

Delgado, Daniel

To: Daniel Delgado, SASI II
Cc: Sarah Mellor, ASI/ACO; Ronald Wymore, ASI (PUE); Brian Pennington, ASI (PUE); Sean Nabavi, ASI; Anthony Dahlan, ASI; Jordan Key, ASI/ACO; Vanessa Frey, ASI; Brian Moreno, ASI; Iliana Becerra

Dear grower,

We are getting ready for another busy season and anticipate receiving many inspection requests. In an effort to prevent miscommunication, work around schedules and give all growers the opportunity to schedule an inspection on a first-come, first-serve basis, I am forwarding (copied on this email) you the contact information for all inspectors that should be included on inspection requests.

Inspection requests can be submitted by phone, through PCIT (USDA Phytosanitary certificate website) or by **email**. It's highly recommended that inspection requests be submitted via email so it's easily tracked and responses can be seen by all inspectors. If you do not receive a response by 4:00pm, please call the main office at (951) 955-3045. Our office staff will direct you to the appropriate program manager.

Thank you.

Sarah Mellor	smellor@rivco.org
Jordan Key	jkey@rivco.org
Ron Wymore	rwymore@rivco.org
Sean Nabavi	snabavi@rivco.org
Anthony Dahlan	andahlan@rivco.org
Vanessa Frey	vafrey@rivco.org
Brian Pennington	bpennington@rivco.org
Brian Moreno	bmoreno@rivco.org
Iliana Becerra	ibecerra@rivco.org
Daniel Delgado	ddelgado@rivco.org

Daniel Delgado
Supervising Agricultural & Standards Investigator
Riverside County Agricultural Commissioner's Office
Office [951.955.3031](tel:951.955.3031)
Fax [951.955.3047](tel:951.955.3047)
ddelgado@rivco.org





RIVERSIDE COUNTY AGRICULTURAL COMMISSIONER'S OFFICE

RONALD BRAY
ASSISTANT AGRICULTURAL COMMISSIONER / SEALER
ROBERT MULHERIN
DEPUTY AGRICULTURAL COMMISSIONER / SEALER
DELIA JIMENEZ-CIOC
DEPUTY AGRICULTURAL COMMISSIONER / SEALER
MICHELE TRACY
DEPUTY AGRICULTURAL COMMISSIONER / SEALER
CARMEN HAINES
DEPUTY AGRICULTURAL COMMISSIONER / SEALER

RUBEN J. ARROYO
AGRICULTURAL COMMISSIONER
SEALER OF WEIGHTS AND MEASURES

Phytosanitary Certificate Issuance Protocol

Riverside District

- Federal and State Phytosanitary Certificate (FPC, SPC) applications can be submitted via PCIT at any time of the day or night that is convenient to the applicant.
- All FPC and SPC applications will be processed each weekday morning. Companies wishing to have phytosanitary certificates issued for a particular day should have their applications submitted no later than 10:00 a.m. the day prior to the requested inspection date.
- Notification of any changes or revisions to the originally submitted FPC or SPC application must be submitted by the applicant to the Riverside district office by 4:30 p.m. the day prior to inspection. Notification of changes can be made by phone or email to the Riverside district office, Monday thru Friday.
- Please note: If notification of changes or revisions are not made prior to processing of the FPC or SPC application by the Riverside district office, the applicant may be charged the full cost of the FPC or SPC if subsequent changes are necessary.
- All relevant documents must be attached to the application. All import permits must be translated to English correctly and submitted with the FPC application.
- If you have any questions or concerns please contact the Export Program Manager, Carmen Haines, at 951-955-3006, email chaines@rivco.org, or the main office at 951-955-3045.