

Nominate a Commodity

When you do not find the commodity in the shipment you're inspecting, you can nominate a commodity in ARM.

- Nominate and search for scientific names only. Do not use trade names or common names.
- Nominate a commodity only for the import level that is required.

Go to the Commodity page.

Click on the magnifying glass to the right of the Commodity field to display the "Find Commodity" pop-up window.

The screenshot shows the USDA ARM interface. At the top, there is a "Commodity *" dropdown menu with a magnifying glass icon highlighted by a red box. Below this is the "Commodity" page for Event ID: PIS316020006. It features a "Commodity Master Table" with one entry: Rosa sp. (PM), N/A, Not Selected, Anguilla, 500 Plant Units, N & O Horticultural Products, LTD, New York, SB - 2222. Below the table is the "Add Commodity" form, where the "Commodity *" dropdown is also highlighted with a red box and contains "Rosa sp." with a magnifying glass icon.

The "Find Commodity" pop-up window will appear:

The "Find Commodity" pop-up window is displayed over the main page. It has a "Simple Search" section with three search criteria: "Scientific Name" (with an input field), "Commodity Type" (with a dropdown menu set to "Propagative Material"), and "Common Name" (with an input field and a note "Enter at least 3 characters to search..."). There are radio buttons for "Starts with" and "Contains" for both Scientific Name and Common Name. A "Search" button is present, along with a "Commodity Not Found" message. Below the search section is a table with columns for "Scientific Name", "Commodity Type", and "Common Name", which is currently empty with the message "No data available in table". Navigation buttons "First", "Previous", "Next", and "Last" are at the bottom of the table. "Cancel" and "Select" buttons are at the bottom of the window.

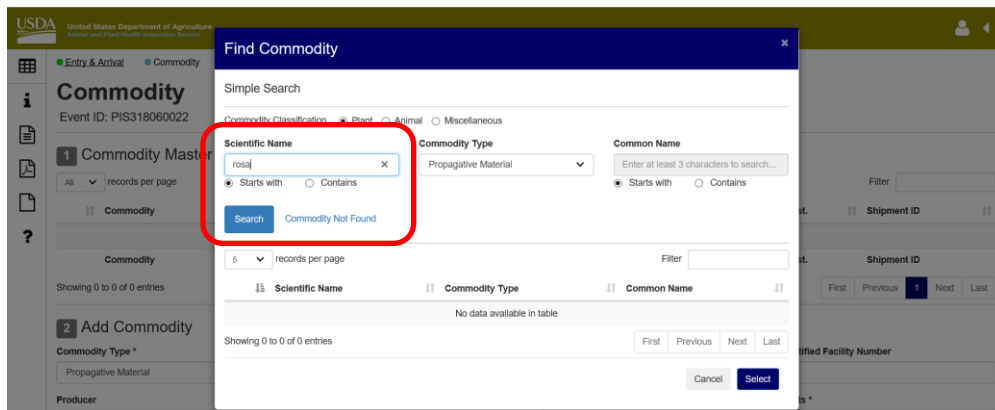
In the pop-up window, search for your commodity using the “Taxonomic Name” field. Note the two check boxes below the field.

Scientific Name

Starts with
 Contains

ARM defaults to displaying names that “Start with” the letters you enter. You can change that default by clicking the “Contains” check box.

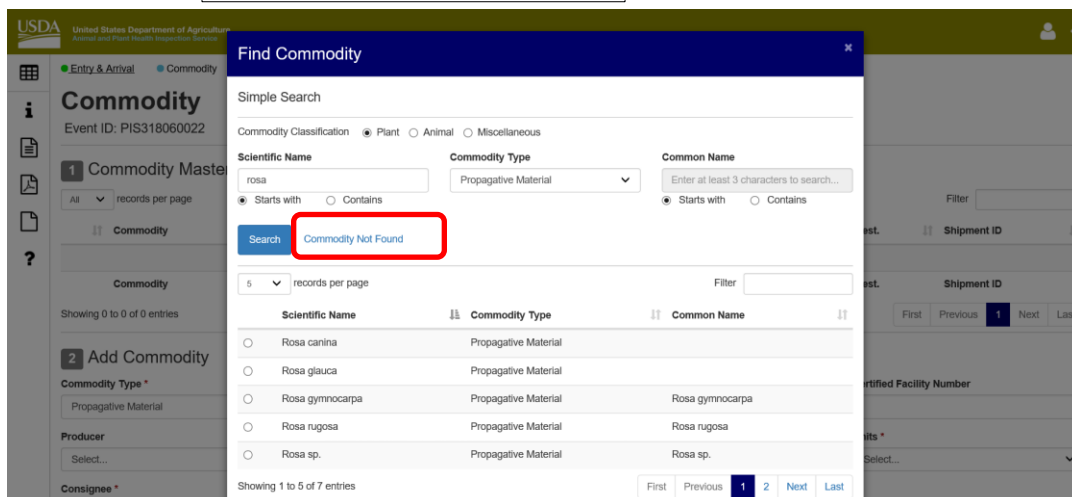
Click the Search button



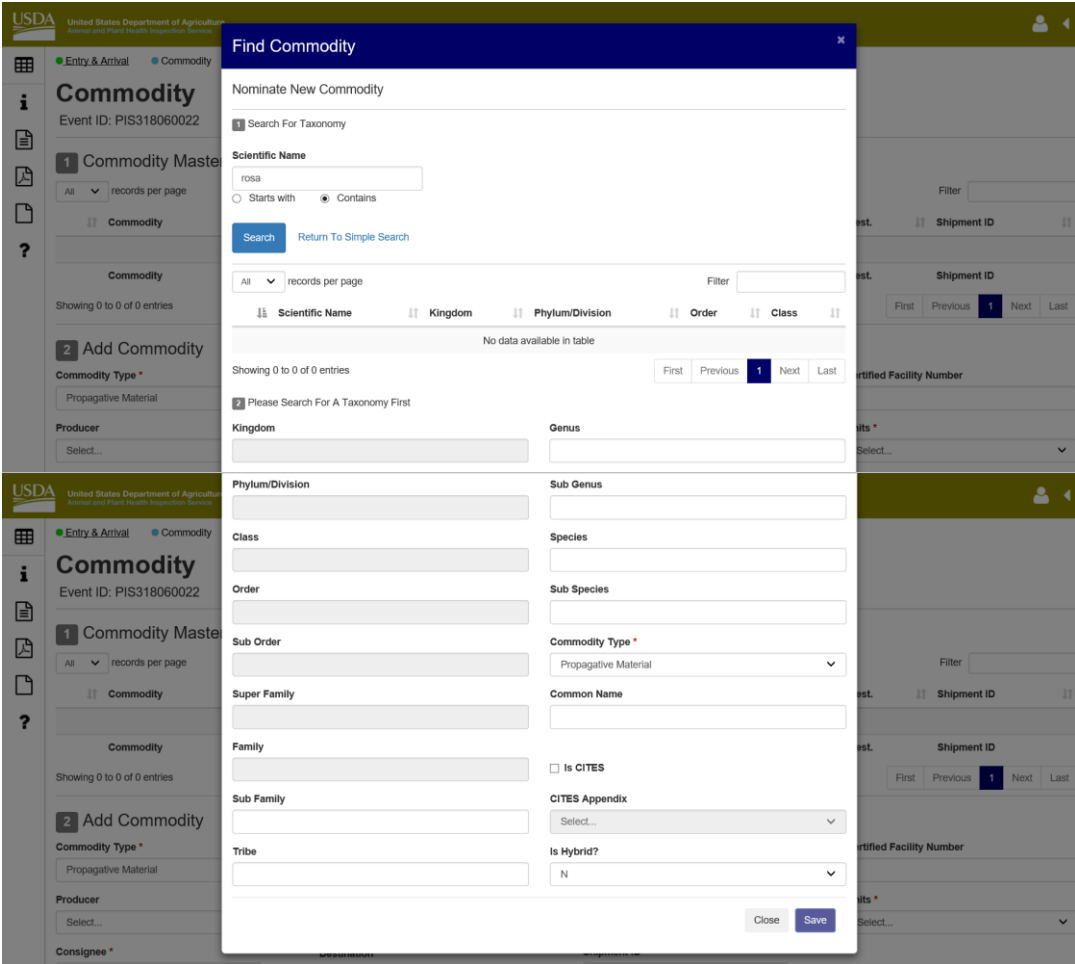
Your list of results will appear at the bottom of the screen.

If your results do not include the commodity you need to specify, click “Commodity Not Found.”

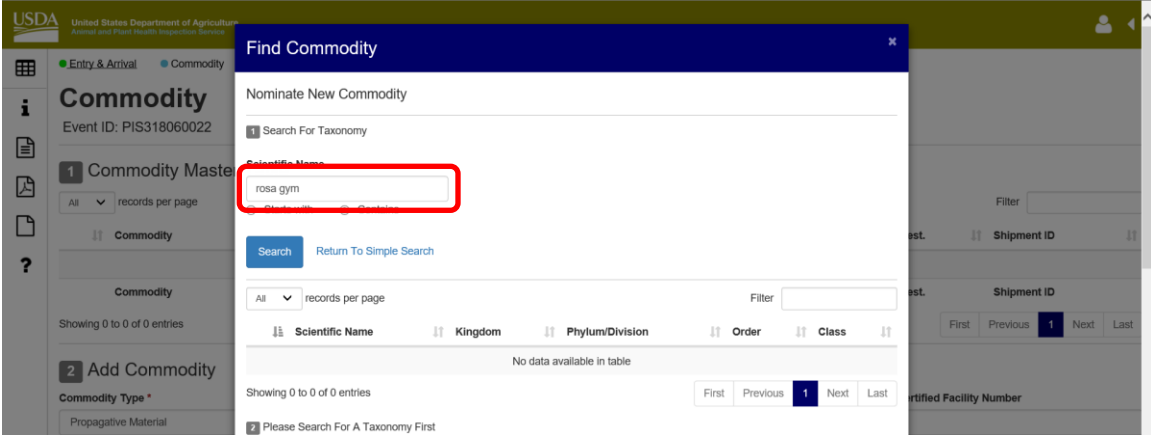
Commodity Not Found



You will then see this screen, “Nominate New Commodity”:



Go one level higher than the commodity you are trying to nominate (for example, if the genus is not found, then go to family, ... etc.) and click the search button.



When you find your commodity, you can nominate it.

Click the button next to the commodity. The entry will turn green.

Scientific Name

Rosa gymnocarpa Nutt. ex Torr. & Gray (Rosaceae)

The screenshot shows the 'Find Commodity' window with the following details:

- Search For Taxonomy: Scientific Name
- Search Input: rosa gym
- Search Options: Starts with (radio), Contains (radio)
- Search Button: Search
- Search Results: A table with one entry:

<input checked="" type="radio"/>	Rosa gymnocarpa Nutt. ex Torr. & Gray (Rosaceae)	Plantae	Magnoliopsida	Rosales
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Scroll down to section 2 and fill in *at least* the required field, “Commodity Type.” The field defaults to “Propagative Material.”

Select...

- Cut Flowers
- Cotton/Cotton Products
- Fresh Fruits & Vegetables
- Firewood
- Grain
- Logs
- Lumber
- Miscellaneous
- Propagative Material
- Wood Chips

Expanded “Commodity Type” Drop-down Menu

Please Search For A Taxonomy First

<p>Kingdom Plantae</p> <p>Phylum/Division Tracheophyta</p> <p>Class Magnoliopsida</p> <p>Order Rosales</p> <p>Sub Order</p> <p>Super Family</p> <p>Family Rosaceae</p> <p>Sub Family</p> <p>Tribe</p>	<p>Genus Rosa</p> <p>Sub Genus</p> <p>Species gymnocarpa</p> <p>Sub Species</p> <p>Commodity Type * Propagative Material</p> <p>Common Name</p> <p><input type="checkbox"/> Is CITES</p> <p>CITES Appendix Select...</p> <p>Is Hybrid? N</p>
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Close Save

Click the  button.

2 Please Search For A Taxonomy First

Kingdom Plantae	Genus Rosa
Phylum/Division Tracheophyta	Sub Genus
Class Magnoliopsida	Species gymnocarpa
Order Rosales	Sub Species
Sub Order 	Commodity Type * Propagative Material
Super Family 	Common Name
Family Rosaceae	<input type="checkbox"/> Is CITES
Sub Family 	CITES Appendix Select...
Tribe 	Is Hybrid? N

Your commodity will now appear on the Commodity page:

Commodity *

Rosa gymnocarpa

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Entry & Arrival Commodity Document Review Inspection Results Diagnostic Request Clearance Confirmation

Commodity

Event ID: PIS318070004

1 Commodity Master Table

All records per page

Commodity	CFN	Producer	Origin	Qty	Units	Consignee	Dest.	Shipment ID
No data available in table								

Showing 0 to 0 of 0 entries

2 Add Commodity

Commodity Type * Propagative Material	Commodity * Rosa gymnocarpa	Protected Plant Select...	Certified Facility Number
Producer Select...	Country of Origin * <input type="checkbox"/> Origin Unsure Select...	Quantity * 	Units * Select...
Consignee * Select...	Destination * Select...	Shipment ID * CN - 3415	