



Animal and Plant Health Inspection Service

U.S. DEPARTMENT OF AGRICULTURE

Hawaii

Regulation and Clearance from Hawaii to Other Parts of the United States



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When using pesticides, read and follow all label instructions.

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Introduction

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Purpose

The *Hawaii Manual* covers information from both domestic quarantine notices (7CFR Part 301) and Hawaiian and territorial quarantine notices (7CFR Part 318). The reason for combining this information is to provide officers with regulatory information in one manual.

To become familiar with this manual, read this section to learn what is and what is not covered. Once you know that an item is covered in this manual, refer to [Reference](#) on page 3-1 to determine what restrictions or prohibitions to apply. Refer to [Methods and Procedures](#) on page 2-1 for information on clearing aircraft, baggage, cargo, mail, and vessels.

If a commodity requires a special procedure, you will be referred to the page which contains the detailed information.

Scope

If a fresh fruit, herb, or vegetable is listed, it is admissible (although it may have to meet additional conditions for entry). If an item is **not** listed, it is **prohibited**. Use the [Index](#) if you have any trouble finding items in the Reference Section.

This manual also covers clearance procedures for aircraft, baggage, cargo, mail, and vessels, and the movement of regulated articles from Hawaii to other parts of the United States and territories.

Movement of plant pests is **not** covered. To find this information, refer to 7CFR 330.200-214.

Table 1-1 Examples of Regulated Articles Covered in this Manual

Cotton
Cut Flowers and Leis
Processed Fruits, Herbs, and Vegetables
Fruits, Herbs, and Vegetables (fresh)
Fresh Plant Parts Not for Propagation
Packing Material
Plants for Propagation
Rice Straw
Sand, Soil, and Earth
Seeds and Nuts
Sugarcane

Users

The *Hawaii Manual* is written for use by regulatory officers who work in airport and maritime locations in Hawaii.

Related Documents

Enabling legislation provides the authority to carry out the mission of protecting American agriculture from plant pests. Legislative acts are the fundamental authority granted by Congress to the Secretary of Agriculture to promulgate regulations to protect American agriculture. The regulatory authority for taking the actions listed in this manual is contained in the *Plant Protection Act* (PPA). The PPA provides the authority to prohibit or restrict imports, exports, or interstate movement of plant pests, plants, plant products, noxious weeds, biological control agents, and means of conveyance.

Code of Federal Regulations

The code of Federal Regulations (CFRs) provide the authority for the regulatory action taken and are enforced by CBP and PPQ. The restrictions and prohibitions listed in this manual are covered by 7CFR 301, 318, and 330.

Conventions

The conventions used in this manual are as follows.

Advisories

Advisories are used throughout this manual to bring important information to your attention. Carefully review each advisory. The definitions coincide with the American National Standards Institute (ANSI), with the goal of making the warnings easy to recognize and understand¹ and are in the format shown below.

DANGER

Danger Table message is used in the event of imminent risk of death or serious injury.

WARNING

Warning Table message is used in the event of possible risk of serious injury.

CAUTION

Caution Table message is used for tasks involving minor to moderate risk of injury.

¹ TCIF Guideline, *Admonishments (Safety-Related Warning Message)*, TCIF-99-021 Issue 1, p.4.

NOTICE

Notice Table message is used to alert a reader of important information or Agency policy.

SAFETY

Safety Table message is used for general instructions or reminders related to safety.

Boldface

Boldface type is used to emphasize important words throughout this manual. These words include, but are **not** limited to: **cannot, do not, does not, except, lacks, must, neither, never, nor, not, only, other than.**

Bullets

Bulleted lists indicate that there is **no** order of priority to the information being listed.

Change Bar

A black change bar in the left margin is used to indicate a change appearing on a revised page.

Chapters

This manual contains the following chapters: *Introduction, Methods and Procedures, Reference, and Index.*

Contents

Every chapter has a table of contents listing **only** the first- and second-level headings within the chapter.

Control Data

Control data is located at the top and bottom of each page to help users keep track of where they are in the manual and be aware of updates to specific chapters, sections, appendixes, etc., in the manual. At the top of the page is the chapter title and first-level heading for that page. At the bottom of the page is the transmittal number (month, year, number), manual title, page number, and unit responsible for content. To track revisions, use the control data.

Decision Tables

Decision tables are used throughout the manual. The first and middle columns in each table represent conditions, and the last column represents the action to be taken after all conditions listed for that row are considered. Begin with the column headings and move left to right, and if the condition **does not** apply, then continue one row at a time until you find the condition that does apply.

Table 1-2 How to Use Decision Tables

If you:	And if the condition applies:	Then:
Read this column cell and row first	Continue in this cell	TAKE the action listed in this cell
Find the previous condition did not apply, then read this column cell	Continue in this cell	TAKE the action listed in this cell

Examples

Examples are used to clarify a point by applying it to a real-world situation. Examples always appear in boxes as a means of visually separating them from the other information contained on a page.

EXAMPLE Examples are graphically placed boxes within the text as a means of visually separating information from other information contained on the page. Examples will always appear in a box.

Footnotes

Footnotes comment on or cite a reference to text and are referenced by number. The footnotes used in this manual include general text footnotes, figure footnotes, and table footnotes.

General text footnotes are located at the bottom of the page.

When space allows, figure and table footnotes are located directly below the associated figure or table. However, for multi-page tables or tables that cover the length of a page, footnote numbers and footnote text **cannot** be listed on the same page. If a table or figure continues beyond one page, the associated footnotes will appear on the page following the end of the figure or table.

Heading Levels

Within each chapter and section there are four heading levels. The first-level heading is indicated by a horizontal line across both left and right columns with the heading language across the left and right columns directly underneath. The body text after a first-level heading is located **inside** the margined text area, one line after the heading language. The second- and third-level headings are inside the margined text area with the body text following underneath. The fourth-level heading is inside the margined text area followed by a period and leading into the text.

Hypertext Links (Highlighting) to Tables, Figures, and Headings

Figures, headings, and tables are cross-referenced in the body of the manual and are highlighted in boldface type. These appear in blue hypertext in the online manual.

EXAMPLE See [Reporting Issues with or Suggestions for the Hawaii Manual](#) to determine where to report problems with this manual.

Indentions

Entry requirements which are summarized from CFRs, import permits, or policies are indented on the page.

Italics

The following items are italicized throughout the *Hawaii Manual*:

- ◆ Cross-references to headings
- ◆ Publication names
- ◆ Scientific names of commodities

Numbering Scheme

A two-level numbering scheme is used in this manual for pages, tables, and figures. The first number represents the chapter. The second number represents the page, table, or figure. This numbering scheme allows for easier updating and adding pages without having to reprint an entire chapter. Dashes are used in page numbering to differentiate page numbers from decimal points.

Transmittal Number

The transmittal number contains the month, year, and a consecutively-issued number (beginning with -01 for the first edition and increasing consecutively for each update to the edition). The transmittal number is **only** changed when the specific chapter sections, appendixes, glossary, tables, or index is updated. If no changes are made, then the transmittal number remains unchanged. The transmittal number **only** changes for the entire manual when a new edition is issued or changes are made to the entire manual.

EXAMPLE 01/2017-04 is the transmittal number for this update and is located in the control data on the pages in this chapter

1 is the month the update was issued
2017 is the year the update was issued
4 is the edition number (the new edition was 01, and there have been 3 updates)

Using the Manual

Review the contents of this manual to get a feel for the scope of material covered. Glance through the section that you will be using, and familiarize yourself with the organization of the information. Use the table of contents to find the information you need. If the table of contents is not specific enough, turn to the index to find the topic and corresponding page number.

Reporting Issues with or Suggestions for the *Hawaii Manual*

Use [Table 1-3](#) to determine where to report issues with the *Hawaii Manual*.

Table 1-3 Reporting Issues with or Suggestions for the Hawaii Manual

If you:	Then:
<ul style="list-style-type: none"> ◆ Are unable to access the online manual ◆ Have a suggestion for improving the format (layout, spelling, etc.) 	CONTACT PPQ's Manuals Unit at 240-529-0350 or by email at PPQ.IRM.ISMU.Manuals.Feedback@usda.gov
Disagree with a policy or procedure, or the admissibility of a commodity	CONTACT PPQ Import Services Customer Support at 301-851-2046 or 1-877-770-5990 with the reason for the disagreement and a recommendation.
Have an urgent situation requiring an immediate response	CONTACT the program specific liaison by email at Derek.A.Woller@usda.gov

Manual Updates

The PPQ Manuals Unit issues and maintains manuals electronically on the Manuals Unit Web site. The [online manuals](#) contain the most up-to-date information. Revisions to the manual are distributed via the [APHIS Stakeholder Registry](#) to anyone, government employees and external stakeholders, who have subscribed to receive *Hawaii Manual* updates. To subscribe, register at this web site:

<https://public.govdelivery.com/accounts/USDAAPHIS/subscriber/new>

Ordering Additional Manuals and Revisions

Although using the online manuals is the preferred method, APHIS employees may order hard copies of manuals from the APHIS MRP Business Services, Acquisition & Asset Management, Printing, Distribution, Mail, Copier Solutions (PDMCS). Visit the [PDMCS Web site](#) for detailed information and printing costs. The Manuals Unit is **not** responsible for printing costs.

Methods and Procedures

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Introduction

This section provides information on the methods and procedures which are unique to Hawaii. Information in this section covers clearance procedures and is organized as follows:

- ◆ Aircraft
- ◆ Baggage
- ◆ Cargo
- ◆ Mail
- ◆ Vessels

Inspection of Aircraft

Prerequisite Information—Advanced Notification of Departure

Aircraft must **not** be moved from Hawaii to any continental United States state until the PPQ official has inspected the aircraft, cargo, crew, and passengers (including commercial airlines, private, and military flights) and the official has informed the person moving the aircraft that it can depart (7 CFR 318.13-9).

Predeparture Inspection and Clearance

Aircraft leaving Hawaii for destinations in the continental United States and some territories must be inspected prior to departure. If a flight, through a misunderstanding, departs without predeparture inspection and clearance, radio the appropriate PPQ office (or base operations officer if a military flight) at the port of destination so the flight can be met immediately upon its arrival. Military flights are also inspected by PPQ or personnel designated by PPQ. When inspecting departing aircraft, use the following steps:

Enter the data for the action taken into the [Agricultural Risk Management System \(ARM\)](#) aircraft passenger clearance inspection workspace including aircraft inspection and catering monitoring activities.

To comply with records management and data quality assurance, a supervisor (or designee) **must** review and validate all data collected from inspection, safeguarding, and treatment activities prior to entering the data into the ARM.

If the pit baggage has remained in Customs custody (including that which has been off-loaded from the same or other carriers), then only apply such safeguard inspection that is appropriate to the character of the material and movement in accordance with 7 CFR 352.

Step 1: Prevent Loading Prior to Inspection

Prior to loading the aircraft, inspect baggage and supplies, including fruits and vegetables to be served during the flight.

Step 2: Determine if Articles are Regulated

Make sure that all regulated articles authorized to be loaded on the aircraft have been appropriately certified. Check the [Reference](#) section of this manual for any restrictions or prohibitions. Have unauthorized articles off-loaded.

Step 3: Determine Whether to Inspect Aircraft

If you determine that inspection is required, carefully inspect the aircraft for quarantine predeparture program significant pests. If you find pests that warrant action, treat all interior parts of the aircraft (refer to the PPQ [Treatment Manual](#) for directions).

For aircraft arriving from a foreign location, PPQ inspects the aircraft in Hawaii for predeparture purposes only, for example, to monitor stop-over catering, to look for Hawaiian-origin hitchhiking pests, or to ensure the compliance of crew members in case of a crew change.

CBP is the lead agency for foreign quarantine enforcement. If a PPQ Officer encounters an issue of foreign quarantine significance, secure any item(s) as

needed and turn them over to CBP. Refer additional issues to CBP for follow up as needed.

Step 4: Inspect Articles Taken Aboard Aircraft

Inspect articles to be taken aboard the aircraft for quarantine significant pests. If you find pests that warrant action, see that they are treated (refer to the [PPQ Treatment Manual](#)) or refuse to allow the infested article to go forward. Recondition or treat as appropriate.

Step 5: Complete Documentation

For pest identification, PPQ **must** generate a Diagnostic Request (DR) in the ARM. Refer to [Figure A-1](#) for an example of a completed DR.

NOTICE

Record the passenger's quarantine material intercepted (QMI) origin and final city/state destination in ARM.

Complete and distribute the [PPQ Worksheet 413, Aircraft Inspection Record](#) on page [A-11](#).

Inspection of Baggage Carried Aboard Aircraft

The PPQ official must decide when and where to inspect the baggage carried aboard aircraft. Inspect the baggage prior to passenger check-in at the airline counter or its equivalent at military establishments. Arrangements may be made to inspect baggage elsewhere (e.g. hotels or locations with tour groups) if you are notified in advance and it is on a reimbursable basis.

NOTICE

All passengers and crew are responsible for lifting their baggage onto the inspection belt and opening all baggage for inspection. Airlines or porters may be called for assisting disabled passengers. Do **not** lift or open baggage for passengers or crew.

Examine Baggage at the Gate

If hand carried parcels and baggage were not inspected prior to passenger check-in, then you may inspect them at the gate at the time of boarding.

Examine Carryon Baggage

In general, examine all carryon baggage for unauthorized articles (check the [Reference](#) section of this manual for any restrictions or prohibitions and pests). The baggage of both passengers and airline crew is subject to inspection¹.

¹ If inspecting the baggage or personal effects of persons possessing a diplomatic passport with an A1/A2 Visa or G1/G2 Visa, authorized personnel must use the guidelines found in the [Manual For Agricultural Clearance](#).

You may encounter passengers and/or crew who have recently disembarked from a foreign-origin flight and are boarding a domestic flight for continued transit to the continental United States. If you find foreign prohibited or infested items when clearing such passengers, confiscate the item(s) and give them to CBP for appropriate destruction. Provide the associated foreign flight information (with date) to CBP.

Step 1: Question Travelers

Thoroughly question the travelers. Ask travelers their destination and itinerary. Use their answers to your questions, what you found in the carryon baggage, and your knowledge of what fruits and vegetables are in season to determine the thoroughness of your inspection of the checked (pit) baggage.

Step 2: Complete Documentation

Complete and distribute the following PPQ forms:

- ◆ [PPQ Worksheet 413, Aircraft Inspection Record](#)
- ◆ [PPQ Form 591, Notice of Alleged Baggage Violation](#)

Assessing Civil Penalties to Passengers

In order to pursue enforcement action, the passenger must have **failed** to declare a prohibited agricultural article. Passengers are **exempt** from civil penalties if either of the following applies:

- ◆ The passenger is under 18 years old and not accompanied by an adult.
- ◆ The passenger cannot communicate in English or Spanish.
- ◆ The passenger is carrying an admissible item infested with a plant pest.

The PPQ Officer **must** have the legal authority to assess the civil penalty and have given the passenger an opportunity to amend his or her oral declaration.

Only PPQ Officers can issue the civil penalty. PPQ Technicians may collect the information and complete the PPQ Form 591, but it **must** be signed by an Officer or supervisor.

NOTICE

Civil penalty collection methods will vary among different work units. Collection methods may include immediate payment at the port or mailing the civil penalty to the port within a certain number of days after issuance. Follow your local collection protocol.

Checks must be payable to "U.S. Treasury".

Refer to [Table 2-1](#) to determine the amount of civil penalty to assess for passengers who have failed to declare.

Table 2-1 Determining Penalty Amount for Passengers

If the passenger failed to declare and there is:	And the item is:	And it is:	Then assess the civil penalty of:
No evidence of concealment or misrepresentation	Noncommercial	First violation	\$100
		Second violation	\$250
		Third violation or more	Forward a completed case file to Investigative and Enforcement Services (IES) with a recommended penalty of \$1,000
	Commercial	First violation	\$250
		Second violation or more	Forward a completed case file to IES with a recommended penalty of \$1,000
		Third violation or more	Forward a completed case file to IES with a recommended penalty of \$1,000
Some evidence of concealment or misrepresentation	Noncommercial	First violation	\$250
		Second violation or more	Forward a completed case file to IES with a recommended penalty of \$1,000
	Commercial	First violation	\$1,000
		Second violation or more	Forward a completed case file to IES with a recommended penalty of \$1,000

Assessing Civil Penalties to Crew Members

Crew members should be aware of agriculture regulations through training and frequent travel. Refer to [Table 2-2](#) to determine the amount of civil penalty to assess for crew members who have failed to declare.

Table 2-2 Determining the Penalty Amount for Crew Members

If this is a:	Then:
First violation	Assess a penalty of \$100
Second violation or more	Forward a completed case file to IES with a recommended penalty of \$1,000

NOTICE

Notify the airlines using the [Notification Letter to Airline for Crew Member Violation](#) on page [A-25](#) template when a violation is issued to a crew member. However, it is not recommended to notify the airlines of each individual violation. Send notification to the airlines quarterly, bi-annually, or annually, depending on the number and frequency of violations. This notification will remind the airlines of the need to provide information and training regarding APHIS regulations to crew members.

See [Instructions for Completing a PPQ Form 591](#) on page A-22 for more information, and [Refusing to Pay the Civil Penalty](#) on page A-23 for actions to take if the alleged violator refuses to pay the penalty.

Inspection of Cargo

Inspect all regulated cargo, which includes express carrier operations (ECO) consignments, prior to departure from Hawaii. Review outbound manifests and air waybills or tracking numbers for regulated articles destined to the continental United States or the United States territories. With the assistance of pier, airline, or ECO shipping clerks, screen cargo at loading time to prevent the movement of unauthorized articles (check the [Reference](#) section of this manual for any restrictions or prohibitions) and to ensure that all certification requirements are met.

Enter the data for the inspection and action taken using the [ARM](#) WAD code for cargo shipments, including ECOs. To comply with records management and data quality assurance, a supervisor (or designee) **must** review and validate all data collected from inspection, safeguarding, and treatment activities prior to entering the data into the ARM cargo inspection workspace.

For consignments handled by ECOs, review outbound manifests and work with express carrier representatives, under the terms of their compliance agreements as applicable, to identify regulated articles destined to the continental United States. Canine teams may also be used to assist with inspecting express carrier shipments.

Shippers may request inspection (or certification) by contacting the nearest PPQ office. Movement of unauthorized and prohibited articles may be

authorized by a PPQ Transit Permit (PPQ Form 586). Refer to [USDA Transit Permit Information](#) for application information.

Verify that you already have the cargo documents, and refer to the following steps.

Step 1: Check the Reference Section

Check the [Reference](#) section of this manual for any restrictions or prohibitions. In the case of fresh fruits, herbs, or vegetables, check to ensure that the fruit or vegetable is listed as being approved. Apply any restrictions that are listed in the Reference Section (example: treatments that are required). For items which require mandatory treatment, skip Step 2 and go to Step 3.

Step 2: Inspect the Regulated Article

Inspect the restricted article using the same inspection techniques and methods that you would use for inspecting articles of foreign origin. Refer to the [Agricultural Commodity Import Requirements \(ACIR\)](#) database and *Plants for Planting Manual* for commodity specific inspection procedures.

If the consignment is found to have plant pests or contaminants of quarantine significance, then require treatment or prohibit movement.

Step 3: Document the Action Taken

Stamp or write the action taken on the accompanying paperwork (for example, invoices, air waybills, bills of lading). Documenting the action taken can serve as one way of certifying shipments. Stamp the shipping documents with the appropriate stamp. Examples of stamps include “Treated and Released” or “Inspected and Released”.

Document the number of inspections and seizures of regulated articles found in ECO consignments. Enclose an Agriculture Notice inside the package from which the regulated article(s) were removed.

Inspection of U.S. Postal Mail

PPQ officials are authorized to inspect U.S. postal mail to determine whether the package contains unauthorized products and to examine shipments for infestation (7 CFR 318.13-15). Suspect parcels are identified by detector dog (K-9) teams.

Before opening these packages, PPQ **must** obtain a search warrant signed by a federal magistrate for the number of packages detained by the K-9 teams. Each parcel covered under a warrant is then opened.

Enter the data for the action taken into the [ARM](#) Mail Inspection workspace. To comply with records management and data quality assurance, a supervisor

(or designee) **must** review and validate all data collected from inspection, safeguarding, and treatment activities prior to entering the data into the ARM Mail Inspection workspace.

Refer to [Table 2-3](#) to determine the correct regulatory action. Check the Reference section of this manual for any restrictions or prohibitions.

Table 2-3 Taking Action on Parcels Identified by Detector Dog Team

If the parcel contains:	Then:
Unauthorized items	<ol style="list-style-type: none"> 1. REMOVE and SEIZE the unauthorized items. 2. COMPLETE PPQ Form 287, Mail Interception Notice. 3. PLACE a copy of the PPQ 287, the search warrant, the Letter of Information (LOI), the Agriculture Notice, and the APHIS publication "Mailing and Shipping Food and Agricultural Products from Hawaii to the U.S. Mainland" in the parcel. 4. STAMP the parcel "Released". 5. RETURN parcel to the postal system.
Approved and unauthorized items	<ol style="list-style-type: none"> 1. REMOVE and SEIZE the unauthorized items. 2. COMPLETE PPQ Form 287, Mail Interception Notice. 3. PLACE a copy of the PPQ 287, the search warrant, the Letter of Information (LOI), the Agriculture Notice, and the APHIS publication "Mailing and Shipping Food and Agricultural Products from Hawaii to the U.S. Mainland" in the parcel. 4. STAMP the parcel "Released". 5. RETURN parcel to the postal system.
Approved items	<ol style="list-style-type: none"> 1. COMPLETE PPQ Form 287, Mail Interception Notice. 2. PLACE a copy of the PPQ 287, the search warrant, the Letter of Information (LOI), the Agriculture Notice, and the APHIS publication "Mailing and Shipping Food and Agricultural Products from Hawaii to the U.S. Mainland" in the parcel. 3. STAMP the parcel "Released". 4. RETURN parcel with the approved items to the postal system.

NOTICE

For parcels opened that do **not** contain PPQ-regulated articles, pests, or contaminants, do **not** issue a [PPQ Form 287, Mail Interception Notice](#) or a PPQ Letter of Information (LOI).

Inspection of Vessels

These procedures for inspecting vessels moving from Hawaii to other parts of the continental United States were developed for west coast ports and are to serve as guidelines for other ports. If you are at a location **other than** a west coast port and are **not** staffed or organized to be able to adopt these procedures in their entirety, then modify your operation accordingly.

Step 1: Set Place and Time of Boarding

Vessels from Hawaii are subject to boarding at the first port of arrival. Board between the hours of sunrise and sunset unless advance arrangements have been made and lift facilities are available for night boarding. If the vessel arrives after sunset and night boarding is impracticable, then the vessel may remain in quarantine until sunrise the following morning. If a vessel arrives in distress, use your professional judgment to set the time and place of boarding.

Step 2: Examine Stores, Quarters, and the Deck on Vessels

Upon boarding a vessel, notify a responsible ship's officer of your presence. Then immediately examine the deck, storerooms, crew's quarters, and any other compartment on the vessel where fruits and vegetables may be carried. Seal or seize any prohibited articles. Check the [Reference](#) Section of this manual for any restrictions or prohibitions.² Fruits and vegetables approved for movement or entry to continental United States may remain in open stores if no significant pests or contaminants are found. Carefully examine for fruit flies.

If you find fruits and vegetables that were grown and harvested on the continental United States, then follow the guidance in [Table 2-4](#).

Table 2-4 Deciding Action to Take on Produce from Continental U.S.

If:	And:	Then:
In unopened , commercially packaged cases	→	ALLOW the produce to remain on board in place of destruction
Found in ship's stores, or in small lots in crew's quarters or cabins	You are satisfied that it was taken aboard at a continental U.S. port and has not been off the vessel	ALLOW the produce to remain in open stores or in quarters
	You are not satisfied with the conditions identified in the cell above	SEAL or SEIZE the produce

² Prohibited articles include all fruits and vegetables of Hawaiian origin which are not certified or certifiable. Also prohibited are fruits and vegetables of continental United States origin that were purchased in Hawaii and are in opened or non-commercially packaged cases.

Methods and Procedures

Special Procedures —Conditions for Moving Cucumbers, Long Eggplants, and Tomatoes from Hawaii to Alaska

When inspecting the vessel deck, ensure that any garbage is covered, in a leak-proof container, and secured inside the deck railing.

Step 3: Disinfect Vessel

If the vessel is infested, infected, or contaminated with any quarantine significant plant pest, then supervise the disinfection of the vessel following guidelines in the PPQ [Treatment Manual](#).

Step 4: Notify of Clearance

Notify the responsible ship's officer concerning your clearance of the vessel and authorize docking, disembarking, and unloading.

Step 5: Documenting Ship's Clearance

Complete and distribute [PPQ Form 288, Ship Inspection Report](#).

Special Procedures —Conditions for Moving Cucumbers, Long Eggplants, and Tomatoes from Hawaii to Alaska

The following conditions must be met when moving cucumbers, long eggplants, and tomatoes from Hawaii to Alaska.

1. The shipment must be consigned to a distributor in Alaska who has signed a Compliance Agreement (PPQ Form 519). The distributor must agree to sell or distribute the fruits or vegetables only for restaurant use in Alaska.
2. A Limited Permit (PPQ Form 530) must be issued by PPQ in Hawaii for each shipment.
3. Approved distributors must maintain sales records to verify compliance with the above requirements.

Reference

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Fruits, Herbs, and Vegetables

Fresh fruits, herbs, and vegetables are restricted to prevent the spread of fruit flies, bean pod borers (*Maruca vitrata*), and pink bollworm (*Pectinophora gossypiella*). [Table 3-1](#) contains a list of items which are approved for movement to other parts of the United States, including Guam, Puerto Rico, and the Commonwealth of the Northern Mariana Islands. Prohibit the movement of all items that are not listed. Refer to [Table 3-6](#) for a list of fruits, herbs, and vegetables approved for movement from Hawaii to Alaska.

Refer to [Appendix B](#) for an explanation of the process and requirements for adding a commodity to the list of approved commodities.

Reference

Fruits, Herbs, and Vegetables

Table 3-1 List of Approved Fresh Fruits, Herbs, and Vegetables from Hawaii—Authority 7CFR 318.13

<p>Abiu T105-a-1 ¹ <i>Aechmea bracteata</i> (fruit bearing panicle) <i>Allium</i> spp. (bulb) <i>Allium</i> spp. (leafy green tops; commercial consignments only; continental US only)² Aloe vera (above ground parts) Alokon (inflorescence) Anise (leaf, stem, seed) Arrowhead ³ Arrowroot Artichoke, globe Artichoke, Jerusalem Asiatic pennywort (leaf, stem) Asparagus Atemoya T105-a-1 ¹ Avocado T101-c-1 or T108-a (Exception: see Avocado Entering Alaska) Avocado, Sharwil T101-c-1 or T108-a (see Sharwil Avocado Entry Conditions) Bael leaf (<i>Aegle marmelos</i>) D301.76)(a-1), D301.76(a-2)¹, or D301.76(a-3)⁹ Bamboo shoots Banana (fruit) T105-a-1 ¹ or T105 -a-2 ¹ (see Bananas) Basil (leaf, stem) Bay laurel (leaf, stem) Bean sprout, mung and soy Beet Beremi (leaf, stem) (<i>Limnophila chinensis</i> ssp. <i>aromatica</i>) Borage (leaf, stem) Breadfruit (fruit) T105-a-1 ¹ ^{4 5} or T105-a-2 ^{4 6} Broccoli Brussels sprouts Burdock Burnet (leaf, stem) Butterbur Cabbage Cannonball fruit Carambola T105-a-1 ¹ Carrot Cassava Cauliflower</p>	<p>Celery (root, top) Chervil (leaf, stem) Chinese amaranth Chinese cabbage Chinese chives (leaf, stem) Chinese water chestnut Cilantro (leaf coriander) Citrus T103-b-1 or T105-a-1 ^{1 7} Coconut (unrestricted) Corn Corn-on-the-cob Corn smut galls Cowpea (pod) T105-a-2 ^{6 8} <i>Cucurbita</i> spp. T105-a-1 ¹ Curry leaf (<i>Bergera koenigii</i>) D301.76)(a-1), D301.76(a-2)¹, or D301.76(a-3)⁹ Cyperus corm Dandelion Dill (leaf, stem, seed) Dragon fruit (fruit) T105-a-1 ^{1 10} or T105-a-2 ^{6 11} Dropwort, water Drumstick (leaf, inflorescence) Durian Edible flowers ¹² (inflorescences only) Eggplant T105-a-1 ¹ Eryngo (leaf) Fennel (leaf, stem) Galanga (rhizome) Garden rocket (leaf, stem) Garland chrysanthemum Garlic chive Guava (fruit; commercial consignments only) T105-a-2 ^{6 13} Ginger bracts Ginger root ¹⁴ Gow-kee <i>Heckerea umbellata</i> (leaf, stem) Honewort Heartleaf (leaf stem) (<i>Houttuynia cordata</i>) Jackfruit (fruit) T105-a-1 ^{1 4} ⁵ or T105-a-2 ^{4 6}</p>	<p>Japanese honewort (<i>Cryptotaenia japonica</i>) Jicama Kaffir lime leaf (<i>Citrus hystrix</i>) D301.76)(a-1), D301.76(a-2)¹, or D301.76(a-3)⁹ Knotweed Kudzu Lamb's quarters (leaf, stem) Lemon balm (leaf) Lemon grass (leaf, stem) Lettuce Lily bulb (<i>Lilium</i> spp.) Litchi ¹⁵ T102-d, T105-a-1 ¹, or T106-f Longan ¹⁵ T102-d, T105-a-1 ¹, or T106-f Lotus root Maguey leaf Mahogany fruit Malabar spinach Mango T105-a-3 Mangosteen (fruit) T105-a-1 ^{1 16} or T105-a-2 ^{6 11} Marigold (flower head) Marjoram (leaf), <i>Origanum</i> spp. (leaf, inflorescence) Matsutake Melon (fruit) T105-a-1 ^{1 17} or T105-a-2 ^{6 17} Mint (leaf, stem) Moringa (pods) T105-a-1 ¹ ¹⁸ or T105-a-2 ^{6 18} Mountain papaya, <i>Vasconcellea pubescens</i>, T106-b-3 Mugwort Mushroom Mustard greens Oregano (leaf, stem) <i>Origanum vulgare</i> Palm hearts (stem) peeled or trimmed (white to off-white) Papaya T103-d-2, T105-a-1 ¹, or T106-b-4, or T106-c Parsley Peanut Pepper (<i>Capsicum</i> spp.) T105-a-1 ¹</p>	<p>Peppermint (leaf, stem) Perilla Pineapple T106-b-5 or T105-a-1 ¹ Pineapple, smooth Cayenne and hybrids with 50 percent or more smooth Cayenne parentage <i>Piper</i> spp. Pohole fern (leaf, stem) <i>Athyrium</i> spp. and <i>Diplazium</i> spp. Pomegranate arils Poreleaf (leaf, stem) Potato Radish (<i>Raphanus sativus</i>) Rambutan T103-e, T105-a-1 ¹, T106-g Rhubarb Rosemary (leaf, stem) St. John's Bread Sage (leaf, stem) Saluyut jute (leaf, stem, inflorescence) Sapodilla T105-a-1 ¹ Sausage fruit Savory (leaf, stem) Screwpine (leaf) Sea asparagus (tips) (<i>Salicornia bigelovii</i>) (commercial consignments into continental US only) Singhara nut (<i>Trapa bispinosa</i>) Sorrel (leaf, stem) <i>Rumex</i> spp. Spinach Sweet potato T101-b-3-1, T105-a-1 ¹, T105-a-2 ¹, or T106-h (see Sweet Potatoes) Tamarind bean pod Taro Tarragon (leaf, stem) Thyme (leaf, stem) Tomato T101-c-3, T105-a-1 ¹ Truffle Turmeric (rhizome) Turnip Water-chestnut Watercress Yam</p>
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- 1 Must be irradiated at an approved facility in Hawaii. Refer to the appropriate [treatment schedule](#) for details.
- 2 A biometric sample must be inspected by APHIS following post-harvest processing. Inspect for chilli thrips (*Scirtothrips dorsalis*), Asiatic onion leafminer (*Acrolepiopsis sapporensis*), and Oriental leafworm moth (*Spodoptera litura*). If quarantine pests are found, PROHIBIT movement and REQUIRE treatment in accordance with 7 CFR 305.
- 3 *Sagittaria sagittifolia* — PROHIBIT movement unless the importer has a valid PPQ Form 526 Permit. This noxious weed is prohibited by 7CFR 360-Noxious Weed Regulations.
- 4 Fruit must be free from stems and leaves and must originate from an orchard previously treated with a fungicide appropriate for the fungus *Phytophthora tropicalis* or after irradiation, a post harvest fungal dip may be used.
- 5 Inspect for spiraling whitefly (*Aleurodicus dispersus*), inornate scale (*Aonidiella inornata*), red wax scale (*Ceroplastes rubens*), gray pineapple mealybug (*Dysmicoccus neobrevipes*), pink hibiscus mealybug (*Maconellicoccus hirsutus*), spherical mealybug (*Nipaecoccus viridis*), citrus mealybug (*Pseudococcus cryptus*), melon thrips (*Thrips palmi*), and signs of thrip damage. If any of these pests are found, prohibit entry or treat with 400 Gy (T105-a-2). Fruit receiving the 150 Gy treatment must also either receive a post-harvest dip in accordance with treatment schedule T102-c as provided in 7 CFR Part 305.42(b), or originate from an orchard or growing area previously treated with a broad spectrum insecticide during the growing season, inspected and found free of any surface pests as prescribed in a compliance agreement. Post-treatment inspection in Hawaii is not required if the fruit undergoes irradiation at the 400 Gy dose. Refer to the appropriate [treatment schedule](#) for details.
- 6 Must be irradiated at an approved facility in Hawaii or in the mainland U.S. Refer to the appropriate [treatment schedule](#) for details. Certified facilities may be located in any state except Alabama, Arizona, California, Florida, Georgia (with the exception of Atlanta Hartsfield Airport), Kentucky, Louisiana, Mississippi (with the exception of maritime port at Gulfport), Nevada, New Mexico, North Carolina (with the exception of maritime port at Wilmington), South Carolina, Tennessee, Texas, and Virginia.
- 7 Inspect for freedom from the spherical mealybug (*Nipaecoccus viridis*) and a tuckerellid mite, (*Tuckerella ornata*).
- 8 Inspect for cassava red mite (*Oligonychus biharensis*) and adults and pupae of the order Lepidoptera before undergoing irradiation treatment. Refer to the appropriate [treatment schedule](#) for details. The pods must be free of stems and leaves. If infested with these pests or stems and leaves, REFUSE to certify.
- 9 D301.76(a-3) is a processing protocol conducted under the authority of Federal Order DA-2022-07. Refer to the [Protocol for the Interstate Movement of Fresh, Mature Rutaceous Leaves for Consumption](#) for detailed instructions.
- 10 For fruit presented for inspection, ensure that the sepals were removed and that the fruits are free from leaves and stems. If you find stems and leaves, REFUSE to certify. Also inspect for the gray pineapple mealybug (*Dysmicoccus neobrevipes*), pink hibiscus mealybug (*Maconellicoccus hirsutus*), and citrus mealybug (*Pseudococcus cryptus*) before undergoing irradiation treatment at the 150 Gy dose. Fruit receiving the 150 Gy dose must also either receive a post-harvest dip in accordance with treatment schedule T102-c or originate from an orchard or growing area that was previously treated with a broad-spectrum insecticide during the growing season and a pre-harvest inspection of the orchard or growing area found the fruit free of any surface pests as prescribed in a compliance agreement. If infested with these pests, REFUSE to certify or treat with 400 Gy (T105-a-2). Refer to the appropriate [treatment schedule](#) for details.
- 11 Consignment must be free from stems and leaves. If you find stems and leaves, REFUSE to certify.
- 12 Limited to *Calendula* spp. (pot marigold), *Tagetes* spp. (marigold), *Tropaeolum* spp. (nasturtium), and *Viola* spp. (johnny-jump-ups, pansies, and violets).
- 13 Each consignment must be inspected in Hawaii and found free of the red spider mite (*Eutetranychus orientalis*) and the cassava red mite (*Oligonychus biharensis*).
- 14 If, after inspection, ginger maggot (*Eumerus figurans*) or banana moth (*Opogona sacchari*) are found, treatment with irradiation at 400 Gy (T105-a-2) is REQUIRED. Refer to the appropriate [treatment schedule](#) for details.
- 15 May **not** be moved interstate into Florida. All cartons in which litchi or longan are packed must be stamped, "Not for importation into or distribution in FL."
- 16 Fruit presented for inspection must have the sepals removed in order to conduct the inspection. Sepals are allowed for those fruit **not** being inspected. Consignment must be free from stems and leaves. If you find stems or leaves, REFUSE to certify. Inspect for the gray pineapple mealybug (*Dysmicoccus neobrevipes*), pink hibiscus mealybug (*Maconellicoccus hirsutus*), citrus mealybug (*Pseudococcus cryptus*), and *Thrips florum* before undergoing irradiation treatment in Hawaii at the 150 Gy dose. If infested with these pests, REFUSE to certify or treat with 400 Gy (T105-a-2). Fruit receiving the 150 Gy dose also must either receive a post-harvest dip in accordance with treatment schedule T102-c as provided, or originate from an orchard or growing area found free of any surface pests as prescribed in a compliance agreement. Post-treatment inspection in Hawaii is **not** required if the fruit undergoes irradiation treatment at the 400 Gy dose. Refer to the appropriate [treatment schedule](#) for details.

Reference

Fruits, Herbs, and Vegetables

- 17 Melons must be washed to remove dirt and must be free from leaves and stems. If the melons receive the 150 Gy dose, inspect the consignment for spiraling whitefly (*Aleurodicus dispersus*) before undergoing irradiation treatment at the 150 Gy dose. If infested with these spiraling whitefly, REFUSE to certify or treat with 400 Gy (T105-a-2). Fruit receiving the 150 Gy dose also must either receive a post-harvest dip in accordance with treatment schedule T102-c or originate from an orchard or growing area that was previously treated with a broad-spectrum insecticide during the growing season and a pre-harvest inspection of the orchard or growing area found the fruit free of any surface pests as prescribed in a compliance agreement. Post-treatment inspection in Hawaii is **not** required if the fruit undergoes irradiation treatment at the 400 Gy dose. Refer to the appropriate [treatment schedule](#) for details. Regardless of irradiation dose, melons must be washed to remove dirt and must be free of stems and leaves.
- 18 Inspect the consignment for spiraling whitefly (*Aleurodicus dispersus*), inornate scale (*Aonidiella inornata*), and citrus mealybug (*Pseudococcus cryptus*) before undergoing irradiation at the 150 Gy dose. If any of these pests are found, PROHIBIT ENTRY or treat with 400 Gy (T105-a-2). Fruit receiving the 150 Gy treatment must also either receive a post-harvest dip in accordance with treatment schedule T102-c as provided in § 7 CFR Part 305.42(b) or originate from an orchard or growing area that was previously treated with a broad-spectrum insecticide during the growing season and a pre-harvest inspection of the orchard or growing area found the fruit free of any surface pests as prescribed in a compliance agreement. Post-treatment inspection in Hawaii is **not** required if the fruit undergoes irradiation treatment at the 400 Gy dose. Refer to the appropriate [treatment schedule](#) for details.

Avocado Entering Alaska

Avocados may be moved interstate from Hawaii to Alaska without treatment **only** under the following conditions:

- ◆ Distribution and marking requirements: The avocados may be moved interstate for distribution in Alaska only. The boxes of avocados must be clearly marked with the statement “Distribution limited to the State of Alaska” and the consignment must be identified in accordance with the requirements of this section.
- ◆ Commercial consignments: The avocados may be moved in commercial consignments only.
- ◆ Packing requirements: The avocados must have been sealed in the packinghouse in Hawaii in boxes with a seal that will break if the box is opened.
- ◆ Ports: The avocados may enter the continental United States **only** at the ports of Portland, OR, Seattle, WA, or any port in Alaska.
- ◆ Shipping requirements: The avocados must be moved either by air or ship and in a sealed container. The avocados may not be commingled in the same sealed container with articles that are intended for entry and distribution in any State other than Alaska. If the avocados arrive at either Portland, OR, or Seattle, WA, they may be transloaded under the following conditions:
 - ❖ Consignments by sea: The avocados may be transloaded from one ship to another ship at the port of arrival, provided they remain in the original sealed container and that APHIS inspectors supervise the transloading. If the avocados are stored before reloading, they must be kept in the original sealed container and must be in an area that is either locked or guarded at all times the avocados are present.

- ❖ Consignments by air: The avocados may be transloaded from one aircraft to another aircraft at the port of arrival, provided the following conditions are met:
 - ⇒ The transloading is done into sealable containers.
 - ⇒ The transloading is carried out within the secure area of the airport (i.e., that area of the airport that is open only to personnel authorized by the airport security authorities).
 - ⇒ The area used for any storage of the consignment is within the secure area of the airport, and is either locked or guarded at all times the avocados are present. The avocados must be kept in a sealed container while stored in the continental United States en route to Alaska.
 - ⇒ APHIS inspectors supervise the transloading.
- ◆ Exceptions: No transloading other than that described in this section is allowed except under extenuating circumstances (such as equipment breakdown) and when authorized and supervised by an APHIS inspector.
- ◆ Limited permit: Consignments of avocados must be accompanied by a limited permit issued by an APHIS inspector. The limited permit will be issued only if the inspector examines the consignment and determines that the consignment has been prepared in compliance with the provisions of this section.

Sharwil Avocado Entry Conditions

Commercial shipments of Sharwil avocados may be moved interstate from Hawaii to the continental United States **without** treatment under the following conditions:

- ◆ Registration
 - ❖ Persons wishing to move Sharwil avocados in accordance with this section must register the avocados' place of production and the packinghouse that packs the avocados. Obtain a registration form from local APHIS offices in Hawaii. Persons registering places of production or packinghouses must agree to allow inspectors access to the places of production and packinghouses as necessary to monitor compliance with this section.
- ◆ Grove sanitation
 - ❖ Avocado fruit that has fallen from the trees must be removed from each place of production at least once every 7 days and in compliance with any schedule specified in the compliance agreement required in this section. Fallen avocado fruit may not be included in field containers of fruit brought to the packinghouse to be packed for interstate movement.

- ◆ Trapping and orchard control
 - ❖ Beginning at least 1 month before harvest, the place of production of the avocados must have a trapping system in place for *Bactrocera dorsalis* that complies with all conditions specified in the compliance agreement required in this section. APHIS-approved traps and APHIS-approved lures must be used, and the place of production or the packinghouse must retain, for at least 1 year, data regarding the number and location of the traps, as well as any fruit flies that have been caught, and make this information available to APHIS upon request.
 - ❖ If *B. dorsalis* is detected by the trapping at an actionable rate as specified in the compliance agreement, control actions required by the compliance agreement or ordered by an inspector must be taken.
- ◆ Harvesting requirements
 - ❖ Avocados may only be harvested between November 1 and March 31. Avocados must be hard ripe fruit at the mature green stage with stems attached. Fruit must not indent with moderate finger pressure and no part of the fruit shall be soft. The fruit must be moved to a registered packinghouse within 3 hours of harvest or must be protected from fruit fly infestation until moved. The fruit must be safeguarded by an insect-proof screen or plastic tarpaulin while in transit to the packinghouse and while awaiting packing.
- ◆ Packinghouse requirements
 - ❖ During the time registered packinghouses are in use for packing avocados for movement to the continental United States, the packinghouses may only accept avocados that are from registered places of production and that are produced in accordance with the requirements of this section and of the compliance agreement.
 - ❖ Avocados must be packed within 24 hours of harvest in an insect-exclusionary packinghouse. All openings to the outside of the packinghouse must be covered by screening with openings of not more than 1.6 mm or by some other barrier that prevents pests from entering.
 - ❖ Fruit must be packed in insect-proof packaging, or covered with insect-proof mesh or a plastic tarpaulin, for transport to the continental United States. These safeguards must remain intact until arrival in the continental United States.
 - ❖ Fruit boxes must be clearly marked "Distribution limited to the following States: CO, CT, DE, DC, ID, IL, IN, IA, KS, KY, ME, MD, MA, MI, MN, MO, MT, NE, NH, NJ, NY, ND, OH, PA, RI, SD, UT, VT, VA, WA, WV, WI, and WY; DISTRIBUTION TO OTHER STATES PROHIBITED" and each consignment must be identified.

- ◆ Inspection
 - ❖ A biometric sample of a size determined by APHIS will be visually inspected for quarantine pests by an inspector, and a portion of the fruit will be cut open to detect internal pests, including *B. dorsalis*. If any quarantine pests are found, the entire consignment of avocados will be prohibited from interstate movement unless it is treated with an approved quarantine treatment monitored by APHIS. If any *B. dorsalis* are found, the entire consignment of avocados will be prohibited from interstate movement, and the place of production producing that fruit will be suspended from the interstate shipment program until APHIS conducts an investigation and appropriate remedial actions have been implemented.
- ◆ Limited distribution
 - ❖ No Sharwil avocados moved under this program may be shipped to or distributed in locations in the continental United States other than Colorado, Connecticut, Delaware, District of Columbia, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Maine, Maryland, Massachusetts, Michigan, Minnesota, Missouri, Montana, Nebraska, New Hampshire, New Jersey, New York, North Dakota, Ohio, Pennsylvania, Rhode Island, South Dakota, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, and Wyoming. If the means of conveyance carrying a shipment stops en route in any other State, the Sharwil avocados may not be unloaded in that State.
- ◆ Compliance agreement
 - ❖ Persons wishing to move avocados in accordance with this section must sign a compliance agreement in which he or she agrees to comply with such conditions as may be required by the inspector in each specific case to prevent infestation.

Bananas

Green bananas (*Musa* spp.) of the cultivars “Williams,” “Valery,” “Grand Nain,” and standard and dwarf “Brazilian” may be moved interstate from Hawaii with certification provided the bananas meet the following conditions:

- ◆ The bananas must be picked while green and packed for shipment within 24 hours after harvest. If the green bananas will be stored overnight during that 24-hour period, they must be stored in a facility that prevents access by fruit flies.
- ◆ No bananas from bunches containing prematurely ripe fingers (i.e., individual yellow bananas in a cluster of otherwise green bananas) may be harvested or packed for shipment.
- ◆ The bananas must be inspected by an inspector and found free of plant pests as well as any of the following defects: prematurely ripe fingers,

- fused fingers, or exposed flesh (not including fresh cuts made during the packing process).
- ◆ The bananas must be covered with insect-proof packaging, such as insect-proof mesh screens or plastic tarpaulins, from the time that they are packaged for shipment until they reach the port of arrival on the mainland United States to safeguard from fruit fly infestation.
 - ◆ Bananas of any cultivar or ripeness that do **not** meet the conditions of this section may also be moved interstate from Hawaii in accordance with one of the following conditions:
 - ❖ The bananas are irradiated with T105-a-2 (400 Gy) in accordance with 7 CFR Part 305.9 for the Mediterranean fruit fly (*Ceratitidis capitata*), the melon fruit fly (*Bactrocera curcurbitae*), the Oriental fruit fly (*Bactrocera dorsalis*), and the green scale (*Coccus viridis*) and are inspected, after removal from the stalk, in Hawaii and found to be free of the banana moth (*Opogona sacchari* (Bojen)) by an inspector before or after undergoing irradiation treatment; or
 - ❖ The bananas are irradiated with T105-a-1 (150 Gy) in accordance 7 CFR Part 305.9 for the Mediterranean fruit fly (*C. capitata*), the melon fruit fly (*B. curcurbitae*), and the Oriental fruit fly (*B. dorsalis*) and are inspected, after removal from the stalk, in Hawaii and found to be free of the green scale (*Coccus viridis*) and the banana moth (*O. sacchari* (Bojen)) before or after undergoing irradiation treatment.
 - ◆ Untreated bananas from Hawaii may be moved interstate for treatment on the mainland United States under a limited permit issued by an inspector. To be eligible for a limited permit, bananas from Hawaii must be:
 - ❖ inspected prior to interstate movement from Hawaii and found free of banana moth if they are to be irradiated with T105-a-2 (400 Gy) in accordance with the requirements of this section; or
 - ❖ inspected and found free of banana moth and green scale if they are irradiated with T105-a-1 (150 Gy)

Sweet Potatoes

Sweet potatoes may be moved interstate from Hawaii only if the sweet potatoes are treated using vapor heat, irradiation, or fumigation in accordance with 7 CFR Part 305 and meet the conditions in this section.

- ◆ Vapor heat treatment and inspection
 - ❖ The sweet potatoes must be treated with vapor heat using T106-h in accordance with 7 CFR Part 305.8.
 - ❖ The sweet potatoes must be sampled, cut, and inspected and found to be free of the ginger weevil (*Elytrotreinus subtruncatus*). Sampling, cutting, and inspection must be performed under conditions that will

prevent any pests that may emerge from the sampled sweet potatoes from infesting any other sweet potatoes intended for interstate movement.

- ❖ The sweet potatoes must be inspected and found to be free of the gray pineapple mealybug (*Dysmicoccus neobrevipes*) and the Kona coffee-root knot nematode (*Meloidogyne konaensis*).
- ❖ Sweet potatoes that are (vapor) treated in Hawaii must be packaged in the following manner:
 - ⇒ The cartons must have no openings that will allow the entry of the pests of concern and must be sealed with seals that will visually indicate if the cartons have been opened. They may be constructed of any material that prevents the entry of the pests of concern. If there is a question as to the adequacy of a carton, send a request for approval of the carton, together with a sample carton, to the Animal and Plant Health Inspection Service, Plant Protection and Quarantine, Center for Plant Health Science and Technology, 1730 Varsity Drive, Suite 300, Raleigh, NC 27606.
 - ⇒ The pallet-load of cartons must be secured with polyethylene sheet wrap, net wrapping, or strapping before it leaves the treatment facility.
 - ⇒ Packaging must be labeled in a manner that allows an inspector to determine treatment lot numbers, packing and treatment facility identification and location, and dates of packing and treatment.
- ❖ Cartons of untreated sweet potatoes that are moving to the mainland United States for treatment must be shipped in shipping containers sealed prior to interstate movement with seals that will visually indicate if the shipping containers have been opened.
- ❖ Certification on basis of treatment
 - ⇒ Certification shall be issued by an inspector for the movement of sweet potatoes from Hawaii that have been treated in accordance with part 7 CFR Part 305.8
 - ⇒ A limited permit shall be issued by an inspector for the interstate movement of untreated sweet potato from Hawaii for treatment on the mainland United States in accordance with this section.
- ◆ Irradiation treatment and inspection
 - ❖ The sweet potatoes must be irradiated with T105-a-1 (150 Gy) or T105-a-2 (400 Gy) in accordance with 7 CFR Part 305.9.
 - ❖ Sweet potatoes that are not treated with an irradiation dose approved to neutralize the ginger weevil (*Elytrotreinus subtruncatus*) must be sampled, cut, and inspected and found to be free of the ginger weevil

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by an inspector in Hawaii. Sampling, cutting, and inspection must be performed under conditions that will prevent any pests that may emerge from the sampled sweet potatoes from infesting any other sweet potatoes intended for interstate movement in accordance with this section.

- ❖ To be certified for interstate movement, sweet potato from Hawaii must be inspected in Hawaii and found free of the gray pineapple mealybug (*Dysmicoccus neobrevipes*) and the Kona coffee-root knot nematode (*Meloidogyne konaensis*) by an inspector before undergoing irradiation treatment in Hawaii.
- ❖ To be eligible for a limited permit under this section, untreated sweet potato from Hawaii must be inspected in Hawaii and found free of the gray pineapple mealybug (*Dysmicoccus neobrevipes*) and the Kona coffee-root knot nematode (*Meloidogyne konaensis*) by an inspector.

Processed Fruits, Herbs, and Vegetables

Processing should render the fruit, herb, and vegetable incapable of harboring live fruit flies. The fruit, herb, or vegetable is restricted only if they are insufficiently processed. Movement is restricted from Hawaii to other parts of the United States, including Guam and the Commonwealth of the Northern Mariana Islands.

Several types of processing are covered in this section:

- ◆ Diced, Sectioned, Segmented, Sliced, or Precut—[Table 3-2](#)
- ◆ Dried or Cured—[Table 3-3](#)
- ◆ Frozen—[Table 3-4](#)
- ◆ Juiced, Pureed, Concentrated, Pickled, Jellied—[Table 3-5](#)

Table 3-2 Diced, Sectioned, Segmented, Sliced, or Otherwise Precut (commercial consignments only)

If:	And:	And its condition:	And packed with:	Then:	Authority:
Fruit for salsa	Peeled, sliced, and surrounded by water or syrup	Cans, glass jars, metal drums, or rigid plastic containers	Small or no air space between the lid and the top of the liquid	RELEASE	7CFR 330.105
			Significant space between the lid and the top of the liquid	PROHIBIT movement	
		Plastic bags or similar non-rigid containers	→		
	Not processed as described in the cell above	→			
Precut fruit other than that for fruit salsa	Sufficiently processed ¹	→		RELEASE	
	Insufficiently processed to so as to preclude any live pests	→		USE Table 3-1 on page 3-2	

1 Cooked, dried, cured, or processed in such a way so as to preclude any live pests.

Reference

Fruits, Herbs, and Vegetables

Table 3-3 Cured or Dried Fruits, Herbs, and Vegetables

If the product is:	Then:	Authority:
Capable of harboring fruit flies or other plant pests	USE Table 3-1 on page 3-2 and REGULATE the product as fresh.	7CFR 318.13 7CFR 330.105
Incapable of harboring fruit flies	INSPECT AND RELEASE	

Table 3-4 Frozen Fruits and Vegetables

If:	And the temperature is:	And its condition:	Then:	Authority:
Mangos with seed	—————→		PROHIBIT movement	7CFR 318.13
Other than mangos with seed	Above 20 °F at time of inspection	Prevents an effective inspection		
		Permits an effective inspection	USE Table 3-1 on page 3-2	
	20 °F or below at the time of inspection	—————→	RELEASE	

Table 3-5 Fruit Juices, Purees, Concentrates, Pickles, Jellies, Marmalades, and Preserves

If the item is:	And the consignment is:	And the amount of pulp present:	And there is:	Then:	Authority:
Canned, frozen, or pasteurized juice	—————→			RELEASE	7CFR 330
Fresh juice	Noncommercial	Hinders inspection	—————→	PROHIBIT movement	
		Does not hinder inspection	No live fruit fly larvae present	RELEASE	
			Live fruit fly larvae present	PROHIBIT movement	
	Commercial	—————→		RELEASE	
Concentrates, purees, jellies, pickles, preserves, or marmalades	—————→				

Table 3-6 Additional Fruits and Vegetables Approved for Movement from Hawaii to Alaska Only (these fruits and vegetables may not be retransported to the contiguous United States)

Avocado (commercial consignments only)	Okra	Watermelon
Banana, green	Onion, green	Winged bean
Chayote	Pea	Winter melon
Cucumber ¹	Pumpkin	Yard long bean
Lima bean	Snow pea	Zucchini
Long eggplant ¹	String bean	
	Tomato ¹	

1 See [Special Procedures —Conditions for Moving Cucumbers, Long Eggplants, and Tomatoes from Hawaii to Alaska](#)

Miscellaneous Processed Products

This section includes regulatory decision tables for regulating miscellaneous processed products including cotton, cut flowers and leis, packing material, rice straw, sand, soil and earth, seeds and nuts, and sugarcane.


Cotton

Cotton plant parts and products are regulated to prevent the spread of pink bollworm (*Pectinophora gossypiella*). Movement is restricted from Hawaii to other parts of the United States, excluding Guam and the Commonwealth of the Northern Mariana Islands.

Table 3-7 Cotton

If the item is:	And:	And it is:	Then:	Authority:
Cotton wax, cottonseed oil, or manufactured cotton	→		CERTIFY consignment	7CFR 318.47
Bale covers or wrappings; cottonseed hulls, cake, or meal; lint; linters; seedy waste; or waste	Fumigated in accordance with the appropriate schedule in T301	→		
	Not fumigated as in the cell above	Samples of lint, linters, waste (seed free), cottonseed hulls, or meal	<ul style="list-style-type: none"> ◆ INSPECT AND CERTIFY consignment at origin, or ◆ INSPECT at port of arrival 	
		Not a sample nor as above	USE Table 3-8	
Seed	→		SEE Seeds and Nuts	
Other than one listed in the cells above	→		PROHIBIT movement	

Table 3-8 Unfumigated Cotton Products

If the item is:	And it is:	Then:	Authority:
Cottonseed hulls, lint, linters, seedy waste, or waste	Processed sufficiently to eliminate pests	1. INSPECT the consignment at origin, then 2. CERTIFY consignment	7CFR 318.47
	Not processed as described in cell above	1. REQUIRE a Riverdale issued permit, then 2. ALLOW movement to port designated on the permit, then 3. HANDLE as foreign origin cotton at the port of arrival (follow directions in 7CFR 319.8)	
Bale covers or wrappings	Used		
	New or unused	RELEASE	
Cottonseed cake or meal		REQUIRE either of the following: <ul style="list-style-type: none"> ◆ INSPECT AND CERTIFY at origin, or ◆ REQUIRE a Riverdale issued permit and inspect at port of arrival 	

Cut Flowers and Leis

Some species of cut flowers and foliage are prohibited movement from Hawaii to other parts of the United States, including Guam and the Commonwealth of the Northern Mariana Islands, because they are host to the following pests¹:

- ◆ Bean pod borer (*Maruca testulalis*)
- ◆ Bean butterfly (*Lampides boeticus*)
- ◆ Asian citrus psyllid (ACP) (*Diaphorina citri*)

NOTICE

Cut flowers and leis that are hosts to the Asian citrus psyllid (ACP) must meet the conditions of 7CFR 301.76.

¹ *Epiphyas postvittana* (light brown apple moth (LBAM)) has been removed as a domestic quarantine pest under the authority of Federal Order DA-2021-29, published December 3, 2021.

Reference

Miscellaneous Processed Products

Table 3-9 Cut Flowers and Leis


If the flowers are:	And:	Then:	Authority:
<i>Canavalia cathartica</i> (Mauna-loa) or <i>Strongylodon</i> sp. (jade vine)	→	PROHIBIT movement	7CFR 318.13 7CFR 330.105
Cut flowers, decorative branches, or leis constructed from hosts of the Asian citrus psyllid (<i>Dia-phorina citri</i>) ¹	→	1. REQUIRE T101-n-2 or T105-a-2 ² and meet the conditions of 7CFR 301.76, then 2. CERTIFY consignment	
<i>Rosa</i> spp. (rose)	Monitored and found free of spiny orange whiteflies or any other significant pests	INSPECT and CERTIFY the consignment based on monitoring and the absence of pests	
	Monitored and found infested with spiny orange whiteflies or any other significant pests	PROHIBIT movement	
None of the above	→	INSPECT and CERTIFY the consignment based on the absence of pests	

1 *Aegle marmelos* (bael, Bengal quince), *Aeglopsis chevalieri* (Chevalier's aeglopsis), *Afraegle gabonensis* (Gabon powder-flask), *Afraegle paniculata* (Nigerian powder flask), *Atalantia* sp. (atalantia), *Balsamocitrus dawei* (Uganda powder-flask), *Bergera koenigii* (curry-leaf), *Calodendrum capensis* (Cape chestnut), *X Citroncirus webberi* (citrange), *X Citrofortunella microcarpa* (calamondin), *Citropsis gilletiana* (Gillet's cherry-orange), *Citropsis schweinfurthii* (African cherry-orange), *Citrus* spp. (sweet orange, mandarin orange, sour orange, lemon, grapefruit, tangerine, pomelo, etc.), *Clausena excavata* (clausena), *Clausena indica* (clausena), *Clausena lansium* (wampee, wampi), *Clausena anisum-olens* (anis), *Eremocitrus* hybrid (desert-lime), *Eremocitrus glauca* (Australian desert-lime), *Fortunella* spp. (kumquat), *Limonia acidissima* (Indian wood-apple), *Merrillia caloxylon* (flowering merrillia), *X Microcitronella* 'Sydney' (faustrimedon), *Microcitrus papuana* (desert-lime), *Microcitrus australasica* (finger-lime), *Microcitrus australis* (Australian round-lime), *Murraya paniculata* (orange jasmine), *Naringi crenulata* (naringi), *Pamburus missionis* (pamburus), *Poncirus trifoliata* (trifoliolate orange), *Severinia buxifolia* (Chinese box-orange), *Swinglea glutinosa* (tabog), *Toddalia asiatica* (orange-climber), *Toddalia lanceolata* (toddalia), *Triphasia trifolia* (trifoliolate lime-berry), *Vepris lanceolata* (white ironwood, wild-lime), or *Zanthoxylum fagara* (lime prickly-ash)

2 Must be irradiated at an approved facility in Hawaii.

Packing Material

Table 3-10 Packing Material

If used as packing material for:	And packing material is:	Then:
Propagative material		USE Table 3-18 on page 3-23
Other than propagative material	Bagasse, plant litter, rice straw, soil, or unmanufactured cotton	ALLOW authorized material to move only after the packing material is removed
	Other than above	ALLOW movement


Rice Straw

Rice straw is PROHIBITED (authority 7 CFR 318.13) to prevent the spread of Asiatic rice borer (*Chilo suppressalis*). Movement is prohibited from Hawaii to other parts of the United States, including Guam and the Commonwealth of the Northern Mariana Islands.

Sand, Soil, and Earth

Soil is restricted to prevent the spread of soil borne diseases and insects. Movement is restricted from Hawaii to other parts of the United States, including Guam and the Commonwealth of the Northern Mariana Islands.

Table 3-11 Sand¹, Soil, and Earth

If the shipment is:	And:	Then:	Authority:
More than 3 pounds		<ol style="list-style-type: none"> 1. REQUIRE movement to an APHIS facility approved to receive untreated, regulated soil. 2. VALIDATE the facility has a soil permit (P330) in ePermits. 3. ALLOW the shipment to proceed, subject to the requirements listed in the permit. 4. If there is no permit: <ol style="list-style-type: none"> A. Do not allow movement to the mainland. B. Advise the shipper of the permit requirement and of the ability to apply for a PPQ Permit 525-A, <i>Application for Permit to Receive Soil</i>. 	7CFR 330.203
Three pounds or less	Treatment using approved treatments in Table 3-12 is impractical		
	Treatment is practical and will not interfere with intended use		

¹ Clean ocean sand is unrestricted.

Reference

Miscellaneous Processed Products

Table 3-12 Approved Heat Treatments for Sand, Soil, or Earth

Dry heat		Steam Heat
Temperature:	Exposure time: ¹	USE steam heat for packages of soil which are 5 pounds or less in weight. If soil is in trays, make sure the depth does not exceed 2 inches. REQUIRE 15 pounds of pressure for 30 minutes. Start counting time once the pressure reaches 15 pounds.
◆ 230–249 °F	◆ 16 hours	
◆ 250–309 °F	◆ 2 hours	
◆ 310–379 °F	◆ 30 minutes	
◆ 380–429 °F	◆ 4 minutes	
◆ 430–450 °F	◆ 2 minutes	

1 Start counting time once the entire mass reaches the required temperature.

Seeds and Nuts

The seed of cotton must be treated because it can harbor pink bollworm (*Pectinophora gossypiella*). Seeds with pulp are prohibited because pulp can harbor fruit flies. Sugarcane seed is restricted because it can transmit diseases like gummosis disease (*Xanthomonas vasculorum*) and leaf scald disease (*Xanthomonas albilineans*). Mango seed is prohibited because it can harbor the mango seed weevil (*Sternochetus mangiferae*). Movement of these seed is restricted from Hawaii to other parts of the United States, including Guam and the Commonwealth of the Northern Mariana Islands for cotton and pulpy seed, but excluding Guam and the commonwealth of the Northern Mariana Islands for sugarcane.

Table 3-13 Seeds and Nuts

If the seed or nut is:	And:	Then:	Authority:
Cotton	Seed cotton	1. REQUIRE T301-a-4, then 2. CERTIFY consignment	7CFR 318.47
	Cottonseed		
Mango	—————→	PROHIBIT movement (it is also prohibited into Guam and CNMI)	7CFR 318.13
Pulpy seed	Capable of harboring fruit flies	INSPECT AND RELEASE	7CFR 330.105
	Incapable of harboring fruit flies	INSPECT AND RELEASE	
Sugarcane (true seed or seed cane pieces)	Moving to Guam or CNMI	INSPECT AND RELEASE	7CFR 301.87
	Moving to other than Guam or CNMI	1. REQUIRE T514-1 for seed cane, and T514-2 for true seed, then 2. CERTIFY consignment	
Other than one listed in the cells above	—————→	INSPECT AND RELEASE	7CFR 330.105

Sugarcane

Sugarcane is restricted to prevent the artificial spread of leaf scale disease (*Xanthomonas albilineans*) and gummosis disease (*Xanthomonas vasculorum*). Because the diseases are easily transmitted by any article that comes in contact with the sugarcane, machinery or processing equipment used for extracting and refining sugarcane juice, as well as plants, plant parts, products, and seed are regulated. Movement is restricted from Hawaii to other parts of the United States, excluding Guam and the Commonwealth of the Northern Mariana Islands.

Table 3-14 Sugarcane

If the item is:	And:	Then:	Authority:
Bagasse	Treated with dry heat for 2 hours at 158 °F	CERTIFY consignment	7CFR 301.87
	Not treated as in cell above	USE Table 3-15	
Chews	Boiled for at least 30 minutes or peeled and without nodes	CERTIFY consignment	
	Not as described in cell above	USE Table 3-15	
Seed (true seed or seed cane pieces)	→	GO to Seeds and Nuts	
Equipment used for growing, harvesting, or processing sugarcane	Free of all plant debris and soil	CERTIFY consignment	
	Not as describe in cell above	USE Table 3-15	
Other than bagasse, chews, or equipment	→	USE Table 3-16	

Reference

Miscellaneous Processed Products

Table 3-15 Sugarcane—Issuing Limited Permits for Non-certifiable Items

If:	And it is:	And it is:	Then:	Authority:
Harvesting or processing equipment	Intended to be used for harvesting or processing sugarcane	→	PROHIBIT movement	7CFR 301.87
	Not intended to be used for harvesting or processing sugarcane	→	1. ISSUE a Limited Permit (PPQ Forms 530 or 537), then 2. ALLOW movement	
Bagasse or sugarcane chews	Moving to a county that grows sugarcane ¹	→	PROHIBIT movement	
	Moving to a county that does not grow sugarcane ¹	An area less than 10 miles from the nearest sugarcane field		
		An area 10 miles or more from the nearest sugarcane field	1. ISSUE a Limited Permit (PPQ Forms 530 or 537), then 2. ALLOW movement	

1 These are the sugarcane growing areas: Alabama, Georgia, Florida, Louisiana, Mississippi, Puerto Rico, Texas, and the U.S. Virgin Islands. If you are unsure whether a county grows sugarcane, then contact that State’s Department of Agriculture.

Table 3-16 Sugarcane Juice and Other Articles Derived from Sugarcane

If:	And:	Then:	Authority:
Juice	Boiled for 10 minutes at 212 °F	CERTIFY consignment	7CFR 301.87
	Not boiled for 10 minutes	REFUSE to certify	
Other than bagasse, chews, juice, or equipment	You are sure that there is no risk of spreading sugarcane diseases	CERTIFY consignment	
	You are unsure , or there is the risk of spreading sugarcane diseases	CONTACT the Pest Management Staff National Policy Manager for Sugarcane diseases	

Fresh Plant Parts Not for Propagation

Any plant part regulated or restricted for interstate movement from Hawaii, or in which Hawaii is identified as a quarantined area, under a Federal Order, a federal domestic regulation, or a emergency program, whether or not it is covered in this manual, is not eligible for release. First check this manual for plant parts that are specifically regulated in other categories. Then review Federal Orders, domestic regulations, emergency programs, notifications and alerts regarding restricted plant species or specific internal pests. Verify that:

- ◆ the use is not propagative
- ◆ the use is medicinal
- ◆ the use is for non-human consumption

Complete a thorough inspection. Botanical fruits, (which includes bean pods), which may harbor internal pests such as fruit flies and bean pod borer, are prohibited plant parts.

Reference

Fresh Plant Parts Not for Propagation

Table 3-17 Fresh Plant Parts Not for Propagation

If:	And:	Then:	Authority:
The plants are or could be used as fruits, vegetables, or herbs	Found in Table 3-1	Apply the conditions per Table 3-1	318.13
	Not found in Table 3-1	PROHIBIT ENTRY (See Pre-Requisite Requirements for Commodity Risk Assessments on page B-1 for instructions to add a commodity to the Table.)	
Not a fruit, vegetable, or herb	Cotton, cut flowers and leis, packing material, rice straw, seeds and nuts, sugarcane	Refer to: Cotton on page 3-14 Cut Flowers and Leis on page 3-15 Packing Material on page 3-17 Rice Straw on page 3-17 Seeds and Nuts on page 3-18 Sugarcane on page 3-19	
	Plant parts covered in other Federal quarantines	Apply restrictions per the appropriate authority	301.76, other 301 regulations, or Federal Orders
Medicinal plant parts not covered in this manual or other Federal regulations		Perform 100% inspection and evaluate the risk	318.13 and 330.105
	Plant parts not for human consumption and not covered in this manual or other Federal regulations		

Plants for Propagation

Plants, as well as growing media, are restricted from Hawaii to prevent the spread of soil organisms, pink bollworm (*Pectinophora gossypiella*), sugarcane diseases (*Xanthomonas albilineans* and *X. vasculorus*), cactus borer (*Cactoblastis cactorum*), the sweet potato scarabee (*Eusepes postfasciatus*), soybean rust (*Phakopsora pachyrhizi*), and the sweet potato stem borer (*Omphisa anastomosalis*). Movement is restricted to other parts of the United States, including Guam and the Commonwealth of the Northern Mariana Islands.

Care should be taken **not** to circumvent the certifications and requirements enforced by the State of Hawaii for interstate shipment of nursery stock. PPQ officers acting as official collaborators may participate in such certifications as appropriate.

NOTICE

Plants for propagation that are hosts to the Asian Citrus Psyllid (ACP) must meet the conditions of 7CFR 301.76.

Table 3-18 List of Approved Growing Media

Agar or other translucent tissue culture media	Ground rubber	Polystyrene	Ureaformaldehyde
Baked expanded clay pellets	Organic and inorganic fibers	Polyurethane	Vegetable fiber (free of pulp)
Buckwheat hulls	Paper	Quarry gravel	includes: coconut and osmunda
Clean ocean sand	Peat	Rock wool	excludes: cotton and sugarcane
Coal cinder	Perlite	Sawdust	Vermiculite
Coir	Phenol formaldehyde	Shavings (wood or cork)	Volcanic rock
Cork	Plastic particles	Sphagnum moss	Zeolite
Crushed lava rock	Polyethylene polymer stabilized cellulose	Stockosorb superabsorbent polymer	
Excelsior	Polymer stabilized starch	Tree fern slab (approved only for orchids)	
Glass wool			
Ground peat			




Reference

Plants for Propagation

Plants in approved media must also meet these three conditions:

1. Media was **not** previously used for growing plants.
2. Media was stored prior to use under adequate safeguards.
3. Plants were grown in a manner to prevent infestation from soil contact. If potted plants are in contact with soil, then the soil shall be periodically treated with a suitable insecticide to the satisfaction of the PPQ officer.

Table 3-19 Plants for Propagation—Plants Moving to Other Parts of the United States

If the plant is:	And it is:	Then:	Authority:
Cactus	Moving to St. Croix, USVI	INSPECT AND CERTIFY	7CFR 318.13
	Moving to other than St. Croix, USVI	PROHIBIT movement	
Citrus ¹		Verify that the conditions of 7CFR 301.76 have been met, and CERTIFY the consignment	7CFR 301.76
Cotton		PROHIBIT movement	7CFR 318.47
Soybean		PROHIBIT movement	7CFR 330.105
Sweet potatoes	Roots	1. REQUIRE treatment, then 2. CERTIFY consignment	7CFR 318.13
	Other than roots	PROHIBIT movement	
Other than one listed in the cells above	Plants rooted in growing media that is not approved. SEE Table 3-18	PROHIBIT movement	7CFR 318.60
	Bare rooted plants or plants rooted in approved growing media. SEE Table 3-18	INSPECT AND CERTIFY	

- 1 Plants for propagation that are hosts to ACP must meet the conditions of 7CFR 301.76. *Aegle marmelos* (bael, Bengal quince), *Aeglopsis chevalieri* (Chevalier's aeglopsis), *Afraegle gabonensis* (Gabon powder-flask), *Afraegle paniculata* (Nigerian powder flask), *Atalantia* sp. (atalantia), *Balsamocitrus dawei* (Uganda powder-flask), *Bergera koenigii* (curry-leaf), *Calodendrum capensis* (Cape chestnut), *X Citroncirus webberi* (citrangle), *X Citrofortunella microcarpa* (calamondin), *Citropsis gilletiana* (Gillet's cherry-orange), *Citropsis schweinfurthii* (African cherry-orange), *Citrus* spp. (sweet orange, mandarin orange, sour orange, lemon, grapefruit, tangerine, pomelo, etc.), *Clausena excavata* (clausena), *Clausena indica* (clausena), *Clausena lansium* (wampee, wampi), *Clausena anisum-olens* (anis), *Eremocitrus* hybrid (desert-lime), *Eremocitrus glauca* (Australian desert-lime), *Fortunella* spp. (kumquat), *Limonia acidissima* (Indian wood-apple), *Merrillia caloxylon* (flowering merrillia), *X Microcitronella* 'Sydney' (faustrimedina), *Microcitrus papuana* (desert-lime), *Microcitrus australasica* (finger-lime), *Microcitrus australis* (Australian round-lime), *Murraya paniculata* (orange jasmine), *Naringi crenulata* (naringi), *Pamburus missionis* (pamburus), *Poncirus trifoliata* (trifoliata orange), *Severinia buxifolia* (Chinese box-orange), *Swinglea glutinosa* (tabog), *Toddalia asiatica* (orange-climber), *Toddalia lanceolata* (toddalia), *Triphasia trifolia* (trifoliata lime-berry), *Vepris lanceolata* (white ironwood, wild-lime), or *Zanthoxylum fagara* (lime prickly-ash)

Reference

Plants for Propagation



Appendix A

Forms

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Introduction

This Appendix covers forms related to airport, mail, and maritime operations that you are responsible for completing, signing, and distributing. Refer to the Office of Operations Material Management Service Center [web site](#) for ordering information. Forms are also available on the APHIS Electronic Forms Library [web site](#).

Diagnostic Request (DR)

PPQ has replaced PPQ Form 309 with a Diagnostic Request (DR). When entering a pest for identification, PPQ must enter the pest information into the [Agricultural Risk Management System \(ARM\)](#) Refer to the ARM Help section for further information. See [Figure A-1](#) for an example of an ARM-generated DR.

 United States Department of Agriculture Animal and Plant Health Inspection Service		PRPRETR319040001- DR01	<table border="1"><tr><td>R</td></tr><tr><td>Routine</td></tr></table>	R	Routine
R					
Routine					
Diagnostic Request					
Inspection Date:	04/08/2019	Routing:	Entomology		
Inspection Location:	Puerto Rico Training Loc 3	Determination/Discipline/Exception Reason:	Entomology		
		To:	Predeparture Training AI Location 3000 Training Lane Sunny, FL, 12345, USA		
Inspection Summary		PRPRETR319040001-DR01			
Inspector(s): Velazquez, Antonio					
Remarks:					
Origin	Commodity:Commodity Type	Quantity	Host Proximity	Host Part	Destination
	Mangifera indica - MANGO (FV)	1 Kilograms	On	Fruit	
Diagnostic Summary		PRPRETR319040001-DR01			
Determination/Discipline/Exception Reason	Determined By	Date			
Entomology	Velazquez, Antonio	04/08/2019			
Remarks:					
Pest Stages:	Alive Immature- 1				

R
Routine

R
Routine

Figure A-1 Example Diagnostic Request (generated in ARM)

PPQ Form 287, Mail Interception Notice

U.S. DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE PLANT PROTECTION AND QUARANTINE MAIL INTERCEPTION NOTICE		1. PORT OF ENTRY	
		2. DATE	3. REFERENCE
The material described below was found to be moving in the mail in violation of the agriculture quarantine regulations pertaining to the entry and movement of plants, plant products, animal products, soil, and plant pests. These violations may result in criminal or civil penalties. Disposition was taken under authority of laws administered by the U.S. Postal Service, U.S. Customs Service, and U.S. Department of Agriculture. All inquiries concerning condition, delays, shortages, or breakage should be addressed to the postmaster at the above port (Item 1). Information concerning the quarantine referred to in Item 12 may be secured on application to U.S. Department of Agriculture, APHIS, P.Q., 4700 River Road, Unit 60, Riverdale, Maryland 20737.			
4. TO (Addressee)		5. FROM (Addressor)	
6. INTERCEPTED MATERIAL			
7. POSTMARK		8. DATE	9. MAIL REGISTRY NO.
10. BREAKAGE	11. RECONDITIONING REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO	12. QUARANTINE OR REGULATION IN VIOLATION	
13. DISPOSITION			
<input type="checkbox"/> Prohibited material removed and destroyed. <input type="checkbox"/> Container and contents destroyed. <input type="checkbox"/> Package returned to origin.			
14. REASON FOR DISPOSITION			
1. <input type="checkbox"/> Addressee, after due notice, failed to apply for permit required by law. 2. <input type="checkbox"/> Contains meat not admitted by U.S. Department of Agriculture. Meat may carry animal diseases that do not occur in the United States. For follow-up cases fill out the below:			
a. Type of animal product per label <input type="checkbox"/> Swine <input type="checkbox"/> Ruminant <input type="checkbox"/> Poultry		e. Other animal products: _____ _____	
b. Certificates/Permits <input type="checkbox"/> Yes <input type="checkbox"/> No		c. Country of origin per label _____ d. Meat product is: <input type="checkbox"/> Dried/Cured <input type="checkbox"/> Foil packaged <input type="checkbox"/> Vacuum packed <input type="checkbox"/> Fresh, Chilled, or Frozen <input type="checkbox"/> Can/Jar	
f. Reason considered not to be shelf stable (Specify below in Remarks)			
3. <input type="checkbox"/> Material infested or infected and treatment not feasible. Insect pests and plant diseases in fruits, vegetables, or other plant material could become established and threaten U.S. agriculture. 4. <input type="checkbox"/> Material not authorized entry. 5. <input type="checkbox"/> Material in or contaminated with soil. Soil can carry many plant pests and diseases. 6. <input type="checkbox"/> Other (Specify below in Remarks)			
15. REMARKS (Include any pertinent information, i.e. condition of material, condition of cans which indicates not shelf stable, etc.)			
16. OFFICER (Signature)			
PPQ FORM 287 (FEB 2002)		Previous editions are obsolete.	

Figure A-2 Example of PPQ Form 287, Mail Interception Notice

Purpose

PPQ Form 287, Mail Interception Notice, is completed for the following reasons:

- ◆ Inform the sender (addresser) of the reason for removing the article
- ◆ Notify the individual (addressee) receiving the mail package that unauthorized articles were removed
- ◆ Provide information for preparing monthly and quarterly reports
- ◆ Record the regulatory action taken when intercepting mail

Instructions

Complete PPQ Form 287 using the instructions in [Table A-1](#).

Table A-1 Instructions for Completing PPQ Form 287, Mail Interception Notice

Block	Instructions
1	Enter your port of entry
2	Enter the date
3	Leave blank
4	Enter the complete name and address of the individual who is receiving the package (addressee)
5	Enter the complete name and address of the individual who sent the package (addressor)
6	Describe in detail the article you have removed, destroyed, or returned (the intercepted material)
7	Enter the location where the package was postmarked
8	Enter the date of the postmark
9	Enter the mail registry number recorded on the package, if any
10	<ul style="list-style-type: none"> ◆ If contents were broken, leaked, or skilled, then list ◆ If there was no breakage, enter "NONE"
11	<ul style="list-style-type: none"> ◆ If reconditioning to the package was required by the agent of the carrier, broker, or addressee check "Yes" ◆ If reconditioning of the package was not required, check "No"
12	<ul style="list-style-type: none"> ◆ Enter the regulation that governs the unauthorized article ◆ If you do not know the regulation, then refer to Table A-2
13	<ul style="list-style-type: none"> ◆ Check the block that states what regulatory action you took--removed, destroyed, or returned ◆ Do not seek advice from the individual receiving the package as to whether the article should be destroyed or returned to origin
14	<ul style="list-style-type: none"> ◆ Check the block that states the reason why you took regulatory action ◆ If the reason is not specifically listed, then check the "Other" block and list the reason

Table A-1 Instructions for Completing PPQ Form 287, Mail Interception Notice (continued)

Block	Instructions
15	<ul style="list-style-type: none"> ◆ Detail what you did and why so that the individuals who sent and receive the package understand what was done and why ◆ If the package is being returned to the sender, list in this block "The package was returned by surface mail." The Postal Service will not return packages by air
16	<ul style="list-style-type: none"> ◆ Sign your name
Reverse side of PPQ 287	<ul style="list-style-type: none"> ◆ When some items are removed from a package, it is good policy to list the remaining contents and their condition on the reverse side of this form ◆ Note who handled the repackaging and wrapping of the package before the package was returned to the mail is advisable (this information will be useful to answer any complaints of missing items or breakage)


Table A-2 Determine the Regulation that Governs the Plants, Plant Products, Soil, and Plant Pests

If the article is:	Then the regulation is:
Cotton, cottonseed, etc. (Hawaii, Puerto Rico, and Virgin Islands)	7CFR Part 318.47
Hawaiian fruits and vegetables	7CFR Part 318.13
Sugarcane (Hawaii, Puerto Rico)	7CFR Part 301.87
Sweet potatoes (Hawaii, Puerto, Rico, and Virgin Islands)	7CFR Part 318.13
Soil	7CFR Part 330.300
Plant Pests	7CFR Part 330.200

Distribution

1. Use [Table A-3](#) to determine where to send the original PPQ Form 287.

Table A-3 Distribution of PPQ Form 287, Mail Interception Notice

If the package is:	And the contents are:	Then the original copy of PPQ Form 287 is:
Released to the addressee		Enclosed in the package
Destroyed or returned to sender	Prohibited or restricted	Mailed to the addressee

2. Distribute the copies of PPQ Form 287 as follows:

- ❖ If the package is returned to the sender, enclose a copy inside the package
- ❖ Place a copy in the port file and maintain for an official record

NOTICE

The information recorded on this form is important to collect and a useful mechanism to track activities to transfer the results to the appropriate Agency database.

PPQ Form 288, Ship Inspection Report

U.S. DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE PLANT PROTECTION AND QUARANTINE SHIP INSPECTION REPORT			1. PORT REPORTING	2. FLAG/NAME OF VESSEL	3. DOCK
4. FROM (Port and Country)			5. VIA		
6. ARRIVAL DATE		7. ARRIVAL TIME ETA _____ Actual _____		8. INSPECTION DATE	9. INSPECTION TIME From _____ To _____
10. NO. PASSENGERS AND CREW CLEARED			11. NO. PIECES OF BAGGAGE		12. PROPOSED DEPARTURE DATE
PROHIBITED AND/OR RESTRICTED AGRICULTURAL MATERIALS					
13. COMMODITY	14. LOCATION	15. COUNTRY OF ORIGIN	16. SAFEGUARD AND/OR DISPOSITION PRESCRIBED		
<p>SAFEGUARD NOTICE: While this vessel is in the territorial limits of the United States, no crew member or other person shall remove any of the following items except by specific permission of an Agricultural Officer: (1) fruits, vegetables, meats, or other animal products; (2) live plants; (3) live birds; (4) hay, straw, rice hulls, hold sweepings or dunnage; (5) garbage from food materials including rootcrop bags, meat wrappers, or other food containers. GARBAGE MUST BE KEPT IN COVERED, LEAKPROOF CONTAINERS INSIDE THE VESSEL'S RAILINGS AT ALL TIMES.</p> <p>If any agricultural items are sealed, the seals are not to be broken or removed while this vessel is within territorial limits of the United States except under direction of an Agricultural Officer.</p> <p>WARNING NOTICE: Violations of the above requirements can result in criminal fines in accordance with Title 18, United States Code and imprisonment for up to one year, or both, or civil penalties of up to \$250,000 per violation.</p>					
17. I Fully Understand the Safeguards Prescribed Above (Signature of Responsible Ship's Officer)				18. TITLE	19. DATE
20. CONDITION OF GARBAGE CONTAINERS WHEN INSPECTED			DEFICIENT CONDITION CORRECTED	21. SHIP AREAS NOT INSPECTED	22. LIVE ANIMALS/BIRDS ABOARD
COVERED <input type="checkbox"/> YES <input type="checkbox"/> NO	INSIDE RAILING <input type="checkbox"/> YES <input type="checkbox"/> NO	LEAKPROOF <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> QUARTERS <input type="checkbox"/> DRY STORES <input type="checkbox"/> PANTRY	<input type="checkbox"/> YES <input type="checkbox"/> NO Type: _____ Number: _____
APHIS MARPOL ANNEX V COMPLIANCE CHECKLIST					
THE FOLLOWING OBSERVATIONS WERE MADE BY APHIS PERSONNEL AFTER INSPECTING VESSEL'S WASTE HANDLING PROCEDURES AND EQUIPMENT:					
23. <input type="checkbox"/> YES <input type="checkbox"/> NO There is a functional incinerator or other disposal method aboard.					
24. <input type="checkbox"/> YES <input type="checkbox"/> NO The responsible vessel representative was requested to show, and did produce, a garbage pickup receipt or other evidence of lawful disposal of plastics ashore.					
ALERT: Report the presence of Honey Bees (swarms or individual bees) to the nearest Agricultural Officer, Telephone _____					
25. REMARKS					
26. SUBSEQUENT PORTS OF CALL (Notified)				NO. PASSENGERS	27. OFFICER'S SIGNATURE
PPQ FORM 288 JUL 2001 Previous editions are obsolete					

Figure A-3 Example of PPQ Form 288, Ship Inspection Report

Purpose

PPQ Form 288, for use by PPQ personnel only, serves the following purposes:

- ◆ Evidence for a garbage violation case
- ◆ Means of notifying PPQ personnel at subsequent ports of observations made and disposition actions taken during ship boarding
- ◆ Means to document the agreement to safeguard restricted items and garbage, or materials under seal while in U.S. territorial waters during the voyage
- ◆ Order to the Captain or other responsible ship’s officer to take or observe designated safeguards and documented agreement to those safeguards
- ◆ Port record of the ship inspection of vessels traveling between Puerto Rico or Hawaii and the continental U.S.

Instructions

To complete this form, follow the instructions in [Table A-4](#).

Table A-4 Instructions for Completing PPQ Form 288, Ship Inspection Report

Block	Instructions
1	LIST the name of the city and State of your port
2	LIST the flag (country of registry) and name of vessel (two-letter PINET code/name of vessel)
3	LIST the dock
4	LIST the country of origin
5	Fill in
6	LIST the date of arrival
7	LIST the estimated time of arrival (ETA) and actual time of arrival
8	LIST the date of inspection
9	LIST the beginning and ending time of ship boarding
10	Enter the number of passengers disembarking at your port
11	Enter the number of pieces of baggage
12	LIST the proposed date of departure in (important for planning any future reboardings and/or to give the next port advanced notice)
13	<ul style="list-style-type: none"> ◆ List the names and quantities (in kilos) of commodities (fruits and vegetables) that are restricted or prohibited ◆ DO NOT list fruits and vegetables which are listed in the Agricultural Commodity Import Requirements (ACIR) database as enterable unless treatment is a condition of entry or inspection discloses a pest risk requiring a specific safeguard or disposition

Table A-4 Instructions for Completing PPQ Form 288, Ship Inspection Report (continued)

Block	Instructions
14	<ul style="list-style-type: none"> ◆ List location by using the following letters: B for baggage, Q for quarters, S for stores, and F for ship's furnishings ◆ Write the number of interceptions after the letter for material intercepted and destroyed, such as "B-3" for three interceptions in baggage
15	List the country of origin for each commodity
16	Fill in a statement to be used for safeguard and/or disposition prescribed, as follows: <ul style="list-style-type: none"> ◆ Enter "To remain under seal while in territorial waters of the United States" for items such as fruit fly hosts that require sealing, or for a garbage violation ◆ Enter other appropriate statements, such as: <ul style="list-style-type: none"> ❖ May be used while in port ❖ To remain under seal pending treatment ❖ Destroyed ❖ See <i>Remarks</i>
17	Have the Captain or highest officer aboard the vessel read the Safeguard Notice and sign the block
18	Person signing Block 17 lists title
19	Have the person signing enter the date signed
20	Check YES or NO as condition of garbage containers observed
21	<ul style="list-style-type: none"> ◆ Check any ship areas that were not inspected ◆ If holds were inspected, then list
22	<ul style="list-style-type: none"> ◆ Check as appropriate ◆ If any live animals or birds are aboard, then list the type and number of regulated animals only; do not list cats or dogs
23	If there is a functional incinerator or other disposal method aboard, check YES; if not, check NO
24	CHECK YES or NO as appropriate and list the title of the ship's representative.

Table A-4 Instructions for Completing PPQ Form 288, Ship Inspection Report (continued)

Block	Instructions
25	<p>LIST any additional information or supplemental data as appropriate, such as the following:</p> <ul style="list-style-type: none"> ◆ If a crew member informs you that plastics were dumped at sea, then write the crew member’s statement and have the crew member sign ◆ Reference if fumigation was voluntary i.e., carrier choice as alternate to waiting for pest identity confirmation ◆ Reference to cargo that PPQ at next port of call should know about ◆ Reference to giving a copy to Master or other officer ◆ Warning notice ◆ Dry stores fumigated ◆ Enter seal number and types of seals applied, serial numbers, and exact locations of seals: e.g., “USDA Tyden seal #4967 on cage locker inside the vegetable reefer” ◆ Enter a dollar sign (\$) if you have assessed and collected a spot settlement for a garbage violation, and state the nature of the violation and amount of the penalty ◆ If a pet bird is aboard the vessel, write the following statement and get the Captain’s signature: <ul style="list-style-type: none"> ◆ “I agree to keep the bird(s) caged or tethered and kept in a ship’s cabin while in U.S. territorial waters.” <i>[Captain’s Signature]</i> ◆ If the vessel arrived from or transited a country known to have Africanized honeybees, write the following statement: <ul style="list-style-type: none"> ◆ “If live bees are sighted on the ship or a container, then call a PPQ Officer at <i>[Port telephone number]</i>.”
26	List subsequent ports of call notified and number of passengers
27	Officer signs

Distribution

Distribute PPQ Form 288 as follows:

- ◆ Keep the original for the port file.
- ◆ Give one copy to Master or other ship officer.
- ◆ Send one copy to the PPQ office at subsequent port when any of the following conditions apply:
 - ❖ Stores are sealed
 - ❖ Pest risk is significant
 - ❖ Vessel has a garbage violation

PPQ Worksheet 413, Aircraft Inspection Record

PPQ 413 Worksheet - Aircraft Inspection Record															
Aircraft Inspection Record						Port:				Airport:					
Date	Time	Regular Time or O/T Type	Aircraft ID #	Aircraft Type	Applicant	Airline Company	PAX Final Dest	# of PAX / Crew	Enter the total # QMIs and each article type & quantity (kgs)			# of Samples for Pest ID	Inspector(s) Initials		
									Total QMIs	Baggage Article Type(s) & Qty (kgs)	QTRS	Stores			
								/							
								/							
								/							
								/							
								/							
								/							
								/							
								/							
Totals:															
Remarks:															

Predeparture Program
 PPQ 413 Worksheet (05/2021)

Figure A-4 Example of PPQ Worksheet 413, Aircraft Inspection Record

Purpose

Use the PPQ worksheet 413 to record information associated with air traffic. It is for local port use only. The information recorded on this form is useful mechanism to track activities to transfer to ARM or the APTL workspace.

Instructions

Follow any modifications in completing the worksheet that are required by local needs. Complete this worksheet after the aircraft, passengers, and crew are cleared. See instructions in [Table A-5](#).

Table A-5 Instructions for Completing PPQ Worksheet 413, Aircraft Inspection Record

Block	Instructions
Port	Enter the name of the port location or port code.
Airport	Enter the name of the airport.
Date	Fill in MM/DD/YYYY.
Time	Enter the estimated or scheduled time of departure.
Reg. or O/T Type	Enter "REG". If the service was performed on O/T, enter "GOV" for Government O/T or "ROT" for reimbursable O/T.
Aircraft ID#	Enter the tail number or flight number of the aircraft.
Aircraft Type	Enter the type of aircraft (cargo, commercial, military, or private).
Applicant	Enter the name of the company who requested the service (for example, FBO name).
Airline Company	Enter the name of the owner or managing company of the aircraft.
PAX Final Dest	Enter the passenger final destination (city and state or airport code).
# of PAX/ Crew	Enter separately the total number of passengers and the total number of crew members departing.
QMIs	Baggage: Enter the total number of QMIs and the article type(s) and quantity(ies) from passenger baggage (e.g., 2 QMIs/apples 2 kg., oranges 2 kg.)
	QTRS: Enter the total number of QMIs and the article type(s) and quantity(ies) from quarters/cabin.
	Stores: Enter the total number of QMIs and the article type(s) and quantity(ies) from stores/galley.
# of Samples Submitted	<p>Enter the total number of specimens submitted for Pest ID.</p> <div style="background-color: #0070C0; color: white; padding: 5px; margin: 5px 0;">NOTICE</div> <p>Be sure to ask the passenger for the QMI origin and final city/state destination for the Diagnostic Request (DR) in ARM.</p> <p>Submit all samples as "PROMPT".</p>
Inspector(s) Initials	Enter the initials of the inspector(s) clearing the aircraft.

Table A-5 Instructions for Completing PPQ Worksheet 413, Aircraft Inspection Record (continued)

Block	Instructions
Total	
Remarks	Fill out if needed. For example, if more space is needed for recording QMI articles and quantities.

Distribution

Since PPQ Worksheet 413 is a local worksheet, there is **no** distribution outside the port.

PPQ Form 518, Report of Violation

A fillable version of the PPQ Form 518 is on the [APHIS^CBP](#) internal website (for authorized users only).

		Clear Form	
<small>According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0088. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.</small>			OMB Approved 0579-0088 EXP: 02/2020
U.S. DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE PLANT PROTECTION AND QUARANTINE REPORT OF VIOLATION		VIOLATION NO. NE19000001	
3. WHERE INTERCEPTED <i>(city or port, and state; also county if domestic)</i>		1. DATE VIOLATION DISCOVERED	2. VIOLATED REGULATION OR COMPLIANCE AGREEMENT
JFK New York		03/04/2019	7 CFR 330.200
5. ARTICLE MOVED IN VIOLATION OF REGULATIONS		6. IDENTITY OF ARTICLE <i>(Serial No., Waybill No., Description, etc.)</i>	
Citrus leaves		AWB# 00454504054	
7. NAME AND BUSINESS ADDRESS OF VIOLATOR <i>(shipper, caterer, cleaner, garbage handler, servicing agent, broker, ship's agent, etc. Identify which.)</i>		8. VIOLATOR HAD	
XXXX Brokers Ltd. 1000 Important Street Brooklyn, NY 11215		COMPLIANCE AGREEMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO PERMIT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
10. NAME AND BUSINESS ADDRESS OF CARRIER		9. IF NO, WAS VIOLATOR AWARE OF REGULATION?	
Best Airlines 2000 Street City, State, Zip Code		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN IF "YES," HOW INFORMED AND WHEN? Prior interception of the same commodity without permit.	
12. IDENTITY OF CARRIER		11. WAS CARRIER AWARE OF REGULATION?	
PLANE AIRCRAFT NUMBER N345MF	FLIGHT NUMBER 4560	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> UNKNOWN IF "YES," HOW INFORMED AND WHEN?	
SHIP FLAG	NAME Best Airline		
ROAD VEHICLE LICENSE NUMBER N/A		13. NAME AND BUSINESS ADDRESS OF CONSIGNEE	
		Hamdem Producers 10004 Golden Street Manhattan, NY 10012	
14. DISPOSITION OF PEST RISK <i>(i.e., articles named in Item 5 were fumigated, destroyed, etc.)</i>			
Shipment was refused entry and ordered to be re-exported.			
15. REMARKS <i>(attach additional sheet, if needed)</i>			
Plants of the Genus X are prohibited from entering the USA per Federal Quarantine Order No.555. See attached Officer's Statement.			
16. VIOLATOR OR CARRIER'S STATEMENT OF VIOLATION <i>(attach additional sheet, if needed. Identify who gave statement.)</i>			
None			
17. OFFICER'S STATEMENT: The officer must attach a detailed, signed, and dated statement stating how the action violated the regulations or compliance agreement cited in Item 2. It must fully describe the facts of the violation from discovery through disposition of pest risk including when, who, what, and where.			
18. SIGNATURE OF INITIATING OFFICER		19. PRINTED NAME OF OFFICER AND WORK UNIT	20. DATE REPORT COMPLETED
		John Smith JFK cargo, New York	03/19/2019
21. OFFICER IN CHARGE COMMENTS <i>(attach additional sheet, if needed)</i>			
LIST PREVIOUS VIOLATIONS			
XXX Brokers Ltd. has a history of prior violations; see Exhibit 7 attachment.			
RECOMMENDATIONS			
Civil Penalty			
22. SIGNATURE OF OFFICER IN CHARGE		23. PRINTED NAME OF OFFICER IN CHARGE AND WORK UNIT	24. DATE SIGNED
		Robert Doe JFK cargo, New York	03/19/2019
PPQ FORM 518 MAR 2019			

Figure A-5 Example of PPQ Form 518, Report of Violation

Purpose

The purpose of PPQ Form 518 is to refer violations of APHIS regulations to APHIS-IES. Forward the form to your local IES Area Manager within two weeks of discovery of the violation. Use PPQ Form 518 to request a field investigation and to submit information to IES regarding certain repeat violations.

Do not submit PPQ Form 518 to IES in conjunction with a spot settlement form (PPQ Form 591). Spot settlements are intended to settle the violation without an investigation. On limited occasions when the alleged violator fails to pay the spot settlement penalty and IES needs to become involved, refer to [Refusing to Pay the Civil Penalty](#) on page [A-23](#) for explicit instructions on 591 referrals to IES.

Instructions

Use the instructions in [Table A-6](#) for guidance in completing PPQ Form 518. The PPQ officer who detects the violation initiates the PPQ Form 518 and gathers all associated documentation. This employee is responsible for submitting their PPQ officer's statement and for collecting and safeguarding the physical evidence (e.g., intercepted product or samples/pictures thereof, seals, shipping boxes, paperwork, etc.). Photograph or photocopy any applicable evidence that **cannot** be secured and may **not** be available for IES to examine at a later date. Examples of this may be perishable or infested items, a photograph of the conveyance, if significant to the case, or a photocopy of correspondence between the shipper and consignee if the original document is **not** relinquished.

Provide all documentary and physical evidence to your local IES Area Manager, along with the PPQ Form 518, when requesting the investigation.

Table A-6 Instructions for Completing PPQ Form 518, Report of Violation

Block	Instructions	
VIOLATION NO. (previously "Serial No.")	Enter a unique identifier according to the locally approved naming convention (such as FL19-0001).	
1	<ul style="list-style-type: none"> ◆ Enter date violation was discovered ◆ If violation was discovered after it occurred, EXPLAIN in <i>Block 15</i> 	
2	Specify as follows:	
	If:	Then:
	Violation of compliance agreement	Enter C.A.
	Cargo violation	Enter the regulation(s) violated; for example, if the violation involved fresh fruit, you would enter 319.56
	Animal regulation that has been violated is unknown (you do not know the regulation)	Contact PPQ, QPAS in Riverdale at 301-851-2312
3	Fill in the name of the location where the violation of the regulation was discovered or observed	
4	Fill in the name of the country, State, and county (or equivalent) if domestic, where the article originated or was grown	
5	Fill in the name of the article moved, e.g., "5 cases of yams"	
6	Enter the air waybill number, bill of lading, etc., if applicable	
7	<ol style="list-style-type: none"> 1. Fill in the violator's name 2. Indicate the person's position in parentheses after the violator's name (such as caterer, shipper, cleaner, etc.) 3. List the violator's business address 	
8, 9	Check and fill in as appropriate	
10	Fill in the name and the business address of the carrier	
11	Check and fill in as appropriate	
12	Fill in as appropriate	
13	Fill in the name and the business address of the consignee	
14	List the action(s) taken to eliminate the pest risk, e.g., foreign garbage was picked up and incinerated; area where garbage was lying on the ground was cleaned and disinfected with sodium hypochlorite; article was seized and destroyed	
15	Fill in any pertinent remarks (e.g. explanation if the violation was discovered after it occurred)	
16	If the violator did not provide a written statement, record all relevant verbal statements in your PPQ Officer's Statement and indicate so in this block.	

Table A-6 Instructions for Completing PPQ Form 518, Report of Violation (continued)

Block	Instructions
17	<p>An Officer's Statement must be written and accompany each PPQ Form 518 submitted.</p> <ul style="list-style-type: none"> ◆ Write your explanation of the violation on a separate sheet of paper titled "Officer's Statement" ◆ Give this statement an exhibit number ◆ Describe all the facts that resulted in the article listed in <i>Block 5</i> being in violation of the regulation listed in <i>Block 2</i> ◆ State all facts including who, what, when, where, and how ◆ Include the following information where appropriate: <ul style="list-style-type: none"> ❖ State when and where the violation occurred ❖ Describe how the violation occurred ❖ Identify the carrier from which the garbage was removed and where the garbage came from ❖ Identify the owner of the article ❖ Identify the employer of the violator ❖ Refer to your exhibits and explain their relevance to the case ❖ State if you witnessed the violation ◆ Sign and date the Officer's Statement (only the officer signs); if more than one officer was involved in the violation, each officer must write a separate statement
18-20	<p>Fill in</p> <div style="background-color: #0070C0; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">NOTICE</div> <p>If using electronic signature in Block 18, you must fill in Blocks 19 and 20 first.</p>
21	<ul style="list-style-type: none"> ◆ Fill in any additional information¹ that may help to substantiate the case, such as previous warning letters and the dates sent, signed compliance agreements, any known previous civil penalties, case numbers, dates, and amounts of penalties assessed; such as, Case #RSS-CP-62-01 fined \$1,000 on 9/11/18 ◆ Enter your recommendation for one of the following: <ul style="list-style-type: none"> ❖ Warning letter ❖ Civil penalty ❖ Criminal penalty
22-24	<p>Fill in</p> <div style="background-color: #0070C0; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">NOTICE</div> <p>If using electronic signature in Block 22, you must fill in Blocks 23 and 24 first.</p>

¹ This information will help determine if the case warrants civil or criminal penalties and the amount of the civil penalty, if warranted.

Distribution

Distribute the case file, including PPQ Form 518 as follows:

- ◆ FORWARD a copy and all supporting documents to your local IES Area Manager within two weeks of discovery of the violation. If you are unable to contact your local IES Area Manager or you do not know who serves as your Area Manager, contact the [IES Regional Office](#) for the State in which you work.
- ◆ KEEP another copy for the local files (also keep copies of other evidence and documents for your files).

PPQ Form 586, Application for Permit to Transit

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control numbers for this information collection are 0579-0049, 0198, 0303, and 0346. The time required to complete this information collection is estimated to average .5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.		OMB APPROVED 0579-0049, 0198, 0303, and 0346
U.S. DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE PLANT PROTECTION AND QUARANTINE	INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. PERMITS ARE NOT ISSUED TO A P.O. BOX. READ THE ENTIRE APPLICATION BEFORE COMPLETING. ATTACH ADDITIONAL SHEETS OF PAPER IF MORE SPACE IS NEEDED.	FORWARD COMPLETED APPLICATION TO: USDA-APHIS-PPQ PERMIT UNIT 4700 RIVER ROAD, UNIT 136 RIVERDALE, MD 20737-1236 1-877-770-5990; FAX: (301) 734-0572
APPLICATION FOR PERMIT TO TRANSIT PLANTS AND/OR PLANT PRODUCTS, PLANT PESTS, AND/OR ASSOCIATED SOIL THROUGH THE UNITED STATES		
1. NAME AND ADDRESS OF APPLICANT:		2a. The port of arrival in the U.S. and the location of any subsequent stop: 2b. Country of Final Destination
3. Telephone Number (including area code)	4. Fax Number (including area code)	5. E-Mail Address
6. The Specific Origin, Type, and Quantity of Plants and/or Plant Products		
(a) Country of Origin	(b) Quantity	(c) Scientific names of plants and/or plant products, plant pests, including associated soil (scientific, botanical, or English names must be included. Colloquial names are not acceptable.)
7. The location of (and the time needed for) any storage in the U.S.:		8. Any location in the U.S. where the plants and/or plant products, plant pests, and/or associated soil are to be transloaded:
9. The means of conveyance (e.g., air, truck, ocean, rail) to be used to transport the plants and/or plant products: A. INTO THE U.S. via: B. THROUGH THE U.S. via:		10. Use of any additional packing or packaging to secure the materials and any associated pests: <i>(Includes shrink wrapping, pest proof screening, pallets with tops/bottoms, etc.)</i>
11. If the commodity itself is to be transferred from one containment entity to another (i.e., sea container to another container, between different truck trailer boxes, airline pallets to truck), does the transloaded facility have a current compliance agreement with the U.S. Department of Agriculture? <input type="checkbox"/> Yes <input type="checkbox"/> No		12. Are doors on containers, including truck and rail, solid and sealable? <input type="checkbox"/> Yes <input type="checkbox"/> No
13. Are all openings in the container, including drains, vents, introduction ports, etc., mesh screened? <input type="checkbox"/> Yes <input type="checkbox"/> No		14. If storage in the U.S. is necessary, has confirmation been made with the facility that they can maintain the transiting cargo in a protected area to prevent loss or pilferage? <input type="checkbox"/> Yes <input type="checkbox"/> No Do they have a compliance agreement with the U.S. Department of Agriculture? <input type="checkbox"/> Yes <input type="checkbox"/> No
15. The estimated time necessary to accomplish exportation from arrival at the port of entry to exit at the port of export:		16. The final port of exit in the U.S.:
17. Signature of Applicant:		18. Print Name of Applicant:
		19. Date:
<p>PPQ FORM 586 JAN 2011</p> <p style="text-align: center; font-size: x-small;">(All previous editions are obsolete.)</p> <p style="font-size: x-small;">WARNING: Any alteration, forgery, or unauthorized use of this document is subject to civil penalties of up to \$250,000 (7 U.S.C. 7734(b)) or punishable by a fine of not more than \$10,000, or imprisonment of not more than 5 years, or both (18 U.S.C. 1001)</p>		

Figure A-6 Example of PPQ Form 586, Application for Permit to Transit

**Instructions for Completing PPQ Form 586
Application for Permit to Transit Plants and/or Plant Products through the United States**

Please TYPE or PRINT legibly to complete. Do not leave any sections unfilled; for those that do not apply, please enter "N/A" (possible for numbers 5, 7, 8, 10, 11, 13, and 14).

1. Enter the name of the company representative who is responsible for the shipment, the company name, and a street address. Post Office box number addresses are not acceptable.
- 2a. Enter the location of the first United States port of arrival and list any subsequent stops thereafter within the United States.
- 2b. Enter the country and location of the final destination outside the United States.
3. Enter both the company phone number and the company representative's work phone number. Be sure to include the Area Code and any extensions. Cell phone numbers are acceptable.
4. Enter a fax number, including the Area Code.
5. Enter an e-mail address. If you do not have an e-mail address or do not wish to use one, enter "N/A."
- 6a. Enter the country or countries from which the product is originally being shipped.
- 6b. Enter the approximate amount and/or quantity of each shipment.
- 6c. Enter the scientific (Latin) names for each plant or plant product. If you do not know the scientific names, enter the English common name of each plant.
7. Enter the location of storage and the time needed for storage. If storage is not needed, enter "N/A."
8. Enter the city and State of the port where transloading will occur. If not transloading, enter "N/A."
- 9a. Enter how the product will arrive, *e.g.*, air, ocean, truck, and/or rail.
- 9b. Enter how the product will be transported through the United States, *e.g.*, air, truck, and/or rail.
10. If additional packaging is being used, please describe the type, *e.g.*, shrink wrapping, pest proof screening, etc. If additional packaging is not being used, enter "N/A."
11. Indicate yes or no if the transloaded facility has a current compliance agreement with USDA. If not transloading, enter "N/A."
12. Indicate yes or no if the doors on the containers being used during shipment are solid and sealable.
13. Indicate yes or no if all openings in the containers being used during the shipment are protected by mesh screens. If there are no openings in the containers, enter "N/A."
14. Answer only if storage is necessary. If no storage is being used enter "N/A." If storage is being used, indicate yes or no if confirmation has been made with the storage facility that the facility can maintain the transiting cargo in a protected area to prevent loss or pilferage. Indicate "Yes" or "No" if the facility has a compliance agreement with USDA.
15. Enter the estimated time necessary to move the product from the point of entry into the United States to the port of exit.
16. Indicate the city and State of the port of exit from the United States.
17. The responsible person named in block 1 must sign the application.
18. Print your name legibly.
19. Enter the date the application was completed and signed.

For any attachments, please type or print PPQ Form 586 with company name and contact name at the top of each page.

Send the application by facsimile to 301-734-0572, or mail the completed application to:

USDA-APHIS-PPQ, Permit Services, 4700 River Road, Unit 136, Riverdale, MD 20737-1236.

Please call 1-877-770-5990 if you have any questions.

Figure A-7 Instructions for PPQ Form 586, Application for Permit to Transit

PPQ Form 591, Notice of Alleged Baggage Violation

UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE PLANT PROTECTION AND QUARANTINE		TYPE OF ALLEGED VIOLATOR <input type="checkbox"/> Passenger <input type="checkbox"/> Crew	SERIAL NUMBER
NOTICE OF ALLEGED BAGGAGE VIOLATION			
SECTION I – FOR USE BY USDA PLANT PROTECTION AND QUARANTINE (PPQ) (Please print)			
1. AIRPORT NAME (City, State)	2. DATE AND TIME ISSUED	3. CARRIER (Full name and flight number)	4. FINAL DESTINATION OF ALLEGED VIOLATOR (Full address)
5. REGULATIONS VIOLATED (If record of prior violation, provide details)		6. IDENTIFICATION NUMBER (Obtain copies of identifying documents)	
		<input type="checkbox"/> Date of Birth: _____ <input type="checkbox"/> Government-Issued ID Type: _____ <input type="checkbox"/> Government-Issued ID Number: _____ <input type="checkbox"/> Issued by (Country/State): _____ <input type="checkbox"/> Other ID: _____	
7. NAME OF ALLEGED VIOLATOR (Last name, first name, middle initial)		9. MATERIAL SEIZED (List the name of articles, and quantity or weight)	
8. PERMANENT ADDRESS OF ALLEGED VIOLATOR (Include full address and phone number)			
Phone Number: _____			
10. ORAL DECLARATION <input type="checkbox"/> Yes <input type="checkbox"/> No		11. OPPORTUNITY TO AMEND DECLARATION <input type="checkbox"/> Yes <input type="checkbox"/> No	
12. EVIDENCE JUSTIFYING SEIZURE OF MATERIAL (i.e., labels on material, passenger remarks, etc.). If case is forwarded for further action, an officer's statement must be attached.			
13. ISSUING OFFICIAL (Print name)		14. ISSUING OFFICIAL (Signature)	15. BADGE NUMBER
SECTION II – ALLEGED VIOLATOR (Please read Section I and Section II)			
The Plant Protection Act (7 U.S.C. 7734) and the Animal Health Protection Act (7 U.S.C. 8313) authorize the imposition of civil penalties for violations of the statutes, regulations, or orders issued thereunder. The Federal Civil Penalties Inflation Adjustment Act of 1990 (28 U.S.C. 2461 note) authorizes periodic adjustments of the civil penalties for inflation. See 7 CFR 3.91(b)(2) for the current maximum penalties assessed under these statutes. You may waive your right to a hearing on the record and agree to pay a specified civil penalty in settlement of this matter by signing this agreement. If you agree to pay a specified civil penalty and do not submit payment within the designated time, the matter will be referred for collection. You may refuse to pay and request a hearing on the record; a complaint will be issued enumerating the violation(s). The civil penalty offered at this time shall not be relevant in any respect to the civil penalty which may be assessed after a hearing.			
1. I acknowledge that I have a right to a hearing on the record. I waive my right to such hearing and agree to pay the sum of \$ _____ within the designated time in full settlement of this matter.			
Sign: _____		Date: _____	
--- OR ---			
2. I acknowledge that I have an opportunity for a hearing on the record, and I do not wish to waive my right.			
Sign: _____		Date: _____	
SECTION III – FOR USE BY UNITED STATES CUSTOMS AND BORDER PROTECTION OR PPQ			
SIGNATURE OF CASHIER		AMOUNT RECEIVED	DATE
PPQ FORM 591 JULY 2015		(Previous editions are obsolete.)	

Figure A-8 PPQ Form 591, Notice of Alleged Baggage Violation

Purpose

PPQ Form 591, Notice of Alleged Baggage Violation, is to assess civil penalties for passengers and crew who attempt to smuggle prohibited or restricted agricultural items in their baggage after failing to declare the items, and to assess civil penalties for crew and service personnel who remove regulated articles contrary to regulations.

Complete the PPQ Form 591 for violators under 18 not accompanied by an adult and for foreign diplomats holding A-1 or A-2 visas even though the violation is waived for this category of violators.

Instructions

Use the instructions in [Table A-7](#) for completing the PPQ Form 591.

Table A-7 Instructions for Completing a PPQ Form 591

Block Number	Field Name	Instructions
	Type of Alleged Violator	Check appropriate block. <ul style="list-style-type: none"> ◆ “Passenger” refers to passengers. ◆ “Crew” refers to persons employed by the airline.
Section 1		Complete as directed.
1	Airport Name	Enter airport name, city, and state.
2	Date and Time Issued	Enter date and time.
3	Carrier	Enter the name of the airline (do not abbreviate) and the flight number.
4	Final Destination of Alleged Violator	Enter the final destination of the alleged violator, including the full address.
5	Regulation Violated	Enter the CFR(s) that the passenger or crew member allegedly violated. Be sure to cite the appropriate title, part, and subpart. If passenger or crew member is a previous violator, provide details including date of violation, CFR involved, and any resulting enforcement action.
6	Identification Number	Examine the available identification documents and complete appropriate fields. Make copies of identification documents for the record.
7	Name of Alleged Violator	Enter the name as stated on identification documents. Fill in as complete a name as possible.

Table A-7 Instructions for Completing a PPQ Form 591 (continued)

Block Number	Field Name	Instructions
8	Permanent Address of Alleged Violator	Enter the full permanent address of the alleged violator. Enter a phone number if possible.
9	Material Seized	Enter the name of the article(s) seized and the quantity or weight in kilograms.
10	Oral Declaration	Check the appropriate box to indicate if the alleged violator declared the material during initial questioning.
11	Opportunity to Amend	Check the appropriate box to indicate if an opportunity to amend the oral declaration was given. You cannot assess a civil penalty if an opportunity to amend was not given.
12	Evidence Justifying Seizure	Enter additional information about the seizure (i.e. details about the material, passenger remarks, etc.). If the item was concealed or misrepresented, explain how. If the case is forwarded for further action, an Officer's Statement must be attached.
13-15	Signature and Badge Number of Officer	Complete as instructed.
Section II	Alleged Violator	Enter the amount of the civil penalty before you give the form to the alleged violator. ◆ AGREES: If the alleged violator agrees to pay the civil penalty, have the alleged violator sign and date in field 1. Instruct the alleged violator how to pay as per local protocol. ◆ REFUSES: If the alleged violator refuses to pay the civil penalty, have the alleged violator sign and date in Field 2. Refer to directions in "Refusal to Pay the Civil Penalty". Give a copy of the completed form to the alleged violator.
Section III		For use by the Agency.

Refusing to Pay the Civil Penalty

When alleged violators refuse to pay the penalty:

1. Ensure alleged violators understand that they are waiving their right to settle the violation with the penalty amount recorded on the PPQ Form 591. This penalty amount will not be relevant to the civil penalty that may be assessed after a hearing.
2. Have the alleged violator read, sign, and date in Section II-2 of PPQ Form 591.
3. Allow the alleged violator to write a statement if they wish to do so.
4. Make copies of identifying documents as described in Section I-6 of PPQ Form 591.

Appendix A

PPQ Form 591, Notice of Alleged Baggage Violation

5. Give the alleged violator Copy 2 of the PPQ Form 591 and dismiss the alleged violator.
6. Write an Officer Statement relating all the facts of the incident.
7. Collect the following evidence and submit to the appropriate IES office within two weeks:
 - ❖ PPQ Form 591
 - ❖ Identifying documents described in Section I-6
 - ❖ Officer statement
 - ❖ Alleged violator statement (if available)
 - ❖ Photographs (if available)

Notification Letter to Airline for Crew Member Violation

If the alleged violator is a crew member, use the template in [Figure A-9](#) to notify the airlines.

(Date)

Dear *(Name)*:

On the following dates, an employee of *(name of airline)* did *(list and describe violations)*:

This letter serves a notice that a violation/s of the Plant Protection Act (7 U.S.C. §§ 8301 et. seq.) and the regulations and standards issued thereunder have occurred. Violations of these Federal regulations may be criminally prosecuted and can result in monetary penalties, a one-year prison term, or both. Additionally, violations of these Federal regulations can result in a civil penalty of \$250,000 per violation, or more depending on the circumstances of the violation.

The crew members are recognized as having knowledge of the animal and plant regulations through training and/or knowledge gained from their employment and frequent travel. Please take the opportunity to consult with your employees and conduct additional training if needed.

To prevent the entry into the United States of unwanted plant and animal pests and diseases, the traveling public and crew members are asked to help. By complying with all Federal regulations, we all contribute to the protection of America's agriculture. Your assistance in this effort is appreciated.

If you have any questions, please contact *(local PPQ office)* at *(phone number)*.

(Signature)
(Name and title)

Plant Protection and Quarantine

Figure A-9 Example of Notification Letter to Airline for Crew Member Violation

Agriculture Notice

Issue an Agriculture Notice when a prohibited agricultural article is found and removed from a package. For ECO packages, place a copy of the Agriculture Notice in the package. For U. S. postal mail packages, place a copy of the completed [PPQ Form 287, Mail Interception Notice](#) and the Agriculture Notice in the package.

AGRICULTURE NOTICE

The U.S. Department of Agriculture (USDA) prohibits or restricts certain items from entering the U.S. mainland from Hawaii, Puerto Rico, the U.S. Virgin Islands, Guam, and the Commonwealth of the Northern Mariana Islands to protect against harmful plant pests. This includes most fresh and frozen fruits and vegetables, soil, plants, flowers, and crafts made from plants or wood. Many people are unaware that sending or receiving agricultural products through the U.S. Mail or other carrier services poses a risk to our Nation's farms and forests.

During a routine USDA inspection, we removed a prohibited agricultural item(s) from your package. Please be assured that no further action is needed. We appreciate your support in protecting American agriculture.

For more information about shipping agricultural products to the U.S. mainland, visit:
www.aphis.usda.gov/plant-health/predeparture

USDA is an equal opportunity provider, employer, and lender.
APHIS 81-45-015 | Issued July 2021



Aviso de Agricultura

El Departamento de Agricultura de los Estados Unidos (USDA) prohíbe o restringe la entrada de ciertos artículos al territorio continental de los Estados Unidos desde Hawái, Puerto Rico, las Islas Vírgenes de los Estados Unidos, Guam y la Mancomunidad de las Islas Marianas del Norte para protegerse contra plagas nocivas de las plantas. Esto incluye la mayoría de frutas y verduras frescas y congeladas, tierra, plantas, flores y artesanías hechas con derivados de plantas o madera. Mucha gente no saben que enviar o recibir productos agrícolas al través del correo postal de los Estados Unidos u otros servicios de transporte trae consigo un riesgo de plagas y enfermedades a la agricultura y los bosques de nuestro país.

Durante una inspección de rutina del USDA, hemos retirado de su paquete uno o varios artículos agrícolas prohibidos. Tenga la seguridad de que no es necesario realizar ninguna otra acción de su parte. Apreciamos su apoyo a la protección de la agricultura de Estados Unidos.

Para más información sobre el envío de productos agrícolas al territorio continental de los Estados Unidos, visite:
www.aphis.usda.gov/plant-health/predeparture

El USDA es un proveedor, empleador y prestador que ofrece igualdad de oportunidades.
APHIS 81-45-015S | Emitido en Julio de 2021

Figure A-10 Example of the Agriculture Notice

Appendix B

Pre-Requisite Requirements for Commodity Risk Assessments

Introduction

There are two reasons a fruit, herb, or vegetable may **not** be listed as approved for movement to other parts of the United States:

- ◆ PPQ has **not** studied the pest risk, or
- ◆ PPQ has studied the pest risk and there were no mitigations appropriate to address the pest risk.

Stakeholders can request a commodity be added to the list of approved fruits, herbs, and vegetables ([Table 3-1](#)) by submitting a request to:

USDA-APHIS-PPQ
Regulatory Coordination and Compliance Unit (RCC)
4700 River Road, Unit 140
Riverdale, MD 20737

The addition of commodities to [Table 3-1](#) requires that a pest risk analysis be conducted, rule making accomplished, and published in the Federal Register. While the initial request for movement of a commodity to other parts of the United States may come from any interested party, in order for APHIS to consider whether a currently prohibited commodity can be safely moved interstate, the pre-requisite requirements outlined in this chapter must be completed.

Complete the following information to initiate a commodity risk assessment. All information should be submitted to and approved by the Hawaii Department of Agriculture. After approval, the APHIS PPQ State Plant Health Director's office should submit the document to the RCC Unit to begin the review process.

Contact Information

Provide your name, company address(es), telephone and fax numbers, and email address(es).

Commodity Information

1. A description and/or map of the specific location(s) of the areas in the exporting area where the commodity is produced

2. The scientific name (including genus, species, and author names), synonyms, and taxonomic classification of the commodity
3. Identification of the particular plant or plant part (i.e. fruit, leaf, root, entire plant, etc.) and any associated plant part proposed for interstate movement to other parts of the United States
4. The proposed end use of the imported commodity (e.g., consumption, milling, decorative, processing, etc.)
5. The months of the year when the commodity would be produced and harvested for interstate movement

Shipping Information

6. Detailed information as to the projected quantity and weight/volume of the proposed importation, broken down according to varieties where applicable
7. Method of shipping and under what conditions, including type of conveyance, and type, size, and capacity of packing boxes and/or shipping containers

Pest and Disease Information

8. Scientific name (including genus, species, and author names) and taxonomic classification of arthropods, fungi, bacteria, nematodes, virus viroids, mollusks, phytoplasmas, spiroplasmas, etc., attacking the crop
9. Plant part attacked by each pest, pest life stages associated with each plant part attacked, and location of pest (in, on, or with commodity)
10. References

Strategies for Risk Mitigation or Risk Management

11. Overview of agronomic or horticultural management practices used in the production of the commodity, including methods of pest risk mitigation or control programs
12. Identification of parties responsible for pest management and control

While not mandatory, provide as much of the following information as possible to assist USDA in completing a timely response to your request:

- ◆ Contact Information
 - ❖ Address, phone and fax numbers, and/or email for local experts (such as academicians, researchers, extension agents) who are most familiar with crop production, entomology, plant pathology, and other relevant characteristics of the commodity
- ◆ Commodity Information
 - ❖ Common name(s)

- ❖ Cultivar, variety, or group description
- ❖ Stage of maturity at which crop is harvested and method of harvest
- ❖ Indication of whether the crop is grown from certified seed or nursery stock, if applicable
- ❖ If grown from certified seed or stock, indication of origin of the stock or seed
- ❖ Color photographs of plant, plant part, or plant product
- ◆ Growing/Production Area Information
 - ❖ Unique characteristics of the production area in terms of pests or diseases
 - ❖ Maps of the production regions, pest free areas, etc.
 - ❖ Length of time commodity has been grown in production area
 - ❖ Status of growth of production area (i.e. acreage expanding or stable)
 - ❖ Physical and climatological description of the growing area
- ◆ Post-Harvest Transit and Processing Information
 - ❖ Complete description of the post-harvest processing methods used
 - ❖ Description of the movement of the commodity from field to processing to port of interstate movement
 - ❖ Shipping methods and volume of exports
 - ❖ Photographs of the boxes and containers used to transport the commodity
 - ❖ Identification of port(s) of export and import and expected months (seasons) of shipment
- ◆ Pests and Disease Information
 - ❖ Common name(s) of the pest(s)
 - ❖ Geographic distribution of the pest, if a quarantine pest and follows the pathway
 - ❖ Period of attack (e.g. attacks young fruit beginning immediately after blooming) and records of pest incidence (e.g. percentage of infested plants or infested fruit) over time (e.g. during the different phenological stages of the crops and/or times of the year)
 - ❖ Economic losses associated with pests of concern
 - ❖ Pest biology or disease etiology or epidemiology
 - ❖ Photocopies of literature cited in support of the information above
- ◆ Current Strategies for Risk Mitigation or Management

- ❖ Description of pre-harvest pest management practices (including target pests, treatments, or other control methods)
- ❖ Evidence of efficacy of pest management treatments or other control methods
- ❖ Efficacy of post-harvest processing treatments in pest control
- ❖ Culling percentage and efficacy of culling in removing pests from the commodity
- ❖ Description of quality assurance activities, efficacy and efficiency of monitoring implementation
- ◆ Other Documentation
 - ❖ Relevant pest risk analyses, environmental assessment(s), biological assessment(s), and economic information and analyses

Glossary

Introduction

Use this glossary to find the meaning of specialized words, abbreviations, acronyms, and terms used in regulating products from Puerto Rico and the U.S. Virgin Islands into the continental United States.

Definitions, Terms, and Abbreviations

APHIS. the U.S. Department of Agriculture, Animal and Plant Health Inspection Service

APHIS, PPQ. APHIS, Plant Protection and Quarantine

certified (certification, certifiable). a type of authorization issued by an inspector, evidencing freedom from infestation, to allow the movement of certain regulated articles in accordance with the regulations

civil penalty. monetary penalty assessed in all types of actions other than criminal proceedings

clearance (cleared). verification of compliance with phytosanitary regulations

commercial consignment. consignment an inspector identifies as having been produced for sale and/or distribution in mass markets in the continental U.S. and U.S. territories. Such identification will be based on a variety of indicators including, but not limited to, quantity of produce, origin, identification of packinghouse on the packaging, and documents consigning the vegetables to a wholesaler or retailer

consignment. quantity of plants, plant products, and/or other articles, being moved from Hawaii, Puerto Rico, U.S. Virgin Islands, or offshore U.S. territories to the continental U.S. and covered, when required, by a single certification or limited permit. A consignment may be composed of one or more commodities or lots.

contiguous. all States that touch one another without another country or body of water between them

continental United States (CONUS; U.S. mainland). the 48 contiguous States, Alaska, and the District of Columbia

conveyance. means by which a commodity may arrive at a continental U.S. port or U.S. offshore location (e.g. container, trailer, vehicle, aircraft, ship)

diagnostic request. replaces PPQ Form 309; used to submit pest interceptions to PPQ Identifiers

disinfect (disinfection). the application to parts or all of a ship, vessel, other surface craft, or aircraft of a treatment that may be designated by the inspector as effective against such plant pests that may be present

hitchhiking pests. insects, mollusks, or other pests that are not directly associated with their host material and that move with cargo, in baggage, or at large in carriers

interstate. from one State into or through any other State; or within the District of Columbia, Guam, the U.S. Virgin Islands, or any other territory or possession of the U.S.

limited permit. a document (PPQ Form 530) issued by an inspector or a person operating under a compliance agreement for the interstate movement of regulated articles to a specified destination

move (moved and movement). shipped, offered for shipment to a common carrier, received for transportation or transported by a common carrier, or carried, transported, moved, or allowed to be moved directly or indirectly, from Hawaii, Puerto Rico, Guam, the Commonwealth of the Northern Mariana Islands, or the U.S. Virgin Islands, into or through the continental U.S. or any other State or territory of the U.S.

open stores. provisions on a vessel that remain unsealed because they pose no pest risk

oral declaration. a verbal response that a traveler makes to an agriculture regulatory official who has asked about the contents of the traveler's possessions

plant debris. detached leaves, twigs, or other portions of plants, or plant litter or rubbish as distinguished from approved parts of clean fruits and vegetables, or other commercial articles

plant pest. any living stage of any of the following that can directly or indirectly injure, cause damage to, or cause disease in any plant or plant

product: a protozoan, a nonhuman animal, a parasitic plant, a bacterium, a fungus, a virus or viroid, an infectious agent or other pathogen, or any article similar to or allied with any of these articles

phytosanitary regulation. official rule to prevent the introduction or spread of quarantine pests or to limit the economic impact of regulated non-quarantine pests

pit baggage. luggage that a passenger does not carry into the cabin of an aircraft, but instead gives it to the airline (or private operator) to store in the aircraft cargo hold

port of destination. the U.S. location to which a conveyance is headed. For the purpose of clearing the conveyance and/or regulated articles on the continental U.S., the port of destination is the conveyance's first point of arrival there, regardless of further additional stops

predeparture. official clearance by PPQ or CBP personnel (or cooperators) of passengers and cargo prior to departure from HI, PR, USVI, or other U.S. territories

propagative material. plants and plant parts that are for or capable of propagation, including buds, bulbs, corms, cuttings, layers, pollen, scions, seeds, tissue, tubers, and like structures

quarantine significant pest. plant pest or noxious weed that is of potential economic importance to the U.S. and not yet present in the U.S., or present but not widely distributed and being officially controlled

regulated article. fruits or vegetables in the unprocessed state; cut flowers; seeds; and plants or plant products for nonpropagative or propagative use

residue cargo. cargo to be left on board the carrier to be unladen at another U.S. port or not unladen at all

safeguard. preventive action for handling, maintaining, or disposing of prohibited or restricted products and articles to eliminate the risk of dissemination of plant pests

seal. applying various closures or fastenings (as on a door, container) that cannot be opened without rupture, and that serve as a check against tampering or unauthorized opening

stop-over catering. catering of meals on board an aircraft that stops in multiple locations

Glossary

Definitions, Terms, and Abbreviations

transit permit. a written authorization (PPQ Form 586) issued by the APHIS Administrator for the movement of fruits and vegetables en route to a foreign destination that are otherwise prohibited movement into U.S. locations

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