IPHIS Access Instructions

Prerequisites
Computer setup

To access USDA PPQ's IPHIS system you need, at a minimum, Internet access and a web browser. This includes Microsoft, Linux or Apple operating systems. IPHIS has been tested with Chrome, Microsoft Internet Explorer 10.0, IE 8.0 (in compatibility mode), and Mozilla Firefox 3.6.

Adobe Flash is required to use IPHIS' mapping feature.

Microsoft Excel is required for managing spreadsheets used to upload data. In testing, many third-party

Excel imitators do not correctly emulate ".xls/.xlsx" file formats and therefore have not worked when uploading data to IPHIS.

Request Logon Account

You are required to have a USDA eAuthentication (eAuth) account to use IPHIS. If you are an employee of USDA you should already have Level 2 eAuth access for other USDA programs such as AgLearn and GovTrip. If you are a cooperator with access to USDA's PCIT or ePermits, you have a Level 1 eAuth access and do not need to request an account.

Register at https://www.eauth.usda.gov/eauth/b/usda/registration if you need eAuth credentials.

Note: an e-mail account, whether work or personal, is required.

State and county cooperators will request Level 1 Access. Approvals typically occur within the hour.

Set IPHIS Access and Role(s)

Log on first time to request access

Go to https://iphis.aphis.usda.gov to log into IPHIS using your eAuth username (this will display as User ID). First time access requires filling out a "New User Role Request" form (Figure 1). Fill in all required fields, as indicated by the *symbol, then click "Request New Role." You'll receive e-mail notification once the Security Officer approves. Contact IPHIS Technical Support if your office is not listed in the Office drop-down field.

Figure 1