Millard, Mark

From: Stebbins, Robert
Sent: Thursday, December 17, 2015 3:59 PM
To: Cyr, Pete
Cc: Millard, Mark; Burke, Lisa
Subject: RE: Packing List

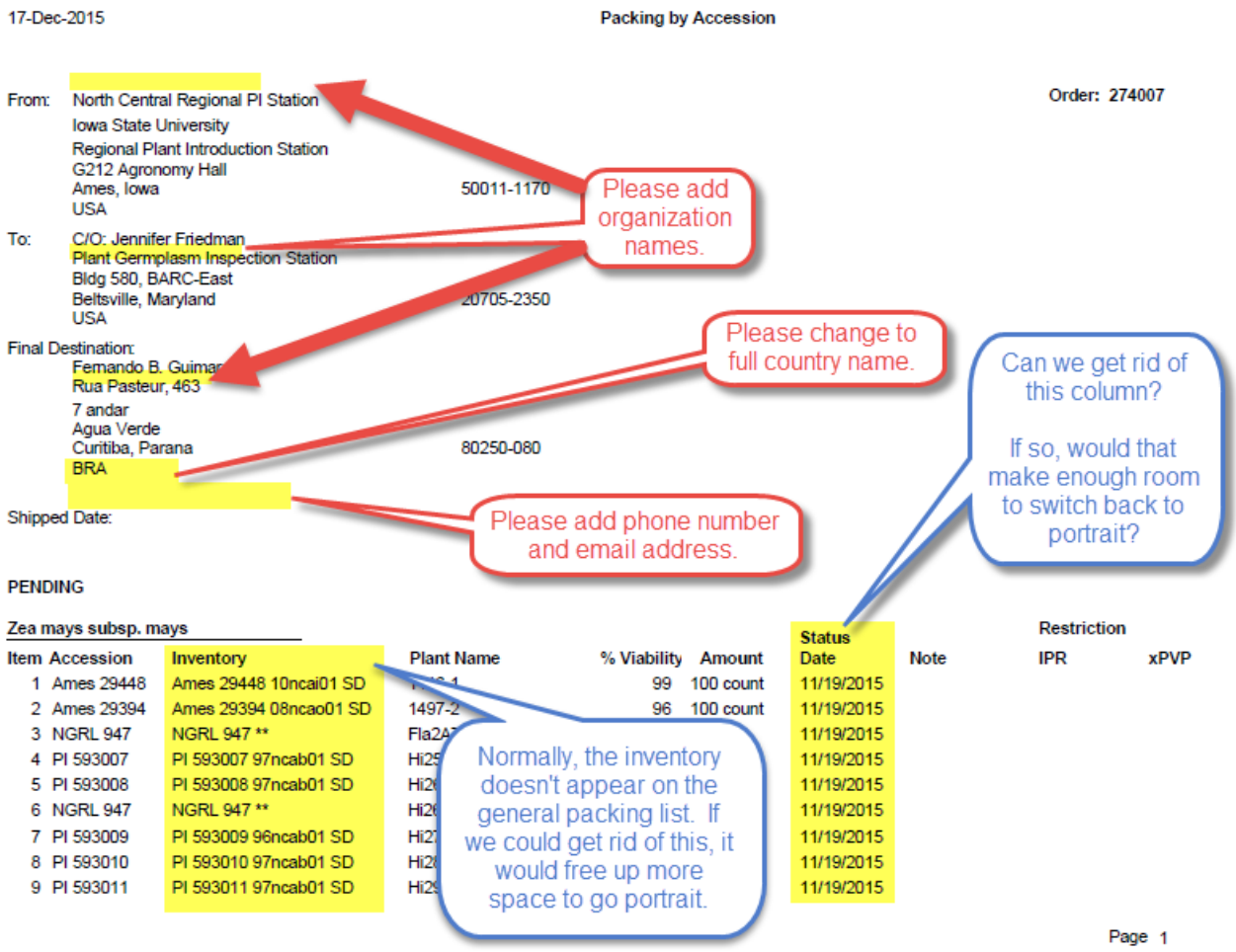
Categories: 00 0 Moved

Pete,

I have attached some images of suggested changes to our packing list. Some of these you already know about, like printing the full country names instead of abbreviations, adding organization names for all addresses, and adding the phone number and email address of the final recipient. I checked with my APHIS contact and the phone number and email is very helpful to her when inspecting and shipping orders, so let's go ahead and work on including that info.

I have made a few other suggestions, such as adding a header and column names on all pages following the first page, and increasing the top margin on successive pages.

It would also be really, really nice to have the packing list printed in portrait instead of landscape. Not only does it look better (in my opinion), but for larger orders, it will make a huge difference in the amount of paper used.



10	PI 593012	PI 593012 10ncei01 SD	Hi30	94	0 count	11/19/2015
11	NGRL 947	NGRL 947 **	Hi30y			11/19/2015
12	PI 593013	PI 593013 96ncab01 SD	Hi31	72	200 count	11/19/2015
13	PI 593014	PI 593014 97ncab01 SD	Hi33	86	200 count	11/19/2015
14	PI 593015	PI 593015 97ncab01 SD	Hi34		100 count	11/19/2015
15	NGRL 947	NGRL 947 **	Hi34Crf			/19/2015
16	NGRL 947	NGRL 947 **	Hi34y			/19/2015
17	PI 593016	PI 593016 12ncei01 SD	Hi35			/19/2015
18	PI 593017	PI 593017 97ncab01 SD	Hi39			/19/2015
19	PI 593018	PI 593018 12ncei01 SD	Hi40			11/19/2015
20	PI 593019	PI 593019 97ncab01 SD	Hi41	66	200 count	11/19/2015
21	PI 641224	PI 641224 09ncai01 SD	Hi42	88	100 count	11/19/2015
22	PI 641225	PI 641225 09ncai01 SD	Hi43	98	100 count	11/19/2015
23	PI 641226	PI 641226 09ncai01 SD	Hi44	97	100 count	11/19/2015
24	PI 641227	PI 641227 10ncei01 SD	Hi45		0 count	11/19/2015
25	PI 641228	PI 641228 07ncai01 SD	Hi46		0 count	11/19/2015
26	PI 641229	PI 641229 09ncai01 SD	Hi47	97	100 count	11/19/2015
27	PI 641230	PI 641230 10ncei01 SD	Hi48	97	100 count	11/19/2015
28	PI 641231	PI 641231 07ncai01 SD	Hi49		0 count	11/19/2015
29	PI 641232	PI 641232 09ncai01 SD	Hi50	92	100 count	11/19/2015
30	PI 641233	PI 641233 06nceo01 SD	Hi51		0 count	11/19/2015
31	PI 641234	PI 641234 10ncei01 SD	Hi52	96	50 count	11/19/2015
32	PI 641235	PI 641235 10ncei01 SD	Hi53		0 count	11/19/2015
33	PI 641236	PI 641236 12ncei01 SD	Hi54	95	100 count	11/19/2015
34	PI 641237	PI 641237 12ncei01 SD	Hi55		0 count	11/19/2015
35	PI 641238	PI 641238 09ncai01 SD	Hi56	91	100 count	11/19/2015
36	PI 641239	PI 641239 12ncei01 SD	Hi57	87	100 count	11/19/2015
37	PI 641240	PI 641240 12ncei01 SD	Hi58	77	200 count	11/19/2015
38	PI 641241	PI 641241 06nceo01 SD	Hi59		0 count	11/19/2015
39	NGRL 947	NGRL 947 **	Hi60a			11/19/2015
40	NGRL 947	NGRL 947 **	Hi60b			11/19/2015
41	NGRL 947	NGRL 947 **	Hi61Y			11/19/2015
42	PI 641244	PI 641244 09ncai01 SD	Hi62	99	100 count	11/19/2015
43	PI 641245	PI 641245 10ncei01 SD	Hi63	96	100 count	11/19/2015
44	PI 641246	PI 641246 10ncei01 SD	Hi64	94	100 count	11/19/2015
45	PI 641247	PI 641247 09ncai01 SD	Hi65	98	100 count	11/19/2015

Column names should repeat on successive pages.

Can we add a little more space at the top of the page?

General Packing **Order: 274007**

Zea mays subsp. mays

Item	Accession	Origin	Plant name	Amount	Restricted
2	Ames 29394	United States, North Carol	1497-2	100 ct sd	
1	Ames 29448	United States, North Carol	1416-1	100 ct sd	
49	PI 550441	United States, Missouri	Mo18W	100 ct sd	
4	PI 593007	United States, Hawaii	Hi25	200 ct sd	
5	PI 593008	United States, Hawaii	Hi26	100 ct sd	
7	PI 593009	United States, Hawaii	Hi27	100 ct sd	
8	PI 593010	United States, Hawaii	Hi28	100 ct sd	
9	PI 593011	United States, Hawaii	Hi29	200 ct sd	
10	PI 593012	United States, Hawaii	Hi30	0 ct sd	
12	PI 593013	United States, Hawaii	Hi31	200 ct sd	
13	PI 593014	United States, Hawaii	Hi33	200 ct sd	
14	PI 593015	United States, Hawaii	Hi34	100 ct sd	
17	PI 593016	United States, Hawaii	Hi35	100 ct sd	
18	PI 593017	United States, Hawaii	Hi39	100 ct sd	
19	PI 593018	United States, Hawaii	Hi40	0 ct sd	
20	PI 593019	United States, Hawaii	Hi41	200 ct sd	

Each page needs a header and column names.

Old PL.

Yesterday, I spent at least 45 minutes trying to modify a packing list for a foreign order going through APHIS, and I still don't have a satisfactory product. Anything you can do to update the packing list soon would be greatly appreciated.

Thanks,
Robert

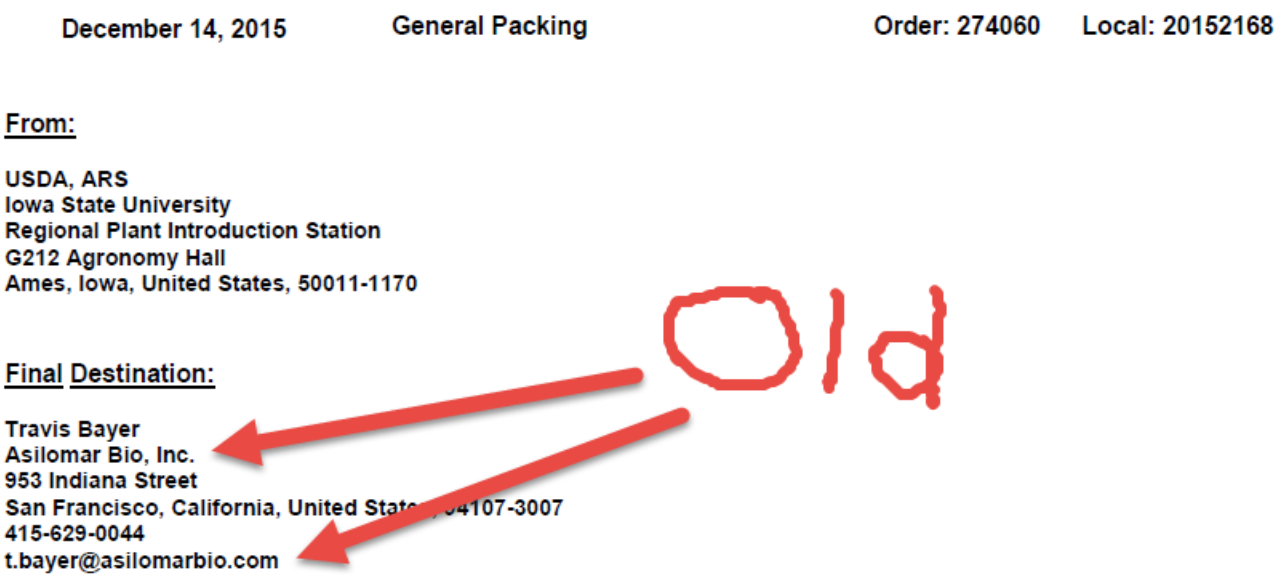
From: Cyr, Pete
Sent: Tuesday, December 15, 2015 9:47 AM
To: Stebbins, Robert <Robert.Stebbins@ARS.USDA.GOV>
Cc: Millard, Mark <Mark.Millard@ARS.USDA.GOV>; Burke, Lisa <Lisa.Burke@ARS.USDA.GOV>
Subject: RE: Packing List

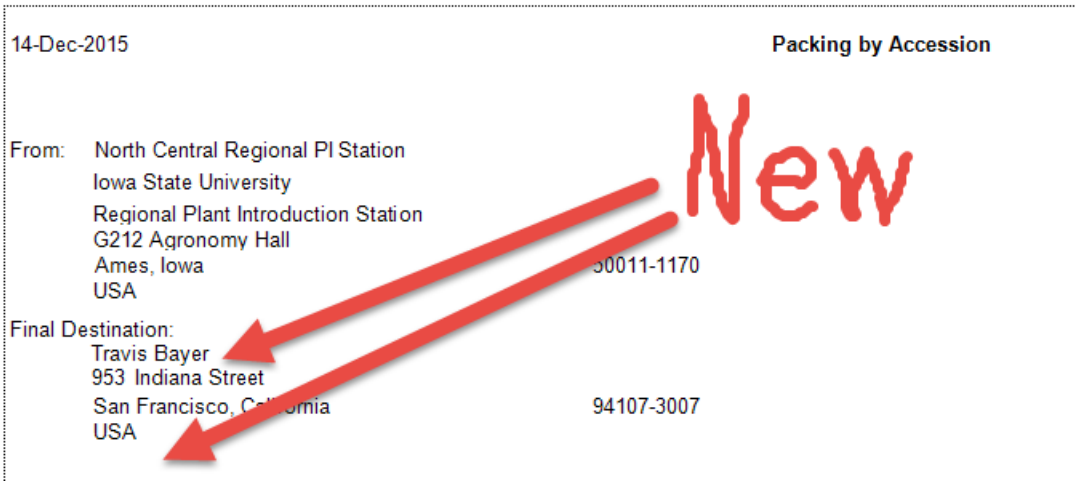
The phone number and email address might require a change to the dataview on the server in addition to changes in the report on your computer (not a big deal but it will take longer to get approvals to make those changes to the server dataview).

Pete

Pete Cyr
IT Specialist
USDA-ARS
North Central Plant Introduction Station
Ames, Iowa 50011
Phone: (515) 460-3617 (cell) or (515) 294-8583 (desk)
email: pete.cyr@ars.usda.gov
Skype: pete.cyr16

From: Stebbins, Robert
Sent: Monday, December 14, 2015 3:12 PM
To: Cyr, Pete <Pete.Cyr@ARS.USDA.GOV>
Cc: Millard, Mark <Mark.Millard@ARS.USDA.GOV>; Burke, Lisa <Lisa.Burke@ARS.USDA.GOV>
Subject: RE: Packing List





Thanks,

Robert

From: Cyr, Pete
Sent: Monday, December 14, 2015 3:04 PM
To: Stebbins, Robert <Robert.Stebbins@ARS.USDA.GOV>
Cc: Millard, Mark <Mark.Millard@ARS.USDA.GOV>; Burke, Lisa <Lisa.Burke@ARS.USDA.GOV>
Subject: RE: Packing List

I think so. Can you show me a screenshot of an example where the data is missing?

Pete

Pete Cyr
IT Specialist
USDA-ARS
North Central Plant Introduction Station
Ames, Iowa 50011
Phone: (515) 460-3617 (cell) or (515) 294-8583 (desk)
email: pete.cyr@ars.usda.gov
Skype: pete.cyr16

From: Stebbins, Robert
Sent: Monday, December 14, 2015 1:56 PM
To: Cyr, Pete <Pete.Cyr@ARS.USDA.GOV>
Cc: Millard, Mark <Mark.Millard@ARS.USDA.GOV>; Burke, Lisa <Lisa.Burke@ARS.USDA.GOV>
Subject: FW: Packing List

On Friday, I noticed the packing lists do not show the recipient's organization name in the address. Is this a simple fix?

Thanks,

Robert