Commodity Import and Export Manuals

Last Modified:

APHIS works with Federal and State partners and authorized cooperators to carry out its mission of safeguarding U.S. agriculture and facilitating safe trade. The following manuals are for U.S. Customs and Border Protection, APHIS Plant Protection and Quarantine (PPQ) employees, and others authorized by PPQ to carry out official commodity import and export operations.

Visit the domestic program manuals page to see manuals related to domestic plant health programs and emergency response operations.

Agricultural Commodity Import Requirements Search Tool

Go to ACIR

Use the Agricultural Commodity Import Requirements (ACIR) search tool to look up import requirements for many agricultural commodities, including:

- Fresh fruits and vegetables
- Processed fruits and vegetables

- Cut flowers and greenery
- Seeds not for planting
- Plants and seeds for planting

For commodities not listed, please see the manuals below.

Use the "Facilities" search engine to find approved facilities by country and commodity/activity.

Go to the "Help" tab to view short videos on how to use ACIR. For more help, email the ACIR Help Desk.

Go to the "Feedback" tab to send suggestions to the ACIR team.

Commodity Import Manuals

Agricultural Quarantine Inspection Monitoring (AQIM)

Provides instructions to U.S. Customs and Border Protection and PPQ employees on implementing AQIM at designated work locations, training employees on risk analysis and risk management basics, and using AQIM data to make better risk-based decisions.

- AQIM Handbook | August 2026
- AQIM Worksheets
  - Air Cargo
  - Air Passenger Baggage
  - Mail Facility
  - Maritime Cargo
  - Northern Border Cargo - Perishables
  - Northern Border Vehicle
  - Preclearance Air Passenger
  - Predeparture Air Passenger - AQI Monitoring Data (Hawaii and Puerto Rico)
  - Southern Border Cargo
  - Southern Border Vehicle
- AQIM Program Summary, Fiscal Year 2025

Bulb Inspection Manual

Provides instructions to officers who will inspect bulbs for shipment to North America.

- Bulb Identification Manual | November 2025

CITES I-II-III Timber Species Manual

Provides U.S. Customs and Border Protection and PPQ personnel with procedures for enforcing the Convention on International Trade in Endangered Species of Wild Flora and Fauna (CITES) for Appendix I, Appendix II, and Appendix III timber species.

- CITES I-II-III Timber Species Manual | September 2026
- Request for Services to Transport, Store, and/or Dispose of Seized or Forfeited Shipments (Fillable PDF Worksheet)

Federally Recognized State Managed Phytosanitary Program Manual

Guides State Plant Regulatory Officials through the process of petitioning to establish and maintain a federally recognized State managed phytosanitary program .

- Federally Recognized State Managed Phytosanitary (FRSMP) Program Manual | March 2026
- Petition Worksheet
- FRSMP Program Audit Checklist and Summary Report

Plants for Planting Manual

Details procedures U.S. Customs and Border Protection and PPQ officials should use to regulate imported plants and plant parts used for propagation.

- Plants for Planting Manual
- Use ACIR's "Facilities" search engine to find approved facilities by country and commodity/activity.

Treatment Manual

Guides PPQ employees in selecting and conducting chemical and nonchemical treatments to prevent the movement of agricultural pests into or within the United States. ***Note:*** *The procedures and treatment schedules in this manual are authorized for use only by APHIS.*

- Treatment Manual
  - In-Transit Cold Treatment Approved Containers and Vessels Database
  - Supplemental Information: Methyl Bromide 2016 Label Comparison Table (166.34 KB) | April 2023
- Use ACIR's "Facilities" search engine to find approved facilities by country and commodity/activity.

See More See Less

Commodity Export Manuals

Export Program Manual

Provides instructions to Federal, State, and county Authorized Certification Officials for inspecting plants and plant products and issuing Federal Export Certificates.

- Export Program Manual | November 2026
  - State and County Fee Remittance Worksheet (97.79 KB)
  - Certificates Issued Worksheet (47.2 KB)
  - Checks Collected Worksheet (103.29 KB)
  - Refund Request Worksheet (59.04 KB)
  - Model Letter for Documenting Major Errors on an Export Certificate (43 KB)
  - Held Shipment Worksheet (164.37 KB)

See More See Less

Predeparture Program Manuals

Hawaii Manual

Instructs PPQ employees on regulating propagative and nonpropagative plants, plant parts, and products and conveyances originating in Hawaii and moving to other parts of the United States.

- Hawaii Manual (1.99 MB) | September 2026

Puerto Rico and the U.S. Virgin Islands Manual

Instructs PPQ and U.S. Customs and Border Protection employees on regulating propagative and nonpropagative plants, plant parts, and products and conveyance carriers originating in Puerto Rico or the U.S. Virgin Islands and moving to the United States or other Territories.

- Puerto Rico and the U.S. Virgin Islands Manual (3.76 MB) | September 2026

Contact Us

Send comments or questions about these manuals to:

Manuals Unit

Email: ppq.irm.ismu.manuals.feedback@usda.gov

Print