

# Program Notice

FGIS PN-14-08

05-12-14

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**SAMPLE COLLECTION RESPONSIBILITIES FOR VERIFYING  
THE ACCURACY OF MOISTURE METER CALIBRATIONS  
CROP YEAR 2014**

**1. PURPOSE**

This program notice transmits collection assignments for samples needed to verify the accuracy of official moisture meter calibrations. It also restates the procedure for collecting and submitting samples.

**2. BACKGROUND**

The annual Moisture Meter Calibration Study is conducted on current year crop samples to assess the accuracy of the official inspection system and of NTEP-certified moisture meters. Each year, the evaluation is performed on samples submitted to the Inspection Instrumentation Branch (IIB) from the field offices and official service providers. Sample collection assignments for the respective offices are based on three years of crop production data within the geographic areas of responsibility.

Calibrations will be verified over the working moisture ranges but there is a significant need for samples that extend the moisture ranges shown in Directive 9180.61, Official Moisture Calibrations for UGMA-Compatible Meters. While it is understood that all requested moisture levels may not be available in all areas every year, field offices should make all reasonable efforts to provide the requested number of samples in each moisture range and to find samples at the moisture extremes requested.

**3. EFFECTIVE DATE**

This program notice is effective upon receipt for the 2014 crop production. Wheat samples should be submitted by September 15 and all other grain samples by November 15, 2014.

**4. REPLACEMENT HIGHLIGHTS**

This program notice supersedes FGIS PN 13-08, dated June 13, 2013.

## **5. RESPONSIBILITIES**

The collection and submission of samples for the annual Moisture Meter Calibration Study are considered regular duties of the selected field offices. All associated time will be charged to the field office standardization management code.

## **6. ASSIGNMENTS FOR SELECTED FIELD OFFICES**

During the 2014 growing season, the indicated numbers of samples of the commodities listed in Table 1 must be collected, tested for moisture, and submitted by the respective field offices to TSD-IIB. Each sample should weigh approximately 1500 grams.

## **7. INSTRUCTIONS**

- a. The purpose of this effort is to obtain representative samples from the entire nation. Therefore, it is important to have each office fill its quota at all moisture levels, if possible. However, do not submit extra samples in any moisture range, and do not adjust the moisture level of samples by adding water or by drying in the laboratory.
- b. Samples with moisture levels beyond the established moisture ranges are valuable for extending these ranges. For this reason, the ranges of requested samples (Table 1) have been extended beyond established limits. When submitting samples, if the moisture falls outside the range of the applicable official moisture meter calibration, obtain an approximate moisture. The true moisture will later be determined at TSD by air oven.
- c. If dockage is removed for inspection purposes, do not recombine it before submitting the sample.
- d. The significant amount of time and effort invested in collecting and submitting the moisture samples can easily be lost through insect damage, microbial spoilage, or late sample submission. To prevent such loss, please collect the samples during the growing season and at harvest time and submit them promptly. Samples above 16 percent (above 14 percent for sunflower seeds and 11 percent for minor oilseeds) require special handling. To minimize loss by spoilage, keep high moisture samples refrigerated (not frozen) until shipped and ship the samples by UPS at least 48 hours before a weekend/holiday.

- e. An easy way to account for samples submitted is to prepare transmittal slips [Attachment 1] for the total number of samples of each commodity to be collected. On the back of each slip, write the commodity and moisture range. When all of the transmittal slips are used, the collection assignment has been met.
- f. The new UGMA-Compatible moisture meters have a built-in test weight correction. These corrections need to be checked using external test weight data. For samples of sufficient volume, test weight will be determined by TSD-IIB, so it is not necessary to record test weight on the transmittal slip. However, some submitted samples are too small to fill the kettle. For such samples, please record the test weight on the transmittal slip if it is known.
- g. Questions concerning these instructions should be directed to Patricia Emick (816) 891-0450. If there is a special problem with a sample assignment, please notify the Moisture Laboratory at (816) 891-0445, as early in the season as possible.
- h. Seal each sample in a polyethylene bag (6 mil thickness) and insert the bag into a canvas grain bag. When shipping several samples in a larger container (box or mail sack), a canvas grain bag around each poly bag will help prevent the poly bags from breaking in transit. Record the field office location, date, commodity, official meter moisture, and test weight (if sample size is limited) on the back of the transmittal slip [Attachment 1] accompanying the sample. Send samples to:

USDA-GIPSA-NGC  
Technology & Science Division  
Moisture Laboratory  
10383 N. Ambassador Drive  
Kansas City, MO 64153-1394

*/s/Robert Lijewski*

Robert Lijewski, Director  
Field Management Division  
Attachments

**Moisture Sample Transmittal Form**

Field Office Use Only:

OFFICE \_\_\_\_\_ MOISTURE \_\_\_\_\_

DATE \_\_\_\_\_ TEST WT. \_\_\_\_\_

COMMODITY \_\_\_\_\_

TSD Use Only:     *Date Received*

**Moisture Sample Transmittal Form**

Field Office Use Only:

OFFICE \_\_\_\_\_ MOISTURE \_\_\_\_\_

DATE \_\_\_\_\_ TEST WT. \_\_\_\_\_

COMMODITY \_\_\_\_\_

TSD Use Only:     *Date Received*

**Moisture Sample Transmittal Form**

Field Office Use Only:

OFFICE \_\_\_\_\_ MOISTURE \_\_\_\_\_

DATE \_\_\_\_\_ TEST WT. \_\_\_\_\_

COMMODITY \_\_\_\_\_

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**Moisture Sample Transmittal Form**

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OFFICE \_\_\_\_\_ MOISTURE \_\_\_\_\_

DATE \_\_\_\_\_ TEST WT. \_\_\_\_\_

COMMODITY \_\_\_\_\_

TSD Use Only:     *Date Received*

**Moisture Sample Transmittal Form**

Field Office Use Only:

OFFICE \_\_\_\_\_ MOISTURE \_\_\_\_\_

DATE \_\_\_\_\_ TEST WT. \_\_\_\_\_

COMMODITY \_\_\_\_\_

TSD Use Only:     *Date Received*

**Moisture Sample Transmittal Form**

Field Office Use Only:

OFFICE \_\_\_\_\_ MOISTURE \_\_\_\_\_

DATE \_\_\_\_\_ TEST WT. \_\_\_\_\_

COMMODITY \_\_\_\_\_

TSD Use Only:     *Date Received*

Table 1. Sample collection assignments, 2014 Crop Year

		Moisture Range (%)							
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-21</u>	<u>All</u>		
1. Barley, Six-Rowed	Office								
	California	1	1	2	1	1	6		
	Grand Forks	2	8	7	8	4	29		
	Moscow	2	2	2	2	2	10		
	Toledo	1	2	2	1	0	6		
	DIOO	3	7	8	8	3	29		
		Moisture Range (%)							
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-21</u>	<u>All</u>		
2. Barley, Two-Rowed	Office								
	Grand Forks	2	2	2	2	0	8		
	Moscow	3	12	12	12	3	42		
	Washington	3	3	3	2	2	13		
	DIOO	3	4	4	3	3	17		
		Moisture Range (%)							
		<u>8-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-18</u>	<u>18-22</u>	<u>22-26</u>	<u>26-32</u>	<u>All</u>
3. Corn	Office								
	Grand Forks	2	2	2	3	1	1	1	12
	League City	2	3	2	1	1	1	0	10
	Stuttgart	2	3	3	2	2	2	1	15
	Toledo	3	8	9	9	9	7	3	48
	DIOO	6	21	23	25	27	22	16	140
		Moisture Range (%)							
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-21</u>		<u>All</u>		
4. Oats	Office								
	Grand Forks	3	4	3	1		11		
	Toledo	1	2	1	1		5		
	DIOO	10	12	9	3		34		
		Moisture Range (%)							
		<u>8-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-20</u>	<u>20-26</u>	<u>All</u>		
5. Rough Rice, Long Grain	Office								
	League City	2	3	3	1	1	10		
	New Orleans	6	9	8	8	4	35		
	Stuttgart	6	8	9	11	11	45		

		<u>Moisture Range (%)</u>					
		<u>8-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-20</u>	<u>20-26</u>	<u>All</u>
6. Rough Rice, Medium Grain	Office						
	California	7	11	11	13	9	51
	New Orleans	3	3	3	2	1	12
	Stuttgart	5	6	6	5	5	27

		<u>Moisture Range (%)</u>					
		<u>8-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-18</u>	<u>18-26</u>	<u>All</u>
7. Sorghum	Office						
	League City	4	4	4	3	1	16
	New Orleans	1	1	2	1	0	5
	Stuttgart	2	2	2	2	2	10
	DIOO	8	13	12	14	7	54

		<u>Moisture Range (%)</u>						
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-18</u>	<u>18-22</u>	<u>All</u>
8. Soybeans	Office							
	Grand Forks	2	2	2	2	2	2	12
	New Orleans	1	1	1	1	1	0	5
	Stuttgart	3	5	6	5	3	2	24
	Toledo	6	6	8	7	4	3	34
	DIOO	16	15	14	14	10	6	75

		<u>Moisture Range (%)</u>						
		<u>4-8</u>	<u>8-10</u>	<u>10-12</u>	<u>12-15</u>	<u>15-18</u>	<u>18-25</u>	<u>All</u>
9. Sunflower Seed, Oil Type	Office							
	DIOO	11	17	20	20	17	10	95

		<u>Moisture Range (%)</u>					
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-21</u>	<u>All</u>
10. Wheat, Durum	Office						
	California	5	5	4	1	1	16
	Grand Forks	6	6	5	2	3	22
	Moscow	4	4	4	3	2	17
	DIOO	5	6	6	4	4	25

		Moisture Range (%)					
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-21</u>	<u>All</u>
11. Wheat, Hard Red Spring	Office						
	Grand Forks	2	5	6	5	4	22
	Moscow	4	5	5	4	2	20
	Washington	1	2	2	2	1	8
	DIOO	4	8	9	10	9	40

		Moisture Range (%)					
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-21</u>	<u>All</u>
12. Wheat, Hard Red Winter	Office						
	California	1	1	1	1	1	5
	Grand Forks	0	1	1	2	1	5
	League City	3	2	2	1	1	9
	Moscow	2	3	4	4	4	17
	DIOO	4	11	12	13	14	54

		Moisture Range (%)				
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-21</u>	<u>All</u>
13. Wheat, Hard White	Office					
	California	4	4	3	2	13
	Moscow	6	6	5	3	20
	Washington	2	3	2	0	7
	DIOO	8	8	9	5	30

		Moisture Range (%)					
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-21</u>	<u>All</u>
14. Wheat, Soft Red Winter	Office						
	New Orleans	1	1	1	1	1	5
	Stuttgart	3	6	6	6	4	25
	Toledo	3	7	8	7	7	32
	DIOO	4	6	6	6	6	28

		Moisture Range (%)					
		<u>7-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-21</u>	<u>All</u>
15. Wheat, Soft White	Office						
	Moscow	7	7	7	4	4	29
	Toledo	4	3	3	2	2	14
	Washington	9	10	10	4	4	37

16. Canola	Office	Moisture Range (%)					
		<u>4-6</u>	<u>6-8</u>	<u>8-10</u>	<u>10-12</u>	<u>12-14</u>	<u>All</u>
	Grand Forks	0	1	1	1	0	3
	Moscow	2	2	2	2	2	10
	Washington	0	1	1	1	0	3
	DIOO	2	2	2	2	2	10

17. Rough Rice, Short Grain	Office	Moisture Range (%)						
		<u>10-12</u>	<u>12-14</u>	<u>14-17</u>	<u>17-20</u>	<u>20-24</u>	<u>24-28</u>	<u>All</u>
	California	5	5	5	5	5	5	30

18. Peas, Smooth Dry	Office	Moisture Range (%)					
		<u>6-8</u>	<u>8-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>All</u>
	Grand Forks	1	1	1	1	0	4
	Moscow	2	3	3	2	2	12
	Washington	1	1	1	1	0	4

19. Peas, Split	Office	Moisture Range (%)					
		<u>8-10</u>	<u>10-12</u>	<u>12-14</u>	<u>14-16</u>	<u>16-20</u>	<u>All</u>
	Grand Forks	1	1	1	0	0	3
	Moscow	2	2	2	2	2	10
	Washington	1	1	1	0	0	3