

# DOUGLAS D. TOLEN

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## Objective

## Education

- **1965 BS Biological Sciences, Towson State College, Towson, Maryland**
- **1989 Federal Executive Institute, Charlottesville, Virginia**

## Professional experience

- **2004 – Present Douglas D. Tolen Consulting**

Perform third party audits specializing in Good Agricultural Practices (GAPs) audits and Good Manufacturing Practices (GMP) inspections in the food production/processing industries.

- **2000 – 2004 Senior Consultant, AAC Consulting Group, Bethesda, MD**

Serve as a Senior Consultant to the FDA regulated food industry providing advice and recommendations, functioned as Lead Regional Auditor responsible for AAC good agricultural practice audits in the Eastern half of the US. Provided advice on pending legal cases and served as an expert witness.

- **1986 – 1999 Director, Florida District, US Food and Drug Administration, Orlando, FL**

Responsible for all FDA domestic and import operations in the State of Florida. Managed a staff of 100 FDA employees in 7 Florida offices. Managed FDA administrative, investigational, compliance and public affairs programs for 14 years. Organized industry and consumer outreach efforts, State contracts and partnerships. Conducted numerous industry meetings and made presentations to State, national and international audiences. Traveled internationally to Russia and South America to represent FDA at international forums. Served many years on a variety of Field advisory committees including the Field Food, International Programs, Human Resources and Public Affairs Committees.

- **1981 – 1986 Director, Education and Training Staff, US Food and Drug Administration, Rockville, MD**

Responsible for all technical training of FDA's national Field force of over 3000 investigators, analysts, administrative and compliance personnel. Determined annual training needs, developed training agendas, materials and recruited instructors. Managed a budget of \$2 million and conducted an average of 40 training courses a year across the entire

country

- **1971 – 1981 Program Analysis Officer, Center for Food Safety and Applied Nutrition, US Food and Drug Administration, Washington, DC**

Prepared and issued and ultimately supervised the staff that generated foods compliance programs which provided instructions to the operational Field staff directing national food related operations that were to be conducted each year. Such programs provided detailed instructions for conducting food inspections, sample collections, laboratory analyses and legal actions in the regulated industry.

- **1966 – 1971 Consumer Safety Officer, Baltimore, Buffalo and Philadelphia Districts, US Food and Drug Administration**

Served as a Consumer Safety Officer (FDA Investigator) in three different FDA Districts. Conducted FDA inspections, principally food related, of the regulated industry, and collected samples for laboratory analyses to determine industry compliance with FDA regulations.

- **1965 – 1966 Teacher, Maryland Department of Education, Towson, MD**

Taught science in the Maryland public school system.

Professional memberships

- **Association of Food and Drug Officials (AFDO)**
- **Association of Food and Drug Officials of the Southern States**

Awards received

- **AFDOSS Eugene H. Holman Meritorious Service Award, 2000**
- **FDA Distinguished Career Service Award, 2000**
- **Vice President Gore National Performance Review Hammer Award 1996 and 1997**
- **FDA Commissioner's Special Citation, 1992**
- **FDA Award of Merit, 1987, 1989, 1990**
- **FDA Equal Opportunity Award, 1989**
- **FDA Group Award, 1990, 1992, 1993, 1996, 1998**