

To View Slide Show

1. Select View in the menu bar.
2. Select Slide Show to set the slides to full screen.
3. Use the Down Arrow on the key board to move foreword in the Power Point.
4. Use the Up Arrow on the key board to move backward in the Power Point.

To Exit Slide Show

1. Select Esc on the keyboard.
2. Select the X on the top right side of the screen to close down the program.

Triennial License Renewal

Introduction

- ❖ The purpose for the development of the FOL program is to:
 - Automate all current license processes.
 - Provide customers with web-based access to all license procedures.
 - Provide uniform and consistent results.
 - Integrate with the existing FGISonline programs.

- ❖ The FOL program:
 - Does not change the existing License Policy identified in Directive 9230.1.
 - Does not eliminate current licensing responsibilities.

Objectives

- Set up an e-mail address for renewal notices alerts.
- Generate and pull off a paper license renewal application form.
- Process a Triennial License Renewal through the FGIS Official License Provider Licensing (FOL) program.
- Identify the various tabs and toggles used in the FOL program.

Access to FGISonline Programs

To begin the process enter this URL into your web browser - <https://fgiss.gipsa.usda.gov>.

- The above URL leads to a training site.
- No information that must be saved should be entered into this site.
- All information entered into this site may be altered or erased.
- Information on this site may be fictional.

Staging Server Menu

- ❑ Select [FGIS Official Service Provider Licensing \(FOL\)](#) to enter the FOL program.
- ❑ The Staging server is to be used for practice only.
- ❑ No data that is entered into the FOL program through this site will be saved.

USDA United States Department of Agriculture
Grain Inspection, Packers & Stockyards Administration

Staging

Home About GIPSA Help Contact Us Login

Search

Browse by Subject

- GCBS Menu
- FGIS Menu**
 - Inspection Data WareHouse (IDW)
 - Certificates (CRT)
 - Delegations, Designations and Export Registrations (DDR)
 - Equipment Capability Testing (ECT)
 - Inspection, Testing, and Weighing (ITW)
 - FGIS Official Service Provider Licensing (FOL)
 - Quality Assurance and Control (QAC)

You are here:

Select one of the following Choices:

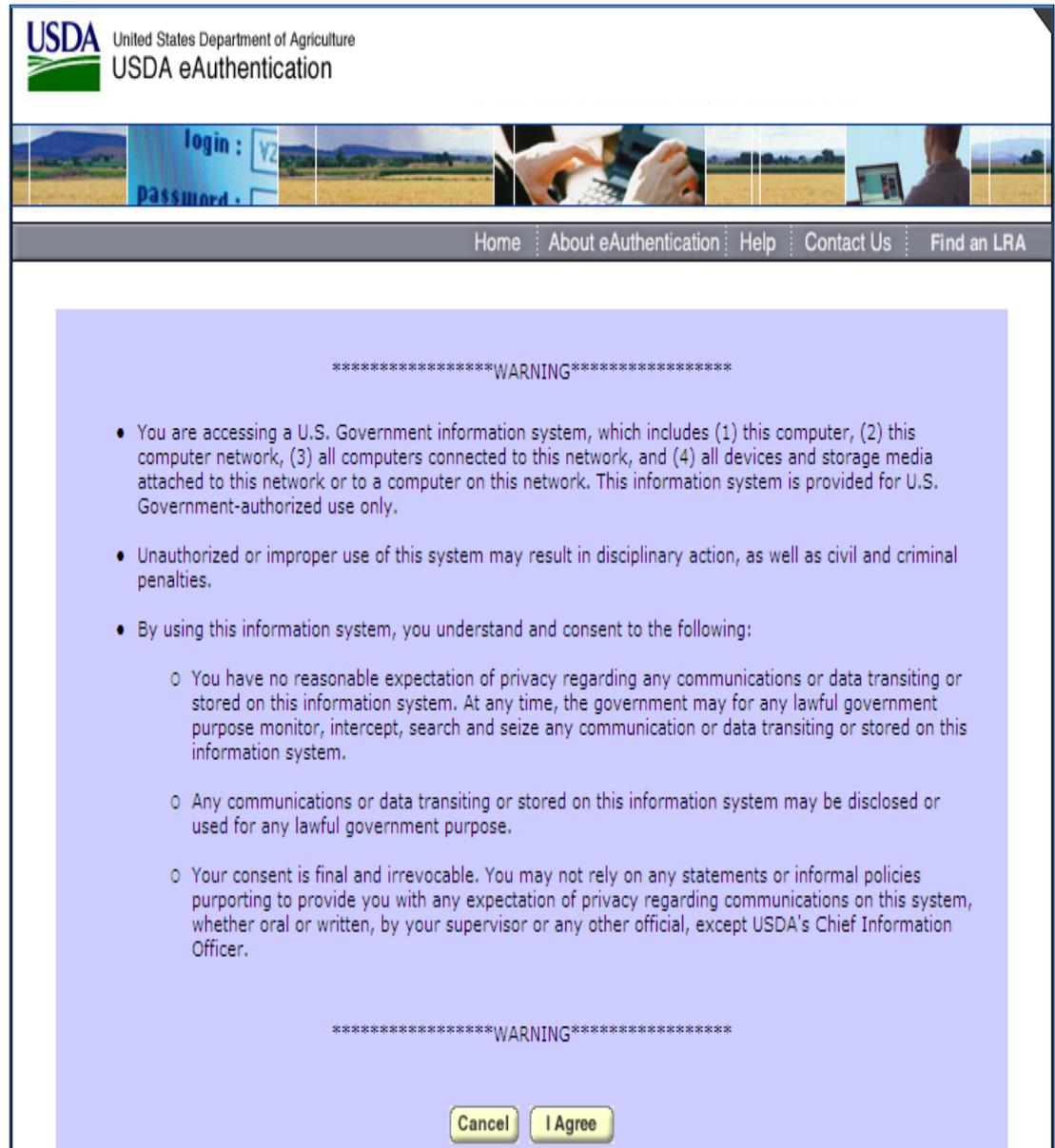
- Inspection Data WareHouse (IDW)
- Certificates (CRT)
- Delegations/Designations and Export Registrations (DDR)
- Equipment Capability Testing (ECT)
- Inspection, Testing, and Weighing (ITW)
- FGIS Official Service Provider Licensing (FOL)
- Quality Assurance and Control (QAC)

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Consent Agreement

Click on *I Agree* to proceed.

Click on *Cancel* to exit.



The screenshot shows the USDA eAuthentication page. At the top left is the USDA logo and the text "United States Department of Agriculture" and "USDA eAuthentication". Below this is a banner image with a "login:" field and a "password:" field. A navigation bar contains links for "Home", "About eAuthentication", "Help", "Contact Us", and "Find an LRA". The main content area is a light blue box containing a "WARNING" header and a list of terms and conditions. At the bottom of the box are "Cancel" and "I Agree" buttons.

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

*****WARNING*****

- You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.
- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.
- By using this information system, you understand and consent to the following:
 - You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may for any lawful government purpose monitor, intercept, search and seize any communication or data transiting or stored on this information system.
 - Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.
 - Your consent is final and irrevocable. You may not rely on any statements or informal policies purporting to provide you with any expectation of privacy regarding communications on this system, whether oral or written, by your supervisor or any other official, except USDA's Chief Information Officer.

*****WARNING*****

Cancel I Agree

eAuthentication Login

- ❑ eAuthentication with Level 2 Access is needed in order to enter the site.
- ❑ Enter your *User ID* and *Password*.
- ❑ Click on 'Login'.
- ❑ This process is a safeguard. It leaves an electronic signature of anyone who enters the program.

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

eAuthentication Login

User ID:

[Forgot your User ID?](#)

Password:

[Forgot your Password?](#)
[Change My Password](#)

Quick Links

- ▶ [What is an account?](#)
- ▶ [Create an account](#)
- ▶ [Update your account](#)

Administrator Links

- ▶ [Local Registration](#)
- ▶ [Authority Login](#)

What's New

NEW! [Improvements to USDA Employee Registration](#)

- The new registration process provides a faster method of obtaining an eAuthentication Employee account. [Click here](#) for more information!

Self-Service Enhancements

- Improvements to Forgotten Password Reset and Forgotten User ID are now available. [Click here](#) for more information!

Important! [Employees and Contractors:](#)

FOL Home Page

- ❑ The first screen accessed on entering the site is the *FOL Home Page*.

- ❑ Select the menu item, *E-mail Distribution Lists*.



The screenshot displays the FOL Home Page interface. At the top left is the USDA logo with the text "United States Department of Agriculture" and "Grain Inspection, Packers & Stockyards Administration". To the right is the word "Staging" in a large, orange, stylized font. Below the header is a navigation bar with links for "Home", "About GIPSA", "Help", "Contact Us", and "Logoff". A breadcrumb trail reads "You are here: FOL Home Page" and the version number "0.1.5" is shown in the top right. The main content area features a search box on the left with options for "By Last Name", "Licensed", and "Authorized", and a "Go" button. Below the search box is a "Browse by Subject" menu with items: "FOL Home Page", "Licensed Personnel", and "E-mail Distribution Lists". The main content area displays a list of items, including a date "05/11/2009" with a small image of a bottle and a label, and a text description: "Study tools available - from processing a sample to determining a grade. See the link listed below; 'Test Preparation Tools'". Below this is another date "03/03/2009" with a text description: "Reminder - Complete and submit all 'Triennial Renewal' information before your certificate expires." At the bottom of the main content area are several links: "Link - Training Videos", "Link - Form FGIS 944 dated 06-07", "Link - Test Preparation Tools", "LINK - GIPSA Home Page", and "LINK - Licensing Directive". The footer contains links for "GIPSA | USDA.gov", "FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House".

E-mail Distribution List

☐ Monthly e-mail notifications for licenses that are about to expire will be sent to the inserted e-mail address(s).

☐ Check the box - *Notify*.

☐ Insert the e-mail address(s) where you want the notice to be sent. Many e-mail addresses may be entered.

☐ Select Save.

The screenshot shows the USDA GIPSA website interface for managing email distribution lists. At the top, the USDA logo and 'United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration' are displayed, along with the 'Staging' label. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. The main content area is titled 'E-mail Distribution List for Renewal Letter Notifications' and includes a breadcrumb trail: 'You are here: FOL Home Page > Email Distribution List'. The page version is 0.1.5. On the left, a 'Search' sidebar offers options to search by last name (Licensed or Authorized) and a 'Browse by Subject' menu with links to FOL Home Page, Licensed Personnel, and E-mail Distribution Lists. The main form contains fields for 'Official Agency' (Minnesota Department of Agriculture), 'Organization' (None Available), 'Notify' (checked), and 'Email List' (Johndoe@yahoo.com). A note instructs users to separate multiple email addresses with commas or semi-colons. 'Save' and 'Return' buttons are at the bottom of the form. The footer contains links for GIPSA, USDA.gov, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

E-mail Saved

The notice, *Saved Successfully* appears.

Select Return.

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Grain Inspection, Packers & Stockyards Administration

Staging

Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Email Distribution List 0.1.5

E-mail Distribution List for Renewal Letter Notifications

Saved Successfully.

Official Agency: Minnesota Department of Agriculture

- OR -

Organization: None Available

Notify:

Email List: Johndoe@yahoo.com

Please separate multiple email addresses with a comma ',' or a semi-colon ';'.

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FOL Home Page

☐ The user is returned to the FOL Home Page.

☐ Select Licensed Personnel to continue.



The screenshot displays the FOL Home Page interface. At the top left is the USDA logo with the text "United States Department of Agriculture" and "Grain Inspection, Packers & Stockyards Administration". To the right is the word "Staging" in a stylized orange font. Below this is a horizontal banner with six small images: a field of grain, a close-up of grain, a field of grain, a close-up of grain, a close-up of grain, and a close-up of grain. Below the banner is a navigation menu with links: Home, About GIPSA, Help, Contact Us, and Logoff. The main content area has a header "FOL Home Page" in a blue bar. Below this is a "Search" section with a "By Last Name" dropdown, radio buttons for "Licensed" (selected) and "Authorized", a search input field, and a "Go" button. To the right of the search section is a "Browse by Subject" section with links: "FOL Home Page", "Licensed Personnel", and "E-mail Distribution Lists". The main content area features a "You are here: FOL Home Page" breadcrumb and a version number "0.1.5". Below this is a list of news items: "05/11/2009 Study tools available - from processing a sample to determining a grade. See the link listed below: 'Test Preparation Tools'." with an image of a test preparation tool, and "03/03/2009 Reminder - Complete and submit all 'Triennial Renewal' information before your certificate expires." Below the news items are several links: "Link - Training Videos", "Link - Form FGIS 944 dated 06-07", "Link - Test Preparation Tools", "LINK - GIPSA Home Page", and "LINK - Licensing Directive". At the bottom of the page is a footer with links: "GIPSA | USDA.gov", "FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House".

Licensed Personnel Selection List Page

- ❑ The *Licensed Personnel Selection List Page* appears.
- ❑ The *Renewal List* selection also appears in the menu.
- ❑ Select *Renewal List*.

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Staging

Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Licensed Personnel 0.1.5

Licensed Personnel Selection List Page

Selection Criteria

	Office	Agency	Number	Name	USGSA Type	USGSA Status	AMA Type	AMA Status
Edit		MN	25012	Adams, Tehani	Samp	Active		
Edit		MN	25015	Alcott, Liz	Tech	Active		
Edit		MN	25016	Andersen, Hank	WSamp	Active		
Edit		MN	25013	Cooper, James	Samp	Active		
Edit		MN	25022	James, Jim	LI	Active		
Edit		MN	25021	Johnson, Ben	Tech	Active		
Edit		MN	25020	Jones, Tom	Tech	Active		
Edit		MN	25019	Klemz, Mark	Samp	Active		
Edit		MN	25025	Landus, Greg	Tech	Active		
Edit		MN	25023	McPherson, Joan	Samp	Active		

13 records in 2 Pages. Rows: 10 Page: 1 Go

Export To Excel Printable List

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License Personnel Renewal List

A list of licenses that will expire at the end of the present month appears.

To access a list of licenses that will expire in additional future months, *Selection Criteria* should be selected. These must also be renewed.

A paper renewal application must be generated and pulled off to begin the renewal process.

The screenshot shows the USDA GIPSA website interface. At the top, the USDA logo and 'United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration' are displayed. A 'Staging' banner is visible in the top right. Below the header is a navigation bar with links for Home, About GIPSA, Help, Contact Us, and Logoff. The main content area is titled 'Licensed Personnel Renewal List' and includes a breadcrumb trail: 'You are here: FOL Home Page > Licensed Personnel > Renewal List'. A version number '0.1.5' is shown in the top right of the content area. The page features a search section on the left with a 'By Last Name' filter, radio buttons for 'Licensed' (selected) and 'Authorized', a search input field, and a 'Go' button. Below the search section is a 'Browse by Subject' menu with options: 'FOL Home Page', 'Licensed Personnel', 'Add a New Person', 'Renewal List', and 'E-mail Distribution Lists'. The main content area has a 'Selection Criteria' input field, 'Select All' and 'Deselect All' buttons, and a 'Print' button. A table displays the renewal list with columns for Agency Code, License Number, COI Entered Date, AMA Renewal Status, USGSA Renewal Status, Act Type, Expiration Date, and Name. The table contains two rows of data.

	Agency Code	License Number	COI Entered Date	AMA Renewal Status	USGSA Renewal Status	Act Type	Expiration Date	Name
<input type="checkbox"/>	MN	25012				USGSA	1/31/2010	Adams, Tehan
<input type="checkbox"/>	MN	25015				USGSA	1/31/2010	Alcott, Liz

At the bottom of the page, there is a footer with links for GIPSA | USDA.gov, FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House.

License Personnel Renewal List

Check the box to the left of Liz Alcott.

It is also possible to select all licenses.

The screenshot displays the USDA GIPSA website interface. At the top, the USDA logo and 'United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration' are visible, along with a 'Staging' watermark. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. Below this, a breadcrumb trail reads 'You are here: FOL Home Page > Licensed Personnel > Renewal List' with a version number '0.1.5' on the right.

The main content area is titled 'Licensed Personnel Renewal List'. It features a search sidebar on the left with options for 'By Last Name', 'Licensed' (selected), and 'Authorized'. Below the search is a 'Go' button. The sidebar also includes a 'Browse by Subject' section with links to 'FOL Home Page', 'Licensed Personnel', 'Add a New Person', 'Renewal List', and 'E-mail Distribution Lists'.

The main content area includes a 'Selection Criteria' input field, 'Select All' and 'Deselect All' buttons, and a 'Print' button. A table lists the renewal details for two personnel:

	Agency Code	License Number	COI Entered Date	AMA Renewal Status	USGSA Renewal Status	Act Type	Expiration Date	Name
<input type="checkbox"/>	MN	25012				USGSA	1/31/2010	Adams, Tehan
<input checked="" type="checkbox"/>	MN	25015				USGSA	1/31/2010	Alcott, Liz

At the bottom of the page, there is a footer with links for GIPSA | USDA.gov, FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House.

Licensed Personnel Renewal List

A button containing the word - *Generate* appears.

Select the button identified as Generate.

The screenshot shows the USDA GIPSA web application interface. At the top, the USDA logo and "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration" are displayed. The word "Staging" is in the top right corner. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. Below the navigation bar, a breadcrumb trail reads "You are here: FOL Home Page > Licensed Personnel > Renewal List" with a version number "0.1.5". The main heading is "Licensed Personnel Renewal List". There is a "Selection Criteria" input field. Below it are "Select All" and "Deselect All" buttons, and "Print" and "Generate" buttons. A table lists personnel with columns for Agency Code, License Number, COI Entered Date, AMA Renewal Status, USGSA Renewal Status, Act Type, Expiration Date, and Name. The table contains two rows: one for Adams, Tehan (license 25012) and one for Alcott, Liz (license 25015). The Alcott, Liz row has a checked checkbox in the first column. A sidebar on the left contains a search box and a "Browse by Subject" menu with options like "FOL Home Page", "Licensed Personnel", "Add a New Person", "Renewal List", and "E-mail Distribution Lists". The footer contains links for GIPSA | USDA.gov, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

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Grain Inspection, Packers & Stockyards Administration

Staging

Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Licensed Personnel > Renewal List 0.1.5

Licensed Personnel Renewal List

Selection Criteria

Select All Deselect All Print Generate

	Agency Code	License Number	COI Entered Date	AMA Renewal Status	USGSA Renewal Status	Act Type	Expiration Date	Name
<input type="checkbox"/>	MN	25012				USGSA	1/31/2010	Adams, Tehan
<input checked="" type="checkbox"/>	MN	25015				USGSA	1/31/2010	Alcott, Liz

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Letter Generation

- A renewal letter has been generated for Liz Alcott.
- The letter must be printed off and forwarded to the license holder.
- The license holder must complete and sign the letter then return it to the agency.
- The Agency must enter the data into FOL before the expiration date or the program will automatically cancel the license.



United States
Department of
Agriculture

Grain Inspection,
Packers and Stockyards
Administration

USGS, GIPSA, FGIS
P.O. Box 419205
Kansas City, MO 64141
E-mail: susan.h.fall@usda.gov

Staging



SA Help Contact Us Logoff

0.1.5

ral List

Act Type	Expiration Date	Name
USGSA	1/31/2010	Adams, Tehan
USGSA	1/31/2010	Alcott, Liz

To: Alcott, Liz 1/17/2010

From: Susan H. Fall
License Program Manager

Subject: Renewal of USGSA and AMA License No. 25015

In accordance with the termination schedules in the regulations under the United States Grain Standards Act (USGSA) and the Agricultural Marketing Act (AMA), your license will expire on 1/31/2010. Please read the instructions listed below, complete this application form, and promptly return it to your agency personnel for data-entry into the FOL program.

1. RENEWAL PREFERENCE

In the appropriate section below, please indicate whether you want your license renewed.

I request that my USGSA or AMA license be renewed.

I hereby request that my USGSA or AMA license NOT be renewed.

Signature of Licensee Date

If you have indicated that you want your licensed renewed, proceed to section 2. Conflict of Interest Questionnaire.

If you hold a Warehouse man license, no further information is needed.

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Licensed Personnel Selection List Page

- ❑ After the applicant completes and returns the license renewal application, the final steps to a renew a license can be conducted.
- ❑ To continue with the license renewal process we will access the area where a license renewal can be submitted for Liz Alcott.
- ❑ Edit - located to the left of Liz Alcott's name is selected.

USDA United States Department of Agriculture
Grain Inspection, Packers & Stockyards Administration

Staging

Home About GIPSA Help Contact Us Logoff

You are here: FOL Home Page > Licensed Personnel 0.1.5

Licensed Personnel Selection List Page

Selection Criteria

	Office	Agency	Number	Name	USGSA Type	USGSA Status	AMA Type	AMA Status
Edit		MN	25012	Adams, Tehani	Samp	Active		
Edit		MN	25015	Alcott, Liz	Tech	Active		
Edit		MN	25016	Andersen, Hank	WSamp	Active		
Edit		MN	25013	Cooper, James	Samp	Active		
Edit		MN	25022	James, Jim	LI	Active		
Edit		MN	25021	Johnson, Ben	Tech	Active		
Edit		MN	25020	Jones, Tom	Tech	Active		
Edit		MN	25019	Klemz, Mark	Samp	Active		
Edit		MN	25025	Landus, Greg	Tech	Active		
Edit		MN	25023	McPherson, Joan	Samp	Active		

13 records in 2 Pages. Rows: Page: [Go](#)

[Export To Excel](#) [Printable List](#)

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Licensed Personnel License Info

☐ Ninety days before a license is due to expire, a button labeled *Renew* appears on the license holder's *License Info* tab. (The license is also available in the license renewal list at this time).

☐ The license can be renewed at this time.

☐ To enter the information from the completed license holder's renewal form, select *Renew*.

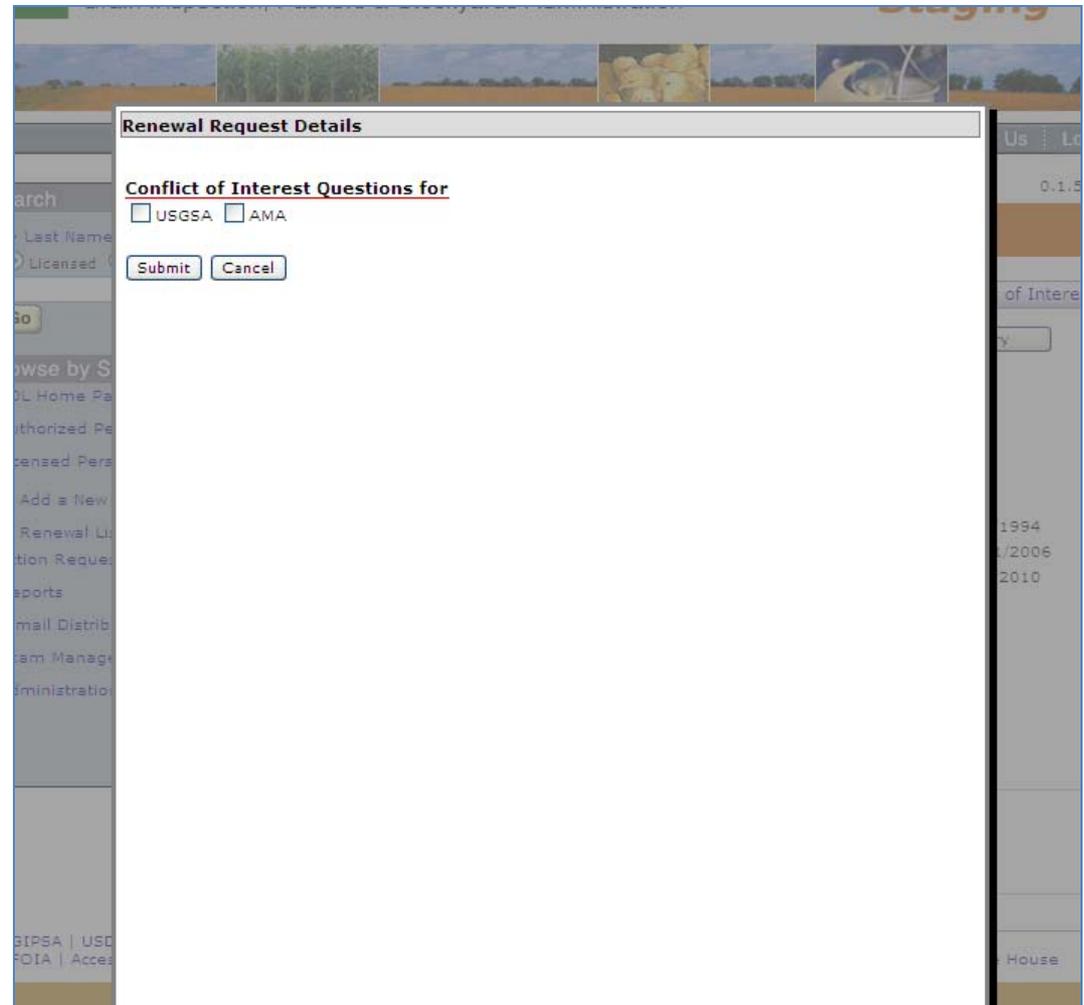
The screenshot shows the USDA GIPSA website interface. At the top, the USDA logo and 'United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration' are visible, along with a 'Staging' banner. A navigation bar contains links for Home, About GIPSA, Help, Contact Us, and Logoff. The main content area is titled 'Licensed Personnel License Info' for 'Liz M. Alcott'. It features several tabs: Personal Info, License Info (selected), License History, Exam History, Letter History, and Conflict of Interest. Below the tabs are buttons for 'FGIS License Information', 'Generate License Certificate', and 'License Details History'. A table lists license details:

AQAS	No	Date Issued	10/3/1994
FGIS Contractor	No	Last Renewed Date	12/11/2006
Warehouseman Sampler	No	Expiration Date	1/31/2010
USGSA License No.	25015		
Type	Technician		
Status	ACTIVE		
Functions	HP MC SHBN		

Below the table is a 'License Actions' section with buttons for 'Suspend', 'Request', and 'Renew'. The footer contains links for GIPSA | USDA.gov, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

Act Selection

The Act that the license is held under must now be selected. In this case, USGSA is checked.



The screenshot shows a web application interface with a modal dialog box titled "Renewal Request Details". Inside the dialog, there is a section titled "Conflict of Interest Questions for" with two checkboxes: "USGSA" (checked) and "AMA" (unchecked). Below the checkboxes are "Submit" and "Cancel" buttons. The background of the web application is partially visible, showing a navigation menu on the left and a header area at the top.

Conflict of Interest Questions

Answer the conflict of Interest questions and select Submit.

If Submit is selected before all questions are answered, a reminder appears at the top of the page.

If there is a conflict of interest, enter details of the conflict.

Submit is selected.

The screenshot shows a web form titled "Renewal Request Details" with the following content:

Please select an answer for USGSA question 1.
Please select an answer for USGSA question 2.
Please select an answer for USGSA question 3.

Conflict of Interest Questions for
 USGSA AMA

USGSA
Do you, your spouse, your minor children, or any blood relative immediately residing in your household, serve as an officer, director, committee member, or employee of any business entity owning or operating any grain elevator or warehouse, or engage in the merchandising, storage, commercial transportation, or other commercial handling of grain?
 Yes No
Clear Answers

Do you, your spouse, your minor children, or any blood relative immediately residing in your household, have stock or other financial interest, directly, or indirectly, in any grain elevator or warehouse, or any other business entity involved in the merchandising, storage, commercial transportation, or other commercial handling of grain?
 Yes No
Clear Answers

Do you know of any other matters, family relationships, or other personal relationships, which might give rise to an apparent or possible conflict of interest involving your present employment and any business entity described above?
 Yes No
Clear Answers

Explain any and all conflicts of interest:
[Empty text area with scrollbars]

Submit Cancel

Licensed Personnel License Info

- You will be taken back to the *License Info* tab when *Submit* is selected.
- The approval request has been sent to the Field Office and to FOSS.
- The request has not been approved yet. The expiration date has not been updated.

The screenshot shows the USDA GIPSA website interface. At the top, the USDA logo and 'United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration' are visible, along with the 'Staging' watermark. A navigation bar contains links for Home, About GIPSA, Help, Contact Us, and Logoff. The main content area is titled 'Licensed Personnel License Info' for 'Liz M. Alcott'. It features several tabs: Personal Info, License Info (selected), License History, Exam History, Letter History, and Conflict of Interest. Below the tabs are buttons for 'FGIS License Information', 'Generate License Certificate', and 'License Details History'. A table lists various attributes and their values:

AQAS	No	Date Issued	10/3/1994
FGIS Contractor	No	Last Renewed Date	12/11/2006
Warehouseman Sampler	No	Expiration Date	1/31/2010
USGSA License No.	25015		
Type	Technician		
Status	ACTIVE		
Functions	HP MC SHBN		

Below the table is a 'License Actions' section with buttons for 'Suspend', 'Request', and 'Renew'. The footer contains links for GIPSA, USDA.gov, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

Renewal Granted

❑ After the request is approved, the program renews the license and changes the expiration date.

❑ To view the action history for the renewal, select the *Conflict of Interest Tab.*

The screenshot displays the USDA GIPSA website interface. At the top, the USDA logo and the text 'United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration' are visible, along with the 'Staging' watermark. A navigation bar contains links for Home, About GIPSA, Help, Contact Us, and Logoff. The main content area is titled 'Licensed Personnel License Info' for 'Liz M. Alcott'. It features several tabs: Personal Info, License Info (selected), License History, Exam History, Letter History, and Conflict of Interest. Below the tabs are buttons for 'FGIS License Information', 'Generate License Certificate', and 'License Details History'. A table lists the license holder's details:

AQAS	No	Date Issued	10/3/1994
FGIS Contractor	No	Last Renewed Date	1/17/2010
Warehouseman Sampler	No	Expiration Date	1/31/2013
USGSA License No.	25015		
Type	Technician		
Status	ACTIVE		
Functions	HP MC SHBN		

At the bottom of the page, there is a 'License Actions' section with buttons for 'Suspend' and 'Request'. The footer contains links for GIPSA | USDA.gov, FOIA | Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

Conflict of Interest Tab

☐ A record of the COI from the renewal is recorded in the *Conflict of Interest* tab.

The screenshot shows the USDA GIPSA website interface. At the top, the USDA logo and "United States Department of Agriculture Grain Inspection, Packers & Stockyards Administration" are visible, along with a "Staging" label. A navigation bar includes links for Home, About GIPSA, Help, Contact Us, and Logoff. The main content area is titled "Licensed Personnel Conflict of Interest" for "Liz M. Alcott". Below this, there are tabs for Personal Info, License Info, License History, Exam History, Letter History, and Conflict of Interest. The "Conflict of Interest" tab is active, showing a "License Number: 25015" and buttons for "Print Blank Form" and "Enter Change in COI Status". A green message states "No conflict of interest exceptions." Below this is a "COI Request History" table with columns for Form Details, Submitted Date, Submitted By, Conflict Exists, Reviewed By, Reviewed Date, and Status. The table contains three rows of data, all with a status of "Approved".

Search

By Last Name
 Licensed Authorized

Browse by Subject

- FOL Home Page
- Authorized Personnel
- Licensed Personnel
 - Add a New Person
 - Renewal List
- Action Requests
- Reports
- E-mail Distribution Lists
- Exam Management
- Administration

You are here: FOL Home Page > Licensed Personnel > Conflict of Interest Info 0.1.5

Licensed Personnel Conflict of Interest
Liz M. Alcott

Personal Info License Info License History Exam History Letter History **Conflict of Interest**

License Number: 25015

No conflict of interest exceptions.

COI Request History:

Form Details	Submitted Date	Submitted By	Conflict Exists	Reviewed By	Reviewed Date	Status
[View]	11/16/2009 2:58:27 PM	QAQC Import	No	System	11/16/2009 2:58:37 PM	Approved
[View]	11/16/2009 2:58:27 PM	QAQC Import	No	System	11/16/2009 2:58:37 PM	Approved
[View]	1/17/2010 1:30:28 PM	Susan Fall	No	System	1/17/2010 1:30:29 PM	Approved

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Conclusion

- ❑ This concludes the course on *Triennial License Renewal* .
- ❑ To gain a detailed instruction on the use of other individual functions within the FOL program, review the Power Point for the specific function.

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