



AMS Domestic Hemp Production Program

Hemp eManagement Platform (HeMP) User Guide for Law Enforcement

Important Note: The USDA is continuing to gather and improve its hemp data collection process. At first, the tool may not capture all approved hemp growing locations. Additionally, producers in states that are denoted as “2014 pilot” on [this list](#) are NOT required to register their hemp growing locations with the federal government, and thus may not be found on the search tool. If your search does not return any results, please contact USDA before taking legal action. Law enforcement or regulatory officials may verify licensing information with USDA by calling 888-721-4367, or e-mailing farmbill.hemp@usda.gov, Monday-Friday from 9:00-5:00 PM ET.



Agricultural Marketing Service
U.S. DEPARTMENT OF AGRICULTURE

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Log In to HeMP

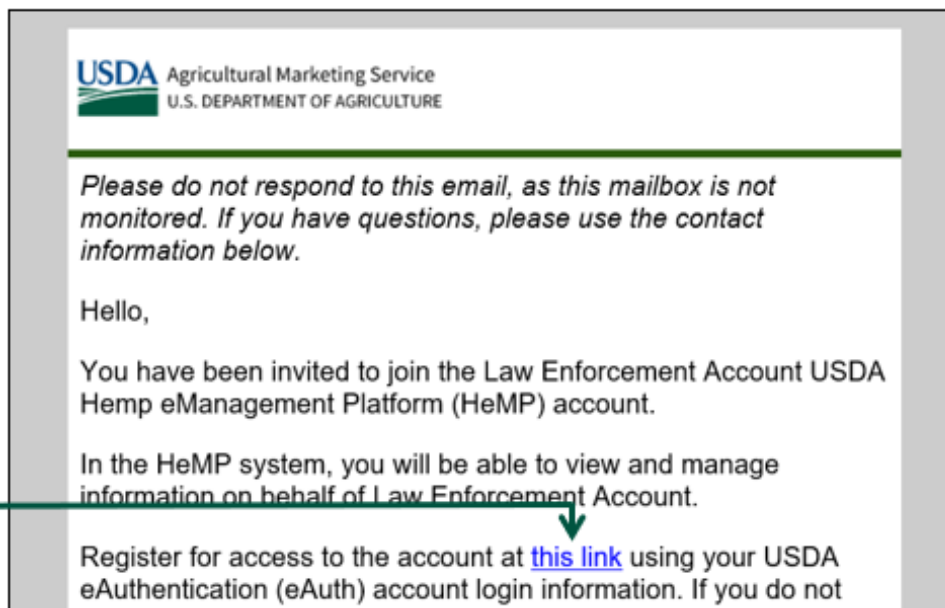
- Log In to HeMP for the First Time**
- Log In to HeMP**

Log In to HeMP for the First Time (1 of 5)

Before starting these steps, you must email USDA at farmbill.hemp@usda.gov to request access to the Law Enforcement Search Tool. In your request, include your name, contact information, and law enforcement department details. After submitting your request, you will need to create and verify a USDA eAuthentication account to access the tool, for steps on creating and verifying an eAuthentication account [see this video](#).

Once your request is approved, USDA will send you an email inviting you to an Account to use the Law Enforcement Search Tool. The following instructions detail the steps to take once you receive that email. **Your eAuthentication account must be created and verified before you can access the search tool.**

1. You should have received an email with the subject “USDA HeMP Account Invitation”. **Open** that email and **click** the “this link” link to access your Account. Note: If you do not have an email invitation, send an Account invitation request to DHPP via email at farmbill.hemp@usda.gov.



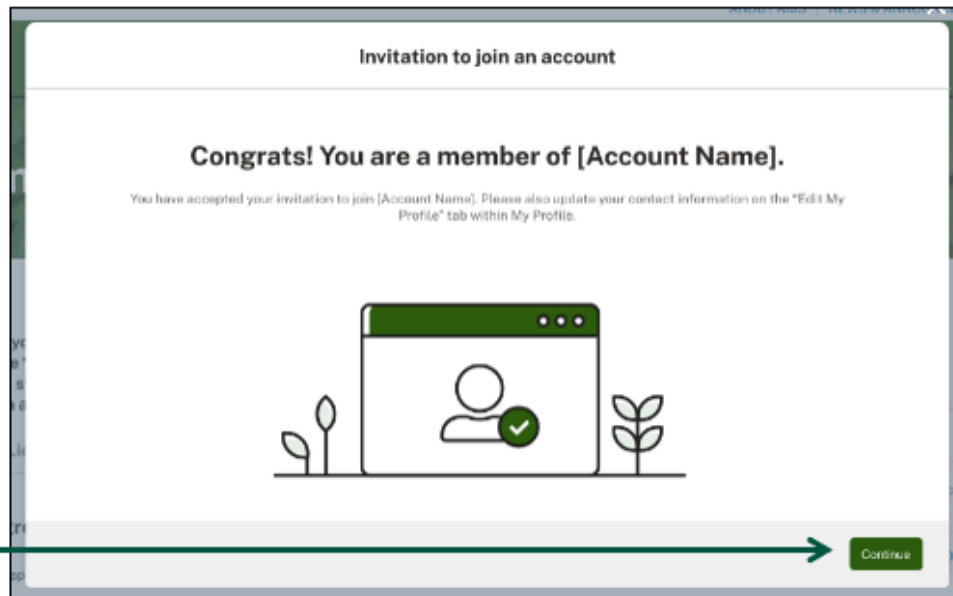
2. You will be directed to log into HeMP using your USDA eAuthentication (eAuth) credentials. **Enter** your eAuth username and password, then **click** “Log In with Password” to log in.

The image shows a screenshot of the HeMP login page. At the top left, there is a user icon and the text "Log In with Password". To the right of this is a question mark icon. Below this, there are two input fields: "User ID" and "Password". To the right of the "User ID" field is a link that says "Forgot User ID". To the right of the "Password" field is a link that says "Forgot Password". Below the "Password" field is a checkbox labeled "Show Password". At the bottom of the form is a blue button that says "Log In with Password".

Log In to HeMP for the First Time (2 of 5)

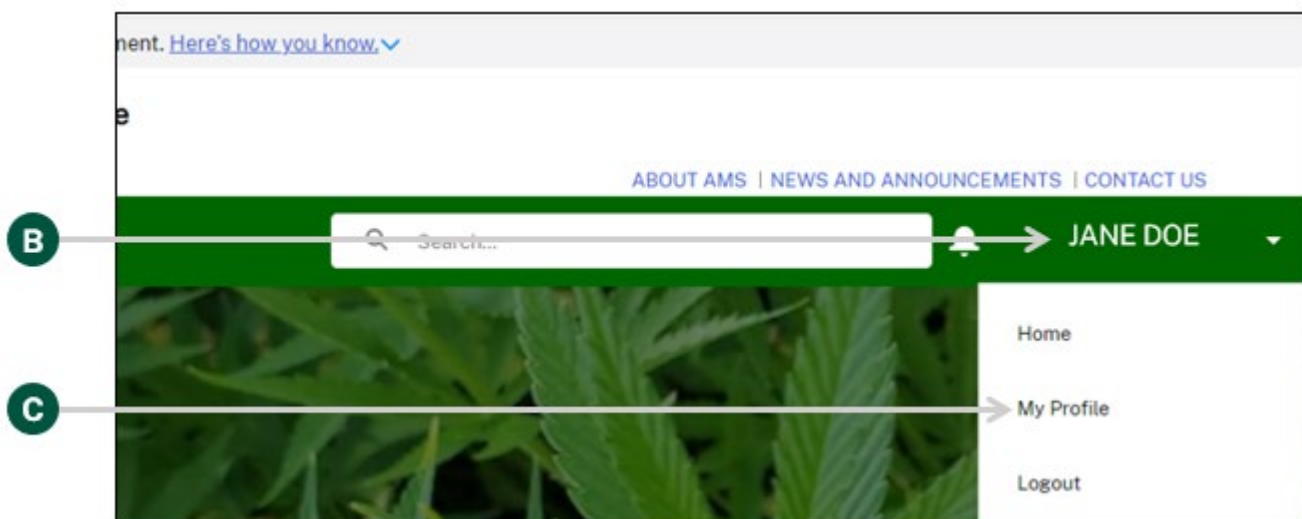
3. After logging in, you will receive one of the four following messages.

- **Message 1:** If you see the “Congrats! You are a member of [Account Name]” message below, you have successfully accepted your Account invitation.
 - A. After seeing this message, **click** “Continue”.



B. **Click** your Account dropdown on the righthand corner of the page.

C. **Click** “My Profile” from the dropdown.

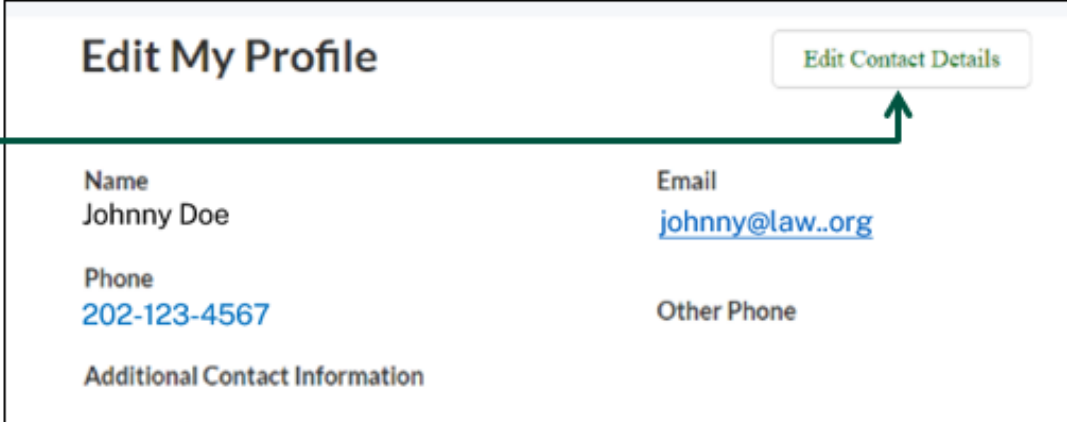


Log In to HeMP for the First Time (3 of 5)

3. Continued: After logging in, you will receive one of the four following messages.

- Continued: **Message 1**

D. You will be directed to your “Edit My Profile” tab, **click** “Edit Contact Details”.



The screenshot shows the "Edit My Profile" page. At the top right, there is a button labeled "Edit Contact Details". Below the header, the contact information is displayed in a table-like format:

Name	Johnny Doe	Email	johnny@law..org
Phone	202-123-4567	Other Phone	
Additional Contact Information			

A green circle with the letter 'D' is positioned to the left of the page, with a line pointing to the "Edit Contact Details" button.

E. **Review** and **update** your contact details by clicking into any of the fields listed on the page including “Name” and “Contact Information”. Note: You cannot update your email address from the “Edit My Profile” page. Your HeMP Account is linked to your eAuth Account. If you need to update your email address, you will need to do it through your eAuth Account in [Update Account page](#).



The screenshot shows the "Edit My Profile" page with a form for editing contact details. The form includes the following fields:

- Name** (required): Salutation dropdown menu (currently set to "--None--").
- First Name**: Text input field containing "Johnny".
- Middle Name**: Text input field containing "Middle Name".
- Last Name** (required): Text input field containing "Doe".

A green circle with the letter 'E' is positioned to the left of the form, with a line pointing to the "Name" section.

F. **Click** “Save Changes” at the bottom of “Edit My Profile”. Congratulations, your HeMP Account is now complete. You may now begin using your HeMP Account.



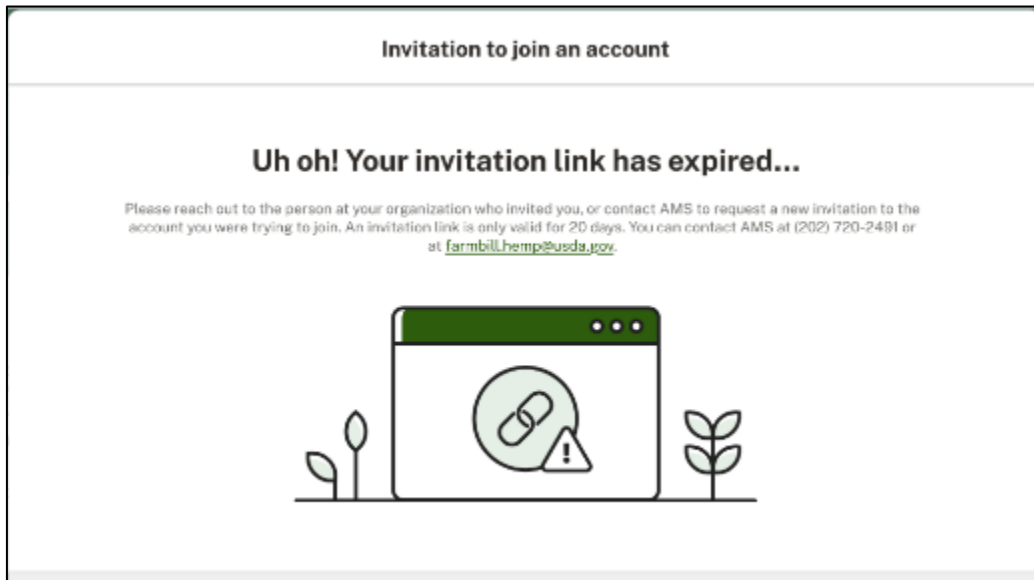
The screenshot shows two buttons at the bottom of the page: a "Cancel" button and a "Save Changes" button. The "Save Changes" button is highlighted in green.



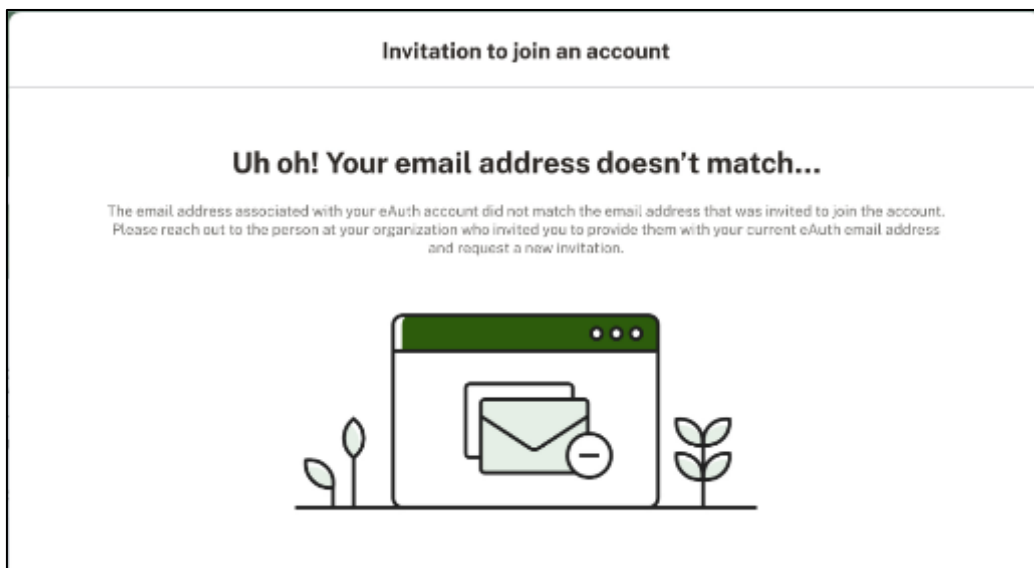
Log In to HeMP for the First Time (4 of 5)

3. Continued: After logging in, you will receive one of the four following messages.

- **Message 2:** If you see the “Uh oh! Your invitation link has expired” message below, your invitation link has expired. **Request a new invitation** by emailing DHPP at farmbill.hemp@usda.gov.



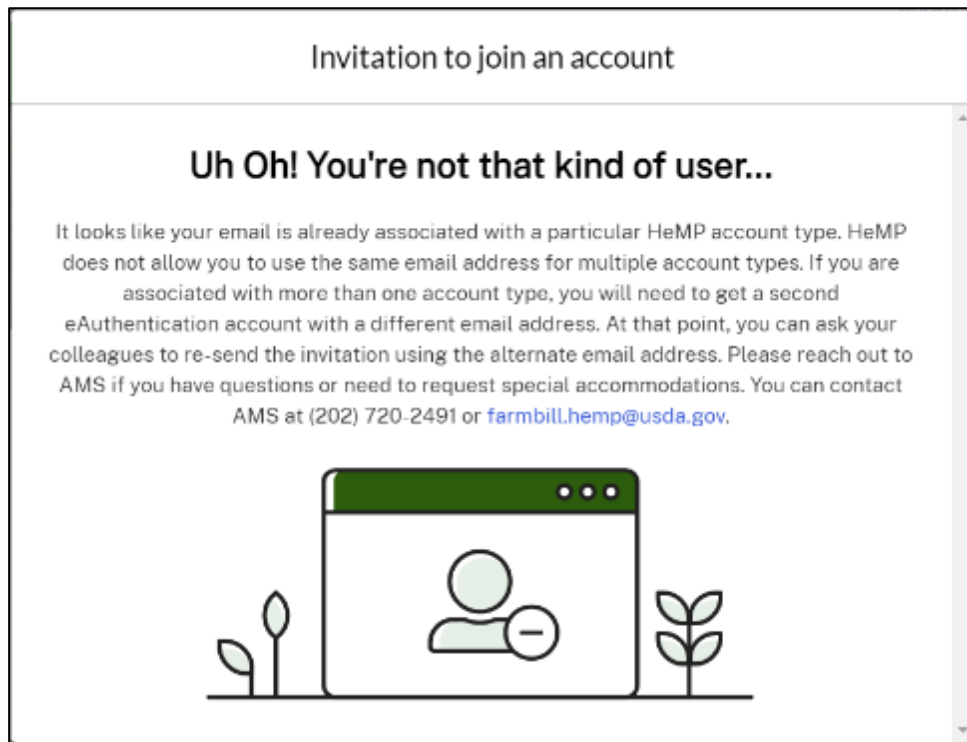
- **Message 3:** If you see the “Uh oh, Your email address doesn’t match” message below, the email address associated with your eAuth Account does not match the email address invited to join the Account. **Request a new invitation** by emailing DHPP at farmbill.hemp@usda.gov.



Log In to HeMP for the First Time (5 of 5)

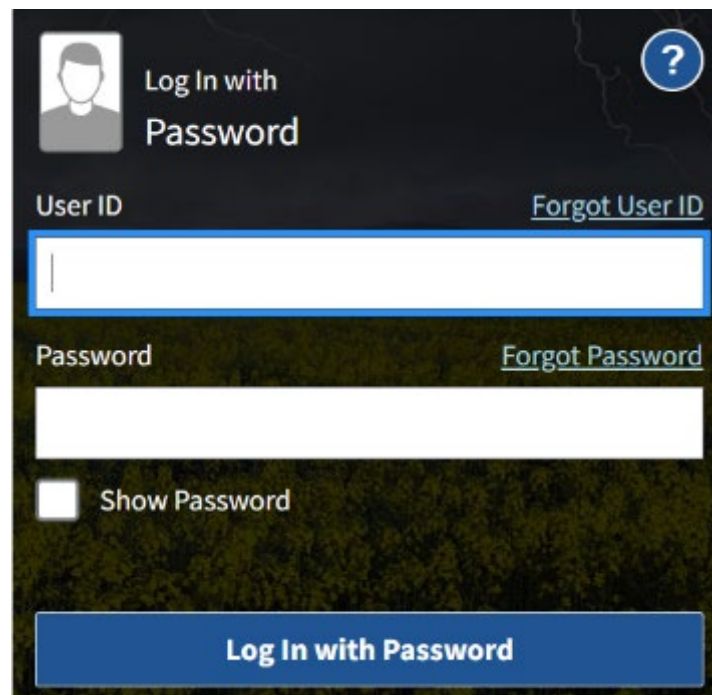
3. Continued: After logging in, you will receive one of the four following messages.

- **Message 4:** If you see the “Uh Oh! You are not that kind of user” message below, your email address is being used for another Account type (e.g., you have a Producer Account using the email provided). **You will need to create a second eAuth Account with a different email address to access your Account.** After your new eAuth Account is created. **Request a new invitation** by emailing DHPP at farbill.hemp@usda.gov.



Log In to HeMP (1 of 1)

1. Go to <https://hempsearch.ams.usda.gov>.
2. You will be directed to login to HeMP using your USDA eAuthentication (eAuth) credentials. **Enter** your eAuth username and password, then **click** “Log In with Password” to log in.



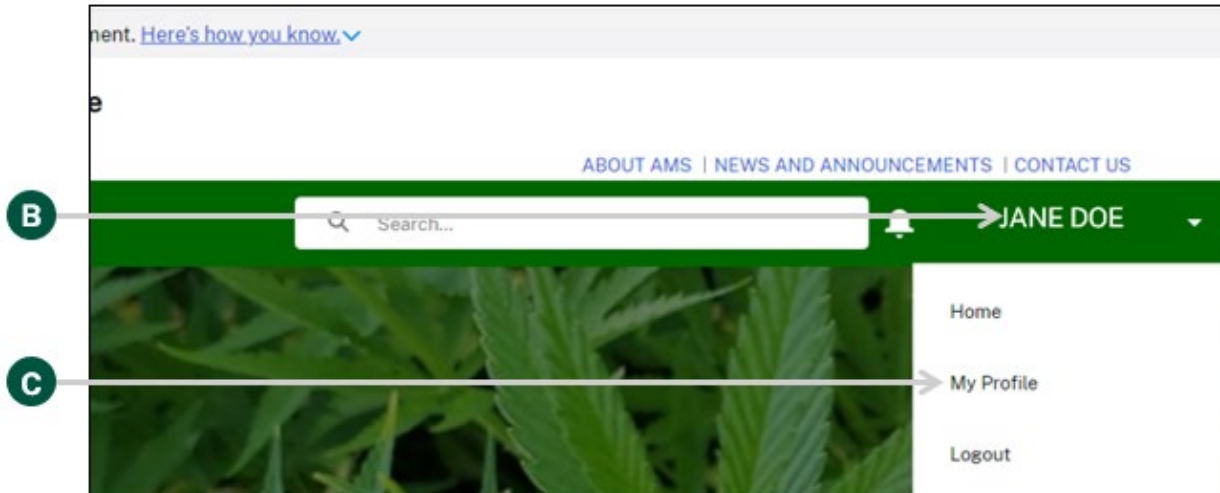
The screenshot shows a login interface with a dark background. At the top left is a user icon and the text "Log In with Password". At the top right is a blue circular help icon with a white question mark. Below this is a "User ID" label and a "Forgot User ID" link. A white input field for the User ID is highlighted with a blue border. Below that is a "Password" label and a "Forgot Password" link. A white input field for the password is shown. Below the password field is a "Show Password" checkbox, which is currently unchecked. At the bottom is a blue button with the text "Log In with Password".

Modify My Profile

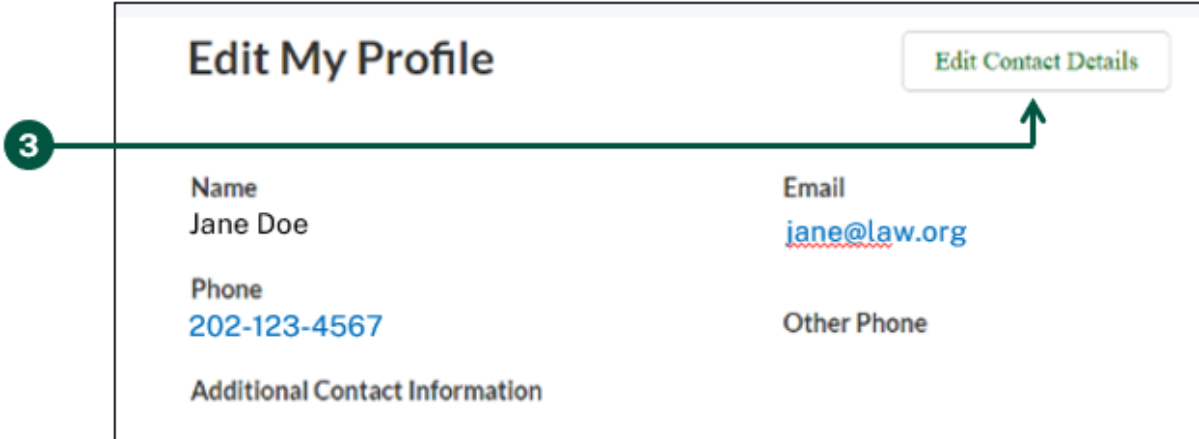
Modify Contact Information

Modify Contact Information (1 of 2)

1. **Click** your account dropdown on the righthand corner of HeMP.
2. **Click** “My Profile” from the dropdown.

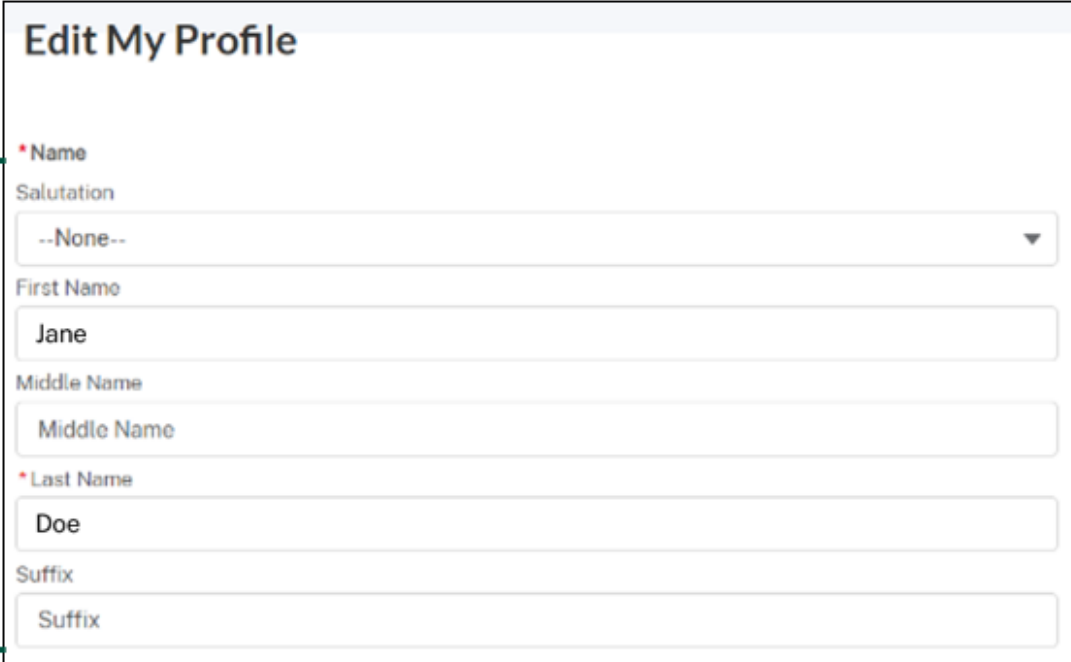


3. Once you are on the “Edit My Profile” page, **click** “Edit Contact Details”.



4. **Review** and **update** your contact details by clicking into any of the fields listed on the page including Name and Contact Information. Note: You cannot update your email address from the “Edit My Profile” page. Your HeMP account is linked to your eAuth account. If you need to update your email address, you will need to do it through your eAuth account in [Update Account page](#).

Modify Contact Information (2 of 2)




The screenshot shows a form titled "Edit My Profile" with the following fields:

- Name** (required): A group of fields including Salutation, First Name, Middle Name, Last Name, and Suffix.
- Salutation**: A dropdown menu with "--None--" selected.
- First Name**: A text input field containing "Jane".
- Middle Name**: A text input field containing "Middle Name".
- Last Name** (required): A text input field containing "Doe".
- Suffix**: A text input field containing "Suffix".

A green callout box with the number "4" is positioned to the left of the form, with a bracket indicating it encompasses the Salutation, First Name, Middle Name, Last Name, and Suffix fields.

5. Click "Save Changes" at the bottom of "Edit My Profile".



The screenshot shows two buttons: "Cancel" and "Save Changes". The "Save Changes" button is highlighted in green. A green callout box with the number "5" is positioned to the left, with an arrow pointing to the "Save Changes" button.

Use the Law Enforcement Search Tool

Use the Law Enforcement Search Tool

Use the Law Enforcement Search Tool (1 of 5)

The HeMP Law Enforcement Search Tool allows you to search for hemp license information, including details about USDA licensed producers and producers authorized under a State or Tribe. As part of this information, you can also see detailed maps of where hemp is being grown based on available lot data from FSA. Please make sure your spelling is correct since the Law Enforcement Search Tool uses exact search terms. Lastly, the Law Enforcement Search Tool is now mobile-friendly! Access the tool from any mobile phone that has wireless internet access.

The following steps outline how to access and use the HeMP Law Enforcement Search Tool.

1. **Enter** your search criteria in the field(s) one or more of the following fields:
 - A. City: The city you are searching for (e.g., “Los Angeles”)
 - B. State: Select the desired state from the drop down
 - C. Address: Location number and street name (e.g., “123 Hemp Grower Way”)
 - D. Zip Code: For the location you are searching (e.g., “20005”)

Note: The tool is flexible and allows you to search by one criteria (e.g., Growing State is “California”) or multiple criteria (e.g., Growing State is “California” and City is “Los Angeles”).

When you have finished putting in your desired criteria, **click** “Search”. If you have additional criteria that you would like to use to find your results, see Step 2 on the next page.

Welcome to the Law Enforcement Search Tool
Use this search tool to find licenses in your area. Download the [user guide](#) for more detailed instructions.

The USDA is continuing to gather and improve its hemp data collection process. At first, this tool may not capture all valid hemp production. If your search does not return any results, please contact USDA before taking legal action. Law enforcement or regulatory officials may verify licensing information with USDA by calling 202-720-2491, or e-mailing farmbil.hemp@usda.gov, Monday-Friday from 9:00-5:00 pm EST.

Search Hemp Licenses

Instructions
Use these fields to find hemp licenses based on headquarters or growing lot location. Searches are done on exact terms, so make sure your spelling is correct.

City:

State:

Address:

Zip Code:

> Advanced Search

Sorted by:

Use the Law Enforcement Search Tool (2 of 5)

2. **Click** on the "Advanced Search" for the ability to expand your search criteria. As a reminder, please make sure your spelling is correct since the system pulls on exact terms.

The screenshot shows the "Advanced Search" interface. A green circle with the number "2" points to the "Advanced Search" header. Callout "A" points to the "Growing Lot County" input field. Callout "B" points to the "Entity Name" input field. Callout "C" points to the "License Number" input field. Callout "D" points to the "License Holder First Name" input field. Callout "E" points to the "License Holder Last Name" input field. Callout "F" points to the "Employer Identification Number" input field. Callout "G" points to the "Sorted by" dropdown menu, which is currently set to "Entity Name (A-Z)". A green circle with the number "4" points to the "Search" button. There is also a "Clear Fields" button next to it.

3. **Enter** the criteria to help you locate exact results for the following fields:

- A. Growing Lot County: Searches the full name of the county (e.g., Maricopa, Burleigh, etc.)
- B. Entity Name: Searches the business name, research institution, or individual licensed to grow hemp (e.g., Jane Smith, Cornell University, Hemp Co., etc.)
- C. License Number: Searches the USDA-issued (e.g., USDA_55_5555) or State/Tribe license number format.
- D. License Holder First Name: Searches the first name of the license holder. Please note, that this will only populate USDA-run hemp programs.
- E. License Holder Last Name: Searches the last name of the license holder. Please note, that this will only populate USDA-run hemp programs.
- F. EIN: Searches the EIN format (e.g., 12-3456789)
- G. Sort by: Entity Name (A-Z), Entity Name (Z-A), Issue Date (ASC), or Issue Date (DESC)

4. **Click** "Search".

Use the Law Enforcement Search Tool (3 of 5)

5. **Scroll down** to view your search results. All results will automatically populate in the “List View”. As shown below, the “List View” will give you the following details:

- The producer license number
- The license status (active, active on corrective action plan, expired, or canceled)
- The producer’s contact information, including headquarter address
- Regulatory Body information (USDA or State/Tribe)
- Growing lot location(s)
- License expiration date

See below to adjust the search results:

- Click** the “Show” box to adjust how many search results display in the search results table.
- Click** “Print” to print your search results.
- Click** “Satellite” to see an aerial, satellite view of the map.
- Click** the Zoom In/Out feature to see the “Growing Lot Preview”.

The screenshot shows the search results interface. At the top, there is a 'Results' header with a 'Print' button (labeled B). Below the header, there are tabs for 'List View' and 'Map View'. A dropdown menu shows 'Showing 20 of 50 results' and 'Show 20 results per page' (labeled A). The main content area displays a search result for 'Producer Test Account 1-Business Entity' with an 'Active License' status (labeled 6). The result details include: Primary Contact, Regulatory Body Details (USDA), License Expiration Date (2025-12-31), Headquarters Address (Boston, Massachusetts), and Growing Lot Locations (Hampden County). To the right, there is a 'Growing Lot Preview' map showing a pink highlighted area on a street map (labeled C). The map has 'Map' and 'Satellite' buttons, and a zoom control (labeled D).

6. **Click** the Entity Name to view the license in more detail.

Use the Law Enforcement Search Tool (4 of 5)

- Once you have clicked on a specific license, you can view more details about the license and view the key participants associated with the license.

9 → [Back to Hemp License Search](#)

7 →

USDA_25_0050	Organization Name Producer Test Account 1-Business Entity
License Status Active	EIN 101-101-1059
Type of License	Headquarters Information Boston, Massachusetts United States
Issue Date 2022-01-01	Regulatory Body USDA
Expiration Date 2025-12-31	
License Holders	

Key Participants

This license does not seem to have any Key Participants.

- Scroll** to view the lots associated with the license. **Click** on a pin to see the intended use, growing county, and growing lot at that location. Note: If you do not see the associated lot with the license this could mean that the Producer did not register with FSA this program year or, the Producer's license number was not provided to FSA.

Lots

Map Satellite

Producer Test Account 1 - Business Entity (Active)
Intended Use: Cannabidiol
Growing County: Hamblen
Growing Lot: 0005241-8914-28

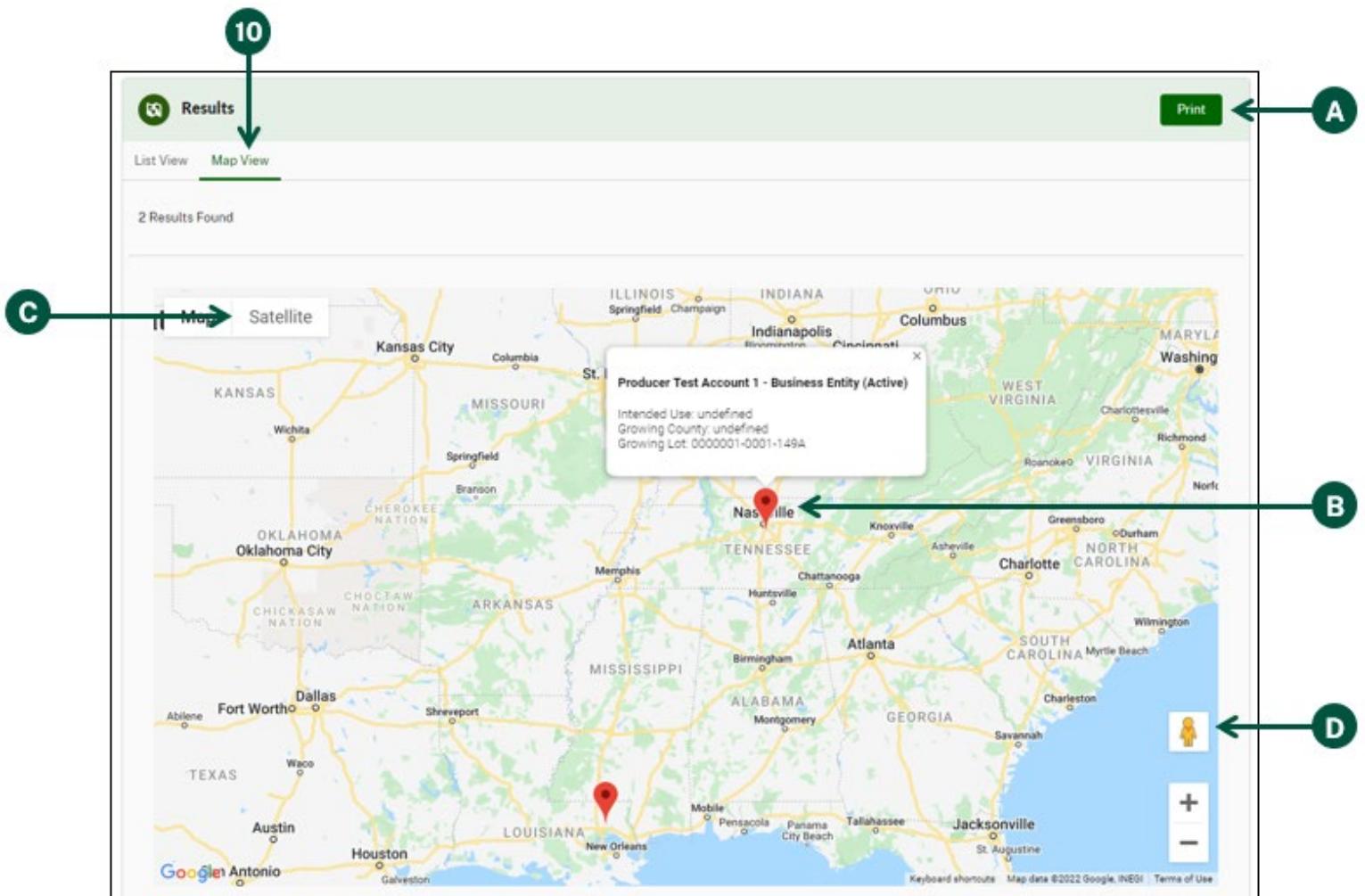
8 →

- Click** "Back to Hemp License Search" to return to the search results.

Use the Law Enforcement Search Tool (5 of 5)

10. Once you are back on the homepage with your criteria results, **click** “Map View” to view the lots associated with the licenses generated within your search results. See below for more map and adjustment features:

- A. **Click** on “Print” to print your map results.
- B. **Click** on a pin to adjust the map and view lot details.
- C. **Click** “Satellite” to see an aerial, satellite view of the map.
- D. **Drag** and drop the yellow person icon on a street near the lot to see a street view of the map. The street view shows a visual representation of the surrounding area of the lot.



Note: If your search does not return any results, please contact USDA before taking legal action. Law enforcement or regulatory officials may verify licensing information with USDA by calling 888-721-4367, or e-mailing farmbill.hemp@usda.gov, Monday-Friday from 9:00-5:00 PM ET.