



# GIPSA News

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

*September 2006*

## HQ Reorganization

*Jim Link, Washington, DC*

As some of you may have heard, we're undergoing a bit of reorganization here in Washington, DC. We recently received approval to proceed with a plan to streamline our Washington, DC, headquarters structure. We will be eliminating PSP's Regional Operations Division and consolidating our "shared services" units into a single staff under the Office of the Administrator. Earlier this year, GIPSA contracted with the Animal and Plant Health Inspection Service (APHIS) to assess the Agency's headquarters organizational structure and functions. In May 2006, APHIS recommended that GIPSA take these two steps to improve the efficiency of support services and lower operating costs. Although there will be some shuffling of personnel, there will be no reduction-in-force. All of the affected staff are being reassigned to different Washington, DC, units or voluntarily relocating to field locations.

We are eliminating the Regional Operations Division because this unit provides redundant and unnecessary oversight and management of PSP's three regional offices, which impedes front-line service delivery. The regional offices already have program and administrative authority to carry out the agency's mission.

Since my arrival, I have looked for ways to bring as many services of FGIS and P&SP together to improve efficiency. Consolidating the "shared services" units and individuals into a single Management Support Staff will lead to better coordination of service delivery. Currently, the individuals and staffs that provide administrative and executive support agencywide reside in various program units scattered throughout the Agency. "The fragmented nature of the management of shared services creates a structural barrier to maximizing resources," the APHIS report concluded. "Decisions by individual service managers are independent of each other. The structure encourages fragmentation rather than collaboration."

*Continued, see **Reorganization** on page 3.*

## 11<sup>th</sup> Annual Administrator's Awards

*Jim Link, Washington, DC*

I'm pleased to announce that the Awards Committee is now accepting nominations for the 11<sup>th</sup> Annual Administrator's Awards.

The Administrator's Awards program offers a unique opportunity for each GIPSA employee to recognize the outstanding accomplishments of our coworkers – those who made an extra effort, did something especially significant this year, or just work at an exemplary level each day. **Remember, anyone may nominate anyone, regardless of grade level.**

Administrator's Awards are given for the following categories:

1. **Distinguished and Superior Individual Awards** are for employees who make extra effort to fulfill GIPSA's mission.

*Continued, see **Awards** on page 3.*

## PERSONNEL

**Bill Ashley** will be joining the Office of the Director, Compliance Division.

**Bill** has previously assisted the Compliance Division in conducting reviews and other projects where his expertise has been a real asset.

**Kevin Smith** has joined the Civil Rights Staff, Washington, DC, as the new complaints manager. **Kevin** comes from the Department of the Army.

## LEAVE DONATION

**Sherri Murphy**, program assistant, Field Management Division, Washington, DC, gave birth to a son on July 20, 2006. Her annual and sick leave have been exhausted due to her recovery from a C-section and caring for her newborn, and she has been accepted into the Leave Transfer Program. If you would like to donate either annual or restored annual leave to **Sherri**, please complete form AD-1043 and either fax it or mail it (not both) to: USDA APHIS MRPBS HRD, Attn: LCT, Butler Square 5th Floor, 100 North 6th Street, Minneapolis, MN 55403, or fax to 612-370-2361. Form AD-1043 can be found at: [www.aphis.usda.gov/mrpbs/forms/adforms.html](http://www.aphis.usda.gov/mrpbs/forms/adforms.html).

## AWARDS

**Dewey Blatchford**, industrial specialist, Midwestern Regional Office,

received an extra effort award for his significant role in the development of the Scales and Weighing training program for Agency employees by conducting extensive and comprehensive Agency-wide training.

**Danielle Carter**, summer intern, Field Management Division, Washington, D.C., received a spot award for her outstanding effort and initiative in completing projects and assignments in an exceptionally competent manner for GIPSA's Field Management Division.

**Julia Matherne**, agricultural commodity technician, New Orleans, Louisiana, received a spot award for submitting a GIPSA idea to develop pocket cards that summarize the steps in processing and cutting down grain samples.

**Bryce Wilke**, supervisory marketing specialist, Midwestern Regional Office, received an extra effort award for his exemplary leadership and significant role in the development of the Scales and Weighing training program for Agency employees by conducting extensive and comprehensive Agency-wide training.

On August 18, Bayer CropScience notified USDA that the company detected trace amounts of regulated LLRICE 601 genetically engineered rice in samples taken from commercial long grain rice. The rice poses no human health, food safety, or environmental concerns.

Thanks to the outstanding work of the Technical Services Division, GIPSA verified two analytical methods provided to us by Bayer to detect for LL rice - one specific for LLRICE 601 trait. Both tests are real-time polymerase chain reaction (PCR) methods - one that detects 35SBR DNA sequence found in LLRICE and another that detects the DNA sequence specific to the LLRICE 601 trait.

GIPSA is not offering official testing services. Bayer has a list of commercial laboratories they have authorized to provide testing services to their web site.

Because the LLRICE 601 line was regulated, APHIS is conducting an investigation to determine the circumstances surrounding the release and whether any violations of USDA regulations occurred.

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*Awards, from page 1.*

2. **Distinguished and Superior Group Awards** for those teams of GIPSA employees that have come together to meet an Agency need.
3. **EEO/Civil Rights Awards** recognize individuals who contribute to ensuring that GIPSA is free from prejudice and discrimination.
4. **Safety Awards** are for individuals who have helped make our work environment safer and healthier.
5. **GIPSA Support Awards** recognize a non-GIPSA employee who has provided direction or support that has furthered GIPSA's effectiveness.

The deadline for submitting your nomination is **October 31, 2006** (nominations must be "postmarked" by this date — U.S. post office, fax, or e-mail). Please mail nominations 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@udsa.gov](mailto:Norma.S.Phelps@udsa.gov).

Chapter 3, section 3.6 (2) of GIPSA Directive 4451.1, "Employee Recognition Program" contains complete information on the selection criteria.

If you have any questions about the program, please contact the co-chairs of our awards committee: **Virginia Roseberry**, 202-720-9803; or **Ruth Ortiz**, 202-720-6719.

Please contribute your recommendations for the Administrator's Awards. If you don't nominate an employee, they may never be recognized. People make GIPSA the productive, successful organization it is today. Over the next 2 months, please take the time to look around and use the Administrator's Awards to recognize those who play a vital role in accomplishing our mission.

I look forward to seeing this year's nominations!

**Reorganization, from page 1.**

The new "Management Support Staff" will house those functions that are provided agencywide including (but not limited to) management controls, training, labor/management relations, A-76 and FAIR Act, outsourcing, human capital management, Freedom of Information and Privacy Act, administrative support, safety and health, Continuity of Operations Planning, and issuance and regulatory management.

We will soon issue a vacancy announcement for the director of this new staff.

As part of the reorganization, we are renaming the current Executive Resources Staff the "Budget and Planning Staff." This staff will continue to carry out financial management, and budget development and execution, and will assume centralized responsibility for strategic planning and performance measurement, and President's Management Agenda coordination and tracking.

These changes will improve the efficiency and service provision of our organization. By streamlining the PSP organizational structure, we are removing redundant management oversight and empowering our front-line employees engaged in providing direct service to American agriculture. Consolidating management support services into a single unit will eliminate duplication of services, optimize staff deployment by providing opportunities for cross utilization, and improve delivery of support services to both our headquarters and front-line field units.

We will begin implementing the reorganization on September 1, 2006, and anticipate completing it by October 1, 2006. Your patience and cooperation will be appreciated.

**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**

## Travel Bits & Pieces

*Peggy Smith, Washington, DC*

**USDA's Zero Tolerance Policy.** GIPSA strictly adheres to USDA's Zero Tolerance Policy regarding misuse and abuse in the travel card program. Departmental Regulation (DR) 2300-001, issued October 20, 2003, outlines this policy. Employees who are issued a travel charge card assume responsibility to use the card for official travel purposes and to pay their charges in a timely manner. Use of the card does not relieve the employee of the responsibility to use prudent travel practices and observe rules and regulations governing travel as set forth in the Federal Travel Regulations, USDA's Zero Tolerance Policy, and GIPSA-specific policies and procedures.

Bank of America (BOA) will suspend an account once an undisputed transaction remains unpaid for 61 days or more from the billing/closing date on the statement in which the unpaid charges first appeared. BOA will cancel an account once undisputed transactions remain unpaid 120 days or more from the closing date on the statement in which the unpaid charges first appeared. An account may also be canceled if it has been suspended twice during the preceding 12 months and becomes past due again. Employees who have lost their charge card privileges due to card cancellation by BOA because of delinquency or misuse of the card and need to perform official travel must charge their common carrier transportation to GIPSA's centrally billed account (GVTS). All other travel related costs must be paid by the employee using a personal charge card or with personal funds. DR 2300-001 also states that no USDA official has the authority to override the contractor's corporate policy regarding the suspension or cancellation of employee accounts.

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## AgLearn Training Tips

AgLearn is not only our source for much of the required training and other courses, it is also the site of our training history. Regularly log on and check your learning plan and learning history. By doing so, you can keep track of your status with required training.

Are you having log-on difficulties? Does the course you are taking function properly? On the AgLearn splash page, the page **before** you log on, there is a PC evaluation utility. You can run a test on your computer (both office and home) to see if it meets AgLearn requirements. Among other items, it will check your Java version (Sun Java 1.5.0\_06 will operate all content currently running on AgLearn) and check for pop-up blockers. This test does not catch all pop-up blockers. If you suspect a blocker is affecting your AgLearn performance, check your Yahoo and Google toolbars, as well as any other computer security software that may be running, such as McAfee, Norton, etc.

## Issuances

*Terri Henry, Washington, DC*

### New Issuances

- FGIS Program Notice 06-08, "Pesticide Residue Letterhead Statement for Export Wheat Cargoes" dated July 10, 2006.1
- FGIS Program Notice 06-09, "NIRT Monitoring Program – Wheat and Soybeans" dated July 26, 2006.
- FGIS Program Directive 9180.80, "Procedures for Grading Feed Peas" dated July 31, 2006.
- FGIS Program Directive 9180.61, "Official Calibrations for the Dickey-john GAC 2100 Moisture Meter" dated August 1, 2006. This directive replaces Directive 9180.61, Official Calibrations for the Dickey-john GAC 2100 Moisture Meter, dated May 1, 2006.
- FGIS Policy Memorandum Reference No. 209, "Additional Qualified Laboratories" dated August 4, 2006.
- FGIS Program Directive 9160.3, "Parameters for Automated Monitoring and Supervision of Official Weighing," dated September 4, 2006
- FGIS Program Directive 9180.67, "Letterhead Transgenic and Biotechnology Statements for Grain and Graded Commodities," dated August 21, 2006

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



## GIPSA Idea Hotline Update

*Norma Phelps, Washington, DC*

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

*Suggestor*

*Suggestion*

Julia Matherne, New Orleans, LA

Develop Pocket Cards for Cutting Down Grain Samples

### **GIPSA Hotline Ideas Accepted and Approved for Implementation During July/August 2006**

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.

 Develop Pocket Cards for Cutting Down Grain Samples

Keep those ideas coming in! Send your ideas to the GIPSA Idea Hotline via e-mail: [gipsa-ideas@usda.gov](mailto:gipsa-ideas@usda.gov); FAX to 202-720-1015; or telephone 800-455-3447 or 202-720-1013. **For more information on the hotline visit <http://ingipsa.usda.gov:8010/ideahotline/hotline.htm>. 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.**

## Spot Awards

*Dawn Cowan, Washington, DC*

Even though the Department has approved the increase in the spot awards to \$750 the implementation is still in progress and it has not been installed in the NFC system. Therefore, FSO cannot process any spot awards over the previous \$500 limit. When the Civil Rights Staff receives notice that implementation is completed we will inform you.

An award can be processed for \$750.00 under the Extra Effort award category.

## eLearning Update

*Roger Friedrich,  
Technical Center*

Grain grading tutorials are now all available on AgLearn and the GIPSA website.

The BAR is still reviewing the Rough Rice, Brown Rice, and Milled Rice trainers. We will have the trainers available for online preview/review as soon as possible. I'll provide links to the trainers as soon as they are posted.

We are working on the illustrations and images for the Overview of the Official Inspection System course which should be complete by September.

The Soybean Damage Trainer is complete and online at <http://www.gipsa.usda.gov/GIPSA/webapp?area=home&subject=eo&topic=isd>.

The Wheat Classification (PNW Red Wheat) is complete and online at <http://www.gipsa.usda.gov/GIPSA/webapp?area=home&subject=eo&topic=isd>.

The images are complete for the Upper Midwest Red Wheat Classification Trainer and are waiting for the HRW variety descriptions from the BAR to complete the trainer.

The Wheat Damage Trainer is on track for completion by the end of September. We have scanned the damage kernels and are now processing the images.

**Visual References.** We updated the following VRI online previously and are working to update the printed versions this month:

*Continued, see E-Learning on page 6.*

# Spotlighting USDA in NW Kansas

*Dempsey Lewis, Technical Center*

On July 26, 2006, I had the privilege of traveling to Hill City, Kansas, as GIPSA's representative to participate in a unique and special dedication "Spotlighting USDA in Northwest Kansas." The farmers in the Nicodemus, Kansas, area planned the event to recognize the various USDA agencies and programs that have made worthwhile contributions toward the economic development of underserved communities. Other agencies participating in this important event included the Natural Resources Conservation Service, National Agricultural Statistical Service, Risk Management Agency, Farm Service Agency, Agricultural Research Service, and National Parks Service.

Co-Chairs Don Paxson, Chair, Graham County Conservation District, and Edgar Hicks, Chair, Nebraska Rural Development Commission, started the event by introducing the state, local, and USDA agencies represented. Mitchell Hall, District Representative for Congressman Jerry Moran, delivered opening remarks on behalf of Congressman Moran.

This first year event was well attended (over 100) and received. The audience, which included farmers, local residents, and state officials, listened to the many presenters and inquisitively explored the many exhibit booths. In fact, the GIPSA booth enjoyed approximately 60 curious visitors. Through individual presentations, available informational/educational literature, and dialogue with booth visitors, I believe the goal to inform participants of the local, state and federal government agencies roles and the services each offers in their community involving both domestic and foreign agriculture related affairs was achieved. So much so, that they plan to have the event again next year, with hopes of it being bigger and better.

For my part, in addition to staffing a booth, I provided attendees with a general overview of GIPSA, including FGIS' mission and primary role; the types of grain for which U.S. standards have been established; a brief explanation of the structure and benefits the national inspection system offers; and, of course, the objective/subjective analyses performed by the Technical Services Division.

While I was happy to participate and pleased with the attendance and audience participation, I must admit that the highlight for me came on my first evening in Nicodemus when I attended an enlightening presentation by Sherda Williams, Superintendent, National Park Service, Nicodemus National Historic Site. After all, I had never heard of Nicodemus, Kansas, not to mention the Nicodemus National Historic Site. Ms. Williams explained that the purpose of the site is to help preserve, protect, and interpret Nicodemus, Kansas — the only remaining of the many all-Black towns established along the Western frontier at the end of the Reconstruction period. She went on to say that the town of Nicodemus illustrates how African Americans participated in the Western Expansion of the United States and the settlement of the Great Plains.

Again, this event was very informative and educational. The sponsors, coordinators and all who participated should be commended for their efforts and participation.

## **E-Learning**, *from page 5.*

All copies of the new LEN-1.0, Insect Stung Damage, will be replaced when the prints are complete. (SB)-O.F-36.0, White Hilum, was previously distributed as individual cards and will not be replaced in the field (we will update our reserve supply so any new requests will include the updated VRI)

### **Grain Inspection Resource CD.**

We are working on an update to the Resource CD produced for distribution at trade shows. In addition to containing the latest trainers and directives, the new CD will include a Grain Inspection Tools menu with direct links to the current content online. This will assist customers with internet connections in finding the latest version of the information they are interested in online instead of relying on the CD version which will become out dated over time. Ruth will send samples to all offices when the CD is finished.

Those of you with access to the GIPSA Network T: Drive can preview the Grain Inspection Tools menu now by pasting the following URL address into your browser or navigating to the address in Windows and double clicking on the index.htm file: <T:\Digital Media Group\Grain Inspector Tools Menu\index.htm>.

This network version of the menu also includes links to the draft Upper Midwest Red Wheat Classification and Wheat Damage projects, which are under development and not included on the CD version.

# Education – The Key to a Changing World

*Susan Fall, Minneapolis*

“In times of change, learners inherit the Earth, while the learned find themselves beautifully equipped to deal with a world that no longer exists”. These words are as relevant today as they were when Eric Hofer wrote them in 1976. Our world is constantly changing. We can witness this by the transformation in our own agency. GIPSA is reorganizing to create a sleek new agency that will continue to be viable in the changing markets. The logistics of this reorganization have been discussed in meetings for years. The key to its success, I believe, will not be in consolidating offices or contracting out duties. The key to its success will be in the education of the employees. GIPSA is just an acronym without the employees.

GIPSA has a myriad of educational programs available. AgLearn, which is a free on-line classroom, contains extensive programs on subjects from management to computer programs. Employees can realize new skills and observe how other divisions within GIPSA function by signing up to work with the Compliance Division or with the Office of

International Affairs. The educational programs, which combine all of these types of learning, are the leadership programs put on by the *USDA Graduate School*. The *USDA Graduate School* offers three different leadership programs for non-supervisory personnel, depending on the person's grade level.

I have been in the *Executive Leadership Program (ELP)* for the past year. It has been a rollercoaster ride through a maze of new ideas, new friends, little sleep, extensive multitasking, branching out, reaching out, panic, worry, teamwork, e-mails, conference calls, giving speeches, report writing and reading a multitude of books. It was all well worth it. The pace was fast and I could not have done it without the help of the great team of people that I work with. I came out of the program with an experience that allowed me to grow and reach out to heights that I would never have been able to attain in my regular work life.

The Leadership program allows the participant to look at the Agency from a different view than from an individual work section. Being able to look at GIPSA as a whole entity is an immense advantage when trying to understand, buy into, and assist in the changes that our agency is going through.

We are not an island. During the time that I worked on assignments in our offices in Washington, my eyes were opened to the fact that there is a great deal that goes on behind the scenes in order to bind the agency together and to assure that the procedures that we do are viable in today's markets. Individuals from all divisions of GIPSA worked together and worked with people from different agencies and business to assure that the smooth flow of the marketing of US grains was accomplished.

One of the primary things that I discovered is that communication and cooperation with individuals from different branches within our agency is vital. While working in FGIS' offices in Washington, DC, I received help and information from knowledgeable individuals from all divisions. I would not have been able to make headway with my projects or learn as much as I did without them. For their help, I am grateful.

The world is changing and we must change with it. The way to move forward is with an educated work force. Investing time in education is a practice that may seem like a chore in the beginning, but the payback is immense. My time in the ELP has been a benefit to me personally and to the Agency as it moves forward. It has let me look beyond my immediate work group and realize that we all have to adapt to new ideas and continually learn.

## 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

# For Your Health

*Mavis Rogers, Washington, DC*

**What is the Employee Assistance Program (EAP)?** EAP began in the early 1950s and 1960s when alcoholism programs began to appear in a few Federal agencies. The Comprehensive Alcohol and Drug Abuse Prevention, Treatment and Rehabilitation Acts of the early 1970s officially authorized agencies to establish counseling and treatment programs for employees with substance abuse problems. Over time, the scope of the EAP has expanded to include emotional and mental health; marital, family, dependent care, legal and financial issues; workplace violence incidents; and other problems that may affect employee job performance and conduct.

GIPSA established an EAP to provide professional, confidential counseling services for its employees who are experiencing personal problems that may be affecting their ability to perform on the job. The program offers assessment, short-term counseling, referral, and follow-up for employees confronted with family and marital problems, substance abuse, stress, depression, legal and financial issues and any other emotional challenges. Employees can receive six confidential EAP visits with a qualified counselor. The EAP service is available 24 hours a day 7 days a week.

**Who is the EAP Provider?** GIPSA has a national contract with Federal Occupational Health. FOH uses Magellan Behavioral Health to provide the EAP counseling services.

**Who May Use the Program?** All GIPSA employees may use the program at any time. Family mem-

bers whose problems are related to the employee's problem may also receive service regardless of whether or not the employee is a client of the EAP. Supervisors and managers may also seek the guidance of a counselor to determine the appropriateness of referring employees who might be experiencing work performance and conduct changes due to personal problems.

**What does it cost?** There is no cost to the employee for the services of the EAP because GIPSA has pre-paid the services. If a referral is necessary to an outside facility, the employee is responsible for covering that service. The EAP counselor works closely with the employee to choose a referral that is covered by health insurance or that is within the employee's financial means.

**What typically happens when you call the EAP?** When an employee contacts the program, an appointment is made to see an EAP counselor. Appointments are typically available during normal working hours and, in some locations, on evenings and weekends. The counselor meets with the employee one or more times to determine the nature and extent of the problem and to decide on the best course of action. In many cases, an employee is experiencing personal problems that can be resolved in a few short-term counseling sessions with the EAP counselor. In other cases, a longer term intervention is indicated and a referral to the appropriate resource is made. The EAP counselor will then follow-up with the employee to check on his/her progress and satisfaction with the

services he/she has received.

**Do I get administrative leave to keep my appointments?** Yes, employees are authorized official time (administrative leave) to meet with EAP counselors either via telephone or for face-to-face appointments when the sessions occur during official working hours.

**Orientation and Training.** Supervisors, managers, labor representatives, and others as deemed appropriate by management will receive ongoing information about the EAP's range of services, as well as their roles and responsibilities in the successful implementation and use of the EAP. Training for supervisors, managers, employee and labor relations specialist, union officials and human resources officers includes procedures and techniques for referring employees to the EAP, crisis management, appropriate documentation, privacy and confidentiality issues, and techniques for integrating employees back into the work environment.

Employees receive an orientation about the range of services provided by the EAP, privacy and confidentiality standards, and how to access the program.

**Health Promotion and Education of Employees.** The EAP conducts an ongoing health promotion and education program that emphasizes job performance issues and problems.

*Continued, see EAP on page 9.*

# Survey Action Planning Teams Soaring Ahead!

*Rosemary Mayne, Washington, DC*

## We All Have a Role!

GIPSA's Innovation/Use of Resources and Supervision Action Planning Teams are working hard to make sure this process is a success. The team members have been tasked with this high level of responsibility by Senior Management, and the time requirement is big. We all have a role to play—all levels—to assist them with the support they need to meet their task goals. A quality outcome requires our support of their time and resource needs for successful teamwork.

Keep up the good work, teams!

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### EAP from page 8.

Programs address prevention, early intervention, and treatment of alcohol and drug abuse, as well as conflict resolution, balancing work and family, critical incident stress management, eldercare, preparing for the sunset years, controlling the pressures in your life, managing employees with performance problems, and sexual harassment.

**Confidentiality.** Confidentiality is a critical element of the EAP. The program is guided by, and counselors maintain records in accordance with, the laws and regulations.

The employee's written, informed consent is required to release confidential information except in situations authorized under the Privacy Act, other applicable law and certain other limited circumstances described in the Statement of Understanding signed by the employee. Examples of when disclosure, without written consent, may occur are when there is a danger to self, others, or property. All counseling records are the property of FOH and are maintained in the strictest confidence. All information in counseling records is considered privileged, and under the protection of the previously cited laws, the Privacy Act of 1974, and the Confidentiality Regulations. Counseling records are used as documentation of the services rendered and/or as a source document for obtaining statistical data for management use. No record will be released except as permitted by the Confidentiality Regulations, the Privacy Act, and as otherwise authorized by law.

**Who can I contact if I encounter problems while using the EAP?**  
Mavis Rogers; USDA, GIPSA, SIMB; 1400 Independence Avenue, SW; Room 0639-S; Washington, DC 20250; Phone: 202-720-0251; email: Mavis.P.Rogers@usda.gov.

**How do I access the EAP?** 1-800-222-0364



*GIPSA's Action Planning Teams: standing back row: Ron Hill, Clarence Abrom, Gary May, Bob Lijewski, Julie Shamblin, Herple Ellis, Jay Johnson, Brian Burk; standing front row: Marangeli Munoz Muetzel (OPM), Idelisse Rodriguez, Susan Fall, Ray Kirkpatrick, Mary Heisey, Catherine Grasso, Frieda Achtentuch, Tandy Scholdberg, Jason Lopez, Ray Lavine; and seated: Alana Morrissey (OPM), Angela Roper, Mai Ho, OPM facilitator Alexis Adams-Shorter, Kimberly Wells (OPM), Janell Smalts, Benjamin Liberman (OPM)*

**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 September 25, 2006!**

OFFICE OF THE ADMINISTRATOR  
USDA, GRAIN INSPECTION, PACKERS  
AND STOCKYARDS ADMINISTRATION  
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