

User Guide: How to Access and Use the Plant Inspection Stations (PIS) Standalone Risk-Based Sampling (RBS) Calculator in ARM

Purpose: This user guide describes how to access and use the PIS Standalone RBS calculator in ARM. The following content is covered in this user guide:

- 1. Accessing PIS Standalone RBS Calculator page.
- 2. Calculating RBS number of samples.
- 3. Printing or deleting an RBS calculation.

Note: For RBS programmatic training, please contact National Operations Managers via email: <u>heather.moylett@usda.gov</u>

1. Locate the PIS Standalone RBS Calculator Page

ARM has a standalone RBS calculator tool that can be used to identify the number of samples to be pulled for inspections of propagative material in which an entry has not yet been filed at plant inspection stations. PIS Supervisors may use this calculator to estimate and determine overtime needs outside of an inspection record.

To access the PIS Standalone RBS Calculator Page, locate the calculator icon icon on the lefthand panel of the ARM workspace.

USDA		nited States Depa nimal and Plant Heal	artment of Agricu Ith Inspection Servi						STA	GING
⊞ i	0	rlando l	PIS: AC	QI / PIS	Supervis	or Workspa	ace	j ≜ Inspe	ections 🛛 👲 Regu	latory Action
- 目 内	*		ctions (¢				Filter		
	5	Date Of Arrival	s per page Date In Station ↓↑	Pathway ↓↑	Event ID 🏦	Shipment ID 1	Commodity 1	Quantity 1	Consignee 1	Show Active
⊕	+	09/24/2023	09/26/2023	Sea Cargo	FLORL23090003	CN:TIGU2800035	Multiple	Multiple	F.W. Schumacher, Co.	Costa Rica
*		10/04/2023 dalone	10/05/2023	Air Cargo	FLORL23100001	SB:406-12589633	Multiple	Multiple	AGRI STARTS	Guatemala
?		ulator /2023	10/11/2023	Air Cargo	FLORL23100004	SB:001-123645	Multiple	Multiple	Agri-Starts, Inc.	Guatemala
	+	11/17/2023	11/21/2023	Air Cargo	FLORL23110001	SB:001- 458798999	Multiple	5000 Plant Units	Aaron Rodas	Guatemala
	+	11/21/2023	11/21/2023	Air Cargo	FLORL23110002	SB:406-7879898	Achillea sp Achillea sp. (PM)	2500 Plant Units	Aditya Kulkarni	Guatemala
	Sho	wing 1 to 5 of 6	entries							



Below is how the PIS Standalone RBS page appears once you click on the calculator icon.

I PIS Standalone RBS Calculator			
1 RBS Commodities			
Shipment Identifier	Origin *	PM Type * 🗌 Comingled PM Type	
	Select	✓ Select	~
Total Plant Quantity	Sample Units "	Remarks	
	Inspectional Unit Ex: bags, boxes, bundles, shelves		
		Cat	Iculate RBS Cancel
2 Calculated Rows			
10 v records per page		Filter	
Shipment identifier 11 Origin 11 PM Type	Total Plant ↓≗ Quantity ↓↑ Sample Units	Reg No. To ↓↑ Inspect ↓↑ Remarks	ļţ.
	No data available in table		
Showing 0 to 0 of 0 entries		First F	Previous Next Last
		Save Selec	cted Delete Selected
3 Saved RBS Calculations			
10 v records per page		Filter Date Range 09/16/2023 00:	:00 - 12/15/2023 23:59
☐ Saved Date/Time ↓ Shipment identifier ↓ Origin ↓ F	М Туре	Total Plant Req No. To ↓↑ Quantity ↓↑ Sample Units ↓↑ Inspect	.l† Remarks .l†
□ 11/21/2023 16:05:23 001-75825522 Costa Rica F	tooted Plant (including grafted)	10000 10 7	

When the RBS page opens, you will be able to select and calculate the RBS samples for your shipment in which an entry has not yet been filed.

Note: This functionality is available only for AQI/PIS Supervisor role.

2. Calculate and Print Out RBS Pull Numbers

The ARM PIS Standalone RBS calculator will generate the required number of samples to pull for inspection for the shipments in which an entry has not yet been filed for regular or overtime needs. As a reminder, the RBS calculation process **does not** apply to shipments of seeds and shipments of plants collected from the wild and their seeds. Additional policy guidance on RBS can be found in the Plant Inspection Station Manual.

Refer to table below to calculate sample units for an overtime shipment:

STEP	ACTION
1	Enter a Shipment Identifier, if needed.
	Shipment Identifier



2	Select a Country of Origin.
	Origin * Select Afghanisian Alandi Slands Alandi Slands Abania Algeria American Samoa Andorra Angolia Angolia Anguita Antarctica Antigua and Barbuda Argentina Aruba Australia Australia Bahamas Bahrain Bangladesh No data available in table
3	Select a PM Type or Comingled PM Type.
	PM Type * Comingled PM Type Select Budwood/Graftwood (scion) Budwood/Graftwood (scion) Bub, Corm, Rhizome, Tuberous Stem Embedded Seed Meristem or Callus Tissue Culture (micropropagated/in vitro culture) Root cutting, crown, or clump, Tuberous Root Rooted Plant (including grafted) Seed Unrooted Plant
4	Enter the Total Plant Quantity, if needed
	Total Plant Quantity
5	Enter Sample Units.
	Select Total number of sampling units (bags, boxes, bundles, shelves, etc.) for the inspectional unit Inspectional Unit Ex: bags, boxes, bundles, shelves
	Note: The sample units are the total number of sampling units (bags, boxes, bundles, shelves, etc.) for the inspectional unit.



6	Enter Remarks, if needed.							
	Remarks							
	Note: You may type remarks on this field, but these remarks will only be visible in the PIS Standalone RBS Calculator page. SKIP this step if needed.							
7	Click Calculate RBS button. Calculate RBS Note: Once you click the Calculate RBS button, it will show in the Calculated Rows and the user will get the required number of samples to inspect.							
	Calculated Rows Filter Total Plant Reg No. To							
	Image: Shipment Identifier II Origin Image: PM Type Image: Content Print Image: Con							
8	Note: Repeat Steps 1-7 If you have more records. Go to Heading Number 2 Calculated Rows.							
0								
	IF THEN Saving calculations Go to Step 9.							
	Deleting calculations Go to Step 11.							
9	Select the Calculated Row.							
	2 Calculated Rows 10 records per page 8 Shipment Identifier Origin I PM Type I Quantity I Sample Units I Remarks I Remarks I 406-7898956 Costa Rica Unrooted Cutting 60000 100 13 Showing 1 to 1 of 1 entries First Previous 1 Next Last Save Selected Delete Selected							



10	Click Save Selected, if needed.
10	
	Save Selected Delete Selected
	Note: Once you save it, will move to Heading number 3 Saved RBS Calculations. To
	printout RBS calculations, you need to save them first.
	3 Saved RBS Calculations
	10 ✓ records per page Filter Date Range 12/201/2023 00:00 - 12/29/2023 00:00 Image: Total Plant Reg No. To
	Total Plant Req No. To Saved Date/Time JF Shipment Identifier 11 Origin 11 PM Type 11 Quantity 11 Sample Units 11 Inspect 11 Remarks 11
	12/15/2023 11:13:59 406-7898956 Costa Rica Unrooted Cutting 60000 100 13
	Showing 1 to 1 of 1 entries First Previous 1 Next Last
	Print Selected Delete Selected
11	Select the Calculated Row.
	2 Calculated Rows
	10 v records per page Filter
	Total Plant Req No. To Shipment Identifier II Origin I PM Type I Quantity I Sample Units I Inspect I Remarks I I
	2 406-7898956 Costa Rica Unrooted Cutting 60000 100 13
	Showing 1 to 1 of 1 entries First Previous 1 Next Last
	Save Selected Delete Selected
12	Click Delete Selected, if needed.
	Save Selected Delete Selected
	Save Selected
	Note: The deleted RBS Calculation will no longer appear under Heading Number 2
	Calculated Rows.
	2 Calculated Rows
	Total Plant Req No. To
	Shipment Identifier Origin I PM Type I Quantity I Sample Units I Inspect I Remarks I No data available in table No data available in table III Inspect I
	Showing 0 to 0 of 0 entries Next Last
	Save Selected Delete Selected



3. Print or Delete an RBS Calculation

The data entered for an RBS calculation in ARM can be printed or deleted, if needed.

Refer to table below to print or delete an RBS calculation in Heading number 3 Saved RBS Calculations:

STEP	ACTION								
1	Determine whether to print or delete the RBS calculation.								
	IF THEN								
	Printing calculation Go to Step 2.								
	Finning calculation	G		ep 2.					
	Deleting calculation	G	o to St	ep 4.					
2	Select row that requires to be print	int.							1
	3 Saved RBS Calculations				Filte		Di	te Rance	09/19/2023 00:00 - 1
	Saved Date/Time 17 Shipment Identifier 11 Origin 11 F	14 Tune				Total Plant Quantity	Sample Uni		Req No. To Inspect
	Image: Superson of the second secon					50000	100	9 11	13
3	Click on "Print Selected" tab.	e Selected							
	Note: After clicking on Print Se	lected, ARM w	vill gen	erate	the re	sults	on a PE)F fi	le.
	United States Department of Agriculture Animal and Plant Health Inspection Service Number of Sample Units Required For Planning RBS Commodities	an Inspection							
	No. Shipment identifier Origin	РМ Туре	Total Plant Qty	Sample Units	Req. No. to Inspect	Remarks			
	1 406-7898956 Costa Rica	Unrooted Cutting	60000	100	13				
4	Select calculation row that requi	res to be delete	ed.						
	3 Saved RBS Calculations				Filte	r	Da	te Range	09/19/2023 00:00 - 1
	Saved Date/Time 1F Shipment Identifier 11 Origin 11 F	РМ Туре				Total Plant Quantity	11 Sample Uni	ts II	Req No. To Inspect
	2 12/15/2023 11:13:59 406-7898956 Costa Rica U	Inrooted Cutting			(50000	100		13



STEP	ACTION					
5	Click on "Delete Selected" tab.					
	Print Selected Delete Selected					
	Note: The deleted RBS Calculation will no longer appears under Heading Number 3					
	Saved RBS Calculations.					
6	After deleting an RBS Calculation, to add another calculation follow the table from the Calculate and Print Out RBS Pull Numbers section, if needed.					