



United States
Department of
Agriculture

Food Safety
and Inspection
Service

Washington, D.C.
20250

TO: Agricultural Office
U.S. Embassy

FROM: Rachel Edelstein
Assistant Administrator
Office of Policy and Program Development

SUBJECT: Meat and Poultry Inspection Seminar for International Government Officials

The Food Safety and Inspection Service (FSIS), U.S. Department of Agriculture (USDA), is pleased to announce the 2014 Meat and Poultry Inspection Seminar for International Government Officials. The purpose of this comprehensive seminar is to familiarize international government officials with U.S. inspection regulations and procedures used by USDA to assure that the nation's meat, poultry and egg products are safe, wholesome and properly labeled. The seminar will cover issues from farm to table, including Hazard Analysis and Critical Control Point (HACCP) and Pathogen Reduction; animal production; import and export policies and procedures; the roles of the Food and Drug Administration, State, and local inspection agencies; and field visits to import and export locations and processing and slaughter plants.

Due to budget and time constraints, only 1 seminar will be held this year. This seminar is scheduled for **September 15 to September 26, 2014**, and will be held in a training facility in Washington, DC. The location will be announced on a later date. Fluency in the English language is a prerequisite for this seminar. Participation in this seminar will be limited to 30 individuals.

PLEASE NOTE: *Applicants MUST be government meat and poultry inspection officials. Applicants must be fluent in the English language to attend the seminar. This seminar is recommended for those Officials who have 5 or more years of experience in the field of meat and poultry inspection.*

Applicants must complete the enclosed application form. The completed form must be submitted by the applicant's financial sponsor and received by the FSIS Office of Policy and Program Development, Room 2137-South Building, Washington, D.C. 20250, no later than **10 days from the receipt of this memorandum**. If possible, please submit the application by e-mail to mpis@fsis.usda.gov, or by facsimile transmission to Office of Policy and Program Development (OPPD) at 202-720-7990. Applicants must include an e-mail address and/or a FAX number on their application for proper notification.

Applications are processed in the order they are received, as the class size is limited. FSIS receives more than twice the number of applications that can be accommodated. Early submittal of applications is therefore encouraged. Participants selected to attend the seminar in Washington, DC will be notified by **June 20, 2014**.

Applicants are responsible for obtaining financial sponsors for their round trip air transportation, lodging, meals, and other miscellaneous expenses to Washington, DC.

Enclosure

**UNITED STATES DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE
OFFICE OF POLICY AND PROGRAM DEVELOPMENT**

Meat and Poultry Inspection Seminar for International Government Inspection Officials

Application Form

Section I. I would like to participate in the seminar listed below

_____ September 15-26, 2014, Washington, DC

Section II. Personal Information (Please type or print clearly):

Name (Dr/Mr/Mrs/Miss/Ms): _____

Position/Title/Name of Agency: _____

Country of Citizenship: _____

Business Mailing Address: _____

Business Telephone # and FAX #: _____

E-mail Address: _____

Medical Conditions: _____

Name, Address and Telephone Number of Person to Contact in Case of Emergency:

Section III. To be completed by the Inspection Director or Financial Sponsor:

I nominate the above named Government Official to attend the 2014 Meat and Poultry Inspection Seminar. I certify that the applicant is fluent in the English language.

Name/Title: _____

Address: _____

Telephone and FAX No: _____

**Send completed form to Office of Policy and Program Development by FAX at (202) 720-7990
or by email at mpis@fsis.usda.gov by 2014.**