EXPRESS CARRIER - AQI MONITORING DATA - FY 2009

Workunit: _____   **Carrier:** _____   **Date**: _____ / _____ / _____

A) Route Number: _____   **B) Parcel Origin:** _____
(COUNTRY)

C) Parcel CITY/STATE Destination: _____ / _____   **D) Contents Manifested As:** _____   **E) Manifested Correctly:** No Yes

F) Addressee Category: Business   Private Residence   Lab/Research   School/College   Other   Unknown   **G) Parcel/Box Weight:** _____ (KGS)
(circle one)

H) Has Item(s) of Agricultural Interest: No   Yes   **Inspected by:** _____
(IF Yes, list item(s) using appropriate Action codes listed below)

****

List Item	Amount	Declared No Yes	Action Taken*	Pest Present No Yes	Contaminant No Yes	Pest Number	Pest Identification or Contaminant
_____	_____	N Y	_____	N Y	N Y	_____	_____
_____	_____	N Y	_____	N Y	N Y	_____	_____
_____	_____	N Y	_____	N Y	N Y	_____	_____

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(COUNTRY)

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_____	_____	N Y	_____	N Y	N Y	_____	_____
_____	_____	N Y	_____	N Y	N Y	_____	_____
_____	_____	N Y	_____	N Y	N Y	_____	_____

*Action Taken: S-Seized , **CT**-Clean/Treatment, **IR**-Inspect and Release   **OCT 2008**

INSTRUCTIONS: EXPRESS CARRIER AQI MONITORING DATA - FY 2009

1. Data fields above **** line must be filled in for a completed monitoring record even if no agricultural item(s) are found. If answer to data field H isYES, then record information about the action taken and any pest or contaminant found.
2. All QMIs found need to undergo 100% inspection for pests. All pest types and quantities found on QMIs must be recorded on pest interception form(s). Also record if no pests were found. See Pest Number explanation below.

CARRIER: Record the express carrier you are sampling from (i.e. FEDEX, DHL, UPS, etc.)

DATE: Record the date of the inspection.

A) ROUTE NUMBER: Record the parcel's official route number.

B) PARCEL ORIGIN: Record the country of origin of the mail. Spell out the country name. If unable to determine mail origin, then mark unknown.

C) PARCEL CITY/STATE DESTINATION: Record the mail's primary CITY and STATE destination in US. Do not use letter codes for city name. SPELL CITY NAME FULLY. Use 2 letter code for STATE.

D) CONTENTS MANIFESTED AS: Record exactly how box contents are manifested on parcel's manifest document(s)

E) MANIFESTED CORRECTLY: Record if contents were generally manifested correctly.

F) ADDRESSEE CATEGORY: Circle the best description of addressee category based on parcel address or other parcel markings

G) PARCEL/BOX WEIGHT : Record the weight of the parcel/box in kilograms.

H) ITEM OF AGRICULTURAL INTEREST: Circle whether the mail has an item(s) of agricultural interest. Agricultural interest is defined as items (such as plants, plant products, meat or animal products, ...etc.) that require PPQ's attention for purposes of regulation, inspection for pests, seizure, cleaning, verifying paperwork...etc. If yes, then complete the remaining data fields below the starred line.

INSPECTED BY: For local use only, print the name or badge number of the person responsible for the inspection of the mail selected.

LIST ITEM: Record the name of each item of agricultural interest found during the inspection. List each item **beginning with items seized** then items cleaned or treated and finally items inspected and released. If more than three items are found then use top or bottom margin of form using arrows to indicate the associated record.

AMOUNT: Weight data is important as a standard for risk analysis. Most items can be recorded as a weight. **Indicate the weight in kilograms, up to a TENTH (.0) OF A KILOGRAM.** Obtain or accurately estimate weight of items (apple, orange, etc.) whenever possible. **For plant items (flowers, etc) record number of stems or pieces. For items not practical for obtaining weight (shoes, trophies, etc.)**, record the quantity of these as unit EACH.

DECLARED: Circle the appropriate response.
ACTION TAKEN: Record the appropriate response using codes found on the bottom of the form.
CONTAMINANT PRESENT: Record if contaminated present. If Yes, record contaminant associated with the item.
PEST NUMBER: Circle NO, under PEST PRESENT if no pests found on/in/with item. If pest found, send all pests intercepted to identifier personnel for identification. Mark the interception "PROMPT: AQI MONITORING". Record the assigned interception number(s) for the pest. This may need to be done at a later time or by local identification personnel.
PEST IDENTIFICATION OR CONTAMINANT: Record the genus and species for all reportable or actionable pests or list the contaminant, if applicable.