

User Guide: How to Search for a record using ARM's Global Search/Search Events

Purpose: This user guide describes how to search for a record in ARM using the Global Search/Search events or the Advanced Search functionality. The following content is covered in this user guide:

- 1. How to use the Global/Search Events.
- 2. How to use the Advanced Search.

1. Search Events

The Search Events allow the users to search for any records in ARM without any filters.

Refer to the table below on how to use the Simple Search functionality:

Action
Locate the global search field in your workspace.
STAGING Search events Q. Advanced Search
Inspections Diagnostic
Note: The global search field is located on the top right-hand side on your workspace.
Enter the identifier number of the record you are searching for and click on the search icon.
Note: Examples of identifier numbers are EAN numbers, DR numbers, Container numbers,
etc. Also, you must enter at least 4 alphanumeric characters. Any identifier not listed above
use the Advanced search, go to section number 2 Advanced Search for guidance.
arm.aphis.usda.gov says
You must enter at least 4 alphanumeric characters before searching.
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Advanced S	arch 💿								
Search									
10 ~	ecords per page							Filter	
Item Type	1 Event/RA/DR ID	1 Shipment ID's	Pest ID 🗍	Pest Info	Exam Batch ID	Inspection Location	Current Location	↓↑ Status ↓↑	Actions
Diagnostic	Request FLORL23090003-DR0	1 CN:TIGU2800035		Rottboellia cochinchinensis (Loureiro) Clayton (Poaceae) (Botany)		Orlando PIS	Orlando PIS	Physical Specimen Requested	i 🗄
Diagnostic	Request FLORL23090003-DR0	2 CN:TIGU2800035		Aleyrodidae (Entomology)		Orlando PIS	Orlando PIS	Al Pending Specimen Receipt	i 目
Inspection	FLORL23090003	CN:TIGU2800035				Orlando PIS		Inspection In Progress	i 🛛
Regulatory	Action FLORL23090003-E001	CN:TIGU2800035				Orlando PIS	Orlando PIS	Completed	i 🛛
Regulatory	Action FLORL23090003-E002	CN:TIGU2800035				Orlando PIS	Orlando PIS	Completed	i 🛛
	Action FLORL23090003-E003	CN:TIGU2800035				Orlando PIS	Orlando PIS	Pending Exclusion Results	i 🛛
Regulatory	Event/RA/DR ID	Shipment ID's	Pest ID	Pest info	Exam Batch ID	Inspection Location	Current Location	Status	Actions
Regulatory									



Step	Action
4	Locate the record and click on the Event ID/RA/DR ID.
	Regulatory Action 287415
	Note: The Event ID/RA/DR ID is a hyperlink that will re-direct you to the Information page.
	Info investigate
	Regulatory Action Acknowledgment Download Documents
	Article Country of Consignee Recipient Recipient Action Successful? Treatment Seal Seal Remarks Overtime PDF Origin Name Title Date Taken Faciliy Type Number
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	regions (AP) 1004g0 3, MINHM, FL33132, US Incline ON EAN Record ID 287415, pdf
	Regulatory Action Information
	Article Country of Shipper Date Reasons Remarks Regulation(s) Status
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	Avian materials from NU or HWA regions - Avian materials from NU or HWA 1 Kilograms N/A 33132, US Tobe 161H STREET 903 MIAMI FL S, MIAMI F
	Inspection Information
	Created: 03/04/2021 12/48/33 Event ID: 4901-6548692 Pathway: Air Cargo Exam Batch ID: 6548692
	Wpm Present?: Y Country of Origin: Trinidad and Tobago Estimated Arrival Date: 03/03/2021 00:00:00 Shipper: ADANNE EDWARDS-DYER, LP 174 LAVENTILLE EXT RD MUNANRNT, POS, TT
	Shipper: JAYON EDWARDS, 275 NE 19TH STREET 903 MIAMI FL 3, MIAMI, FL 33132, US Port of Arrival: AGUADILLA, PR (4901) Regular/Overtime: No Rescuences on the search version (2012) 415 =
	On the information page you will find information related to the shipment for the EAN. For
	example: CFR cited, regulatory actions taken, EAN PDF, consignee/shipper, Shipment
	identifiers, etc.
5	Click on the PDF Hyperlink located to the right side of the Regulatory Action
	Acknowledgement section to open a pdf copy of the EAN.
	Regulatory Action Acknowledgment Download Documents
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2. Advanced Search

The Advanced Search provides filters that will help the users when searching for any records in ARM.

Refer to the table below on how to use the Advanced Search functionality:

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Locate the Advanced Search field in your workspace.					
	STACING	earch events 0 Advanced Search			
	STAGING				
≱ Inspe	ctions 🔮 Inspections Diagnostic 👱 Regulatory	/ Action			
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note:	The Advanced searc	n field is located on the top r	right-hand side on your works		
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Click	Advanced Search.				
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Note:	A new window will	appear with the filters for the	e requested search.		
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Search E	ivents				
Advanced 9	Search				
Advanced e					
- Gener	al Filters				
- Gener Search 1	al Filters Target	Inspection/Interception Date Range *	PPQ Inspection Location		
- Gener Search T All	al Filters	Inspection/Interception Date Range * V 09/20/2023 - 12/19/2023	PPQ Inspection Location Select Inspection/Regulatory Action Workflow Status		
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Step	Action	
3	arm-staging.aphis.usda.gov says In addition to the Inspection/Interception D additional general filter must be used to pe	Date Range, at least one erform the search.
	IF	THEN
	Using General Filters	Go to Step 4.
	Using Diagnostic Filters	Go to Step 10.
	Using Program Filters	Go to Step 15.
4	Select a Search Target, if needed.	
	Search Target All All Inspection/Exam Batch DR/Pest ID Regulatory Action Shipment Identifier	
	Note: This field is not a required f	ield, this step can be skipped if this field will not be used.



Step	Action
5	Click on the Calendar Icon to select an Inspection/Interception Date Range and then click
	Apply.
	Inspection/Interception Date Range * PPQ
	09/20/2023 - 12/19/2023
	≤ Sep 2023 Oct 2023 >
	Su Mo Tu We Th Fr Sa 27 28 29 30 31 1 2 24 25 26 27 28 29 30
	3 4 5 6 7 8 9 1 2 3 4 5 6 7
	10 11 12 13 14 15 16 8 9 10 11 12 13 14 17 18 10 20 21 23 23 15 15 15 17 18 10 20 21
	24 25 26 27 28 29 30 22 23 24 25 26 27 28
	1 2 3 4 5 6 7 29 30 31 1 2 3 4
	09/20/2023 - 12/19/2023 Cancel Apply
	Note: The Inspection/Interception Date Range is the only required field on the search page.
6	Select a PPO Inspection Location if needed
Ū	Select a 11 Q Inspection Docation, it needed.
	PPQ inspection Location
	Select.
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	AR Luite Acut Contrastor PPQ AR Luite Acut Strop PPQ AR SPHD Office - Arkinss PPQ Angenting PPQ
	AZ Douglas PPQ AZ Lukeville PPQ
	Note: This field is not a required field, this step can be skipped if this field will not be used.
7	Select a CBP Inspection Location, if needed.
	CBP Inspection Location
	Select
	AKALCAN, AK (3104) CBP
	AK DALTON CACHE, AK (3106) CBP
	AK FAIKBAINS, AK (311) CDP AK FEDERAL EXPRESS COURIER AK (3195) CBP AK JUNEAU, AK (3101) CBP
	AK KETCHIKAN, AK (3102) CBP AK KODIAK, AK (3127) CBP
	AK PELICAN, AK (3124) CBP AK PETERSBURG, AK (312) CBP AK STIKA AK (315) CBP
	AK SKAGWAY, AK (3103) CBP AK ST PAUL AIRPORT, AK (3181) CBP
	AK UPS COURIER HUB, AK (3195) CBP AK VALDEZ, AK (3107) CBP AK WRANGEL I AK (3105) CBP
	AL APALACHICOLA, FL (1905) CBP AL BIRMINGHAM, AL (1904) CBP -
	Note: This field is not a required field, this step can be skipped if this field will not be used.







Note: This field is 1	not a required field, this step can be skipped if this field will not be us
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needed.	
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APHIS Headquarters - NS Academy of Natural Sciences - Al Academy of Natural Sciences - NS	
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Note: This field is a Select a Taxonomic Taxonomic Element Program Filters Doc. Number Collection Number Search	not a required field, this step can be skipped if this field will not be us c Element, if needed.



DR Workflow Status
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Select A AA dditional ID Required A AI Diagnostic Request In Progress A AI Pending Specimen Receipt A AI Specimen Received Diagnostics Canceled Diagnostics Canceled Diagnostics Canceled Darab Diagnostic Request Management Hold Not Specimen Received NS Additional ID In Progress NS Additional ID In Progress NS Additional ID Received NS Additional ID Received NS Additional ID Received NS Additional ID Received NS Portine Received NS Additional ID Received NS Proding Specimen Receipt NS Specimen Receipt NS Specimen Receipt NS Specimen Receipt NS Specimen Receipt NS Specimen Receipt Pending Quarantine Recommendation
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Doc. Number
Note: This field is not a required field, this step can be skipped if this field will not be used
Enter the Submitter name, if needed.
Submitter



Domestic Program
Select 🗸
Select
Ambrosia Beetles Animal Products and Byproducts Asian Longhorned Beetle Biological Control Biotechnology Black Bean Bug Black Stem Rust Boll Weevil Box Tree Moth Boxwood Blight Cactus Moth (Cactoblastis cactorum) Chrus Black Spot Citrus Black Spot Citrus Greening Coffee Berry Borer Coffee Berry Borer Coffee Leaf Rust
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21	Once you entered all the needed information, click Search.
	Search
3	Click on the Event ID/RA/DR ID.
	Regulatory Action 287415
	Note: The Event ID/RA/DR ID is a hyperlink that will re-direct you to the Information pag
	Info Investgate
	Regulatory Action Acknowledgment Download Documents
	Article Country of Origin Consignee (Consignee) Recipient Name Date Taken Pactor Successful? Treatment Type Seal No Remarks Cvertime PDF Avian materials from ND or HPAI regions -Avian materials from ND or HPAI regions (AP) Tinkida 3, MIAMI, FL 33132, US JAYON EDWARDS, 275 NE 3, MIAMI, FL 33132, US Sr. Infl GONZALEZ Origin Origin Overtime PDF Destroy Tinkida JAYON EDWARDS, 275 NE and JAYON EDWARDS, 275 NE 3, MIAMI, FL 33132, US Sr. Infl GONZALEZ Overtime Destroy Destroy <t< td=""></t<>
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	Inspection Information Created: 03/04/2021 12.48.33 Event ID: 4901-6548692 Pathway: Air Cargo Exam Batch ID: 6548692 Wpm Present?: Y Country of Origin: Timidad and Tobago Estimated Anrval Date: 03/03/2021 00:00:00 Shipper: JAPON E EDWARDS-DYER, LP 174 LAVENTILLE EXT RD MUNANRNT, POS, TT Shipper: JAPON EDWARDS. 275 NE 18TH STREET 903 MIAMI FL 3, MIAMI, FL 33132, US Prof Arrival: AGUADILLA, PR (4901) Regular/Overtime: No Feaguration of Arrival: AGUADILLA, PR (4901)
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