



PREDEPARTURE AIR PASSENGER—AQI Monitoring Data

(Used by Plant Protection and Quarantine (PPQ))

Work unit: _____ Date: _____ Time (military): _____

1) Terminal: _____ 2) Airline: _____ 3) Flight number: _____

4) Passenger origin (island or municipality): _____ 5) Arrival final destination (City/State): _____ / _____
(no abbreviations)

6) Number of passengers traveling: _____ 7) All bags present? ☐ NO ☐ YES

8) Reason for travel (check one): ☐ Business/work ☐ Crew ☐ Family visit ☐ Military ☐ Return home ☐ School ☐ Tourist ☐ Visit friends

9) Status: ☐ Resident ☐ Visitor 10) Inspected by: _____ 11) Overtime: ☐ NO ☐ GOT ☐ ROT

12) Any item(s) of agricultural interest? ☐ NO ☐ YES

*Action: I – Intercepted; IR – Inspected & Released				**Found in luggage type: 1 – Backpack; 2 – Carton box; 3 – Cooler; 4 – Duffel bag; 5 – Hand-carry bag; 6 – Other personal effects; 7 – Suitcase					
a) Article origin (island or municipality)	b) Article(s) ¹	c) Quantity/ unit ²	d) Declared NO YES	e) Action taken*	f) Luggage type**	g) Contaminant NO YES	h) Pest found NO YES	i) Pest number	j) Pest identification or contaminant
			☐ ☐			☐ ☐	☐ ☐		
			☐ ☐			☐ ☐	☐ ☐		
			☐ ☐			☐ ☐	☐ ☐		
			☐ ☐			☐ ☐	☐ ☐		
			☐ ☐			☐ ☐	☐ ☐		

¹ Include article description as necessary.

² Most articles are recorded in kilograms, refer to instructions below.



INSTRUCTIONS – PREDEPARTURE AIR PASSENGER AQIM

IMPORTANT:

- This worksheet will be used by predeparture in Puerto Rico and Hawaii.
- Data fields must be filled in for a completed monitoring record even if no agriculture item(s) are found.
- All item(s) of agricultural interest must undergo 100% inspection for pests.
- All pests interception and quantities found on QMIs must be recorded on the appropriate database.
- Write “AQIM” on the QMI’s (Quarantine Material Intercepted) bag to ensure that if any pest is found, the diagnostic request is associated with AQIM.

Record Work unit, Date, and Time (military time) of the inspection.

- 1) Terminal: record the name of terminal where the inspection is performed.
- 2) Airline: record the name of the airline.
- 3) Flight number: record the flight number. No letters or leading zeros.
- 4) Passenger’s origin (island or municipality): record the origin of the passenger (the specific island of Hawaii or municipality of Puerto Rico the passenger(s) is coming from before departing HI or PR).
- 5) Arrival final destination (city and State): record the passenger’s primary city and State of destination in the United States. Spell city name fully. Do not use letter codes. If going to multiple destinations, record last or final city/State destination. If in transit to a foreign county, record “In transit” for both city and State.
- 6) Number of passengers traveling: record the total number of passenger in the sample who was chosen at random for the inspection, even if not every passenger is present.
- 7) All bags present: select the appropriate response. If a passenger has baggage destined to the mainland that is not available for inspection, check NO.
- 8) Reason for travel: select the reason that best describes why the passengers are departing to the U.S. mainland. If there are multiple reasons, select the main one.
- 9) Status: select the appropriate answer. Passengers who remain 50.0% or more of the year on the island are residents. Passengers are considered visitors if they remain on the island for 49.9% **or less** of the year. When there are several passengers, record the status of most of them.
- 10) Inspected by: print name of the person responsible for the AQIM inspection.
- 11) Overtime: select the appropriate response according to when the inspection was completed: no, government overtime (GOT); or reimbursable overtime (ROT).
- 12) Any item(s) of agricultural interest? check if the passenger is carrying an item of agricultural interest. Items (i.e., plants, plant products, soil and, if applicable, animal products, etc.) that need to be inspected for pest interception, regulated,

or for other purposes are considered items of agriculture interest by PPQ. If yes, complete the remaining fields.

- a) Article origin (island or municipality): record the island or municipality of the article’s origin. If the passenger is unsure of the article’s origin, record it as “unsure.”
- b) Article(s): record the name of each item of agricultural interest found during the inspection. Write one item per line, beginning with the items that were intercepted and followed by those that were inspected and released. If regulated article would normally be intercepted but is released due to its condition (i.e., frozen, cooked, or blended), record that information. Note the specific condition that justified its release.
- c) Quantity/unit: record the article’s weight using the appropriate unit of measure. Weight data is important as a standard for risk analysis. Most article’s quantity can be recorded as weight. Indicate the weight in kilograms, up to a tenth (.0) of a kilogram (e.g., 1.5 kg). Obtain or accurately estimate weight of intercepted fruits and vegetables. To estimate this weight, take 0.3 kg as the weight per article intercepted (i.e., apple, orange, pepper, etc.). The following are examples of other types of articles and the unit of measurement to be used: plant material, such as flowers and greenery, must be recorded as bouquets or stems; for miscellaneous articles, e.g., shoes or trophies, etc., use **each**. For leis, record the number of stems. When applicable, record animal products’ weight in kilograms.
- d) Declared: check the appropriate response to indicate if item was declared.
- e) Action taken: record the appropriate response using the options provided on the worksheet.
- f) Luggage type: record the appropriate response using the options provided on the worksheet.



- g) Contaminant: check if contaminant was found **or not**. If yes, record the type of contaminant associated with the article.
- h) Pest found: check if pest(s) (quarantine or nonquarantine) was found **or not**.
- i) Pest diagnostic request number: if a pest is found, send all pests intercepted to the identifier. Write "PROMPT: AQIM" in the remarks section of the diagnostic request. Make sure to update the AQIM record with the diagnostic request number(s).
- j) Pest identification or contaminant: record the official pest ID for all (quarantine or nonquarantine) pests or list the contaminant (biologicals, blood, dirt/soil, manure, non-noxious weed seed, noxious weed seed), if applicable. If the determination is not yet known, make sure the record is updated later.