



GIPSA News

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

September 2003

Administrator's Awards

Donna Reifschneider

I'm delighted to announce that the GIPSA Awards Committee is now accepting nominations for the annual Administrator's Awards. This unique awards program offers each and every GIPSA employee the opportunity to recognize the outstanding accomplishments of their coworkers. Remember, anyone may nominate anyone, regardless of grade level.

Please take this opportunity to help me and the Agency recognize a special coworker — someone who goes the extra mile, makes an extra effort, did something especially noteworthy this year, or just works at an exemplary level each day.

The deadline for submitting your nomination is October 31, 2003 (nominations must be "postmarked" by this date — U.S. post office, fax, or e-mail). Please mail your nomination(s) to:

Incentive Awards Committee
Office of the Administrator
USDA/GIPSA
STOP 3601
1400 Independence Avenue, SW
Washington, D.C. 20250-3601

Or fax your nomination to: 202-720-1015; or e-mail your nomination to: Norma.S.Phelps@usda.gov.

For a sample nomination, please see attachment 3-B of GIPSA Directive 4451.1, Employee Recognition Program.

I look forward to seeing this year's nominations!

In This Issue

Names in the News	2
Secretary's Expo	2
SCL Online	3
E-Learning	3
Travel Bits & Pieces	4
Around the World	4
Issuances	5
New on the Web	5
Idea Hotline Update	5
For Your Health	6

Summer Intern Program

*Dawn Cowan,
Washington, DC*

All summer interns have returned home and are getting ready to go back to college. This year's summer intern program was a success. It was a positive and beneficial experience for both summer interns and GIPSA this summer. The interns expressed gratitude for the experience that their internships provided. Thanks to all managers and supervisors who sponsored an intern.

Names in the News

PERSONNEL

The Market Analysis and Standards Branch welcomes **Shana Love**. **Shana** hails from Kansas City, MO. She received her Bachelors degree from Lincoln University—Missouri and recently received her Master's degree in agricultural economics from Purdue University. She will be an agricultural marketing specialist working with oilseeds and on other special projects. Although she is new to the branch, she is not new to the agency. **Shana** previously interned in various branches throughout GIPSA including the Policies and Procedures Branch, the Office of International Affairs, and the Competition Branch.

Larry Shields, agricultural commodity grader, Portland, retired from FGIS on September 1, 2003. After 32 years of government service, 29 years of which was spent with FGIS, **Larry** left the Portland field office to begin a new adventure in private industry.

AWARDS

Nicholas Osowski, summer intern, Market Analysis and Standards Branch, FMD, received a time-off award for displaying outstanding effort and initiative in completing projects and assignments in an exceptionally competent manner for the division.

GIPSA at Secretary's Expo

In June, **Secretary Ann Veneman** hosted an international Ministerial Conference and Expo on Agricultural Science and Technology in Sacramento, CA. Ministers from over 180 nations participated, as did speakers and technical experts from U.S. and foreign government agencies, international organizations and research institutions, private industry, the U.S. Congress, non-governmental organizations, universities and state-level departments of agriculture. The Conference focused on the critical role science and technology can play in raising agricultural productivity in developing countries in an environmentally sustainable way. It broadened participants' knowledge and understanding of relevant science and technology, including biotechnology, and enhanced access to new technologies through public-private partnerships.



Secretary Ann Veneman visits GIPSA's booth, staffed by Mike Johnson (L) and Chuck Britton (R), at the Technology Expo.

A Technology Expo ran concurrently with the Conference. GIPSA was a proud participant in the Expo, at which diverse participants displayed and demonstrated products and services with applications in all segments of the food chain. **Roger Friedrich**, Technical Services Division, and **Mike Johnson** and **Chuck Britton**, Sacramento, assembled an exhibit demonstrating advancements in grain inspection technology and inspection education technology. **Mike** and **Chuck** represented GIPSA at the Expo. Our booth drew an especially important visitor – Secretary Veneman!

Employee Assistance Program

For confidential assistance,

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

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

Travel Bits & Pieces

Peggy Smith, Washington, DC

Departing Employees. To keep the Bank of America records up-to-date, please notify my office when an employee departs from your office. My office will then cancel their travel card or notify the new USDA agency of the record transfer.

USA Patriot Act. On October 26, 2001, President Bush signed the USA Patriot Act into law as a reaction to the terrorist tragedies of September 11. The Act stands for the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 and is designed to detect, deter, and punish terrorists in the United States and abroad. Specific to the Bank of America, the Act imposes new anti-money laundering requirements for financial institutions.

In accordance with this new legislation, the Bank of America will establish new procedures beginning October 1, 2003. All new applications for the VISA travel card will require the employee's address, date of birth, and social security number in addition to current requested information. Applications submitted without this new required information will not be processed after September 30, 2003.

Walking Around the World

Bryce Wilke, Des Moines

Employees of the Des Moines regional office are participating in the Federal Fitness Challenge sponsored by the Federal Executive Council. The group, with other Federal employees, plans to walk the equivalent of around the world in 120 days. They started their trek on May 5, 2003, and will complete the circumnavigation by September 2, 2003. During the first 60 days of the venture, the Des Moines office covered over 2,000 miles.



Des Moines regional office employees take a break from their world travels!

Dewey Blatchford is the Des Moines office team leader. Besides developing good exercise habits, he noted, this challenge has helped build good relationships with other government agencies in the Federal building.

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

Issuances

Fred Kelley, Washington, D.C.

New Issuances

- ❑ FGIS Directive 9180.14, "Inspecting Export Grain for Weed and Crop Seeds," Dated August 4, 2003 (Distribution: A, C, E).
- ❑ FGIS Directive 9180.66, "Zearalenone Testing," Dated August 18, 2003 (Distribution: A, C, E).
- ❑ Weighing Handbook Chapter 4, "Checkweighing," Dated September 1, 2003 (Distribution: A, C, E).

Cancellations

- ❑ MRP 01-1, "Government Hiring Controls," Dated July 5, 2001.
- ❑ MRP 02-2, "Annual Reminder to High Mileage Drivers," Dated March 7, 2002.
- ❑ FGIS Directive 9180.14, "Inspecting Export Grain For Weed And Crop Seeds," Dated May 1, 1997.
- ❑ FGIS Directive 9180.66, "Zearalenone Testing," Dated June 5, 2002.
- ❑ Weighing Handbook Chapter 4, "Checkweighing," Dated March 13, 1989.
- ❑ FGIS Directive 9070.4 (old 907.4), "Unannounced Supervision," Dated June 1, 1992.

Please call me at 202-720-0259, fax to 202-690-2755, or e-mail to Fred.H.Kelley@usda.gov if you have any concerns or suggestions.

New on the Web

Weighing Handbook

- ◆ *Updated Chapter 2, Documentation* -- <http://www.usda.gov/gipsa/reference-library/handbooks/weighing/chapter2/whb-ch2.htm>
- ◆ *New: Chapter 4, Checkweighing* -- <http://www.usda.gov/gipsa/reference-library/handbooks/weighing/chapter4/ch4-whb.pdf>

Swine Contract Library -- <http://scl.gipsa.usda.gov/>

Advisory Committee

- ◆ *Updated Membership Listing* -- <http://www.usda.gov/gipsa/advcommittee/acmems.htm>
- ◆ *June 2003 Meeting Minutes* -- <http://www.usda.gov/gipsa/advcommittee/ac0603.htm>

GIPSA Idea Hotline Update



*Norma Phelps,
Washington, DC*

Here is the idea received on the GIPSA Idea Hotline during August 2003. If you have questions about any ideas or the Hotline, please call me at 202-720-1017.

Suggestor/Suggestion

Kerry Petit, New Orleans/
Add Form to HomePage to
Notify Customers When
Changes Are Made to
Regulations/Handbooks

Keep those ideas coming in! Send your ideas to the GIPSA Idea Hotline via e-mail: gipsa-ideas@gipsadc.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.**

For Your Health

Mavis Rogers, Washington, DC

How To Prevent Back Pain. Four out of five adults will experience low back pain sometime during their life. Work-related back injuries are the nation's number one occupational hazard, but you could suffer back pain from activities at home and at play too.

Are you at risk? You are most at risk for back pain if: your job requires frequent bending and lifting; you must twist your body when lifting and carrying an object; you must lift and carry in a hurry; you are overweight; you do not exercise regularly or do not engage in recreational activities; or you smoke.

If you are a caregiver for an ill or injured family member, you are at greatest risk for back pain when: pulling the person who is reclining in bed into a sitting position; transferring the person from the bed to a chair; or leaning over the person for long periods of time.

The American Academy of Orthopedic Surgeons has developed tips to help you reduce your risk of back pain. Whether you are lifting and moving a person or a heavy object, the guidelines are the same.

- Plan ahead what you want to do and don't be in a hurry.
- Spread your feet shoulder-width apart to give yourself a solid base of support.
- Bend your knees.
- Tighten your stomach muscles.
- Position the person or object close to your body before lifting.
- Lift with your leg muscles. Never lift an object by keeping your legs stiff while bending over it.
- Avoid twisting your body; instead, point your toes in the direction you want to move and pivot in that direction.
- When placing an object on a high shelf, move close to the shelf. Do not stand far away and extend your arms with the object in your hands.
- Maintain the natural curve of your spine; don't bend at your waist.
- When appropriate, use an assistive device such as a transfer belt, sliding board or draw sheet to move a person.
- Do not try to lift something that is too heavy or of an awkward shape by yourself. Get help.

How to prevent back pain:

- Use the correct lifting and moving techniques.
- Exercise regularly to keep the muscles that support your back strong and flexible.
- Don't slouch; poor posture puts a strain on your lower back.
- Maintain your proper body weight to avoid straining your back muscles.
- Keep a positive attitude about your job and homelife; studies show that persons who are unhappy at work or at home tend to have more back problems and take longer to recover than persons who have a positive attitude.

For more information on "Prevent Injuries America" call the American Academy of Orthopaedic Surgeons' public service telephone number 1-800-824-2663.

Courtesy American Academy of Orthopaedic Surgeons Online Service Fact Sheet.

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 3601
1400 Independence Avenue, SW
Washington, D.C. 20250-3601
Phone (202) 720-5091
FAX (202) 205-9237
dana.b.stewart@usda.gov

by September 25, 2003!

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