

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE  
GYPSY MOTH REFERRAL PROGRAM  
PROCEDURAL MANUAL  
(REVISED JANUARY 1991)



DIVISION OF PLANT INDUSTRY  
PEST EXCLUSION BRANCH  
1220 N STREET  
ROOM 425  
SACRAMENTO, CALIFORNIA 95814

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE  
GYPSY MOTH REFERRAL PROGRAM

**PURPOSE:**

This is to serve as a guide for the handling of gypsy moth regulated articles entering California from gypsy moth-infested areas. The following pages outline the procedures followed at the border stations for the handling of recreational vehicles and shipments of household goods. This manual also contains the recommended procedures to follow for the handling of shipments sent to the destination county under a gypsy moth 66-008A warning notice.

## TABLE OF CONTENTS

	Page
I. REFERRAL PROGRAM	
A. History.....	1
B. Federal Origin Inspection – OHA Documentation .....	1
II. BORDER STATE PROCEDURES	
A. Recreational Vehicles.....	2
B. Shipments of Household Goods.....	2
C. NEFAX Transmissions .....	2
D. Information Reported on Form 66-008A.....	2-3
E. Citations/Sealing.....	3
III. COUNTY PROCEDURES	
A. Gypsy Moth Inspection Priorities.....	4
B. Telephone Release Criteria.....	4-5
C. In Storage Shipments .....	5
D. Mortality Timetable for Shipments in Storage .....	6
E. Military Household Moves .....	6
F. Geographic Areas.....	6-8
G. Items Subject to Inspection .....	8
H. Shipments Diverted to Another County .....	8
I. Procedures for Locating Shipments .....	8
J. Criteria for 008A Notice Follow-Up.....	8-9
K. County Enforcement Procedures .....	9-10
L. Inspection Procedures.....	10
M. Methods of Treatment .....	10-11
N. Procedures for Handling Gypsy Moth Finds (Viable and Non-Viable) .....	11-12
IV. STATE FUNCTIONS	
A. Recording .....	12
B. Tracing.....	12-13
C. Follow-Up on Prosecution .....	13
D. Completing PPQ Form 518 .....	13-14
V. APPENDIX	
A. Example of a Border Station Warning Notice.....	15
B. Example of a Proposed Inspection Log.....	16
B. 1. Example of a Notice to Appear.....	17
2. Example of a Border Station Citation Investigative Report.....	18
C. C1-C3. Examples of OHA Documents .....	19-22
D. Examples of a Self-Inspection Document .....	23
E. E1-E3. Example of a Manifest and Inventory Sheets.....	24-27
F. NEFAX Transmission .....	28
G. Suggested Dialogue for Gypsy Moth Telephone Contacts.....	29
H. Form Used for Call-Ins .....	30
I. District Map – Listing addresses to which 008-A's should be sent for tracing.....	31
J. Letter to Homeowners .....	32
K. Postcard to Homeowners .....	33
L. State Tracing Letter .....	34
M. Example of Notice of Rejection .....	35
N. Example of a Hold Notice.....	36
O. Recommended Items for Gypsy Moth Inspection Kit .....	37
P. Pest and Damage Record (Form 65-020).....	38
Q. Report of Violation (PPQ Form 518) .....	39

## I. REFERRAL PROGRAM

All household goods shipments entering California that have originated from a known gypsy moth infested area and which could not be inspected at the border are issued a 66-008A, gypsy moth warning notice, by border station inspectors. This notice is sent to the county agricultural commissioner of the destination county for final disposition. (See APPENDIX A)

### A. History

The Gypsy Moth Referral Program was initiated because of the increased potential of gypsy moth introduction into California. The need for this program was due to the failure of earlier eradication attempts in gypsy moth-infested eastern states; increased migration; and the dramatic increase in gypsy moth population (643, 609 defoliated acres in 1979 to 2,383,383 defoliated acres in 1983).

Early in 1977, the United States Department of Agriculture/Animal, Plant Health Inspection Services/Plant Protection and Quarantine (USDA/APHIS/PPQ) restructured the Federal Gypsy Moth Regulatory Program using the concept of risk factors to determine the potential pest risk of movement of any item from a particular area. Items which presented the greatest risk of spreading gypsy moth and the degree of infestation in any specific area were factors considered in the new pest risk concept.

It was determined that items which were not given a high priority in past years posed a high potential risk of spreading gypsy moth; namely, mobile homes, recreational vehicles, and outdoor household goods. The regulated area was restructured into high-risk and low-risk areas depending on the degree of infestation.

Originally, California border stations issued a 66-017, "Movement Information Notice", on household goods shipments containing outdoor material originating from gypsy moth regulated areas. When the Federal Gypsy Moth Regulatory program was restructured, the California Department of Food and Agriculture (CDFA) altered its procedures based on recommendations from the county agricultural commissioners.

The California Agricultural Commissioners Association recommended to CDFA that a "Warning Hold For Inspection" 66-008 notice be issued on all shipments of household goods from high-risk areas. A three-month, four-county survey determined that shipments in which outdoor items were not shown on the shipper's manifest in many instances did contain outdoor items, thus, the basis for issuing a referral notice on all shipments entering from high-risk areas. The 66-008 was revised for gypsy moth purposes to the "Warning: This Vehicle Under Quarantine" 66-008A notice.

Under the present system, all shipments of household goods from gypsy moth regulated areas are issued a 66-008A. The final determination of the content of the shipment and inspection for gypsy moth infestation is left to the destination county agricultural commissioner.

Since June 1, 1985, commercial carrier shipments containing outdoor household articles (OHA) from federally designated high-risk gypsy moth areas which arrive at a California border station without a certificate of inspection (OHA or self-inspection) results in the issuance of a citation to the driver. (See APPENDIX B-1) The van is also sealed at the border before proceeding to its destination.

### B. Federal Origin Inspection – Outdoor Household Article (OHA) Documentation

Effective October 3, 1983, USDA/APHIS amended and brown-tail moth quarantine by providing for the regulation of all outdoor household articles. The intent of the regulation of outdoor household articles is to prohibit the interstate movement of such articles from high-risk gypsy moth areas into or through noninfested areas, unless such articles are free of all life stages of gypsy moth.

To date, the federal origin inspection program does not provide satisfactory protection from introductions of gypsy moth into California. However, the intensified gypsy moth referral program has increased the number of origin inspections. Until continual monitoring of this program indicates a drastic reduction of this hitchhiking pest, the CDFA and county agricultural commissioners will continue to perform inspections on all shipments originating from areas known to be infested with gypsy moth.

## II. BORDER STATION PROCEDURES

### A. Recreational Vehicles

All recreational vehicles entering California are stopped at the border. Experienced border station inspectors can differentiate between local traffic and traffic returning from an extended trip. The inspector questions the driver as to where the vehicle has been and determines if a gypsy moth inspection is warranted.

If the recreational vehicle originated from a known gypsy moth-infested area or has traveled through an infested area, the vehicle is thoroughly inspected. Any other articles in the vehicle that may have been left out-of-doors are also inspected. If found to be infested, a high pressure-hot water (1700 psi, 200°F) cleaning unit is used to remove all gypsy moth life stages from the vehicle before it is allowed entry into California.

#### B. Shipments of Household Goods

Most shipments of household goods arrive at the California border in commercial moving vans, and the driver must present the manifest to the inspector on duty. (See APPENDIX E) Usually there is more than one shipment packed in a van. For each separate shipment there is a manifest which states the origin, consignee's name, and the destination address, as well as a list of household goods contained in the shipment. The inspector determines whether the origin address of each shipment is located within a known gypsy moth-infested area. If so, a specific delivery address is required before the vehicle can proceed under quarantine to destination (residence or Storage Company). A gypsy moth Warning Notice (66-008A) is issued in quadruplicate for each of these shipments that have been identified as a potential risk. The original white copy and the canary yellow copy are mailed to the agricultural commissioner of the destination county; the pink copy is mailed to the Pest Exclusion Branch headquarters in Sacramento; and the goldenrod copy is attached to the truck manifest for the individual shipment.

Of the shipments of household goods arriving at the borders each year from gypsy moth areas, a small percentage is carried in U-Haul-load, an attempt is made to inspect and, if found free of gypsy moth life stages, the load is released. If an inspection is not possible, then the load is handled essentially the same way as a commercial shipment. The agricultural commissioner of the destination county is consulted by phone if a hazardous situation exists.

#### C. NEFAX Transmissions

All shipments on which a 66-008A has been written are compiled by border station personnel daily. Station name, consignee's name, address, and telephone contact numbers, origin state, presence or absence of outdoor items and the type of documentation are all recorded and NEFAXed to the destination counties. (See APPENDIX F) Border stations also use the NEFAX to notify county agricultural commissioners of sealed vans destined to their counties.

#### D. INFORMATION REPORTED ON FORM 66-008A

Border inspectors review the shipper's manifest to obtain the necessary information. The 66-008A contains sufficient information, in most cases, for the county agricultural commissioner at destination to obtain a final disposition for the shipment. Space is also provided on this form for the destination county to report the final disposition to the Pest Exclusion Branch in Sacramento. The following information is reported by border inspectors on the 66-008S:

1. Station, Notice Number, Date Issued – This information is written on all notices for identification and recording purpose.
2. OHA Documentation – OHA document present, absent, or self-inspection is noted from the information the shipper has accompanying the manifest. This information is used to monitor the federal gypsy moth origin inspection program. The information provided here may offer an indication for action should gypsy moth life stages be found on a shipment accompanied by an OHA document. For those shipments with an OHA document, the document is attached to the county's copies of the 008A.
3. Consignee's Name, Destination Agent, and Phone Numbers – the border inspector scans the manifest to obtain the consignee's name, phone number, and the destination agent's name and phone number, as well as any other contact numbers (relative, employer, acquaintance, etc.) that the driver may have for contact with the owner of the shipment. This information is essential for the destination county to make the initial contact with the owner or person in possession of the shipment. Military shipments may present an exception (refer to section on Military Household Moves for further information).

4. Driver's Instructions – The actual destination of the shipment is listed here. The border inspector will determine if this address is to a storage facility or direct delivery to a residence, and mark the appropriate box on the 66-008A. The destination county and a reference to the county agricultural commissioner's phone number are included in the driver's printed name and signature. The driver's instructions note that failure to notify the agricultural commissioner of delivery to an address other than indicated on the 66-008A is a misdemeanor. County and state cooperation is necessary to assure that drivers comply with the instructions issued at the border stations (refer to County Enforcement Procedures – Section J).
5. Carrier Manifest Numbers – The border inspector obtains the carrier's name, address, and phone number; bill of lading number; registration number, and contract, invoice, or Government Bill of Lading numbers from the manifest. These are important for tracing shipments that, for one reason or another, are diverted from the destination address shown on the 66-008A.
6. Military Household Moves – Military household moves sometimes present a problem. The border inspector will note the military destination, owner's social security number, branch of service, and the military installation's contact phone number. If the shipment was not delivered to the destination agent listed on the 66-008A, the county inspector/biologist may call the destination military installation for additional information.
7. Originating Address – The originating address is recorded on the 66-008A by border station inspectors from the information on the manifest. The origin address is important to the destination county which may put priority on shipments arriving from high-risk gypsy moth-infested areas. The origin address is also important for tracing lost shipments. The 66-008A also lists the risk status of the originating address.
8. Itemized Outdoor Articles – An itemized list of outdoor articles is compiled by the border inspector by reviewing the inventory within the shipper's manifest. This list is not always complete, and time does not always allow the border inspector to fully determine the contents of the load. The county inspector/biologist shall determine the actual contents by contacting the owner of the shipment. When performing an inspection on items listed on the 66-008A, the county inspector/biologist should interview the owner to determine if other items exist that are subject to inspection. A Notice of Violation, issued to the main office of the carrier, should be written when outdoor items are obviously omitted from the shipper's manifest. The State's copy of the Notice of Violation is sent to the Pest Exclusion Branch in Sacramento. (Refer to County Enforcement Procedures).

#### E. CITATIONS/SEALING

With few exceptions, OHA shipments from a high-risk area not accompanied by an OHA or self-inspection document are in violation of the quarantine. In such cases, the driver is cited and the van is sealed. Only one citation is issued per truckload; however, there may be more than one violation for each citation. The 008A will reflect whether or not a citation was issued in the citation check block. Also, the number of violations for each citation will be listed in the counts block on the 008A. The driver is directed to proceed to the declared destination of the cited shipment before delivering any non-cited shipment that may accompany the load. Seals should not be broken to allow the unloading of a non-cited shipment. (Refer to Section J).

Under particular circumstances, a border inspector may decide not to cite an undocumented load from a high-risk area. Examples include OHAs from a high-rise apartment building in a large city, or a picnic table and chairs used as kitchen furniture. With any such shipment that the inspector decides not to cite, the inspector will attach an explanatory note to the county's copy of the 008A

In addition, military shipments may use a typed statement on the Government Bill of Lading attesting that the shipment was placed in storage prior to the location being designated a high-risk area. This shipment will be used in lieu of an OHA or Self-Inspection Document. (Refer to Section on Military Household Moves)

### III. COUNTY PROCEDURES

A NEFAX transmission is sent nightly to each county in which a 66-008A was issued. The county receiving this transmission should immediately review this list for those shipments requiring special attention such as shipments containing outdoor items from high-risk areas or sealed shipments.

#### A. Gypsy Moth Inspection Priorities

The inspection priorities for gypsy moth in descending order are:

1. Sealed shipments
2. Consignee who call in
3. \* High risk origin with outdoor articles
4. \* Low-risk origin with outdoor articles
5. \* High-risk origin with no outdoor articles
6. Low-risk origin with no outdoor articles

NOTE: The first three priority items must be inspected or released by telephone.

\*Follow-up for shipments in storage is necessary. This follow-up may be by telephone contact or letter to the storage company. This follow-up shall be no less than once per month.

It may be possible to clear shipments that are in storage for extended periods of time. To clear these shipments, refer to the biological mortality chart (pg. 8)

Attention should be given to diverted loads using the same priority criteria listed above.

An inspection log has been developed which could be used by all inspectors in their inspections and releases of household good shipments. It is currently being field tested in Orange and Los Angeles Counties. If the inspection log proves to be acceptable as it was drafted, then we will proceed with printing the inspection log on the back of the county's copy of the 008A form (See APPENDIX B).

## B. Telephone Release Criteria

### Phone Release of Outdoor Articles

Shipments that indicate a new resident received only household goods may be phone released after confirming with the consignee that in fact no outdoor items were included among their delivery. Occasionally, outdoor items have been found on shipments marked only as having household goods, so it is important to double check with the consignee. APPENDIX G is a suggested dialogue for use when phoning the consignee.

Once those items have been identified, they can be phone released if they meet certain criteria. Fill in the final disposition date in the phone release section on the 66-008A and mail the yellow copy to the Pest Exclusion Branch in Sacramento. Each situation involves different factors, so individual discretion should be exercised while evaluation the circumstances.

A self-inspection document must be present to even consider phone releasing any of the following:

#### 1. Location Where Item Was Stored

- a. Garage – consider how item was stored, i.e. was it in a box or wrapped in plastic? If it was open to expose, it should be inspected.
- b. Basement – consider if it was in a finished room, possibly heated. If it was not finished area, i.e. dirt floor, vent openings, etc., items should be inspected.
- c. Balcony – if items were kept on the balcony of a high rise apartment, it is unlikely to find gypsy moth present.

#### 2. Location of Residence

Did person live in a rural or wooded area vs. city? This is a consideration particularly if they lived in an apartment. (See 1-c regarding balconies)

#### 3. Car

If an automobile was driven daily, it is a low risk. (Antique cars or cars that sit unused should be inspected)

4. Surface Area of Item

Is it smooth or limited? – i.e. skis, low risk. If it has grooves, tubing, or other hidden areas, it should be checked.

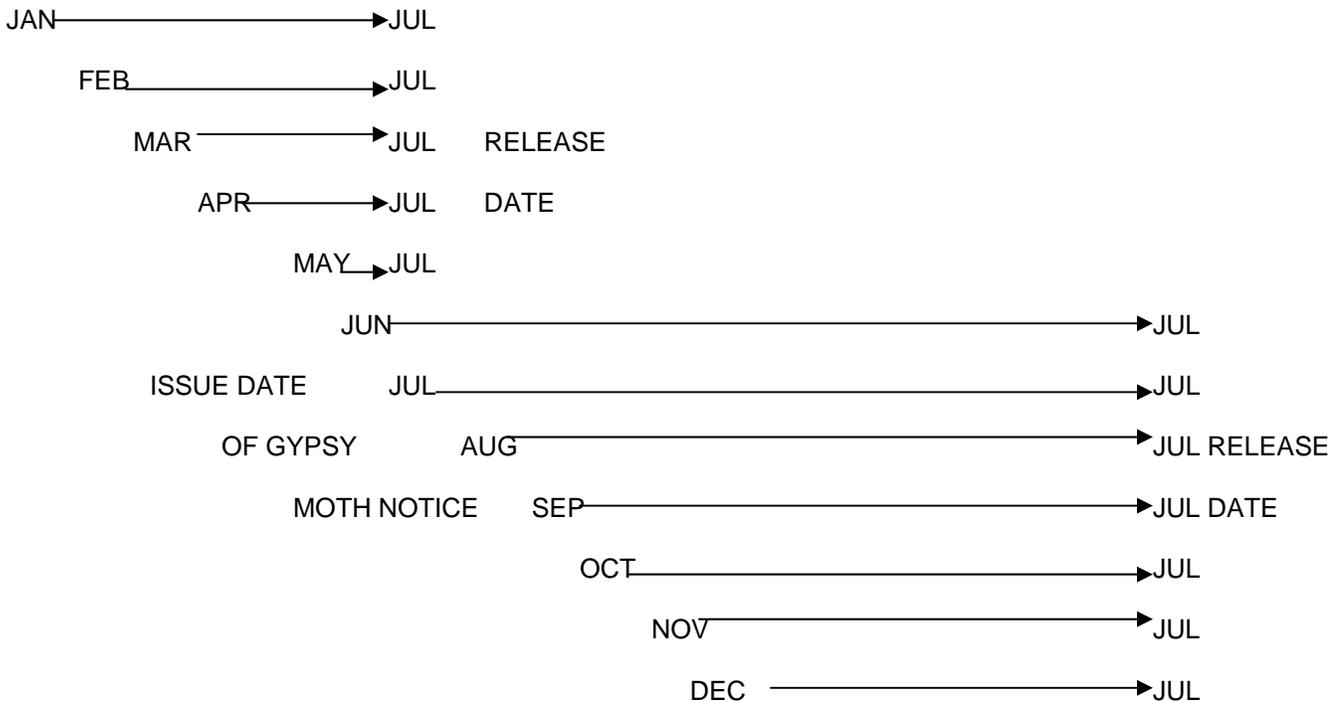
5. Bicycle

If a bicycle was used often, stored in a garage, and it has no fenders such as a ten speed, and you are satisfied that the person has checked under the seat, it may be released because there are limited hidden areas.

C. In Storage Shipments

1. The destination agent should be contacted upon receipt of the 66-008A to confirm the arrival of the shipment. This is important because the destination agent will still have a record of the shipment should the shipment be diverted to another storage facility or delivered to a residence. We suggest keeping a file for each destination agent (Storage Company) within the county. The 66-008A's can then be filed by destination agent until a final delivery is noted.
2. Each storage company should be contacted every 10 to 15 days in order to determine current status:
  - a. Shipment has been delivered – obtain delivery information. If the final delivery address is different from the one on the 66-008A, enter the final delivery address in the “county use” section. (The storage company should notify the county when a shipment is delivered. Developing a working relationship with the managers of the storage company through personal contact promotes their cooperation.)
  - b. Shipment has a future delivery date – make notation.
  - c. Shipment is still in storage – note date contacted.
3. For shipments in long term storage, telephone the storage company monthly to determine current status. Shipments that are the special risk should be inspected before containerization by the moving company if at all possible. Refer to the “Mortality Timetable” (page 8) to see if further handling is necessary. If not, enter “Cleared to Storage” date on the 66-008A.

D. MORTALITY TIMETABLE FOR IN-STORAGE SHIPMENTS



JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN JUL

An in-storage shipment with a 66-008A issue date in a month shown on the left diagonal may be released on the first of the month indicated to the right. Indicate on the 66-008A the date the storage company was contacted for this determination. (Note: This procedure is to be used only for those shipments known to be in storage during the period.)

E. Military Household Moves

In the case of military household shipments, contact may be made with the destination agent listed on the 66-008A. If that agent does not have a record of receiving the shipment, then contact can be made with the military installation listed on the 66-008A.

A complete listing of bases handling all military moves in the geographic area indicated may be used should the military destination installation listed on the 66-008A not have a record of the shipment. (See pages 11, 12 and 13). If you are still unable to obtain final destination information from the personal property desk or the alternate phone numbers given for that installation, please notify your local Pest Exclusion Biologist.

Geographic Area	Base	Phone
Alpine County (east of Sierra Nevada Ridge)	JAAQ – Sierra AD Reno, Nevada	(916) 827-4361 (Herlong) (916) 827-2111 (HQ)
El Dorado County (east of Sierra Nevada Ridge)		(702) 786-6502 (Reno)
Placer County (east of Sierra Ridge)		
Lassen County		
Modoc County		
Mono County Plumas County	JAAQ – Sierra AD Reno, Nevada	(916) 827-4361
Sierra County		
Butte County Colusa County	LIFL – Beale AFB, California	(916) 634-2502

Del Norte County		
Glenn County		
Humboldt County		
Lake County		
Mendocino County		
Shasta County		
Siskiyou County		
Sutter County		
Tehama County		
Trinity County		
Yuba County		
Alameda County	LHNQ – NSC Oakland,	(415) 466-5880
Contra Costa County	California	(415) 466-5364
Marin County		(415) 466-5365
San Francisco County		(415) 466-6463
San Mateo County		(415) 466-6223
Santa Clara County		(415) 466-6692
Sonoma County		
Alpine County (west of Sierra Nevada Ridge)	LDFQ – McClellan AFB, California	(916) 643-3300 (Inbound) (916) 643-2268 (Outbound)
Placer County (west of Sierra Nevada Ridge)		
Nevada County (west of Sierra Nevada Ridge)		
Amador County		
Sacramento County		
Calaveras County	LEAQ – Sharpe Army Depot, California	(209) 982-3102
San Joaquin County		
Stanislaus County		
Tuolumne County		
Fresno County	LGNL – NAS Lemoore, California	(209) 998-3301 (209) 998-3349
Kings County		
Tulare County		
Madera County	LJFL Castel AFB, California	(209) 726-2763 (209) 726-2764
Mariposa County		
Merced County		
Stanislaus County(Turlock only)		
Napa County	LDFL Travis AFB, California	(707) 424-2187 (707) 424-4178
Solano County		(707) 424-4179
Yolo County		
Imperial County	LENL – NAF El Centro, California	(619) 339-2626
Inyo/Kern (Kern County cities/towns of China Lake, Inyo Kern, Johannesburg, Randsburg, Ridgecrest, & Saltdale; San Bernardino cities of Red Mountain & Trona	LENV – NAV WPNS CEN,	(619) 939-3885 (619) 939-3875
Kern County (except for the cities/towns listed)	LNFL – Edwards AFB, California	(805) 277-2718
Orange County	LDML – MCAS El Toro California	(714) 726-3797 (714) 651-3952 (714) 726-3953 (714) 726-3954
Los Angeles County	LENQ – NSC Det, Long Beach, California	(213) 547-7687 (213) 547-7855

Riverside County	LEFQ – Norton AFB, California	(714) 382-3141
San Benito County Santa Cruz County	LHAT Ft. Ord, California	(408) 242-4415 (408) 242-4113 (408) 242-2408
San Diego County (northern half)	LFMT MCB Camp Pendleton, California	(619) 725-3096 (619) 725-3097
San Diego County (southern half)	LKNQ NSC San Diego, California	(619) 556-8755
San Luis Obispo County Santa Barbara County	LGFL – Vandenburg AFB, California	(805) 866-7835
Ventura County	LDNP – NCBC Port Hueneme, California	(805) 982-5159
San Diego County (southern half)	LKNQ NSC San Diego, California	(619) 556-8755
San Luis Obispo County Santa Barbara County	LGFL – Vandenburg AFB, California	(805) 866-7835
Ventura County	LDNP – NCBC Port Hueneme, California	(805) 982-5159
Monterey County	Army, Air Force – LHAT Ft. Ord, California Navy, Marine Corp, Army, & Air Force assigned to Naval Post Grad. School	(408) 242-4415 (408) 242-4113 (408) 242-2408

F. Items Subject to Inspection

Listed are items that should be inspected for the presence of gypsy moth life stages. This list should be used as a general guide to the inspector. The inspector should exercise some thought in exploring other items not on the list as life stages may be found on most any article left outdoors. It should be noted that egg masses have been found on articles stored within garages and sheds. Remember that the shipment may be found to include articles subject to other quarantines.

Recreational vehicles, travel trailers, and other seldom used vehicles are often found to be infested during border station inspections. Automobiles which are manifested as part of a shipment or household goods are listed on the 008As issued at the border stations; but, whether listed on the 008As or not, vehicles which are part of the household effects should be inspected. Vehicles which are used regularly are not likely to be infested, but when available, at least a cursory inspection can be made. Collector cars or other old vehicles which have been stored outside and which were used infrequently during the previous spring should be inspected carefully.

G. Shipments Diverted to Another County

If the final delivery address is not in the county in possession of the 66-008A, forward both copies to the county actually receiving the shipment. If the Inspection Log (APPENDIX B) is adopted, this will need to be forwarded to the destination county.

In addition, a photocopy should also be mailed to the Pest Exclusion Headquarters in Sacramento. Enter the county and date forwarded on the bottom of the 66-008A.

H. Procedures for Locating Shipments

1. Delivery Address Unknown: If the delivery address and/or contact phone numbers are not available from the 66-008A, military or destination agent, or directory assistance, then forward both copies of the 66-008A to the Pest Exclusion District Office for tracing (see APPENDIX I). The date the shipment was determined untraceable and the reason the shipment was untraceable should be marked on the 66-008A. List efforts used in trying to contact the consignee. This will help avoid duplication of effort. When an address or contact number is obtained, the Pest Exclusion District Office will forward the copies of the 66-008A to the county of final destination.
2. Delivery Address Known: If the consignee cannot be contacted within two or three days through available contact phone numbers, directory assistance, military or destination agent – mail a letter or postcard to the consignee (see APPENDIX J and K) requesting they call the county agricultural commissioner. If the

consignee has not replied within 10 days, the inspector should leave a note requesting that they contact the county agricultural commissioner. (Note: A residence visit may be used in lieu of the letter if so desired.) If the above measures to contact the consignee fail, forward both copies of the 66-008A to the Pest Exclusion District Office for tracing. Indicate on the 66-008A what measures were taken in attempting to contact the consignee.

Reminder: Limited State personnel are available to assist counties on special problems and difficult inspections. A state tracing letter is one means available for tracing "lost" shipments. (See APPENDIX L)

I. Criteria for 008A Notice Follow-Up Before Declaring It Lost

008A GM  
Border Notice  
Rec'd Co. Office

(A)  
Contact Made  
(1) Called In  
(2) We Called

Outdoor Items – Insp. Procedures  
Determined No Hazard  
Final Notice

No Call In

We Telephone

Phone Rings

Answer (A) Contact

Bad Numbers  
Wrong Party  
Disconnected  
Out of Order #

No Answer

Machine –  
Leave Message

2 Calls or 1 Month

(A) Contact

(2) No Responses – (B) or 1 Month

Schedule for – Night/Weekend Call – (B) or (A)

Directory Assistance

Destination Agent

(B) First Letter –

Return Prepaid Postage

Letter with check off list advising responsibility and penalties  
Sent within 4 weeks of original notice date

If Returned Undeliverable

- 1. Contact Destination Agent.
- 2. Route for Drive-by Contact.

If mailed back with list and contact go to (A) Contact.

If not returned – Begin Administrative Hearing Action.

With Letters:

- 1. New first letter and list.
  - 2. Stipulate to \$100 fine and contact.
  - 3. Hearing options.
- Send Certified Mail.

Only if unable to contact receiver after all of these steps followed should these referred to CDFA as Lost. Biological criteria may be used. Refer to Chart (pg. 9). Issuing border station needs to be advised.

J. County Enforcement Procedures

If the gypsy moth referral program is to functions to its full potential it is necessary to follow-up on any and all violations discovered. Initially it was suggested that drivers in violation be directly cited into court by the county inspector/biologist. Unfortunately, in most cases this has not been practical. A more efficient method is to issue a Notice of Violation (66-008) in the name of the driver and stating the name of the carrier and carrier headquarters address. A copy of the notice and the 66-008A is then mailed to Pest Exclusion – Sacramento. CDFA headquarters personnel will review the violation, send an appropriate notice to the carrier's mailing address and notify all border stations not to issue further 66-008As to the driver until the matter is satisfactorily resolved. (New

data processing equipment at each border station has greatly increased the ability to develop, maintain and access such information. It is hoped that this system will significantly reduce the number of repeat offenders.)

A Notice of Violation should be issued by the destination inspector when one or more of the following violations occur:

1. Diverted Shipments: As a condition of entry into California, a specific delivery address is required before the vehicle can proceed under quarantine to the declared destination. The driver in possession of the shipment agrees to deliver to the declared address unless prior approval to divert the shipment is obtained from the agricultural commissioner. Failure to comply is a misdemeanor.
2. Undeclared High-Risk Articles: If a shipment from a high-risk area arrives at a border station with no origin inspection manifest, the load is allowed to proceed under quarantine without the driver being cited. The shipper is in violation if upon final inspection outdoor household articles are discovered (check the county copy of the 008A for explanatory notes the border inspector may have attached that would exclude the OHA from being considered an item at risk). Failure to declare an OHA from a high-risk area is a misdemeanor.
3. Sealed Shipments: If a manifest for a shipment of high-risk household goods lists outdoor household articles and there is no accompanying origin inspection documentation, the driver is cited at the border station, the van is sealed, and the driver directed to proceed only to the declared destination of the cited shipment. Failure to present the shipment for inspection at the designated location with the seals intact is a misdemeanor. County inspectors/biologists should request from the driver of a sealed van the manifests for each additional shipment remaining in the van. If other shipments from high-risk gypsy moth areas contain OHAs and lack either an OHA document or self-inspection document, reseal the shipment, determine the next county of destination from the truck driver, and notify that county of the pending arrival of the sealed shipment.

In addition to issuing a Notice of Violation for the above listed misdemeanors, a Notice of Rejection (see APPENDIX M) should be issued to the consignee whenever a life stage of gypsy moth is detected. A Notice of Rejection should be issued regardless of the viability of the life stage found. A notice to hold commodities on the property (refer to QC. 208 and APPENDIX N) should be issued whenever a viable find is made or when viability may be in doubt (refer a Section M – Procedures for Handling GM Finds).

#### K. Inspection Procedures

If at all people, contact should be made with the consignee prior to the inspection. This way the consignee will know of the impending inspection and will usually be more cooperative in helping you complete your inspection. It is possible that not all outdoor items were listed on the 66-008A or declared through phone contact with the consignee. Check garages, sheds, and surrounding grounds for any outdoor items that may have been overlooked. A 100 percent inspection should be made of all items left out-of-doors or otherwise unprotected from gypsy moth. Automobiles which are manifested as part of a shipment of household goods are listed and the 008As issued at the border stations; but whether listed on the 008A or not, vehicles which are part of the household effects should be inspected. Vehicles which are used regularly are not likely to be infested, but when available, at least a cursory inspection can be made. Collector cars or other old vehicles which have been stored outside and which were used infrequently during the previous spring should be inspected carefully.

Hidden surfaces such as the insides of ladder rungs and tubing on lawn chairs should be inspected closely as gypsy moth life stages tend to be found in protected areas. As a general rule, the supervisor of the county gypsy moth program should be notified immediately of any gypsy moth find. Bear in mind that articles covered by other quarantines may be present in the shipment (oak wilt, Japanese beetle). We have developed a field inspection kit which includes most of the items necessary to do a complete inspection (see APPENDIX O).

#### L. Methods of Treatment

If viable gypsy moth life stages are found on outdoor household articles in which all surfaces can be visually surveyed, then treat household articles as listed below:

##### 1. Egg Mass

When removing egg masses, use 1/4 cup of detergent (e.g. Tide) to one quart of water. A detergent solution will not assure 100 percent mortality, but it will reduce the hazard of viable eggs falling from the egg

mass during removal. Care must be taken when removing egg masses. All egg masses and parts thereof must be removed.

2. Pupae

Physically remove pupae. All surfaces should be looked at closely to confirm that all pupae are removed.

3. Larvae

If larvae are found during an inspection, the treatment will consist of a carbaryl application. For dilute hydraulic sprays, use 1 1/4 pounds of Sevin 80's in 100 gallons of water (equivalent to one pound active Sevin per 100 gallons of water). Buffer to 6.5.

In treatments of this type, all exterior surfaces should be covered with the spray mixture, paying particular attention to cracks, crevices, joints, etc. in addition, the ground underneath and immediately adjacent thereof should be sprayed, along with any shrubbery, trees, etc., that may be present. As Sevin 80's has a relatively short residual effect, more than one application of the material may be desirable. (Note: It is necessary that the above spray be applied in a manner that would preclude any threat of illness, injury, or contamination.)

If gypsy moth life stages are found on outdoor household articles in which all surfaces cannot be adequately visually surveyed (i.e., doghouses, lawn chairs, etc.), use a steam cleaning process (1700 psi, 200°F) or fumigate according to rates below (A Guide to Commodity Treatment in California).

**Outdoor Objects:**

- |                                       |            |
|---------------------------------------|------------|
| 1. Brom-O-Gas (liquid)EPA Reg. No.    | 5785-7-AA  |
| Brom-O-Gas contains 1% chloropicrin   | 5785-7AA   |
| Brom-O-Gas contains 0.5% chloropicrin | 5785-8-AA  |
| Methyl Bromide 99.5%                  | 8536-12-AA |

Chamber or tarp fumigation:

32 g/m<sup>3</sup> (2 lbs./1,000 ft.<sup>3</sup> for 16 hours at 21°C (70°F) or above

- (24 g (oz) minimum gas concentration at 1/2 hour)
- (16 g (oz) minimum gas concentration at 4 hours)
- (12 g (oz) minimum gas concentration at 8 hours)
- (12 g (oz) minimum gas concentration at 12 hours)
- (10 g (oz) minimum gas concentration at 16 hours)

40 g/m<sup>3</sup> (2 1/2 lbs./1,000 ft.<sup>3</sup> for 8 hours at 21°C (70°F) or above

- (30 g (oz) minimum gas concentration at 1/2 hour)
- (20 g (oz) minimum gas concentration at 4 hours)
- (14 g (oz) minimum gas concentration at 8 hours)

56 g/m<sup>3</sup> (3 1/2 lbs./1,000 ft.<sup>3</sup> for 4 hours at 10°-15°C (50°-50°F)

- (42 g (oz) minimum gas concentration at 1/2 hour)
- (28 g (oz) minimum gas concentration at 4 hours)

SLN #800135  
7CFR part 301

**M. Procedures for Handling Gypsy Moth Finds (Viable and Non-Viable)**

1. The county gypsy moth supervisor should be immediately notified of any find.

2. A Notice of Rejection shall be issued for all viable and nonviable gypsy moth finds. (See APPENDIX M) The rejections notice shall be issued to the consignee.
3. Issue a notice to hold commodities on premises for all viable finds and where viability may be in doubt (egg mass). (See APPENDIX N) A hold notice is not necessary if all viable life stages can be removed and the inspector is reasonably sure that all of the remaining OHAs were inspected.
4. Place a gypsy moth trap on every property where any lifestage (dead or alive) of the gypsy moth is discovered. A trap should be in place for the season in which the move occurred as well as in the succeeding one.
5. Check the 66-008A for the presence or absence of an OHA document. Border station personnel note this on the 66-008A when written at the border. This information is considered in determining whether further legal action is warranted.
6. Submit a laboratory sample when evidence of any life stage of gypsy moth is found. The following procedure will be used when submitting gypsy moth egg masses to Analysis and Identification for confirmation:
  - a. When removing egg masses, use only enough detergent solution to prevent scattering of eggs.
  - b. Place the egg mass in a dry container. Do not soak the egg mass in detergent solution.
  - c. Under a dissecting scope, rupture a small number of eggs using forceps and a pin to determine if they are filled with fluid.
  - d. Place the remaining portion of the egg mass in alcohol and forward this to Analysis and Identification. Note on the Pest and Damage Record (See APPENDIX P) under remarks that some of the eggs were examined and whether any were found to be filled with fluid.
  - e. Under remarks also include the border station name and notice number.

All gypsy moth specimens found in a quarantine situation should be submitted to Analysis and Identification for confirmation regardless of whether or not they appear to be alive. All specimens submitted in the manner described above will be identified as viable or non-viable by Analysis and Identification insect biosystematists.
7. Before submitting specimens assure that all life stages are dead and in secure containers before mailing.
8. Under no circumstances is any rearing of eggs or keeping of live specimens permitted.
9. In the "Remarks" section of the Pest and Damage Record (Form 65-020) (See APPENDIX P), the inspector will note either "OHA Document" or "No OHA Document". Affix the gummed label provided on the laboratory identification slip to the 66-008A that will be sent to Sacramento.

For those samples which are positive and viable for gypsy moth and from shipments accompanied by an OHA document, a copy of the OHA document (if available) with the identification number of the Pest and Damage Record noted will be submitted by the inspector may also be required to fill out a Report of Violation, USDA PPQ Form 518 (See APPENDIX Q), on the incident. See further instructions in section titled "Follow-Up and Prosecution."

## II. STATE FUNCTIONS

### A. Recording

A copy of all 66-008A gypsy moth quarantine warning notices issued at the border station is sent to the Pest Exclusion Branch in Sacramento. Specific fields of information from each 66-008A are entered into Pest Exclusion's computer. This includes station, notice number, date, destination county, etc., plus the status of the shipment ("pending", "in storage", "lost", "completed"). The final disposition is obtained when the destination county performs an inspection or determines the shipment to be of no hazard and reports such to Pest Exclusion. With this information is used to assist in eradication. Data reported by the destination county is also used to

monitor the Federal Gypsy Moth Origin Inspection Program and Gypsy Moth Referral Program. Statistics are kept on lost or pending gypsy moth warning notices, shipments in storage, and final dispositions.

B. Tracing

Once a county has exhausted all available means to locate a shipment, the 66-008A should be sent to the Pest Exclusion District Office. (See map, APPENDIX I)

The Branch will make further attempts to locate the delivery address of that shipment.

Each lost shipment is entered into a computer where the information is reorganized to expedite the tracing process. A letter (APPENDIX L) may be sent to the carrier and/or the origin address seeking information about the shipment. Once this information is obtained, a final delivery address is forwarded to the appropriate county.

C. Follow-Up and Prosecution

Pest Exclusion Headquarters' staff reviews all Pest and Damage Record (PDR) identification slips for all gypsy moth life stage interceptions to determine if further action is warranted. Pest Exclusion contacts the USDA, APHIS, PPQ whenever a live or dead life stage is intercepted on a shipment of household goods accompanied by an OHA document. The USDA then investigates and, if necessary, suspends or revokes the pest control operator's (PCO) license to certify OHA shipments from gypsy moth high-risk areas.

If the household goods are accompanied by a self-inspection certificate and a dead life stage of gypsy moth is intercepted, no actions are taken against the owner. However, if a live life stage is intercepted and it is determined that the owner was blatantly negligent (e.g. multiple egg masses found in plain sight), Pest Exclusion will contact the USDA and pursue prosecution.

If a live life stage gypsy moth is intercepted on household goods from a high-risk area and were not certified (e.g. driver cited at border station), Pest Exclusion again contacts the USDA and will pursue prosecution.

In all cases requiring further actions by the USDA, a Report of Violation (USDA, PPQ Form 518) must be completed and submitted to Pest Exclusion Headquarters for review. Based on the Report of Violation, the USDA will pursue civil prosecution of the moving company, the driver, or the consignee as appropriate.

D. Completing PPQ Form 518

PPQ Form 518 is mostly self-explanatory. As much information as possible should be obtained to complete all blocks on the form. Enter "N/A" in any block that is not applicable or "No information" in any block if information is unavailable. Abbreviations may be used when necessary only if the name is written completely the first time it is used with the abbreviation in parenthesis. The following information will help to complete the indicated blocks:

Block 1. Enter date violation occurred

Block 2. List the regulation violated (e.g. 7CFR 301.45 – gypsy moth)

Block 3. Include county name

Block 4. Include county name

Block 5. List the specific article on which the gypsy moth life stages are found e.g. picnic table, barbecue, etc.

Block 6. List the carrier's name and manifest, waybill or reference number used to locate the shipment.

Block 7. List correctly spelled name and complete address of shipper.

Block 8. Not applicable for household goods shipments.

Block 9. If self-inspection document accompanied the shipment, "yes" should be checked; otherwise, check "no" or "unknown".

Block 10. List correctly spelled name and complete address.

- Block 11. If an OHA document accompanied the shipment, check "yes", otherwise, check "no" or "unknown".
- Block 12. Write down license number of carrier or vehicle.
- Block 13. List correctly spelled name and complete address of receiver.
- Block 14. Describe disposition of articles named in Block 5.
- Block 15. Any pertinent information may be included here including reference to attachments, etc.
- Block 16. You may write in violator's or carrier's statement here. Use a separate sheet if not enough room (should be signed and dated).
- Block 17. Officer's Statement. Use a separate sheet of paper entitled "Officer's Statement". SIGN and DATE the statement at the end. In the statement describe all the facts that resulted in the article listed in Block 5 being in violation of the regulation listed in Block 2, such as; included identity and ownership of vehicle or equipment; make it clear who employs the violator (if relevant); state all facts including when, who, what and where; use first person singular in describing the events as they occurred in full detail and in chronological order.
- Block 18. Signature of county person initiating the report (may be commissioner if preferred).
- Blocks 21 USDA Officer in charge will review the report and fill thru 24 in these blocks.

STATE OF CALIFORNIA  
 DEPARTMENT OF FOOD AND AGRICULTURE  
 PLANT HEALTH AND PEST PREVENTION SERVICES  
 PEST EXCLUSION BRANCH  
 Form 66-008A (Rev. 3/2005)

TIME:	DATE:	NOTICE NUMBER:
DOCUMENTATION:		CITATION NUMBER:



# WARNING

## THIS SHIPMENT IS UNDER GYPSY MOTH QUARANTINE

**THE CONSIGNEE, OWNER OF THIS SHIPMENT, IS REQUIRED TO  
 TELEPHONE THE COUNTY AGRICULTURAL COMMISSIONER TO  
 ARRANGE AN APPOINTMENT FOR INSPECTION.**

PHONE: \_\_\_\_\_ County Agricultural Commissioner

ITEMIZED OUTDOOR ARTICLES:

ORIGIN ADDRESS:

CONSIGNEE:	HOME PHONE:	WORK/CONTACT PHONE:
------------	-------------	---------------------

DESTINATION ADDRESS:	SHIPMENT TO:
----------------------	--------------

DESTINATION AGENT:	DESTINATION AGENT PHONE
--------------------	-------------------------

CARRIER	CARRIER UNIT NUMBER:
---------	----------------------

BILL OF LADING NO.:	REGISTRATION NO.:	CONTRACT OR INVOICE NO.:	GBL NO.:
---------------------	-------------------	--------------------------	----------

MILITARY DESTINATION INSTALLATION:	BRANCH:	MIL. INST. PHONE:
------------------------------------	---------	-------------------

COMMENTS:

ISSUING INSPECTOR	STATION:	STATION PHONE:
-------------------	----------	----------------

**DRIVER AND AGENTS NOTE:**  
 THIS WARNING NOTICE MUST REMAIN WITH THIS SHIPMENT AND GIVEN TO THE CONSIGNEE, OWNER OF THIS SHIPMENT, UPON FINAL DELIVERY. FAILURE TO COMPLY WITH THESE INSTRUCTIONS OR DESTROYING THIS NOTICE IS A MISDEMEANOR (SECTIONS 5346, 6303, AND 6401, CALIFORNIA FOOD AND AGRICULTURE CODE.)

**DRIVER INSTRUCTIONS:**  
 THIS SHIPMENT IS AUTHORIZED TO PROCEED TO THE FOLLOWING ADDRESS:

**FOR DELIVERY TO AN ADDRESS OTHER THAN ABOVE, PRIOR APPROVAL MUST BE RECEIVED FROM:**  
*County Agricultural Commissioner*

I, \_\_\_\_\_, HEREBY AGREE TO COMPLY WITH ABOVE INSTRUCTIONS AND AN  
 ADDITIONAL INSTRUCTIONS ISSUED BY THE ENFORCING OFFICER.

_____ (DRIVER'S SIGNATURE)	_____ (LICENSE NUMBER)	_____ (BIRTHDATE)
-------------------------------	---------------------------	----------------------

**Proposed**

PART A

Gypsy Moth Inspection Log

Date	Contact <sup>1</sup>	Information update	Disposition <sup>2</sup>

1Contact Code: P – Phone; V – Inspection Visit; L – Letter Sent

2A = Phone Release, High-Rise Apt.  
 B = Phone Release, All Items Used Indoors Only  
 B  
 C = Phone Release, Office Furniture  
 D = Phone Release, New Items Never Outside  
 E = Phone Release, In Storage – Meets Mortality Table

F = Phone Release, Other – Specify  
 G = Forward to Other Count = Complete Part  
 H = Unable to Contact, Specify  
 I = Inspect and Release  
 J = Inspect, Life Stage Found – Complete Part C

PART B

Shipment to Another County

Destination County: \_\_\_\_\_  
\_\_\_\_\_

Delivery:

Consigned: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_  
\_\_\_\_\_

Work Phone:

Forwarded From: \_\_\_\_\_  
\_\_\_\_\_

Date:

PART C

Life Stages Found

Material Found Infested: \_\_\_\_\_

Life Stage Found: \_\_\_\_\_

Pest ID Slip #: \_\_\_\_\_  
Viable? Y N

Suspect Sample

California Department of Food and Agriculture  
Division of Plant Industry

AGENCY \_\_\_\_\_

**NOTICE TO APPEAR No.**

DATE \_\_\_\_\_ 19\_\_\_\_ TIME \_\_\_\_\_ M DAY OF WEEK \_\_\_\_\_

NAME (FIRST, MIDDLE, LAST) \_\_\_\_\_

RESIDENCE ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ STATE \_\_\_\_\_ BIRTHDATE \_\_\_\_\_

SEX \_\_\_\_\_ HAIR \_\_\_\_\_ EYES \_\_\_\_\_ HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_ OTHER DESC. \_\_\_\_\_

EMPLOYED BY \_\_\_\_\_ OCCUPATION \_\_\_\_\_

VEHICLE LICENSE NO. \_\_\_\_\_ STATE \_\_\_\_\_ BUSINESS LICENSE NO. \_\_\_\_\_

OFFENSE(S) CODE SECTION DESCRIPTION OF OFFENSE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INFRACTION

MISDEMEANOR

BOOKING REQUIRED

LOCATION OFFENSE(S) COMMITTED \_\_\_\_\_

OFFENSE(S) NOT COMMITTED IN MY PRESENCE, CERTIFIED ON INFORMATION AND BELIEF.

I CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.  
EXECUTED ON THE DATE SHOWN ABOVE AT  
ISSUING OFFICER \_\_\_\_\_

\_\_\_\_\_ CALIF. BADGE NO. \_\_\_\_\_  
(PLACE)

NAME OF ARRESTING OFFICER —IF DIFFERENT FROM ABOVE \_\_\_\_\_ VACATION DATES TO \_\_\_\_\_

WITHOUT ADMITTING GUILT, I PROMISE TO APPEAR AT THE TIME AND PLACE CHECKED BELOW.

**X** SIGNATURE \_\_\_\_\_

BEFORE A JUDGE OR A CLERK OF THE MUNICIPAL OR JUSTICE COURT

ADDRESS \_\_\_\_\_ DIVISION \_\_\_\_\_

CITY \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 19\_\_\_\_ AT \_\_\_\_\_ M.  
FORM APPROVED BY THE JUDICIAL COUNCIL OF CALIFORNIA SEE REVERSE SIDE  
REV. 11-10-69 P.C. 853.9

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE

PEST EXCLUSION  
- CITATION INVESTIGATION REPORT -

DATE 11-07-88	COUNTY OF JURISDICTION SAN BERNARDINO	CITATION # 9988
------------------	--	--------------------

NAME JOE T. ARMSTRONG	PRIOR VIOLATIONS N/A
--------------------------	-------------------------

HOME ADDRESS 1525 GAGE AVE LOS ANGELES CA 90255	TELEPHONE 213-555-8877
--	---------------------------

BUSINESS ADDRESS 1101 S. HILL ST. LOS ANGELES CA	TELEPHONE 213-888-7744
---	---------------------------

OFFICER'S NAME D. MARSHALL	TITLE PLANT QUARANTINE INSPECTOR
-------------------------------	-------------------------------------

STATION YERMO	TELEPHONE 619-254-2233
------------------	---------------------------

PERMANENT DUTY STATION YERMO	TELEPHONE 619-254-2233
---------------------------------	---------------------------

WITNESS' NAME D. WITT	TITLE PLANT QUARANTINE SUPERVISOR
--------------------------	--------------------------------------

STATION YERMO	TELEPHONE 619-254-2233
------------------	---------------------------

PERMANENT DUTY STATION YERMO	TELEPHONE 619-254-2233
---------------------------------	---------------------------

COMMODITIES / APPLIANCES  
BBQ TABLE LAWN FURNITURE

EVIDENCE  
BILL OF LADING : BOL1122333                      REG : REG334455

\*\*      VIOLATIONS CODE    \*\*                      :                      < 5346b                      >                      F.A.C.

NOTICE NUMBER                      :                      011                                           ORIGIN CITY/STATE                      :                      NEW YORK NY

NARRATIVE  
JOE T. ARMSTRONG ARRIVED AT YERMO BORDER INSPECTION STATION WITH A LOAD OF HOUSEHOLD ITEMS INCLUDING OUTDOOR ARTICLES FROM NEW YORK NY, A FEDERALLY DESIGNATED HIGH RISK GYPSY MOTH AREA. THE LOAD WAS NOT ACCOMPANIED BY PROPER CERTIFICATION AS REQUIRED.

(USE REVERSE SIDE FOR ADDITIONAL COMMENTS)

SIGNATURE	DATE
-----------	------



GRIMSHAW TREE SERVICE, CO.

P. O. BOX 91  
WINDSOR, CONNECTICUT 06095

The household move identified below involves articles that could have come in contact with some life stage of the gypsy moth. All such articles were examined and \_\_\_\_\_ found free of all life stages of the gypsy moth  
\_\_\_\_\_ had life stages physically removed  
\_\_\_\_\_ treated with \_\_\_\_\_

1. NAME OF PERSON MOVING

2. MOVING TO--(Destination)

A. Street Address

B. City

C. State and Zip Code

3. MOVING FROM--(Present Address)

A. Street Address

B. City

C. State and Zip Code

4. DATE OF MOVE

5. CUSTOMERS PHONE NUMBER(S)

Home

Work

Other

6. NAME AND ADDRESS OF MOVING FIRM

Phone

7. INSPECTION DATA

A. Date Inspected and certificate issued

B. OUTDOOR ARTICLES EXAMINED  
YES ARTICLE

This certificate is valid only if issued not more than 5 days before the move (see block 4)

Outdoor household articles including firewood  
Storage sheds, dog houses and like structures  
Recreational vehicles, trailers, and mobile homes  
Tents, tent campers, and other recreational equipment  
Ladders and building materials

Signature of Certified Commercial Applicator

Certificate No.

Signature of Inspector

CT ARBORIST LIC. 1775



**Recreational or Camping Items**

- Camper, recreational vehicle \_\_\_\_\_
- Tent \_\_\_\_\_
- Backpack \_\_\_\_\_
- Tarp \_\_\_\_\_
- Snowmobile \_\_\_\_\_
- Motorcycle \_\_\_\_\_
- Waders or fishing boots
- Ice chest
- Sports equipment
- Basketball backboard
- Boat
- Boat trailer

**House Items**

- Recreational vehicle
- Motor homes \_\_\_\_\_
- Firewood \_\_\_\_\_
- Storage shed \_\_\_\_\_
- Air conditioner \_\_\_\_\_
- Window awnings \_\_\_\_\_
- Shutters
- Outdoor thermometer
- Cardboard and wooden boxes
- Tanks for propane and oil
- Used refrigerators, washing machines, stoves
- Storm and screen doors and windows
- TV antenna
- Barrels
- Trash cans
- Water hoses
- Ladder
- Sheets of plastic
- Weather vane
- Cupola
- House plants that are taken outside in summer
- Chimney stack
- Clothespin bag

**Building Materials**

- Water pipe \_\_\_\_\_
- Sewer pipe \_\_\_\_\_
- Brick, cinder block
- Roofing materials (shingles, gutters)
- Lumber
- Ladder
- Cement mixing tube
- Tools; saw, shovel, tool box
- Sheets of plastic
- Workbench
- Welding equipment

**Yard and Garden Items**

- |  |                   |
|--|-------------------|
| Barbecue grill                         | birdhouse         |
| Birdfeeder                             | birdbath          |
| Porch and patio furniture              | lawn mower        |
| Garden tiller                          | snowblower        |
| Wheelbarrow                            | cart              |
| Tools (rake, hoe)                      | trellis           |
| Fencing (snow, hurricane)              | signs and posts   |
| Flagpole                               | trees and shrubs  |
| Mailbox                                | swimming pool     |
| Fish pond                              | sheets of plastic |
| Clothesline pole                       | storage shed      |
| Coldframes                             | beehive           |
| Fertilizer spreader                    | bug light         |
| Driftwood                              | _____             |
| Yard decorations (statues, planters,   | _____             |
| Milk cans, bells, wishing              | _____             |
| wells)                                 | _____             |
| Bags of stone, peat moss, mulch,       | _____             |
| And bales of hay                       | _____             |
| Animal houses or hutches (dog, rabbit) |                   |
| Gypsy moth traps                       |                   |

**Childrens' Playthings**

- |                   |       |
|-------------------|-------|
| Swing set         | _____ |
| Bicycle, tricycle | _____ |
| Wagon             | _____ |
| Sled, toboggan    | _____ |
| Playhouse         | _____ |
| Swimming pool     | _____ |
| Tire swing        | _____ |
| Sandbox           | _____ |

**Other Items**

- Cars and trucks that are not driven regularly
- Car body parts
- Car ramps
- Farm items
- Nursery equipment
- Stored tires (snow, used)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CERTIFICATE OF SELF-INSPECTION

I hereby certify that I have inspected all outdoor household articles which are part of the shipment identified below as required by the United States Agriculture Department's regulations 7 CFR S301. I have also received and read the USDA publication "Don't Move Gypsy Moth", (Program Aid No. 1329). I have made a diligent examination of articles, and any gypsy moth life forms found have been removed and destroyed.

I also acknowledge that I am responsible for this inspection and that I shall be liable for any fine or penalty imposed upon any party for failure to properly inspect and/or for the transporting of an infest shipment.

I HAVE READ AND UNDERSTAND THIS CERTIFICATE.

Date of inspection: \_\_\_\_\_

\_\_\_\_\_  
Inspected By

CAUTION: DO NOT sign this document until you have read the statements above concerning your liability for false certification.

\_\_\_\_\_  
Order Number

\_\_\_\_\_  
Shipper's Name

**U.S. GOVERNMENT FREIGHT WAYBILL— PRIVATELY OWNED PERSONAL PROPERTY** CARRIER'S B/L COPY NO. **PP-069,795**

1. TRANSPORTATION COMPANY (if agent) TENDERED TO <b>NORAM FORWARDING INC. (WHALING CITY MOVERS)</b>			2. SCAC <b>NRAF</b>	3. SERVICE CODE <b>ONE</b>	4. SHIPMENT NO. <b>1 OF 1</b>	5. DATE B/L ISSUED <b>15 SEP 87</b>
6. REQUESTED PACKING DATE <b>18 SEP 87</b>	7. REQUESTED PICKUP DATE <b>18 SEP 87</b>	8. REQUIRED DELIVERY DATE <b>08 OCT 87</b>	9. <b>IMPORTANT</b> Regulations require Original, Shipping Order, and Freight Waybills (Original and Carrier's Copy) to be surrendered to carrier after signature and SF 1203B, Memorandum Copy, to be furnished to consignee (property owner).		10. PROPERTY OWNER'S NAME, SOCIAL SECURITY NO., RANK AND PAY GRADE <b>DREW, B JAMES T., RM3/E4/E, 028-60-1226 PCS: COMBATSYSTECH, VALLEJO, CA</b>	
EXTRA PICKUP/DELIVERY (Complete address)			11. AUTHORITY FOR SHIPMENT (Order No., Par. No., HO) <b>BUPERS TC B2467/B8</b>		12. DATE OF ORDER <b>14 SEP 87</b>	
			14. DEPARTMENT/AGENCY <b>NAVY</b>		15. TRANSPORTATION CONTROL NO.	

16. Received by the transportation company named above, subject to conditions named on reverse of SF 1203, the property hereinafter described, in apparent good order and condition (contents and value unknown), to be forwarded to destination by the said company and connecting lines, there to be delivered in like good order and condition to said consignee.

17. FULL NAME OF SHIPPER  
**AMNS, NAVAL SUBMARINE BASE, NEW LONDON GROTON, CT 06349**

18. CONSIGNEE (Name and destination delivery address) (See block 13.)  
**DREW, JAMES T., RM3/USN  
VALLEJO, CA  
(SOLANO COUNTY)**

19. FROM (Complete address of point of pickup) (See block 13.)  
**75 CROUCH ST. ~~XXXXXXXX~~  
APT. 18  
GROTON, CT 06340  
(NEW LONDON COUNTY)**

20. RESPONSIBLE DESTINATION INSTALLATION/OFFICE  
**COMMANING OFFICER  
NAVAL SUPPLY CENTER (CODE 500)  
OAKLAND, CA 94625-5060  
TEL: (415) 466-6223/24/25**

21. BILL CHARGES TO (Dept./Agcy., Bur./Off., and complete mailing address)  
**COMMANING OFFICER  
NAVY MATERIAL & TRANSPORTATION OFFICE  
BLDG Z-133-5, NAVAL STATION  
NORFOLK, VA 23511**

22. VIA (Names of interlining carriers)

23. FOR CARRIER USE ONLY—WAYBILL/FREIGHT BILL NO.  
**AX-1329**

24. APPROPRIATION CHARGEABLE  
**NEF7 NCI7**

25. REMARKS  
**SIT NOT TO EXCEED 90 ~~MM~~ DAYS IS ~~NOT~~ AUTHORIZED. -0- DAYS SIT WERE UTILIZED AT ORIGIN. BEFORE EFFECTING DELIVERY TO RESIDENCE OR PLACING IN STORAGE, CARRIER WILL NOTIFY THE PPSO SPECIFIED IN BLOCK 20. TEL: (415) 466-6223/24/25**

26. PACKAGES NO. KIND	27. DESCRIPTION OF SHIPMENT* (Specify)	28. WEIGHT †	FOR USE OF DESTINATION CARRIER ONLY		
			SERVICES	29. RATE	30. CHARGES
1	HOUSEHOLD GOODS	GROSS ♦	LINE-HAUL TRANSPORTATION		
		TARE ♦	PACKING/UNPACKING		
		NET ♦	OTHER ACCESSORIAL SERVICES		
		† Incl. professional books, papers, and equipment weighing:			
		<b>NONE</b>	TOTAL ♦		
			31. TARIFF OR SPECIAL RATE AUTHORITIES <b>MIMC/RS7-4 VOL. 006 (59)</b>		

\* Issued at lowest valuation cited in appropriate tender or tariff unless otherwise stated hereon.

B/L NO. **PP-069,795**

CERTIFICATE FOR RECEIPT OF SHIPMENT AND ORIGINAL BILL OF LADING

33a. NAME OF TRANSPORTATION COMPANY <b>NORAM FORWARDING INC. (WHALING CITY MOVERS)</b>	33b. DATE OF RECEIPT OF SHIPMENT <b>9/18/87</b>	FOR USE OF ISSUING OFFICE	32a. ISSUING OFFICER (Name and title) <b>ANNETTA B. <del>EM</del> MIKES, PPTO</b>
			32b. ISSUING OFFICE (Name and complete address) <b>U.S. NAVAL SUBMARINE BASE, NEW LONDON GROTON, CT 06349</b>
			GBLOC ♦ <b>AMNS</b>
33c. SIGNATURE OF AGENT/DRIVER <i>Tommie Barlow</i>	33d. PER	34. FOR USE OF PAYING OFFICER (Does not affect carrier charges)	
		UNAUTHORIZED ITEMS	EXCESS DISTANCE
		EXCESS VALUATION	EXCESS WEIGHT
		Other (Explain under remarks)	

# NORAM FORWARDING, INC.

## HOUSEHOLD GOODS BILL OF LADING AND FREIGHT BILL

CASE NO. P.O. BOX 12605  
CONTACT FORT WAYNE, IN 46864-2605

NOT NEGOTIABLE I.C.C.F. 898

PLEASE REFER THIS NUMBER IN ALL CORRESPONDENCE

CONTRACT NBR  
**AX-1329**

TARIFF	SECT.	COMMODITY	GBL/PO#	TYPE OF SHIPMENT	VEHICLE NO.	LEAD CODE	ASSIST CODE	ACTUAL PICKUP DATE
7-4	3	U44G	DD-069,795	<input type="checkbox"/> NATL ACCT <input type="checkbox"/> C.O.D. <input checked="" type="checkbox"/> GOVT	230384			9/18/87

SHIPPER: **PM3 James T. Drew** COUNTY: **New London**  
 ADDR: **75 Crouch St. Apt. 18** CITY/ST: **Groton, Ct.** ZIP: **06340**  
 PHONE: **203/445-8216** W. **449-4800** FLOOR: **1**  
 CREDIT LOADING DATE: **9/18/87** TO: **9/18/87**  
 PICKING AGENT CODE: **2538** ESTIMATING AGENT CODE: **2538**  
 DESTINATION AGENT: **Kozy M/S** CODE: **1312**  
 AGENT: **Vallejo, Ca.** PH: **707/644-8913**  
 AMOUNT OF ESTIMATED CHARGES \$: **military**

CONSIGNEE: **PM3 James T. Drew** COUNTY: **Solano**  
 STREET ADDR: **5TH** CITY/ST: **Vallejo, Ca.** ZIP: **94590**  
 NOTIFY: **shipper** PH: **415/466-6223**  
 AGREED DELIVERY DATE (OR PERIOD OF TIME) FROM: **10/8/87** TO: **10/8/87**  
 IF SHIPPER REQUESTS NOTICE OF CHARGES  OR IN THE EVENT OF DELAY IN DELIVERY, NOTIFY:   
 NAME: **c/o NSC**  
 ADDRESS: **5TH** CITY/ST: **Oakland, Ca.** PHONE: **415/466-6223**

DESCRIPTION	UNIT	WEIGHT	ORIGINAL	REWEIGHT
W.C. SKIFF	FI	x 115W	42590	
W.C. BOAT	FI	x 125W	40580	
MATRL	FI	x 75W	2010	
TAVEL	FI	x 300W (ADDITIVE)		
W.C. BOAT	FI	x 300W		
W.C. BOAT	FI	x 120W		
		TOTAL		

TOTAL WEIGHT	BILLABLE WEIGHT	BILLABLE MILES	RATE	CHARGES	CODE
2010	2010	2997	42.55	\$ 855.26	5709

CHARGES WILL BE BASED ON A MINIMUM OF 500 LBS.  
 VALUATION: **1.25 per lb. x .64**  
 (Computed or Declared)

CHARGES	CODE
\$ 19.20	
CHARGES	

**VALUATION STATEMENT**  
 THE SHIPPER EXPRESSLY RELEASES THE SHIPMENT TO A VALUE OF 60 CENTS PER POUND PER ARTICLE. THE FORWARDER'S MAXIMUM LIABILITY FOR LOSS AND DAMAGE SHALL BE EITHER THE LUMP SUM VALUE DECLARED BY THE SHIPPER OR AN AMOUNT EQUAL TO \$1.25 FOR EACH POUND OF WEIGHT IN THE SHIPMENT, WHICHEVER IS GREATER.  
 THE SHIPMENT WILL MOVE SUBJECT TO THE RULES AND CONDITIONS OF THE FORWARDER'S TARIFF. SHIPPER HEREBY RELEASES THE ENTIRE SHIPMENT TO A VALUE NOT EXCEEDING **\$1.25 per lb. per article** (TO BE COMPLETED BY PERSON SIGNING BELOW)  
 NOTICE: THE SHIPPER SIGNING THIS CONTRACT MUST INSERT IN THE SPACE ABOVE, IN HIS OWN HANDWRITING, EITHER HIS DECLARATION OF THE ACTUAL VALUE OF THE SHIPMENT, OR THE WORDS "60 cents per pound per article." OTHERWISE, THE SHIPMENT SHALL BE DEEMED RELEASED TO A MAXIMUM VALUE EQUAL TO \$1.25 TIMES THE WEIGHT OF THE SHIPMENT IN POUNDS.  
 Shipper: **Sara J. Drew** DATE: **18 Sept 87**  
 I hereby certify that the above is a true and correct statement of the actual value of the goods described herein.  
 60c  Depreciated Value Protection  Replacement Cost Protection

OTHER TRANSPORTATION CHARGES:

- TOTAL ALL CHARGES PER FORM #65 (COPY MUST BE ATTACHED) → \$ 39.20 5709
- TOTAL ALL CHARGES PER FORM #65 (COPY MUST BE ATTACHED) → \$ 183.84 2538
- TOTAL ALL CHARGES PER FORM #65 (COPY MUST BE ATTACHED) →
- TOTAL ALL CHARGES PER FORM #65 (COPY MUST BE ATTACHED) →

SHIPPER'S SIGNATURE REQUESTING SPECIAL SERVICES

Expedited service ordered by shipper. Deliver on or before 5000<sup>00</sup> cu. ft.  
 Exclusive use of a vehicle ordered. (Min 1400 cu. ft.) 9900<sup>00</sup>  
 Space Reservation cu. ft. ordered (Min 300 cu. ft.) 2100<sup>00</sup>

STORAGE IN TRANSIT (S.I.T.)

WAS THERE PARTIAL DELIVERY AT S.I.T.?

S.I.T. LOCATION (WAREHOUSE) \_\_\_\_\_ COUNTY: \_\_\_\_\_  
 CITY: \_\_\_\_\_ ST: \_\_\_\_\_  
 ACTUAL IN/OUT STORAGE DATE: FROM: \_\_\_\_\_ TO: \_\_\_\_\_  
 STORAGE WEIGHT \_\_\_\_\_ PICKUP/DELIVERY MILES \_\_\_\_\_  
 STORAGE RATE \_\_\_\_\_ PICKUP/DELIVERY RATE \_\_\_\_\_  
 HANDLING RATE \_\_\_\_\_ PICKUP/DELIVERY SCHEDULE \_\_\_\_\_

STORAGE CHARGE → \$ \_\_\_\_\_ CODE \_\_\_\_\_  
 HANDLING CHARGE → \$ \_\_\_\_\_ CODE \_\_\_\_\_  
 PICKUP/DELIVERY CHARGE → \$ \_\_\_\_\_ CODE \_\_\_\_\_  
 ADDITIONAL VAL. CHG. (10% OF STORAGE) → \$ \_\_\_\_\_

TOTAL S.I.T. CHGS. \$ \_\_\_\_\_

BILLING INSTRUCTIONS: Charges payable in cash, certified check, traveler's check or bank check (per tariff) made payable to North American Van Lines at

ORIGIN  BEFORE DELIVERY OR  CARRIER SHALL BILL

IF SHIPMENT MOVING FREIGHT CHARGES COLLECT, SHIPPER MAY REQUEST DELIVERY UPON PAYMENT OF \$ \_\_\_\_\_ (ESTIMATED CHARGES PLUS 10%)  
 IF CREDIT EXTENDED ON BASIS OF SHIPPER'S, HIS EMPLOYER'S OR OTHER PROMISE TO PAY PART OR ALL CHARGES, SHIPPER ACKNOWLEDGES HE REMAINS PRIMARILY LIABLE FOR PAYMENT.

ON EMPLOYER PAID MOVES, AMOUNT TO BE COLLECTED FROM CUSTOMER AT DESTINATION FOR CHARGES NOT AUTHORIZED BY EMPLOYER → \$ \_\_\_\_\_

INVOICE-CARRIER USE ONLY

WAS APU PERFORMED?  YES  NO APU CONT'L NO. \_\_\_\_\_  
 DRIVER SIGNATURE X \_\_\_\_\_ DATE \_\_\_\_\_

S.I.T. AT  ORIG.  DEST. CONT'L NO. \_\_\_\_\_

WAS BULKY ARTICLES PLACED IN S.I.T.  YES  NO

STORED:  INSIDE  OUTSIDE OF WAREHOUSE

1ST DAY S.I.T. RATE \_\_\_\_\_ DAYS @ \_\_\_\_\_ = \_\_\_\_\_  
 TOTAL S.I.T. RATE \_\_\_\_\_

GRAND TOTAL CHARGES PAYABLE IN U.S. → \$ \_\_\_\_\_ CURRENCY OR ITS EQUIVALENT

PREPAID AT ORIGIN \$ \_\_\_\_\_ PAID AT DEST. \$ \_\_\_\_\_

NOTE: ALL COLLECTION DATA MUST BE RECORDED ON FORM #525

NO. 120407

**HOUSEHOLD GOODS DESCRIPTIVE INVENTORY** TAG COLOR LCM NOS. \_\_\_\_\_ THRU \_\_\_\_\_

CONTRACTOR OR CARRIER: **NORTH AMERICAN VAN LINES, INC.** AGENT: WCM PAGE NO. 1 NO. OF PAGES 2

OWNER'S GRADE OR RATING AND NAME: RM3 James T. Drew CARRIER'S REFERENCE NO. DA 4922

ORIGIN LOADING ADDRESS: 75 Crouch St #18 CITY: Green STATE: CA CONTRACT OR GBL NO. NY-1329

DESTINATION: Vallejo GOVT. SERVICE ORDER NO. PP-069,795

VAN NUMBER: 134521

CP - Packed By Carrier	DBO - Disassembled by Owner	PE - Professional Equipment	BE - Bent	D - Dented	MO - Moisture	SO - Soiled	LOCATION SYMBOLS 1. Arm 2. Bottom 3. Corner 4. Front 5. Left 6. Leg 7. Rear 8. Right 9. Side 10. Top 11. Veneer 12. Edge 13. Center
PBO - Packed By Owner	PB - Professional Books	BAW - TV Black & White	BR - Broken	F - Faded	R - Rubbed	T - Torn	
CD - Carrier Disassembled	PP - Professional Papers	C - Mechanical Condition Unknown	BU - Burned	G - Gouged	RU - Rusted	W - Badly Worn	
			CH - Chipped	L - Loose	SC - Scratched	Z - Cracked	

EXCEPTION SYMBOLS: M - Marked, MI - Mildew, CU - Contents and Condition Unknown. NOTE: The omission of these symbols indicates good condition except for normal wear.

ITEM NO.	STG. CK./CR. REF.	ARTICLES	CONDITION AT ORIGIN	ROOM	EXCEPTIONS (IF ANY) AT DESTINATION
90		Folding Chair (Hole in middle seat)	SC6194919, CH1969194		
91		Folding Chair	SO1949, SC6194913, R-6, CH1361949, 170		
92		Folding Chair	SO19, SC6194913, R-6104, CH1961949, 170		
93		Folding Chair	SO; 4109, SC6194913, CH1969194, R-6, 18, 29-6		
94		1 1/2' table	CH6194913, SC6194913, R-6, 26, D194, 9		
95		Coffee table	CH6194913, SO19, R-6, SC1969194, 10		
96		1 Sofa (2 Cushions) Brown/White	CH6194912, D-1		
97		2 - Same	W1094, SO194913, R-6, 64, 9		
98		Toy Box	R-1049, Empty, CH1319494, SC6194912		
99		Stew Cabinet, Empty	1-20, CH1969194, R-9, SC6194913		
100		OS Rocker Chair	W1094, SO1949, CH1319494, SC1969194		
101		Organ, Speaker	W110, SC194913, CH6194913, 124		
102		Night Stand	CH1969194, SC1969194, R-9, D194, 9		
103		TT Fat, RCA, 24inch Color @ Note Missing, Tab			
104		Organ 1949, CH1269194, D1949, SC6194912, SN			
105		night stand	CH1369194, SC6194912, D19, R-6104, F-4		
106		OS Chair, 2 Cushion	CH1369194, SO194913, 29, R-9		
107		OS Rocker Chair (CD)	CH6194912, SC6194912, SO194910		
108		Small Wicker	Empty, D194913, Note Missing		
109		Head Board	CH1369194, R-6, 26, SC1969194, 12		
110		Bed rail @	CH1969194, R-4, R-9, SO9, 104, 12		
111		Foot Board	BA-161, CH6194913, R-6, 26, SC6194913		
112		W Cleaner R-B	W110, SC194913, CH6194912		
113		Pole	W1094, 12		
114		Wicker wicker	D1949, Empty, W1094, 12		
115		Handkerchiefs of Clashes			
116		4.5 ch of Clashes			
117		4.5 ch of Clashes			
118		4.5 ch of Bedding			
119		3.1 ch of Linens & Sheets			



**IMPORTANT NOTICE** → BEFORE SIGNING — CHECK SHIPMENT, COUNT ITEMS AND DESCRIBE LOSS OR DAMAGE IN SPACE ON THE RIGHT ABOVE. IF FOR ANY REASON YOU WERE NOT GIVEN OPPORTUNITY TO INSPECT THIS SHIPMENT, YOU SHOULD CALL THIS TOLL-FREE NUMBER, 800-348-3746.

**HOUSEHOLD GOODS DESCRIPTIVE INVENTORY** IAU DOLOR Red NOS. \_\_\_\_\_ THRU \_\_\_\_\_ PAGE NO. 2 NO. OF PAGES 2

CONTRACTOR OR CARRIER: **NORTH AMERICAN VAN LINES, INC.** AGENT: WCM CARRIER'S REFERENCE NO.: DA-4922

OWNER'S GRADE OR RATING AND NAME: KMB James T Drew CONTRACT OR GBL NO.: AK-1329

ORIGIN LOADING ADDRESS: 75 Crouch St #18 CITY: Vallejo STATE: Ca GOVT. SERVICE ORDER NO.: PP-069,795

DESTINATION: Vallejo Ca VAN NUMBER: 134521

CP - Packed By Carrier	DEO - Disassembled by Owner	PE - Professional Equipment	BE - Bent	D - Dented	MO - Moistened	SO - Soiled	LOCATION SYMBOLS
BO - Packed By Owner	PB - Professional Books	B&W - TV Black & White Color	BR - Broken	F - Faded	R - Rubbed	T - Torn	1. Arm
CO - Carrier Disassembled	PP - Professional Papers	MCU - Mechanical Condition Unknown	BU - Burned	G - Gouged	RU - Rusted	W - Badly Worn	2. Bottom
			CU - Contents and Condition Unknown	L - Loose	SC - Scratched	Z - Cracked	3. Corner
				M - Marred	SH - Short		4. Front
				MI - Mildew			5. Left
							6. Leg
							7. Rear
							8. Right
							9. Side
							10. Top
							11. Window
							12. Edge
							13. Center

NOTE: The omission of these symbols indicates good condition except for normal wear.

ITEM NO.	STG. CL. / CR. REF.	ARTICLES	CONDITION AT ORIGIN	ROOM	EXCEPTIONS (IF ANY) AT DESTINATION
20	3-1	CP clothes			
21	3-1	CP Pillows			
22	1-5	CP Hampers			
23	1-5	CP gloves			
24	1-5	CP shoes			
25	1-5	CP caps			
26		mirror CP	plate glass		
27		mirror CP	picture frame		
28	3-1	CP cleaning	buffing		
29	3-1	CP paper	shovel		
30	3-1	CP shovel	brush		
31	3-1	CP	can & blades		
32	4-5	CP	cushions		
33	4-5	CP	bed & parol		
34	4-5	CP	bed & parol		
35	4-5	CP	luggage		
36		brush pk CP	brushes		
37		brush pk CP	brushes		
38		brush pk CP	brushes		
39	3-1	CP	queen bed #138		
40		brush pk CP	brushes		
41	3-1	CP	queen bed #140		
42		bed mattress			
43		bed mattress			
44		lawn chairs (6)	CP		
45		BBQ Grill			
46	4-5	CP	Dish		
47	4-5	CP	Dish		
48		Bike			
49		Picnic table			

**IMPORTANT NOTICE** → BEFORE SIGNING — CHECK SHIPMENT, COUNT ITEMS AND DESCRIBE LOSS OR DAMAGE IN SPACE ON THE RIGHT ABOVE. IF FOR ANY REASON YOU WERE NOT GIVEN OPPORTUNITY TO INSPECT THIS SHIPMENT, YOU SHOULD CALL THIS TOLL FREE NUMBER, 800-348-3746.



SUGGESTED DIALOGUE FOR GYPSY MOTH TELEPHONE CONTACT

“Good morning/afternoon Mr./Mrs. \_\_\_\_\_(name). This is \_\_\_\_\_(inspector/biologist)with \_\_\_\_\_(county name) Agricultural Commissioner’s Office. I’m calling in regards to a shipment of household goods that recently came into California from \_\_\_\_\_ (state). This area is under quarantine gypsy moth, and, therefore, we need to inspect all household items that were used or stored outside.”

“Items of special interest are: Recreational equipment such as bicycles, swing sets, camping equipment (tents, camp stoves, coolers, etc.), trailers, etc.;; Gardening tools such as shovels, lawn mowers, spreaders, wheelbarrows, etc.;

Other outdoor items such as barbecues, firewood, patio furniture, picnic tables and benches, lawn chairs, etc..”

“Did you have any of these items?” If yes, continue; if no, skip to bottom.

“Where did you store these items (especially in the spring and summer months) – outside or in the garage, basement, shed? Did you leave the door(s) open/up?”

“Did you bring a car from \_\_\_\_\_(state)? Did you drive it regularly – on a daily basis? Did it sit for any length of time?” (If the car was driven on a frequent or a daily basis in the originating state, then it can be assumed to be free from quarantine).

“Did you bring any houseplants with you? Were they outside or did you keep them indoors? Were the houseplants in potting mix or in soil?”

IF OUTDOOR ITEMS ARE IDENTIFIED: “Based on the information that you’ve given me, we can release this shipment from quarantine over the phone. If you think of any items that may have been exposed to the gypsy moth, please call this office. Thank you for your help.”

Suggested form that may be used when consignee or moving company contacts the county by phone, as required.

GYPSY MOTH INSPECTION INFORMATION

\_\_\_\_\_ COUNTY

Recorded \_\_\_\_\_

Date \_\_\_\_\_

State \_\_\_\_\_ County \_\_\_\_\_

Station \_\_\_\_\_ Notice # \_\_\_\_\_ Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Name \_\_\_\_\_

                    Last                      First    Contact Phone \_\_\_\_\_

Address \_\_\_\_\_

                                    Street                                      Apt. #

City \_\_\_\_\_ Phone Clearance \_\_\_\_\_

Cross Street \_\_\_\_\_ Inspection Apt. \_\_\_\_\_

POSSIBLE OUTDOOR ITEMS: (Items stored outside of the home, or in the garage, basement, or storage shed).

Called by: Storage Company \_\_\_\_\_

                    Truck Driver \_\_\_\_\_ Delivery Date \_\_\_\_\_

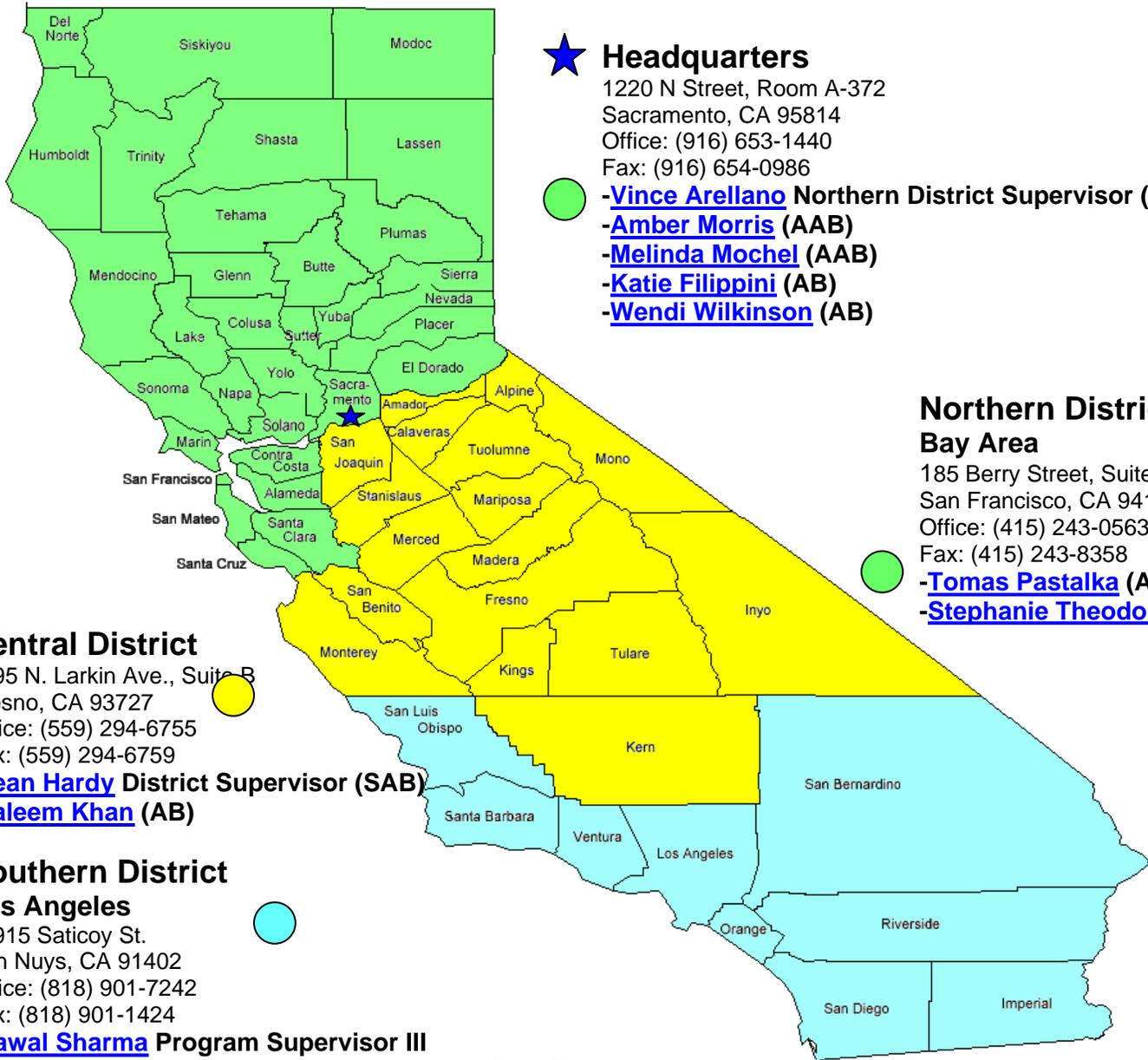
Alternate County Referral \_\_\_\_\_

Date Forwarded \_\_\_\_\_

# INTERIOR PEST EXCLUSION PROGRAM

## Districts, Offices and Staff

[Courtney Albrecht](#) Statewide Program Supervisor IV



★ **Headquarters**  
1220 N Street, Room A-372  
Sacramento, CA 95814  
Office: (916) 653-1440  
Fax: (916) 654-0986

- [-Vince Arellano](#) Northern District Supervisor (SAB)
- [-Amber Morris](#) (AAB)
- [-Melinda Mochel](#) (AAB)
- [-Katie Filippini](#) (AB)
- [-Wendi Wilkinson](#) (AB)

**Northern District Bay Area**  
185 Berry Street, Suite 200-A  
San Francisco, CA 94107  
Office: (415) 243-0563  
Fax: (415) 243-8358

- [-Tomas Pastalka](#) (AAB)
- [-Stephanie Theodore](#) (AB)

**Central District**  
2895 N. Larkin Ave., Suite B  
Fresno, CA 93727  
Office: (559) 294-6755  
Fax: (559) 294-6759

- [-Sean Hardy](#) District Supervisor (SAB)
- [-Saleem Khan](#) (AB)

**Southern District Los Angeles**  
13915 Saticoy St.  
Van Nuys, CA 91402  
Office: (818) 901-7242  
Fax: (818) 901-1424

- [-Nawal Sharma](#) Program Supervisor III

5871 Rickenbacker Rd.  
City of Commerce, CA 90040  
Office: (323) 726-4660  
Fax: (323) 726-4685

- [-Ann Kiser](#) Senior Special Investigator

6819 E. Gage Ave.  
City of Commerce, CA 90040  
Office: (562) 776-1384  
Fax: (562) 776-1385

- [-Nara Mnatsakanian](#) (AAB)
- [-Ruben Rojas](#) (AB)

**San Diego**  
7845 Lemon Grove Way, Suite B  
Lemon Grove, CA 92945  
Office: (619) 698-1046  
Fax: (619) 698-8021

- [-Janet Taylor](#) (AAB)
- [-Jude Alaniz](#) (AB)

**Riverside**  
3180 Cridge Street  
Riverside, CA 92507  
Office: (951) 784-8905  
Fax: (951) 784-8932

- [-Muhammad I. Azhar](#) (AAB)
- [-Anmol Joshi](#) (AB)

**Orange County**  
935 E. Discovery Lane  
Anaheim, CA 92801  
Office: (714) 999-2147  
Fax: (714) 520-6856

- [-Wellington Briones](#) (AB)

**Statewide Phyto. Specialist**  
(760) 485-4499

- [-Jim Lawrence](#) (AAB)

(County Letterhead)

Dear:

We received notification from the California Border Inspection Station that household goods, possibly including outdoor items, were delivered to your address from an area that is infested with gypsy moth. We have attempted to reach you by phone. It is imperative that you contact us immediately. Please call \_\_\_\_\_ weekdays, between 8:00 a.m. and 5:00 p.m., as soon as possible, or complete the enclosed card and return it to us.

An inspection is necessary on any item that was used outside or stored outside of the home, or in a shed, in the infested area from which you have moved. Please check the list of outdoor items included. Note any additional items not listed that were stored outside.

The gypsy moth is a very destructive insect of the Northeastern United States, parts of Washington, Oregon, and Canada. If allowed to become established in California, the gypsy moth could be ruinous to plants in homeyards, as well as agriculture and forests. One gypsy moth caterpillar can defoliate as much as one square foot of foliage a day. Severe defoliation results in weakening trees, and sometimes killing them. Therefore, shipments from these infested areas enter California under a Gypsy Moth Quarantine and are subject to inspection.

Your prompt response may save California from a very costly eradication effort.

Thank you for your cooperation.

According to Federal Quarantine No. 45 and California Food and Agricultural Code, Section 5346, it is unlawful for any person to fail to present any quarantine article for inspection.

This form can be obtained by writing Pest Exclusion, 1220 N Street, Sacramento, California 95814.

POSTCARD

\_\_\_\_\_

Dear \_\_\_\_\_

Address \_\_\_\_\_

We have attempted to reach you at your residents on \_\_\_\_\_ to inspect any articles brought to California which could have been exposed to infestation by the gypsy moth, a very destructive insect of the Northeastern United States, which, if allowed to become established in California, would be ruinous to plant material in homeyards, as well as commercial agriculture areas. Possible items might include lawn chairs, patio furniture, barbecue, garden tools, TC antennas, toys, stored materials, etc. please call \_\_\_\_\_ at \_\_\_\_\_ between 8:00 and 8:30 a.m., Monday through Friday, and/or return this completed card to our office.

\_\_\_\_\_ No, we do not have any such outdoor goods to inspect.

\_\_\_\_\_ Yes, our equipment is available for inspection. Someone will be home between 8:00 a.m. and 5:00 p.m.

\_\_\_\_\_ Arrangements can be made by calling me at:

Home phone \_\_\_\_\_ Business \_\_\_\_\_

THANK YOU!

\_\_\_\_\_

(State Tracing Letter)

State of California  
Department of Food and Agriculture  
Pest Exclusion Branch  
(District Office: Sacramento, Fresno, or Riverside)

We received notification from out border stations that household goods, including outdoor items, were transported by your firm to California. They were transported from an area infested with gypsy moth, a destructive insect that annually does millions of dollars damage to our northeastern forests. We are concerned that gypsy moth may become established in California which would be ruinous to plants I homeyards, forests, as well as commercial agricultural areas.

According to Federal Quarantine No. 45 and California Food and Agricultural Code, Section 5346, it is unlawful for any person to fail to present any quarantine article for inspection.

The destination agent indicated on our quarantine notice has no information on this shipment and the receiver (shipper) failed to notify us of the shipment's arrival and subsequent diversion, as required by law. Consequently, could you please provide an address and phone number on the enclosed form and return it to our office so that we can contact the shipper.

Thank you.

Sincerely,

Exclusion Biologist  
(District Office)  
Pest Exclusion Branch  
Division of Plant Industry

Enclosure



STATE OF CALIFORNIA  
DEPARTMENT OF FOOD AND AGRICULTURE  
PLANT HEALTH AND PEST PREVENTION SERVICES  
PEST EXCLUSION BRANCH

**NOTICE OF REJECTION**

Form 66-071 (5/2002)

TIME IN	DATE IN	I.D. NUMBER
TIME OUT	DATE OUT	PDR NUMBER
SHIPMENT <input type="checkbox"/> ENTIRE <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> PORTION <input type="checkbox"/> E-COMMERCE		MATERIAL RECEIVED VIA
		VEHICLE LICENSE NUMBER

MATERIAL REJECTED AND QUANTITY

QUANTITY:

ORIGIN OF MATERIAL (GROWN IN)

1 :

REASON FOR REJECTION AND COMMENTS

SHIPPER (NAME AND ADDRESS)		PHONE:	
		FAX:	
RECEIVER (NAME AND ADDRESS)		PHONE:	
		FAX:	
CARRIER (NAME AND ADDRESS)		DRIVER:	DESTINATION COUNTY:
		DRIVER LICENSE:	BIRTHDATE:
*** NOTICE TO SHIPPER *** MATERIAL WILL BE DISPOSED OF UNLESS AT YOUR OPTION, EXPENC3E, AND RISK AGREE TO: <input type="checkbox"/> RETURN TO SHIPPER <input type="checkbox"/> SHIP OUT OF STATE <input type="checkbox"/> AUTHORIZE TREATMENT <input type="checkbox"/> OBTAIN NECESSARY CERTIFICATE OR PERMIT <input type="checkbox"/> OTHER	STATE PLANT QUARANTINE OFFICER		
	ADDRESS		COPIES TO: <input type="checkbox"/> SHIPPER <input type="checkbox"/> RECEIVER <input type="checkbox"/> CARRIER <input type="checkbox"/> FILE <input type="checkbox"/> AG. COMM. AT DESTINATION <input type="checkbox"/> AG. OFFICIAL - SHIPPING ORIGIN <input type="checkbox"/>
	TELEPHONE	FAX	
	BORDER STATION	COUNTY	
<b>"WHY WAS THIS MATERIAL REJECTED?"    PESTS NOT ALREADY PRESENT IN CALIFORNIA CAN ADD GREATLY TO THE PRICE YOU ARE NOW PAYING FOR YOUR FOOD. HELP US TO HELP YOU BY KEEPING UNWANTED PESTS OUT OF CALIFORNIA.</b>			
DRIVER'S SIGNATURE:		DATE:	
I, _____		, AGREE TO COMPLY WITH ALL TERMS OF THIS REJECTION.	

Final Disposition:

STATE OF CALIFORNIA  
NOTICE OF HOLD COMMODITIES ON PREMISES  
(Section 5701-5704 Food and Agricultural Code)

To \_\_\_\_\_

Owner or person in possession or control of the following  
described plants or things, to wit: \_\_\_\_\_

\_\_\_\_\_  
(Number and Kind of Plants or things)

\_\_\_\_\_  
On premises described and located as follow: \_\_\_\_\_

\_\_\_\_\_  
You are hereby notified that it has been determined by the undersigned that  
\_\_\_\_\_, a pest that is or is liable to be dangerous or detrimental to agriculture,  
has been found on \_\_\_\_\_, to exist on premises, described above, under your control  
or possession.

Under authority of Section 5701-5704 of the Food and Agricultural Code you are further  
notified that it is unlawful to move the above-described plants or things from said premises except  
under written permission of the Director, Department of Food and Agriculture, or the County  
Agricultural Commissioner of the County of \_\_\_\_\_, or until this order is  
revoked in writing by the Commissioner or Director.

Date: \_\_\_\_\_ Signed \_\_\_\_\_

County of Agricultural Commissioner

### Recommended Items for Gypsy Moth Inspection Kit:

1. Spray bottle: 15% detergent (e.g. Tide) and water; apply to gypsy moth egg masses before removing; reduces the risk of eggs dropping or blowing away.
2. Pink postcards: Can be left at residence when no one is home; fill in station, station no., name and address, phone no., and time when inspector can be reached.
3. Gypsy Moth flyer: To be included with postcard.
4. Inspection mirror: Useful when inspecting the undersides of autos, BBQ's, etc.
5. Stick-on Labels: Can be attached to specimen containers so there is no question as to what came from where.
6. PDR Form: Pest Damage Report, fill-in and send to Sacramento when specimens are collected; attach extra ID No. label to "008A" form.
7. Flashlight: A necessity when inspecting items inside a garage, shed, etc.
8. Probes: Can include files, small saw blades, piece of coat hanger, tweezers, or anything else that might prove useful in snaring egg masses, pupae, etc. that are found in inaccessible areas.
9. Putty Knife: For removing egg masses.
10. Vials, pill bottles, and baggies: For securing specimens.
11. Rejection notices.

Everything is contained within an attaché case. A clipboard is attached to the top of the case for the convenience of holding the quarantine notice and for writing on.



The information requested is voluntary, and is needed to record your knowledge of possible irregularities under the USDA Plant Protection and Quarantine Program.

FORM APPROVED  
OMB NO. 0579-0063

U. S. DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

SERIAL NO. **A 18556**

**REPORT OF VIOLATION**

3. WHERE INTERCEPTED (City or Port, and State; also county if domestic)	1. DATE VIOLATION DISCOVERED	2. VIOLATED - REG./COMPL. AGREEMENT
---	------------------------------	-------------------------------------

5. ARTICLE MOVED IN VIOLATION OF REGULATIONS	4. ORIGIN OF ARTICLE (Include county if domestic)	
--	---	--

7. NAME AND BUSINESS ADDRESS OF VIOLATOR (Shipper, caterer, cleaner, garbage handler, servicing agent, broker, ship's agent, etc. Identify which.)	6. IDENTITY OF ARTICLE (Serial No., Waybill No., description, etc.)	
--	---	--

	8. VIOLATOR HAD Compliance agreement? <input type="checkbox"/> Yes <input type="checkbox"/> No      Permit? <input type="checkbox"/> Yes <input type="checkbox"/> No	
--	---	--

	9. IF NO, VIOLATOR WAS AWARE OF REGULATION <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
	If "Yes" - how informed and when?	

10. NAME AND BUSINESS ADDRESS OF CARRIER	11. CARRIER WAS AWARE OF REGULATION <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
	If "Yes" - how informed and when?	

12. IDENTITY OF CARRIER  PLANE    Actl., No. .... Flight No. ....  SHIP     Flag. .... Name. ....  ROAD VEHICLE    License No. ....	13. NAME AND BUSINESS ADDRESS OF CONSIGNEE	
---	--	--

14. DISPOSITION OF PEST RISK (i.e., articles named in Item 5 were fumigated, destroyed, etc.)		
---	--	--

15. REMARKS (Attach additional sheet, if needed)		
--	--	--

16. VIOLATOR OR CARRIER'S STATEMENT OF VIOLATION (Attach additional sheet, if needed identify who gave statement)		
---	--	--

17. OFFICER'S STATEMENT: Must attach a detailed, signed and dated statement. State how the action violated the regulations or compliance agreement cited in Item 2. Describe fully the facts of the violation from discovery through disposition of pest risk including when, who, what, and where.		
---	--	--

18. SIGNATURE OF INITIATING OFFICER	19. PRINTED NAME OF OFFICER AND WORK UNIT	20. DATE REPORT COMPLETED
-------------------------------------	---	---------------------------

21. OFFICER IN CHARGE COMMENTS (Attach additional sheet, if needed)		
List Previous Violations:		
Recommendations:		

22. SIGNATURE OF OFFICER IN CHARGE	23. PRINTED NAME OF OFFICER IN CHARGE AND WORK UNIT	24. DATE SIGNED
------------------------------------	---	-----------------