

## FY 2022 Training Calendar

October 18, 2021

<b>Key</b>	<b>Course Descriptions</b>	<b>Key</b>	<b>Course Description</b>
<b>IM</b>	Inspection Methods	<b>IPSR</b>	In-Plant Safety Refresher
<b>PHV</b>	Public Health Veterinarian Training Program	<b>IMR</b>	Inspection Methods Refresher .
<b>PHVM</b>	Public Health Veterinarian Mentor Training Program	<b>SIR</b>	Slaughter Inspection Refresher
<b>EIAO</b>	Enforcement, Investigations and Analysis Officer		
<b>FP L</b>	Further Processing and Labeling Inspection	<b>NSTP</b>	New Supervisor Training Program
<b>TP</b>	Thermal Processing	<b>ESTP</b>	Experienced Supervisor Training Program
<b>EPI</b>	Egg Products Inspection	<b>ELDP</b>	Escalade Leadership Development Program
<b>RTE / SS</b>	Ready-to-Eat / Shelf Stable	<b>SIS</b>	Supervisor Informational Sessions
<b>IS</b>	Import Sanitation		
<b>II</b>	Import Inspection		
<b>OIEA SIEM</b>	OIEA Surveillance, Investigations & Enforcement Methods Training		
<b>EE</b>	Electronic Export		
<b>IIR</b>	Import Inspection Refresher		
<b>IMC</b>	Inspection Methods Condensed		

<b>Week of October 4, 2021</b>					RTE/SS 1900 Week 1	In-Plant Safety Refresher 4400 Week 1	IM Refresher 8800	
<b>October 11, 2021 Columbus Day Holiday (10/11)</b>	PHV 1100 Week1			EIAO 6000 Week 1 (starts 10/13)	RTE/SS 1900 Week 2	In-Plant Safety Refresher 4400 Week 2		Electronic Export 9000 Week 1
<b>October 18, 2021</b>	PHV 1100 Week 2		IM 1800 Week 1	EIAO 6000 Week 2				Electronic Export 9000 Week 2
<b>October 25, 2021</b>	In-Plant Mentoring Week 1		IM 1800 Week 2	EIAO 6000 Week 3		Import Inspection Refresher 7200 Week 1		

<b>Week of November 1, 2021</b>	In-Plant Mentoring Week 2			PHV Mentor 1200	Thermal Processing 4100	Import Inspection Refresher 7200 Week 2	IM Refresher 8801	
<b>November 8, 2021 Veteran's Day Holiday (11/11)</b>	In-Plant Mentoring Week 3	PHV 1101 Week 1						
<b>November 15, 2021</b>	PHV 1100 Final Week	PHV 1101 Week 2	IM Condensed 8100	Further Processing & Labeling 9500				
<b>November 22, 2021 Thanksgiving Holiday (11/25)</b>		In-Plant Mentoring Week 1						
<b>November 29, 2021</b>		In-Plant Mentoring Week 2	IM 1801 Week 1	Import Sanitation 7100 (class ends at 1 pm ET on 11/30)	Import Inspection 7000 (class begins at 2pm ET on 11/30)	Egg Product Inspection 9700		

<b>Week of December 6, 2021</b>		In-Plant Mentoring Week 3	IM 1801 Week 2			Slaughter Inspection Refresher 1300		
<b>December 13, 2021</b>		PHV 1101 Final Week						
<b>December 20, 2021 Christmas Holiday Observance (12/25)</b>								
<b>December 27, 2021 Holiday New Year's Day Holiday Observance (12/31)</b>								

<b>Week of January 3, 2022</b>		PHV 1106 Week 1 (Tentative)				RTE/SS 1901 Week 1		
<b>January 10, 2022</b>		PHV 1106 Week 2		Import Sanitation 7101	Import Inspection 7001	RTE/SS 1901 Week 2	In-Plant Safety Refresher 4401 Week 1	
<b>January 17, 2022 MLK Holiday Observance (1/17)</b>		In-Plant Mentoring Week 1					In-Plant Safety Refresher 4401 Week 2	
<b>January 24, 2022</b>		In-Plant Mentoring Week 2	Inspection Methods 1802 Week 1					
<b>January 31, 2022</b>		In-Plant Mentoring Week 3	Inspection Methods 1802 Week 2					

<b>Week of February 7, 2022</b>		PHV 1106 Final Week		Slaughter Inspection Refresher 1301				
<b>February 14, 2022</b>	PHV 1102 Week 1		PHV Mentor 1201					
<b>February 21, 2022 President's Day Holiday (2/21)</b>	PHV 1102 Week 2					Electronic Export 9001 Week 1		
<b>February 28, 2022</b>	In-Plant Mentoring Week 1			Further Processing & Labeling 9501		Electronic Export 9001 Week 2		

<b>Week of March 7, 2022</b>	In-Plant Mentoring Week 2		Inspection Methods 1803 Week 1		Thermal Processing 4101		Import Inspection Refresher 7201 Week 1	
<b>March 14, 2022</b>	In-Plant Mentoring Week 3		Inspection Methods 1803 Week 2				Import Inspection Refresher 7201 Week 2	
<b>March 21, 2022</b>	PHV 1102 Final Week			Egg Product Inspection 9701	IM Refresher 8802			
<b>March 28, 2022</b>		PHV 1103 Week 1						

<b>Week of April 4, 2022</b>		PHV 1103 Week 2		IM Condensed 8101	EIAO 6001 Week 1 (starts on 4/6)	In-Plant Safety Refresher 4402 Week 1		
<b>April 11, 2022</b>		In-Plant Mentoring Week 1			EIAO 6001 Week 2	In-Plant Safety Refresher 4402 Week 2		
<b>April 18, 2022</b>		In-Plant Mentoring Week 2	Inspection Methods 1804 Week 1	RTE/SS 1902 Week 1	EIAO 6001 Week 3			
<b>April 25, 2022</b>		In-Plant Mentoring Week 3	Inspection Methods 1804 Week 2	RTE/SS 1902 Week 2				

<b>Week of May 2, 2022</b>		PHV 1103 Final Week				IM Refresher 8802		
<b>May 9, 2022</b>				Import Sanitation 7102	Import Inspection 7002			
<b>May 16, 2022</b>							Electronic Export 9002 Week 1	
<b>May 23, 2022</b>				Further Processing & Labeling 9502	Slaughter Inspection Refresher 1302	Egg Products Inspection 9702	Electronic Export 9002 Week 2	
<b>May 30, 2022 Memorial Day Holiday (5/30)</b>								

<b>Week of June 6, 2022</b>			Inspection Methods 1805 Week 1	Thermal Processing 4102				
<b>June 13, 2022</b>			Inspection Methods 1805 Week 2		Import Inspection Refresher 7202 Week 1			
<b>June 20, 2022 Juneteenth Holiday Observance (6/20)</b>					Import Inspection Refresher 7202 Week 2			
<b>June 27, 2022</b>	PHV 1104 Week 1			PHV Mentor 1202				

<b>Week of: July 4, 2022 Independence Day Holiday (7/4)</b>	PHV 1104 Week 2							
<b>July 11, 2021</b>	In-Plant Mentoring Week 1			RTE/SS 1903 Week 1		In-Plant Safety Refresher 4403 Week 1		
<b>July 18, 2022</b>	In-Plant Mentoring Week 2		Inspection Methods 1806 Week 1	RTE/SS 1903 Week 2		In-Plant Safety Refresher 4403 Week 2		
<b>July 25, 2022</b>	In-Plant Mentoring Week 3		Inspection Methods 1806 Week 2		Further Processing & Labeling 9503			

<b>Week of August 1, 2022</b>	PHV 1104 Final Week			Thermal Processing 4103				
<b>August 8, 2022</b>		PHV 1105 Week 1			IM Condensed 8102		IM Refresher 8803	
<b>August 15, 2022</b>		PHV 1105 Week 2				Electronic Export 9003 Week 1		OIEA SIEM 8000
<b>August 22, 2022</b>		In-Plant Mentoring Week 1				Electronic Export 9003 Week 2		
<b>August 29, 2022</b>		In-Plant Mentoring Week 2	Import Sanitation 7103	Import Inspection 7003				

<b>Week of September 5, 2022 Labor Day Holiday (9/5)</b>		In-Plant Mentoring Week 3						
<b>September 12, 2022</b>		PHV 1105 Final Week	Inspection Methods 1807 Week 1	Egg Products Inspection 9703				
<b>September 19, 2022</b>			Inspection Methods 1807 Week 2			Import Inspection Refresher 7203 Week 1		
<b>September 26, 2022</b>				PHV Mentor 1203	Slaughter Inspection Refresher 1303	Import Inspection Refresher 7203 Week 2		

## FY 2022 Course Description & Logistics

Training Operation Branch (TOB) & Training Management Branch (TMB) Classes			
Course	Course Description & Logistics	Course	Course Description & Logistics
<p><b>Inspection Methods IM</b></p> <p><b>Target Audience:</b> This course is required for Newly promoted or newly hired CSIs and PHVs. This course is part of the new PHV training program</p> <p>State Inspectors</p>	<ul style="list-style-type: none"> <li>• Delivery via WEBEX Webinar</li> <li>• Instructor led two-week class; live instruction on WebEx webinars with corresponding course materials in an online training site "MOODLE Platform".</li> <li>• MOODLE usernames and passwords are needed</li> <li>• All students need training computers</li> <li>• MIFI or phone may be needed for few students</li> <li>• OJT following this course, provides training on PHIS.</li> <li>• IM course is also part of the PHV training program.</li> <li>• Topics covered during the training include statutes, rules of practice, the PHIS establishment profile and the task calendar, sanitation, Hazard Analysis Verification, HACCP verification, sampling, sanitary dressing procedures, humane handling, raw,ready-to-eat, and shelf stable product</li> </ul>	<p><b>Electronic Export EE</b></p> <p><b>Target Audience:</b> This course is required for CSIs and PHVs with export responsibilities</p>	<ul style="list-style-type: none"> <li>• 2- week open window, approximately 6 hours <b>Self-Paced</b> training, students work independently on the training site platform "MOODLE"</li> <li>• Participants do not have to complete this training in a single day. This training may be accessed on multiple days as long as it is completed prior to the two-week</li> <li>• MOODLE usernames and passwords are needed.</li> <li>• All students have government computers</li> <li>• Topics covered during this training include how to perform the Export Certification functions in PHIS as outlined in Directive 13,000.5, how to perform the Export Certification task (CSland PHV roles), approve or reject export applications, issue replacement certificates,sign/upload/print the export certificate, and review of form 9080-3</li> </ul>
<p><b>Entry Training for the Public Health Veterinarian PHV</b></p> <p><b>Target Audience:</b> This course is required for newly hired in-plant-veterinarians</p> <p>State Veterinarians</p>	<ul style="list-style-type: none"> <li>• Delivery via <b>WEBEX Training</b></li> <li>• Instructor-led course delivered by live instruction on WebEx Training Platform with corresponding course materials in an online training site "MOODLE Platform</li> <li>• Week 1&amp;2 9-day class &amp; final week 4-day class</li> <li>• Moodle course</li> <li>• All students need PHV training computers</li> <li>• MIFI or phone may be needed for few students</li> <li>• Topics covered during the training include animal dispositions/foodsafety, humane handling, and FSIS administrative overview.</li> <li>• The program also includes three weeks spent in the in-plant environment with an assigned PHV Mentor to complete the PHV Mentoring Checklist</li> </ul>	<p><b>Import Inspection Refresher IIR</b></p> <p><b>Target Audience:</b> Import Inspectors who didn't take this course in FY2021.</p>	<ul style="list-style-type: none"> <li>• 2-week open window, approximately 4 hours <b>Self-Paced</b> training, students work independently on the training site platform "MOODLE"</li> <li>• Participants do not have to complete this training in a single day. This training may be accessed on multiple days as long as it is completed prior to the two-week</li> <li>• MOODLE usernames and passwords are needed.</li> <li>• All students have government computers</li> <li>• Topics covered during this training include review of the regulatory basis and procedures for some of the most important types of inspection (TOI) they perform daily</li> </ul>

<p><b>Public Health Veterinarian Mentor PHVM</b></p> <p><b>Target Audience:</b> This course is required for the PHV that will be assigned as an official mentor by the district to mentor the new hired PHVs and never attended this class before</p>	<ul style="list-style-type: none"> <li>All students have government computers</li> <li>Instructor led three-day class</li> <li>Delivery via <b>WebEx Training</b> Platform</li> <li>Topics covered during this training include Mentor Responsibilities; Soft Skills (emotional intelligence, mentor-mentee relationship), Logistics and Overview of the PHV Intern Course, In-plant Mentoring checklist</li> </ul>	<p><b>IM Condensed IMC</b></p> <p><b>Target Audience:</b> Headquarters-based FSIS employees (all GS levels and SES) and other non-inspection workforce employees throughout the U.S</p>	<ul style="list-style-type: none"> <li>Delivery via <b>Microsoft Teams</b></li> <li>3- day instructor led class</li> <li>All students have government computers</li> <li>Topics covered during this training include Overview of the responsibilities of the inspection workforce. This overview includes a mid-level review of the food safety laws, Rules of Practice, HACCP pathogen reduction regulations, slaughter activities, and familiarization of processing environments. Quizzes and workshops will be provided throughout the training session.</li> </ul>
<p><b>Enforcement, Investigations, and Analysis Officer EIAO</b></p> <p><b>Target Audience:</b> Newly selected EIAO</p>	<ul style="list-style-type: none"> <li>All students have government computers, some students may need training computers</li> <li>Instructor led three-week class</li> <li>Delivery <b>Via Microsoft Teams</b></li> <li>Topics covered during this training include how to perform a comprehensive assessment for establishment's food safety system; the design and validity of the hazard analysis, HACCP plan; Sanitation Standard Operating Procedures (Sanitation SOPs); pre-requisite programs; testing programs, e.g., generic <i>E. coli</i> written procedures; and any other programs that constitute the establishment's food safety system</li> </ul>	<p><b>In-Plant Safety Refresher IPSR</b></p> <p><b>Target Audience</b> CSI, PHV, FI who previously completed FI training and PHV training over 5 years ago or more</p> <p>Note: this course doesn't replace any safety required training</p>	<ul style="list-style-type: none"> <li>2 week, 4 hours <b>Self-Paced</b> &amp; students work independently on the MOODLE platform</li> <li>Participants do not have to complete this training in a single day. This training may be accessed on multiple days as long as it is completed prior to the two-week</li> <li>Several students may need training computers</li> <li>MOODLE usernames and passwords are needed.</li> <li>Topics covered during this training include FSIS Health &amp; Safety program, Hazard Communication, Personal Protective Equipment, Occupational Noise, and General Safety.</li> </ul>
<p><b>Slaughter Inspection Refresher</b></p> <p><b>Target Audience:</b> Food inspectors who have completed Food Inspector Livestock or Poultry classroom training over 5 years ago, and Food Inspectors who have completed the Food Inspector training in the district office during orientation.</p>	<ul style="list-style-type: none"> <li>Delivery via <b>WEBEX Training</b></li> <li>MOODLE Course username, password and link needed)</li> <li>Instructor led two-day class</li> <li>Most students need training computers.</li> <li>MIFI or phone may be needed for few students</li> <li>Topics covered during this training include Ante mortem Inspection, Postmortem Inspection, Humane Handling and Good Commercial Practice.</li> </ul>	<p><b>IM Refresher</b></p> <p><b>Target Audience:</b> CSIs and PHVs who have previously attended either FSRE(3weeks) or IM over 5 years ago, and Egg Inspectors who previously attended IM 5 years ago.</p>	<ul style="list-style-type: none"> <li>Instructor led five-day class</li> <li>Delivery via <b>WebEx Training</b></li> <li>Some students may need training computers</li> <li>Topics covered during this training include review of SPS, SSOP, Raw HACCP, RTE, NRs, Sampling, and Labeling. It will include scenarios and case studies covering topics such as Egg Products, Slaughter Inspection, HACCP Processing Categories, etc..</li> </ul>

<p><b>Further Processing and Labeling FP &amp; L</b></p> <p><b>Target Audience:</b> CSIs with limited or simple processing experience that may or will temporarily cover a complex processing establishment CSIs moving from a simple processing assignment to a complex processing assignment Public Health Veterinarians and Frontline Supervisors with limited processing experience who have oversight responsibility for complex processing assignments in the circuit are also encouraged to attend</p>	<ul style="list-style-type: none"> <li>• Delivery via <b>WEBEX Training</b></li> <li>• Instructor led five-days class</li> <li>• Several students need training computers</li> <li>• MIFI or phone may be needed for few students</li> <li>• Topics covered during this training include labeling, net weight, and other verification activities for fresh and cooked sausage operations, cured meat and poultry products and added solutions</li> </ul>	<p><b>Thermal Processing</b></p> <p><b>Target Audience:</b> Consumer Safety Inspectors who have been assigned to establishments that conduct thermal processing</p> <p>Prior to attending, CSIs must have attended either the Inspection Methods (virtual or classroom) <b>or</b> FSRE Sanitation/Raw/RTE course. Frontline supervisors and Enforcement Investigation Analysis Officers who have canning assignments in the circuit or district are also encouraged to attend.</p>	<ul style="list-style-type: none"> <li>• Delivery via <b>WEBEX Training</b></li> <li>• Instructor led five-day class</li> <li>• Several students need training computers.</li> <li>• MIFI or phone may be needed for few students</li> <li>• Topics covered during this training include the microbiology of thermally processed foods. Process equipment such as retorts and containers will also be covered, deviations in processing and verification of the thermal processing regulatory requirements</li> </ul>
<p><b>Egg Products Inspection EPI</b></p> <p><b>Target Audience:</b> Newly hired Egg Products Inspectors who are assigned to plants that conduct egg products processing, or Relief CSIs</p> <p>Frontline supervisors and Enforcement Investigation Analysis Officers who have egg products processing assignments in the circuit or district are also encouraged to attend.</p>	<ul style="list-style-type: none"> <li>• Delivery via <b>Microsoft Teams</b></li> <li>• Instructor led two-day class</li> <li>• Several students may need training computers</li> <li>• MIFI or phone may be needed for few students</li> <li>• Topics covered during this training include food safety laws (EPIA), 9 CFR regulations and FSIS current policies as specified in directives and notices, familiarization with the egg products industry practices and several methods used for pasteurization of egg products such as HTST pasteurization and drying methods.</li> </ul>	<p><b>Ready-to-Eat / Shelf Stable RTE/SS</b></p> <p><b>Target Audience:</b> Consumer Safety Inspectors who have been assigned to establishments which produce ready-to-eat or shelf stable products</p> <p>Prior to attending, CSIs should have attended <b>both</b> the FSRE Sanitation and Raw HACCP, <b>and</b> the Public Health Information System (PHIS) training for CSIs</p> <p><b>Note:</b> Employees who have attended the Inspection Methods training <b>do not</b> need to enroll in this course.</p>	<ul style="list-style-type: none"> <li>• 2 week, 16 hours <b>Self-Paced</b>, students work independently on the MOODLE platform</li> <li>• Participants do not have to complete this training in a single day. This training may be accessed on multiple days as long as it is completed prior to the two-week</li> <li>• MOODLE Link, usernames and passwords are needed.</li> <li>• Several students may need training computers</li> <li>• MIFI or phone may be needed for few students</li> <li>• Topics covered during this training include RTE and SS processes, hazards, controls and preventive measures, inspection verification for <i>Listeria monocytogenes</i> regulations, RTE sanitation, RTE sampling, Lethality and Stabilization and Food Ingredients of Public Health Concern</li> </ul>
<p><b>Import Sanitation IS</b></p> <p><b>Target Audience:</b> Newly hired import inspectors who have not previously completed SPS, and Sanitation SOP training by attending FSRE (Week 1) or Inspection Method.</p>	<ul style="list-style-type: none"> <li>• Delivery via <b>WEBEX Training</b></li> <li>• Instructor led 1.5-day class</li> <li>• Several students need training computers</li> <li>• MIFI or phone may be needed for few students</li> <li>• Topics covered during this training include policy on inspection verification of sanitation performance standards (SPS) and sanitation standard operating procedures (Sanitation SOPs) in import facilities. This course will only address the aspects of sanitation that are pertinent to a meat inspection room in an import facility.</li> </ul>	<p><b>Import Inspection II</b></p> <p><b>Target Audience:</b> Newly hired import inspectors and relief CSIs assigned to official import establishments.</p>	<ul style="list-style-type: none"> <li>• Delivery via <b>WEBEX Training</b></li> <li>• Instructor led 3.5-day class</li> <li>• Several students need training computers</li> <li>• MIFI or phone may be needed for few students</li> <li>• Topics covered during this training include essential import reinspection policy and procedures. It includes tutorials for how to enter application data, reinspection results, and sample information in PHIS. This training has been updated to include catfish reinspection and the data transfer of the health certificates including those in electronic format.</li> </ul>

Organization and Employee Development Branch (OEEDB) Classes			
<p><b>FSIS Experienced Supervisor Training Program (ESTP)</b>  <b>Classroom-based ESTP</b> to be announced via <i>FSIS Food for Thought</i> and the <i>FSIS Gateway</i> distribution to supervisors</p> <p><b>On-demand FY 2022 ESTP</b> curriculum will also be available via Supervisor Help</p> <p><b>Target Audience:</b></p> <p>Current in-plant and non in-plant supervisors with one (1) year or more of FSIS supervisor experience</p> <p><i>The Office of Personnel Management (OPM) defines supervisors as employees who oversee the work of other employees, such as conducting performance appraisals and approving leave</i></p>	<p><b>Overview:</b></p> <ul style="list-style-type: none"> <li>ESTP meets Office of Personnel Management mandates, Department of Agriculture 5 CFR Parts 410 and 412, and technical managerial knowledge requirements to: <ul style="list-style-type: none"> <li>Strengthen leadership skills of supervisors with at least one year of FSIS supervisory experience</li> <li>Address management issues that impact the way employees carry out supervisory duties and responsibilities</li> </ul> </li> </ul> <p><b>Program Structure:</b></p> <ul style="list-style-type: none"> <li>Content designed, developed, and delivered in partnership with FSIS subject experts and external business partners</li> <li>A 5-day program consisting of application exercises, presentations, and lectures</li> <li>Skill training for personal leadership abilities to: <ul style="list-style-type: none"> <li>Assist employees with unacceptable performance</li> <li>Improve employee performance and productivity</li> <li>Conduct employee performance appraisals</li> <li>Coach/Mentor employees</li> </ul> </li> <li>Detailed information on supervisory subjects including: <ul style="list-style-type: none"> <li>FSIS Performance Management</li> <li>Labor and Employee Relations</li> </ul> </li> </ul>	<p><b>FSIS 2022 New Supervisor Training Program (NSTP):</b></p> <p><b>*On-demand curriculum</b></p> <p><b>Target Audience:</b></p> <p>Permanent FSIS First-Year Supervisors</p> <p><i>The Office of Personnel Management (OPM) defines supervisors as employees who oversee the work of other employees, such as conducting performance appraisals and approving leave</i></p>	<p><b>Program Structure:</b></p> <p>The NSTP consists of on-demand sessions developed and delivered in partnership with FSIS subject experts and contracted business partners. The curriculum is designed to prepare new supervisors for the challenges of their supervisory roles. The program emphasizes supervisory behaviors that encompass knowledge, skills, behaviors, and other attributes required to build high-performance teams within the overall organization, capable of meeting current and future management challenges.</p> <p>The NSTP offers:</p> <ul style="list-style-type: none"> <li>On-demand courses via Supervisor Help</li> <li>The program is aligned with USDA DR 4040-412-002.</li> <li>Participants increase self-awareness and develop new knowledge, perspectives, behaviors, and skills to manage employees within the context of supervision. Also, the Program supports FSIS Goal #3 - Achieve Operational Excellence.</li> </ul>
<p><b>FSIS 2022 Escalade Leadership Development Program</b></p> <p><b>Target Audience:</b></p> <p>GS-9-13 Non-supervisors, Supervisors and Commissioned Corps O-3 and O-4</p>	<p><b>Program Structure:</b></p> <p>The competitive 2022 FSIS Escalade Leadership Development Program supports FSIS employee engagement; enhances the leadership competencies within FSIS; and is responsive to changing demands including the need for succession planning. The leadership development program offers development to current leaders and aspiring leaders within FSIS who may or may not assume positions of formal leadership in the future.</p> <p>Through the 2022 Escalade Leadership Development Program participants will:</p> <ul style="list-style-type: none"> <li>Gain knowledge and skills that enhance resilience</li> <li>Increase understanding of need for change and support efforts to positively facilitate it</li> <li>Effectively respond to emerging customer needs and increased complexities</li> </ul>	<p>FSIS Supervisor Information Sessions</p> <p>Dates: <i>Monthly 2020-2022</i></p> <p>Session topics to be announced via <i>FSIS Food for Thought</i> and <i>FSIS Gateway</i> distributions</p> <p>Target Audience:</p> <p>New and Experienced FSIS Supervisors</p>	<p><b>Program Structure:</b></p> <p>FSIS program offices partner with OEED to facilitate monthly information sessions on subjects pertinent to new and experienced FSIS supervisors through the Gateway Program. FSIS program offices determine topics and develop and deliver training material. OEED drafts announcements, moderates sessions, administers participants' evaluations, and coordinates posting of recordings via the <i>Supervisor Info Sessions &amp; FAQs</i> tile within <i>Supervisor Help</i></p> <p>Supervisor information sessions offer:</p> <ul style="list-style-type: none"> <li>Current Agency policies and procedures</li> <li>Relevant supervisory topics such as <i>Reasonable Accommodations &amp; COVID-19, Documentation to Support Disciplinary Requests</i>, etc.</li> <li>Settings to ask questions during sessions and learn from peers' comments</li> <li>Opportunities to suggest future information session topics</li> </ul>