



United States Department of Agriculture

Grain Inspection,
Packers and Stockyards
Administration

Federal Grain Inspection
Service

Field Management
Division

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TO: FGIS POLICY BULLETIN BOARD

FROM: Samantha Simon, Director */s/Samantha Simon*
Field Management Division

SUBJECT: HVAC Inspection; Durum Wheat File Sample Retention

ORIGINATING OFFICE: Office of the Director

1. PURPOSE

This memorandum serves to notify all official service providers (OSPs) about a temporary requirement to save all separations on the factor "hard and vitreous kernels of amber color," or HVAC. This memorandum also serves to extend the file sample retention period of domestic Durum wheat inspections until further notice.

2. BACKGROUND

The factor HVAC can be one of the more challenging factors in the inspection world. Recent discrepancies from origin to destination and other stakeholder concerns have drawn added attention to HVAC inspections. Current SIMS data shows marginal national alignment between original inspection points and supervising FGIS Field Offices. Actual separations are necessary to determine what is determined as HVAC on any given day. Furthermore, an increased retention period is needed to evaluate shipments and disputes that take more than 3- or 7-days to reach their destinations.

3. POLICY

To ensure more effective monitoring, FGIS is taking the following steps effective immediately and until further notice:

- All official personnel must save HVAC separations on all Durum wheat inspections. The samples are eligible for both routine and increased monitoring and will provide more accurate information than file samples.

- The file sample retention period for Durum wheat shipments is increased. The retention period for all rail movements is increased from 10 days to 20 days. The retention period for submitted samples is increased from 3 days to 7 days. This additional retention time will allow for a longer window to address stakeholder concerns on specific shipments and for a more comprehensive review of an inter-market dispute.
- The supervising FGIS Field Office will return all reviewed HVAC samples to the OSP.

4. PROCEDURES

OSPs may obtain envelopes as outlined in *FGIS Program Notice PN-17-01*.

HVAC Separations:

Save the HVAC kernels in an envelope. Save the non-HVAC kernels in a separate envelope. Attach the envelopes to one another. Mark the outermost envelope with the following information:

- Inspector Name;
- Date of Inspection;
- Sample ID;
- 15g portion weight;
- HVAC portion weight; and
- Total HVAC percentage (before rounding).

NOTE: If the name/date/ID info is available with the file sample, it is not necessary to print it on each envelope. If the separation envelopes are kept separately from the file samples, then the ID info is necessary on the envelope.

If a sample is selected as a national SIMS, send both the file sample and the separation to the supervising FGIS Field Office. After monitoring, the separation will be returned to the OSP for review and training.

Local SIMS:

AQAS separations on all local Durum wheat SIMS samples must be saved. The AQAS must review a new portion from the file sample.

The original inspector separation, the AQAS separation, and the file sample must be sent to the supervising FGIS Field Office. The sample must be identified as a local SIMS sample.

If monitored, the AQAS separation will be returned to the OSP for review and training.

Retention Period:

Retain Durum wheat samples shipped via rail (for all movements) for 20 days.

Retain submitted samples of Durum wheat for 7 days.

NOTE: This instruction supersedes any other modified retention periods that may have been in effect as a result of the 2016 enhanced monitoring program. Longer retention periods are acceptable.

5. FILING INSTRUCTIONS

Field Office managers must ensure that a copy of this memorandum is provided to official agencies operating within their circuit. This Policy Bulletin Board Notice will be rescinded (and another notice will be distributed) when these requirements are no longer in effect.

6. QUESTIONS

Direct any questions regarding this procedure to the local Field Office or to Tony Goodman, Deputy Director, FGIS Field Management Division at (202) 720-0228 or Anthony.T.Goodeman@usda.gov.