



## United States Department of Agriculture

---

Agricultural Marketing Service, Specialty Crops Program, Specialty Crops Inspection Division

---

### **PATCH # 009**

**DOCUMENT:** General Market Manual July 2015

**REMARKS:** The following guidance is being issued to further set Division policy regarding the FV-237 (Request for Inspection) and subsequent certification of terminal market commodities for import under Section 8e. Due to implementation of Marketing Order and Agreement Division's (MOAD) new Compliance Enforcement Management System (CEMS) program, changes in the way these FV-237s are completed and certificates formatted are necessary to allow accurate transfer of inspection data from FEIRS to CEMS.

### **SECTION 8E INSPECTION REQUESTS**

The first notification of a pending Section 8e inspection is the SC-357 **"INITIAL INSPECTION REQUEST FOR REGULATED IMPORTS OF FRUITS, VEGETABLES, NUTS AND SPECIALTY CROPS"**, transmitted via email to the local inspection office. The SC-357 will list the Customs Entry Number (CEN), the applicant name, the product, the quantity, the lot weight, the entry or arrival date, and the date and location where the product will be made available for inspection. SC-357s received will be kept on file to be crosschecked with the accompanying FV-237 submitted or completed when the product is available for inspection.

All commodities subject to Section 8e inspections will need to be requested on the FV-237 as one CEN per lot. Each lot can contain only one CEN. Failure to identify and separate each lot by a single CEN prior to inspection will substantially delay MOAD's reconciliation and Customs' release of the cargo into channels of commerce. An FV-237 may contain multiple lots (i.e., size, pack type, variety, etc.), but each lot is to contain only one CEN.

### **CERTIFYING 8E PRODUCT**

To accomplish the desired data flow from FEIRS to CEMS, FEIRS certificates documenting Section 8e inspections must be properly formatted as follows:

- The CEMS software has been designed to compare total weight declared on the SC-357 with total weight listed on FEIRS certificates, with only a slight variance allowed. For this reason it is important that weight is reported correctly on the certificate. Inspectors

---

This PATCH represents official guidance. This PATCH is scheduled to be incorporated into the document listed above. After incorporation into the document listed above this PATCH will become obsolete. USDA is an equal opportunity provider, employer, and lender.

---

need to manually convert the marked package weight from kilograms to pounds so that the total weight reported is accurate. Kilograms will be converted to pounds with a conversion rate of 2.2 pounds per kilogram.

- CEMS receives inspection data from Federal-State offices not integrated to FEIRS via a specialized Section 8e spreadsheet and web application. Federal-State offices should contact their Federal Program Managers (FPM) for further information.
- Each lot listed on a certificate may contain only one Customs Entry Number (CEN). A certificate may contain multiple lots (i.e. size, pack type, variety, etc.), but each lot is to be covered by only one CEN. ***This is vitally important to the success of this program.***
- In offices integrated to FEIRS there will be no handwritten paper FV-300 certificates issued for Section 8e inspections. All lots inspected on a paper notesheet must be reported on a FEIRS FV-E301 and formatted correctly as instructed.

---

This PATCH represents official guidance. This PATCH is scheduled to be incorporated into the document listed on the first page. After incorporation into the document listed above this PATCH will become obsolete.

---