thank you and your organizations again for helping us to make this trip such a great success. Please show our warm regards and many thanks to all who helped us during our stay in NCI and Fargo. Our team in U.S. could not be successful without all of your great support and efforts.

Sincerely,

Sam Y.S. Niu
Assistant Director
U.S. Grains Council, Beijing Office

Achtentuch is PMP-Certified

Gerald Bromley, Washington, DC

Congratulations to **Frieda Achtentuch**, ITS Application Development Branch chief, for passing the Project Management Professional (PMP) exam. The PMP course trains individuals in using a systematic approach to managing projects which includes: project initiation, project planning, project execution, project control, and project closure. The PMP course is 5 weeks of in-class training that spans 5 months. The PMP exam has a 4-hour time limit and consists of 200 questions.

The USDA Office of the Chief Information Officer has sponsored the IT Investment Project Management training since October 2001. The training covers Federal best practices as well as the nine knowledge areas specified by the Project Management Institute (PMI) in the Project Management Body of Knowledge (PMBOK), the industry standard for project management training.

The USDA IT Investment Project Management Training Program is excellent preparation for those working in the field of IT with project management responsibilities as either a project manager or as part of a project team within an organization. IT project managers should have an understanding of core computing skills, but their chief focus will be in working with customers and technical team members to ensure projects are completed on time, within budget and scope and to justify their projects by having a strong business case.

Continued, see PMP on page 7.

Teleworking Works

Mack Manis, Washington, DC

If you heard about a program that might reduce your commuting time and allow you to spend more time with your family, you'd want to learn more, wouldn't you? Who wouldn't want to improve the balance between work and family life? Every day many GIPSA employees are achieving a better balance in their lives by working in a place other than their office. It's called Teleworking, or as it is sometimes called telecommuting or flexiplace.

What is teleworking? Teleworking allows employees to work part of the time at other than their "official duty station." There are two types of telework arrangements, core and situational. Core arrangements are regular (scheduled) and may be several days per week to as little as one day a month. Situational arrangements are non-regular and non-recurring (i.e., a specific project, a temporary medical situation, an emergency situation, etc.). You normally do telework in your home or at a special telework center. You are still on official duty when you are teleworking, and are expected to be in a situation where you have the resources necessary to do your job, and are able to concentrate on that job without interruptions from other family members. However, teleworking will probably free up time that you would otherwise spend commuting that you can devote to your family.

What are the advantages of teleworking? Teleworking allows GIPSA to meet the needs of a changing workforce by providing employees with increased workplace

flexibilities, as well as addressing many needs, such as, reducing absenteeism, alleviating traffic congestion, enhancing recruitment and retention, balancing work and family life, furthering educational pursuits, and accommodating persons with special medical conditions to work part of the time at other than their "official duty station."

Teleworking also can be very advantageous to employees by:

- Improving the quality of work and increases productivity. Employees concentrate on the "project" itself with less distraction from the office environment;
- Improving morale and reducing stress by giving employees more options to balance work and family demands;
- Saving hours of commuting time, allowing the employee to spend more time on projects and completing them with a higher quality of work in a timelier manner.

Am I a good candidate to be a teleworker? Telework is feasible for work that requires thinking and writing such as data analysis, reviewing drafts or cases, writing decisions or reports; telephone-intensive tasks like setting up a conference, obtaining information, and following up with participants in a study; and for computer-oriented tasks — programming, web page design, data entry, and word processing. Telework is not suitable for employees who need to be in the office to learn the organization, who require on-the-job training, who need close supervision, or who thrive on interaction with co-workers and would suffer from the isolation of

working alone. Also, due to the nature of their work, teleworking is normally not feasible for Federal Grain Inspection Service (FGIS) employees at field locations.

To be a successful teleworker, you should be an organized, disciplined, and conscientious self-starter who requires minimal supervision. Your teleworking should not adversely affect either your own performance or that of your coworkers. Thus, if your job involves frequent interaction with your coworkers or customers, you will be expected to be available at the same times as when you were at work for this interaction via email or the telephone.

Although telework will give some employees more time for their family responsibilities, you may not use duty time for providing dependent care or any purpose other than official duties. You must have a safe and adequate place to work off-site that is free from interruptions and that provides the necessary level of security and protection for Government property. If this is not available in your home, you may still be able to telework in a telework center.

How should I ask permission to telework? Employee participation in telework is voluntary and subject to management approval; that is, employee teleworking is a management option rather than an employee benefit. You are not "entitled" to telework — there must be a clear advantage to the Government from your teleworking.

*Continued, see Teleworking
on page 6.*

Teleworking, from page 5.

If you are interested in teleworking, do your homework thoroughly and make a comprehensive proposal to your supervisor pointing out the advantages to the organization of your teleworking, explaining what part of your job you would do at home, and on what schedule. A description of your home work setup is also important for this approval.

What will have to happen before I can telework? You will need to reach an agreement with your supervisor on a number of aspects of the telework assignment, including what part of your work will be done at home, your work schedule, how and when you will communicate with your supervisor and colleagues, and how your work will be evaluated. You will be required to sign an MRP 210-R, Flexible Workplace Work Agreement (see www.aphis.usda.gov/mrpbs/forms/mrp/mrp210_r.pdf). You will need to identify an appropriate work location in your home which is safe, comfortable, and free from distractions and with adequate working space and access to all the resources you need to carry out your job. You don't need to devote an entire room for your office at home. Some teleworkers have successfully developed a part of an existing room, a garage, an attic, or even a closet for their workstation. You may need to be trained in the use of this hardware and software, and arrangements need to be made with the GIPSA, Information Technology Staff, for technical assistance and hardware maintenance. Your manager may ask you to conduct a safety inspection of your telework work space before you may start to use it for teleworking.

Where can I go for more information?

- MRP Directive 4368.1, "Teleworking Program." (see www.aphis.usda.gov/library/gipsa/pdf/mrp4368-1.pdf).
- GIPSA Directive 4790.7, "Work Life Programs" (see www.aphis.usda.gov/library/gipsa/pdf/GIPSA4790_7.pdf).
- APHIS Human Resources Desk Guide MRP HRDG, Subchapter 4368 (see www.aphis.usda.gov/mrpbs/hr_desk_guide/4368/4368.pdf)
- Contact the GIPSA Telework Program Coordinator (phone: 202-720-7045).
- There are also two free Telework Courses offered at the Gov Online Learning Center: Telework 101 for Managers – Making Telework Work for you (1-hour duration) and Telework 101 for Employees – Making Telework Work for You (1-hour duration). To register and take courses, go to <http://www.golearn.gov>.

Compliance Corner

*Candace Hildreth,
Washington, DC*

The Compliance Division reminds all FGIS employees about their responsibilities to report violation(s) of the United States Grain Standards Act and the Agricultural Marketing Act of 1946. Directive, 9070.6, "Reporting Violations of the U.S. Grain Standards Act and the Agriculture Marketing Act of 1946" requires employees to promptly report violations of existing statutes, regulation, or instructions. Prompt reporting allows the investigation to begin while facts are still fresh in the minds of those involved. Examples of incidences that FGIS employees should report include:

- Program activities (e.g., grain sampling, grading, weighing, etc.) should be reported to the respective FGIS field office responsible for the geographical area;
- Bribes or improper influence (i.e., offering, giving, receiving, or soliciting of anything of value) should be reported **promptly** to the Office of the Inspector General (OIG);
- Assaults (e.g., verbal or physical attacks, etc.) should be reported immediately to local law enforcement agency and OIG, and
- Misconduct (i.e., create the appearance of a loss of impartiality, etc.) should be reported directly to the Marketing and Regulatory Program, Human Resources, APHIS, Employee and Management Relations Branch.

Questions or concerns about the requirements for reporting violations should be directed to the Compliance Division, Regulatory Branch.



GIPSA Idea Hotline Update

Norma Phelps, Washington, DC

Here are the ideas received on the GIPSA Idea Hotline during July 2005. If you have questions about any ideas or the Hotline, please call me at 202-720-1017.

Suggestor

Suggestion

Carol Carter, Denver, CO

Provide Capability to Print Out Training Sessions on AgLearn

Bruce Griffith, Washington, DC

Post GIPSA "Leave Donor Program" Recipients in the GIPSA News

GIPSA Hotline Ideas Accepted and Approved for Implementation During July 2005

This list does not necessarily indicate that the idea was implemented as suggested or that it is currently in place (it could be in the development/implementation stage). To avoid the chance of misinterpretation, please call the Hotline if you have any concerns or questions regarding the following list of ideas.

- ☛ Link in GIPSA to U.S. Treasury Approved List of Surety Livestock Bonds Companies
- ☛ Have a Direct Link to P&SP and FGIS Forms on the GIPSA Home Page
- ☛ Post GIPSA "Leave Donor Program" Recipients in the GIPSA Newsletter

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.**

ASTM, *from page 1.*

Congratulations to all current and former members of the CETF for the role they played in the adoption of the ASTM Standards in NIST Handbook 44: **Brett Offutt, James Vanderwielen, Gale Mason, John Edmond, Peter Jackson, Cary Ainsworth, Kevin Smith, Margaret Mills, Stacey Schofield, Becky Janssen, Dewey Blatchford, and Bryce Wilke.**

The CETF continues to actively participate in the ASTM F-10 Committee and subcommittee meetings on revising the current standards and in the development of new ones. Additionally, the CETF will continue outreach efforts to educate users of the ASTM Standards prior to its vote as Permanent Code. The ASTM Standards, when adopted as Permanent Code, will require use by the State departments of Weights and Measures to eliminate the devices that give inconsistent and false readings that would facilitate the perpetration of fraud.

PMP, *from page 4*

According to OMB, all future major IT projects will be required to be managed by a certified Project Manager.

As GIPSA prepares for the future, we now have trained five employees in Project Management. **Frieda** joins the ranks with the other two GIPSA PMP certified employees, **Jim Vanderwielen** and **Karen Guagliardo.**

For Your Health

Mavis Rogers, Washington, DC

TIPS for Preventing Heat-Related Illness.

- Drink more fluids (nonalcoholic), regardless of your activity level. Don't wait until you are thirsty to drink. Warning: If your doctor generally limits the amount of fluid you drink or has you on water pills, ask him how much you should drink while the weather is hot.
- Don't drink liquids that contain caffeine, alcohol, or large amounts of sugar. These actually cause you to lose more body fluid. Also, avoid very cold drinks, because they can cause stomach cramps.
- Stay indoors and, if at all possible, stay in an air-conditioned place. If your home does not have air-conditioning, go to the shopping mall or public library—even a few hours spent in air conditioning can help your body stay cooler when you go back into the heat. Call your local health department to see if there are any heat-relief shelters in your area.
- Electric fans may provide comfort, but when the temperature is in the high 90s, fans will not prevent heat-related illness. Taking a cool shower or bath, or moving to an air-conditioned place is a much better way to cool off.
- Wear lightweight, light-colored, loose-fitting clothing.
- NEVER leave a person or a pet in a closed, parked vehicle.
- Although any one at any time can suffer from heat-related illness, some people are at greater risk than others.

Check regularly on: infants and young children; people aged 65 or older; people who have a mental illness; and those who are physically ill, especially with heart disease or high blood pressure. Visit adults at risk at least twice a day and closely watch them for signs of heat exhaustion or heat stroke. Infants and young children need much more frequent watching.

If you must be out in the heat:

- Limit your outdoor activity to morning and evening hours.
- Cut down on exercise. If you must exercise, drink two to four glasses of cool, nonalcoholic fluids each hour. A sports beverage can replace the salt and minerals you lose in sweat. Warning: If you are on a low-salt diet, talk with your doctor before drinking a sports beverage and again, ask him how much you should drink while the weather is hot.
- Try to rest often in shady areas.
- Protect yourself from the sun by wearing a wide-brimmed hat (also keeps you cooler) and sunglasses and by putting on sunscreen of SPF 15 or higher (the most effective products say "broad spectrum" or "UVA/UVB protection" on their labels).

Courtesy: Centers for Disease Control

Travel Bits & Pieces

Peggy Smith, Washington, DC

Phone Call Reminder. GIPSA's telephone call policy follows Departmental regulation 2300-003, "Authorized Telephone Calls of a Personal Nature During Official Travel." Employees on official Government business travel for more than one night are authorized to make long-distance telephone calls of a personal nature to his/her residence or to locations within the local duty station's immediate commuting area to speak to members of the immediate family. For domestic travel, the maximum aggregated amount that may be approved for each travel period cannot exceed an amount equal to \$5.00 multiplied by the number of lodging nights. The aggregated amount includes access charges and charges for calls not completed. For travel outside the continental United States, the aggregated amount is \$7.00. The aggregated amount cannot automatically be claimed. GIPSA requires supporting documentation submitted with the travel voucher (hotel receipt listing the calls, personal telephone bill, etc.) for all personal telephone calls made while on official travel.

Employees who travel two or more times a year should have an FTS calling card. These cards may be used for eligible personal calls and business calls made while on official travel. FTS calling cards can be requested from **Diane Reeves**, IT Staff.

Employees with a GIPSA cell phone may use it while on official travel for eligible personal calls so long as the personal calls do not cause the cell phone plan minutes to exceed the maximum amounts.

A Brief History of the Women's Suffrage Movement

Linda Alston, Washington, DC



August 26, 2005, is the 85th anniversary of the signing of the 19th Amendment. This signing ended a 72-year campaign to win the right for American women to vote and take part in all aspects of the government of our nation.

The passage of the 19th Amendment had its formal beginnings in 1848 at the first

Women's Rights Convention held in Seneca Falls, New York. The convention was attended by over 300 people, mostly women, and was the first time people came together to work specifically for women's rights. By the end of the convention, a "Declaration of Sentiments," modeled after the Declaration of Independence, was adopted along with a set of resolutions calling for women's educational opportunity, equality under the law, and right to vote.

Similar conventions were held around the country during the next 20 years. For many people, it was the first chance to hear women speaking with ease on a public platform, exploring and discussing serious issues with each other, and strongly and confidently demanding their rights as women.

After the Civil War, the 15th Amendment was passed, granting Black men voting rights, but still not women. Many dedicated women's rights advocates felt they could not support the amendment on the basis that it would make winning the vote for women even more difficult.

During the next several years, women circulated countless petitions, gave speeches in churches, convention halls, meeting houses and on street corners, published newspapers, pamphlets, and magazines. Women were harassed and attacked by mobs and police. Some women were thrown in jail and when they protested with hunger strikes they were brutally force-fed. Still they persevered and eventually the continued efforts of organizations for woman suffrage had gained a great deal of respectability.

Finally, on May 20, 1919, the House of Representative passed the Woman Suffrage Amendment. On June 4, 1919, the Senate passed the Amendment. Final ratification came with the vote of the Tennessee legislature on August 24, 1919. Two days later, the Secretary of State signed the 19th Amendment into law.

In 1971, at the behest of Rep. Bella Abzug (D-NY), August 26 was first designated as Women's Equality Day, an annual commemoration of the suffrage victory and a reminder of continuing efforts for women's equality.

Source: *National Women's History Project Women Win the Vote 2005.*

Issuances

Terri Henry, Washington, D.C.

- Bean Inspection Handbook, Change No.2, dated July 7, 2005 (Distribution: A, C, E).
- Near-Infrared Transmittance (NIRT) Handbook, Change No. 5, dated July 1, 2005 (Distribution A, C, E).
- FGIS Program Notice PN-05-07, "Discontinuous of Specific Qualitative Mycotoxin Test Kits," dated July 13, 2005 (Distribution: A, C, E).
- FGIS Program Notice PN-05-08, "Certifying Processed Commodity Analytical Test Results of Non-GIPSA Laboratories," dated July 18, 2005 (Distribution: A).

Please contact **Terri Henry** at (202) 205-8281, via fax to (202) 690-2755, or e-mail to Terri.L.Henry@usda.gov if you have concerns or suggestions.

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
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1400 Independence Avenue, SW
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by August 25, 2005!

OFFICE OF THE ADMINISTRATOR
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