

Tips for Obtaining a Phytosanitary Certificate

1. The preferred method is to use U.S. Department of Agriculture's (USDA) web based system called Phytosanitary Certificate Issuance and Tracking (PCIT) system. Firms can apply online at no charge to use the system. USDA and MDARD issues all FPC's through PCIT. Webinar training is available online through the PCIT system. http://www.aphis.usda.gov/import_export/plants/plant_exports/pcit.shtml. MDARD staff will gladly help firms set up an account and run through the basics of this system. Firms who use PCIT find it saves them money and that they receive the inspection and certificate a whole lot faster, because information in the online application goes directly into the PCIT database and onto the FPC. Repeat shipments of similar product are the most cost effective because the information on the FPC is reused.
2. Contact the Michigan Department of Agriculture and Rural Development (MDARD) Nursery & Export Certification Manager at (517) 241-2977 or by e-mail at bryanm@michigan.gov
3. Contact MDARD at least one week before the projected shipping date so that we have time to schedule the inspection and determine entry requirements of the destination country.
4. Exporters may apply for inspection through the PCIT system or by faxing a paper application form to (517) 335-4540 attention: Mike Bryan or by e-mailing the form to the Nursery & Export Certification Manager. The application form is available online at http://www.michigan.gov/mda/0,1607,7-125-1568_2390_48159---,00.html . Please note that call-in requests without an application form will take more time. MDARD will charge for any staff time spent filling out an application form. (see rate below)
5. MDARD charges for time and mileage for issuing these FPC's. The rate is \$55 per hour used for the inspection including any time used in researching product requirements and filling out the paperwork. Mileage is calculated as the standard government rate from the nearest work site. A \$3 USDA administrative fee will also be applied to each FPC issued.
6. General information on the USDA Export program is available online at http://www.aphis.usda.gov/import_export/plants/plant_exports/faqs.shtml. Exporters should pay special attention to exporter responsibilities listed on the web site.
7. Export requirements for wood and wood products depends on the species of wood, whether or not is has been kiln dried and if bark is attached. Generally speaking, kiln dried lumber without bark is much easier to export than entire logs.
8. Exporters may contact Mike Bryan directly with any questions. Mike Bryan serves as the primary liaison between MDARD staff, industry, and the USDA Export Staff.

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