

UNITED STATES DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE
WASHINGTON, DC

FSIS DIRECTIVE	4610.3	11/24/80
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**SERVICE DURING WORK STOPPAGES IN CONNECTION
WITH STRIKES, FLOODS, OR OTHER EMERGENCY CONDITIONS**

I. PURPOSE

This Directive gives procedures for the utilization of employees during work stoppages due to strikes, floods, or other emergency conditions and specifies employees to whom it will apply.

II. CANCELLATION

Cancel FSQS Directive 4200.1 dated 2/22/78.

III. (RESERVED)

IV. GENERAL

Unusual conditions such as floods, storms, or other natural calamities, plant shutdowns, or strikes, may cause temporary disruption of working facilities at official establishments operating under Federal inspection or grading and prevent employees from performing their duties. Whenever such conditions occur program managers should, to the extent possible, utilize employees in other assignments.

V. REPORTING WORK STOPPAGES AND RELATED ACTION

A. Initial Report. When a situation requires the shutdown of facilities at which inspection or grading work is performed, the Agency official in charge will immediately advise the appropriate program management official by the fastest method available.

B. Use of Employees.

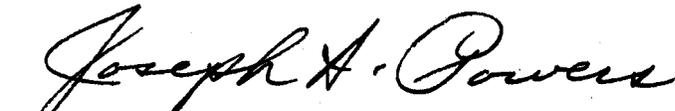
1. Program management officials, in conjunction with the appropriate local supervisor, will make every effort to effectively use employees for the duration of the work stoppage period. Such use would include, but is not limited to, details to other positions, training or voluntary annual leave.

2. Should it not be possible to use the services of employees, then involuntary annual leave, furlough without pay, or other such action will be taken as prescribed below:

a. Advise the Director, Personnel Division, as soon as possible of:

- (1) The reasons for work stoppages.
- (2) The date of work stoppage and probable duration.
- (3) The number of employees affected by title, series, and grade.
- (4) The steps taken to utilize employees.

b. The Director, Personnel Division, will obtain authorization from the Director, Office of Personnel, prior to imposing non-leave status or involuntary annual leave on affected employees. Personnel Division will coordinate the issuance of any required notices to employees.


Deputy Administrator
Administrative Management