



## USA Accredited Field Inspection Program (AFIP) Specified Program Requirements - Appendix C

### 1 Purpose

This document sets forth the specified program requirements of the USA Accredited Field Inspection Program (AFIP). It also provides the requirements for the objective evaluation of a program submitted for accreditation and monitored by the Agricultural Marketing Service (AMS), Livestock and Poultry (L&P) Program, Quality Assessment Division (QAD).

The specified program requirements of the USA AFIP must be met through an approved USDA Process Verified Program (PVP). The requirements of the USDA PVP are defined in QAD 1001 Procedure: *USDA Process Verified Program*. The USDA PVP ensures that the requirements of the USA AFIP are supported by a documented quality management system.

The USA AFIP is a voluntary, user-fee service available to field inspecting entities or individuals. Accredited field inspectors, as listed on the [Official Listing of USDA Approved Accredited Seed Entities](#), may represent themselves as a USDA Process Verified Program, USA Accredited Field Inspector.

### 2 Scope

The USA AFIP applies to field inspectors seeking accreditation under this program.

### 3 Specified Program Requirements

- 3.1 Accredited field inspectors must inspect fields in accordance with US OECD *Seed Schemes Procedures Guide* if the seed is to qualify for OECD shipment.
- 3.2 A portion of the fields entered for official certification for OECD shall be check-inspected by official field inspectors. That portion shall be at least 5 percent.
- 3.3 Accredited field inspectors are audited to determine expertise and implementation during actual field inspections.

  
\_\_\_\_\_  
Jeffery Waite, Branch Chief  
Quality Assessment Division  
Livestock and Poultry Program

---

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

---

USDA is an equal opportunity provider, employer, and lender.