Automated Commercial Environment (ACE)

Tips and Guidelines for Filing EPA Notice of Arrival (NOA) for Pesticides and Devices

May 2021

Authored By: United States Environmental Protection Agency (EPA)
Table of Contents

I. Tips and Guidelines Overview .................................................................................................................... 2

II. FIFRA Background ...................................................................................................................................... 2

III. Options for Filing an EPA NOA .................................................................................................................... 3
    Filing electronically .................................................................................................................................................... 3
    Filing on Paper ........................................................................................................................................................... 4
    Option 1 ................................................................................................................................................................ 4
    Option 2 ................................................................................................................................................................ 5

IV. Tips for Preventing Common Filing Errors ............................................................................................... 6
    1. Government Agency Program Codes ................................................................................................................ 6
    2. Disclaim Codes and Harmonized Tariff System (HTS) Code Flags in ACE .......................................................... 6
    3. Entry Summary Certified for Cargo Release (“Certified from Summary”) ........................................................ 7
    4. Electronic Image Indicator ................................................................................................................................ 8
    5. Confidential Image Indicator ............................................................................................................................ 8
    6. DIS Images (on-product label, EPA-signed Forms 3540-1, and other supporting documentation) .................. 8
    7. EPA Registration Numbers ............................................................................................................................ 8
    8. EPA Establishment Numbers ............................................................................................................................ 8
    9. Other records in the PGA Message Set ............................................................................................................. 9
    10. Returned Goods ........................................................................................................................................... 10

V. Additional Resources ................................................................................................................................ 11
TIPS AND GUIDELINES
FOR FILING
EPA NOA FOR PESTICIDES AND DEVICES

I. Tips and Guidelines Overview

This Tips and Guidelines (“tip sheet”) is provided to assist importers or their authorized agents with filing obligations related to the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA). It is not intended to help identify or navigate responsibilities under all Federal laws pertinent to their imported goods. Importers are independently responsible for determining whether they have any FIFRA obligations or obligations under any other Federal law. Useful information is also provided in the U.S. Environmental Protection Agency’s (EPA’s or Agency’s) supplemental guide to Customs and Border Protection (CBP)’s Customs and Trade Automated Interface Requirements (CATAIR), which may be found at https://www.cbp.gov/document/forms/epa-supplemental-catair-guidelines. The importer or their authorized agent can contact their software provider or the trainer for an understanding of these filing tips. Helpful resources for explaining the FIFRA pesticides and import program requirements and CBP requirements are listed at the end of this tip sheet, under “Additional Resources.”

This tip sheet provides importers and their authorized agents updated information on:

A. Options for filing the paper EPA NOA (EPA Form 3540-1) or its electronic alternative in CBP’s Automated Commercial Environment (ACE);

B. Reminders and tips for preventing common filing errors; and

C. Additional resources on FIFRA and the import of pesticides and pesticide devices.

II. FIFRA Background

The U.S. Environmental Protection Agency (EPA) regulates the production, distribution (including importation) and use of pesticides and pesticide devices in the United States under the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA). All imported pesticides intended for use in the United States must be registered, as required by Section 3 of FIFRA, before being permitted entry into the United States.

Section 17 of FIFRA and the CBP-promulgated regulations set forth at 19 C.F.R. §§ 12.110-12.117 require that any importer of a “pesticide” or “device” subject to FIFRA must file an EPA Notice of Arrival (NOA) of Pesticides and Devices. Importers are responsible for determining whether their goods are “pesticides” or “devices” subject to these import filing requirements.

Section 2 of FIFRA defines “device”, “pest,” and “pesticide” (see FIFRA sections 2(h), 2(t), and 2(u)). The Agency issued regulations to help determine what products or substances meet those definitions, and whether a given pesticide is regulated by FIFRA. See 40 C.F.R. Part 152, Subparts A and B.

FIFRA section 25(b) authorizes the EPA to exempt from FIFRA requirements pesticides that it determines are adequately regulated by another federal agency, and pesticides that have been determined to be of
a character which is unnecessary to be subject to FIFRA. For the specific conditions that must be met for
a product to meet an exemption, see 40 C.F.R. §§ 152.20 and 152.25.

Links to the regulations mentioned and related Agency guidance material are linked below in Additional
Resources. In addition, the basics of FIFRA and what is required is also covered in a recorded June 2018
webinar. The recording can be found at https://www.youtube.com/watch?v=vYvgFUDFkZg.

If the importer or their authorized agent is unsure whether they are required to file an EPA NOA after
reading the information provided, contact the appropriate EPA regional pesticide imports contact for
the state/territory for the port of entry. The EPA regional pesticide import contacts can be found at
https://www.epa.gov/compliance/regional-contacts-questions-concerning-notices-arrival-epa-form-
3540-1

III. Options for Filing an EPA NOA

Upon entry of a shipment of pesticides or pesticide devices into the United States, and concurrent with
the filing of the entry documentation, CBP must be in receipt of a completed EPA NOA. Importers or
their authorized agents may submit NOA information using EPA Form 3540-1 or electronically via any
CBP-authorized electronic data interchange system. Importers and their authorized agents are
encouraged to file their EPA NOA information well in advance of their shipment’s arrival at the port of
entry to allow time for EPA review, any requests for additional information, and any necessary
corrections. [Note: For ocean shipments, the NOA can be filed at least 30 days prior to arrival or when
the goods are loaded on the vessel.]

Filing electronically. Importers or their authorized agents can electronically submit the pesticide
data required by EPA Form 3540-1 through the Partner Government Agency (PGA) Message Set,
along with an image of the label that is on the product to be imported, through ACE’s Document
Image System (DIS). [Note: No Disclaim Codes are used for this filing option.] Importers or their
authorized agents can file an electronic EPA NOA by typing required information into screens in
their particular software, transmitting the information (what is referred to as the PGA Message
Set), and uploading an image of the on-product market label (final printed label) to the ACE
Document Image System (DIS). Uploading the label image is mandatory, and it should be tagged
as EPA04-Pesticide Label. Importers or their authorized agents should make sure to select the
Electronic Image Indicator in the screens to indicate they have uploaded an image to DIS.

For this filing option, no completion or mailing of paper Form 3540-1 is required. If the importer
or their authorized agent files correctly, a “may proceed” will be issued and a “One United States
Government (USG)” message will be sent along with a conditional release (which may be subject
to redelivery). The one USG message is a convenience to indicate that the filing has passed the
business rules/initial review by relevant agencies and does not necessarily mean the shipment has
been cleared for entry. Note that even after the One USG message has been issued, the
merchandise may still be subject to a Notice of Redelivery if the filing, upon EPA review, shows
any inadequacies or discrepancies, e.g., the label image is illegible or incomplete. The issuance of

1 EPA recognizes there are various software vendors available for Trade to use in submitting their electronic EPA
NOA information to ACE. This tip sheet is tailored to provide general tips and guidelines to assist in the importer’s
filing obligations relative to FIFRA regardless of the software product being used.
a “One USG” message does not preclude EPA or CBP or any other government agency from taking any subsequent enforcement action.

After importers or their authorized agents electronically file through the PGA Message Set, ACE then completes a series of automatic checks to determine if there are problems with the information submitted and will issue electronic notifications to the importer. Below is a breakdown of what to expect.

- **Filings that pass the automatic checks.** The PGA Message Set will trigger a “may proceed” message that is sent to the filer and CBP via ACE. This message indicates the filing, based on the information provided in ACE, is complete for processing in ACE. (Note: EPA may manually review these filings to ensure that all filing requirements have been met, and if not take action).

- **Filings that do not pass the automatic checks in ACE.** Filings that do not pass the initial checks will result in a “reject” or “hold intact” message. A “reject” message indicates the filing has not provided the information needed in one or more data fields for ACE to process the filing and the filing error is identified in the “reject” message. The importer or their authorized agent will need to provide the required data in order for ACE to process the filing.

If the filing is complete for processing but does not provide valid information, a “hold intact” message either ACE-generated or placed by EPA will be sent. A “hold intact” means the goods cannot enter the U.S. commerce. EPA may review and provide feedback directly to the importer to either correct the filing (i.e., issue with label uploaded in DIS) or EPA may take other actions such as requesting CBP place a hold on the shipment for EPA examination, or issue a Notice of Refusal of Admission (NORA).

For filing errors, the filer can correct the filing directly in ACE and submit a correction (called CA) filing in order to receive an “accept” and “may proceed,” thereby allowing the goods to exit the port of entry and enter commerce. The filer may receive CBP clearance and a ‘release’ message for the filing from CBP, while at the same time the filing may have an EPA “hold intact.” In that situation, the importer or its authorized agent (i.e., broker/filer) should correct its filing as soon as possible because ACE does not allow corrections 10 days after the CBP ‘release’ message for an entry filing. If the filing is past the 10 days and corrections cannot be made, the importer should contact the EPA Regional office for the port of entry.

**Filing on Paper.** Importers or their authorized agents may choose to submit a paper version of Form 3540-1. If so, prior to the shipment arriving in the United States, the EPA Form 3540-1 must be submitted by the importer or its authorized agent to the appropriate EPA regional office for the state/territory where the shipment is to arrive. Staff in the appropriate EPA regional office will review and sign the Form 3540-1 and indicate any action to be taken by CBP with respect to the shipment. Importers or their agents then have two options for completing the EPA NOA process.

**Option 1:** Importers or their authorized agents may choose to file an image of an EPA-signed Form 3540-1 in the Document Image System. (Note: The entry number in Box 14 must match the entry number for the entry.)
During the COVID-19 public health emergency, EPA will accept completed and signed paper EPA Form 3540-1 from the importer or its agent via email. Please contact the regional coordinator for specific instructions.²

**Sequential steps for this option**

1. **Mail the form to the EPA Regional Office for the port of entry.** The EPA Form 3540-1 for the shipment must first be completed and signed by the importer and then mailed, along with a paper copy of the on-product market label (or final printed label) and any other documentation required, to the appropriate EPA regional office for EPA to determine if the import is compliant with FIFRA. The EPA regional office will review the submission, sign and return it to the importer. Importers are encouraged to provide a return shipping label with the original mailing indicating which mail service is preferred; if not provided, EPA will return the EPA NOA package via regular first-class US mail.

2. **Upload an image to DIS and file a Disclaim Code C in the PGA Message set.** The importer or their authorized agent creates a digital or electronic image of the EPA-signed Form 3540-1 in a file format acceptable to DIS and uploads that image to DIS tagged as EPA03-Pesticide.³ The importer/agent will need to file a Disclaim Code C to represent that the importer or their authorized agent has filed the EPA NOA information using DIS rather than using the PGA Message Set.

3. **Receive Response from CBP.** For this filing option, the importer or their authorized agent will receive an automatic “Documents Required” message when they file. CBP will check to make sure the submission includes an uploaded authentic and complete EPA-signed NOA. If the importer or their authorized agent filed correctly and EPA indicated on the signed NOA that release was appropriate, a “release” will be issued by CBP. Any questions regarding resolution of this message should be directed to CBP personnel at the port of entry, not EPA. If a valid filing cannot be made or there are issues with the goods, other actions may be taken such as requesting CBP to place a hold on the shipment for EPA’s examination, or EPA issuing a Notice of Refusal of Admission (NORA).

**Option 2:** Importers or their authorized agents may choose to file by sending the EPA-signed paper EPA Form 3540-1 with the shipment.

During the COVID-19 public health emergency, EPA will accept completed and signed paper EPA Form 3540-1 from the importer or its agent via email. Please contact the regional coordinator for specific instructions.⁴

---

² Notice pertaining to filing paper NOAs during the COVID-19 public health emergency, and list of regional contacts can be found at [https://www.epa.gov/compliance/importing-and-exporting-pesticides-and-devices](https://www.epa.gov/compliance/importing-and-exporting-pesticides-and-devices)

³ The EPA regional office will not provide the importer or broker with electronic scans of hardcopy EPA NOAs.

⁴ see footnote ²
Sequential steps for this option

1. Mail the form to the EPA Regional Office for the port of entry. The EPA Form 3540-1 for the shipment must first be completed and signed by the importer and then mailed, along with a paper copy of the on-product market label (or final printed label) and any other documentation required, to the appropriate EPA regional office for EPA to determine if the import is compliant with FIFRA. The EPA regional office will review the submission, sign and return it to the importer. Importers are encouraged to provide a return shipping label with the original mailing indicating which mail service is preferred; if not provided, EPA will return the EPA NOA package via regular first-class US mail. The importer must provide a hard copy of the returned EPA-signed Form 3540-1 to CBP with the shipment.

2. File a Disclaim Code D in ACE to reflect that the importer filed a hard copy Form 3540-1 with the shipment rather than uploading it to DIS or using the PGA Message Set to file.

3. Receive response from CBP. For this filing option, the importer or their authorized agent will receive an automatic “Documents Required” message. CBP will check to make sure the importer provided a hard copy of an authentic and complete EPA NOA to CBP with the shipment. If the importer or their authorized agent files correctly and EPA indicated on the signed NOA that release was appropriate, CBP will issue a release. If a valid filing cannot be made or there are issues with the goods, other actions may be taken such as requesting CBP to place a hold on the shipment for EPA’s examination, or EPA issuing a Notice of Refusal of Admission (NORA).

IV. Tips for Preventing Common Filing Errors

This section focuses on the data elements in the PGA Message Set electronic filing where the most common filing errors are made.

1. Government Agency Program Codes
   Make sure the importer or its authorized agent uses the correct Government Agency Program Code when filing an EPA NOA electronically. The available codes in the CBP Customs and Trade Automated Interface Requirements (CATAIR) are:
   - PS1 – Registered pesticides
   - PS2 – Pesticide - Devices (FIFRA-regulated devices)
   - PS3 – Pesticides - Other (FIFRA-regulated pesticides that are not registered with EPA)

   Section 2 of FIFRA defines “device” and “pesticide.” Importers are responsible for determining whether their goods are “pesticides” or “devices” in order to determine the correct code.

2. Disclaim Codes and Harmonized Tariff System (HTS) Code Flags in ACE
   Disclaim codes are used to indicate the reason the full PGA Message Set is not provided. The valid codes identified by CBP in the Customs and Trade Automated Interface Requirements (CATAIR) are:
   - A = product is not regulated by this agency
   - C = data filed through other agency means
   - D = data filed through paper
Filing Disclaim code A. In general, if the importer determines they do not need to file an EPA NOA, use Disclaim Code A. Using Disclaim Code A indicates to EPA and CBP that the importer has determined, after reviewing FIFRA and its implementing regulations, that the merchandise in question is not intended for use as a pesticide or a pesticide device, or is a pesticide exempt from the requirements of FIFRA, and thus the EPA NOA filing requirement does not apply. The improper use of Disclaim Code A on products for which the importer is required to file an EPA NOA may result in the issuance of a Notice of Redelivery of the merchandise to the port for export and may result in an enforcement action against the importer or the importer’s agent by either or both CBP and EPA. Please be sure to provide a clear description of the cargo by either providing the brand name or terms typically used to describe the merchandise to potential customers or consumers in the commercial description (the OI record in the PGA message set). For example, the term “Goods” is not an adequate description. “Goods” is commonly provided as a description but does not identify the purpose and nature of the merchandise.

In any Disclaim Code A filing, the importer is advised to check whether a TSCA filing is required for import of their merchandise. Contact information for determining TSCA filing requirements is provided at https://www.cbp.gov/document/publications/ace-tips-filing-epa-tsca.

Filing Disclaim code C and D. As stated above in Section III., Disclaim Code C is to be used for Option 1 filings [File an image of an EPA-signed Form 3540-1 in the Document Image System], and Disclaim Code D is to be used for Option 2 filings [File by sending the EPA-signed Form 3540-1 with the shipment].

Filing requirements in HTS code ‘may be required’ flags in ACE. EPA works with CBP to set ‘may be required’ flags in ACE for merchandise with HTS codes that may be regulated by EPA (e.g., pesticides (EP5)). If the merchandise the importer is importing has an HTS code with a ‘may be required’ flag but the importer has determined a NOA is not required, the importer or their authorized agent is required to file a partial EPA PGA Message Set, including the Government Agency Code, Government Agency Program Code, and Disclaimer Indicator along with the commercial description in the header. The importer or its authorized is not required to enter a full PGA Message Set as they would if they were filing an EPA NOA according to the electronic option outlined in Section III. above. This partial PGA Message Set does not constitute an EPA NOA. In this scenario, where the importer has determined their merchandise is not a FIFRA-regulated pesticide or device, the importer or its authorized agent may select Government Agency Program Code PS3, and Disclaim Code A. If the importer or their authorized agent is unsure of whether an EPA NOA is required, they may contact the EPA office having jurisdiction over the port of entry where the shipment is to arrive.

3. Entry Summary Certified for Cargo Release (“Certified from Summary”)

The EPA NOA information and images of on-product labels should be filed (by the importer or their authorized agent) with Entry or Entry Summary Certified for Cargo Release. The NOA information and the image of the on-product label should never be filed with the Entry Summary because entry summary filings are not processed with the automatic checks and EPA cannot take action (e.g., manually issue “may proceed”). For questions on how to file an Entry Summary Certified for Cargo Release, importers or their authorized agents should refer to their Software Provider’s training and guidance.
4. **Electronic Image Indicator**
   Only select “Yes” or “Y” when documents have been appropriately uploaded as images to DIS (see below).
   a) **Providing a ‘Y’ on the electronic image indicator, but not uploading document images to DIS.** Incorrectly marking “yes” when there are no documents will result in a warning from ACE through the importer or their authorized agent’s software which they should heed and file the appropriate image in DIS. Failure to do so will delay EPA’s review of the filing while EPA waits for the complete submission.
   b) **Not providing a ‘Y’ on the electronic image indicator.** Failing to indicate “yes” in the importer or their authorized agent’s PGA Message Set filing when there are documents to review (for registered pesticides in particular- PS 1 filings) will result in an automatic “hold intact.” It may also result in a delay as EPA may request and wait for the supporting documentation.

5. **Confidential Image Indicator**
   Only select “Y” when asserting that all **applicable** data elements, except those that cannot be declared Confidential Business Information (CBI) by EPA regulation (see note), are CBI. If a “Y” is indicated, comments should be provided in the PG24 record indicating which data elements are considered CBI. **[Note: Information required by section 7(c) of FIFRA is not entitled to confidential treatment per section 7(d) and the labeling requirements at 40 C.F.R. § 156.10.]**

6. **DIS Images (on-product label, EPA-signed Forms 3540-1, and other supporting documentation)**
   a) Tag any related DIS images with both the Entry Number and the correct EPA tag so EPA can view the documents in ACE.
      - EPA03 (Form 3540-1)
      - EPA04 (pesticide label or other supporting documentation)
   b) Please make sure to select the Electronic Image Indicator check box to indicate a DIS image of the on-product label (final printed label) has been uploaded to DIS prior to transmitting the PGA Message Set.

7. **EPA Registration Numbers**
   Registration number format should be double-checked. Enter the number as it is provided on the on-product market label (final printed label), including the dashes.

8. **EPA Establishment Numbers**
   a) **Foreign Producer Establishments.** The format for the foreign producer establishment number should be (NNNNNNAAANN). Double-check the format to ensure that it matches the on-product market label (final printed label). This is a 12-digit code: six numbers, three alpha letters, three numbers. Remove dashes and add leading zeroes to both the first and last numbers if they do not match the 6N 3A 3N format. For example, if the producer establishment number on the on-product label is 12345-CHN-1, the proper format for that number for filing would be 012345CHN001. The importer or their agent must enter the number consistent with this format even if the importer or their authorized agent’s software allows a different format, otherwise ACE will generate an automatic “hold intact” for the incorrect format. The alpha (A) in the format represents a 3-character country code.
b) **Domestic Producer Establishments.** Foreign producer establishment numbers have a three-character code in the number (NNNNNAAANNN). Domestic producer establishment numbers have a two-character state code (NNNNNNAANNN) which fails the automatic check when filed through ACE. Filing a Domestic producer establishment number will always receive a “hold intact” so EPA can review it. The alpha (A) in the format represents a two-character state code.

9. **Other records in the PGA Message Set**

a) Verify correct country of origin. This data entry must comply with Customs regulations at 19 C.F.R. part 141. If the country of origin differs from the country identified in the EPA Establishment Number within the PGA Message Set, an explanation must be provided by uploading the appropriate documentation to demonstrate country of origin into DIS. For example, the importer or their authorized agent may upload a written statement from the importer describing where the merchandise was made for CBP purposes (payment of duties and tariffs) and the foreign country where the product was packaged and labeled for EPA purposes (FIFRA compliance).

b) Check for inclusion of all Eight Entity Roles (listed in the chart below) and their respective information, making certain that both company information and point of contact (individual or person) information is accurately entered. If these entity types are not provided, the importer or their authorized agent’s filing will receive an automatic “hold intact,” which requires the EPA regional office to review the filing.

<table>
<thead>
<tr>
<th>Data Element</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entity Role Codes</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NP</td>
<td>NP</td>
<td>Notify Party</td>
</tr>
<tr>
<td>CI</td>
<td>CI</td>
<td>Certifying Individual</td>
</tr>
<tr>
<td>IM</td>
<td>IM</td>
<td>Importer</td>
</tr>
<tr>
<td>CAR</td>
<td>CAR</td>
<td>Carrier</td>
</tr>
<tr>
<td>DEQ</td>
<td>DEQ</td>
<td>Shipper</td>
</tr>
<tr>
<td>EPN</td>
<td>EPN</td>
<td>EPA Producer Establishment Number</td>
</tr>
<tr>
<td>LG</td>
<td>LG</td>
<td>Location of Goods</td>
</tr>
<tr>
<td>CB</td>
<td>CB</td>
<td>Customs Broker</td>
</tr>
</tbody>
</table>

**Note:** For self-filers, where the importer does not use a broker and does its own filings through ACE, the importer can enter its contact information in the section for the Customs Broker.

c) For recording the number of units (quantity) of a shipment, check to make sure the packaging information provides for at least 2 packaging qualifier levels. In addition, check to make sure the total net weight is provided. There are multiple variations for packaging unit of measures, several of which can be found in the EPA CATAIR Supplemental and Samples documents. Below are two examples for the “packaging qualifiers” (PG26):

**Two Packaging Qualifiers**

[Note: Numbers in brackets refer to the position in the PG26 record]
Packaging Qualifier [5]: 1 = Largest unit of packaging
- Quantity [6-17]: 000000110000 = 1,100 units in shipment
- Unit of Measure (packing level) [18-22]: BG = Bag
- There are 1,100 units (bags) in the shipment.

Packaging Qualifier [5]: 2 = Second largest unit of packaging
- Quantity [6-17]: 000000001520 = 15.2 measurement of smallest units in shipment.
- Unit of Measure (packing level) [18-22]: KG = Unit of Measure of individual units is kilograms
- The bags in this shipment are 15.2 kg each.

The net weight line (PG29) is for the total net amount of all the units in the shipment being imported (16,720 kg)

Three Packaging Qualifiers
- Packaging Qualifier [5]: 1 = Largest unit of packaging
  - Quantity [6-17]: 000000100000 = 1,000 units in shipment
  - Unit of Measure (packing level) [18-22]: CT = Carton
  - There are 1,000 units (cartons) in the shipment.

- Packaging Qualifier [5]: 2 = Second largest unit of packaging
  - Quantity [6-17]: 000000000200 = 2 items per unit in shipment measurement of smallest units in shipment.
  - Unit of Measure (packing level) [18-22]: JG = Unit of Measure of individual units is jug.
  - There are two (2) smaller units (jugs) in each larger unit (carton) in this.

- Packaging Qualifier [5]: 3 = Third largest unit of packaging
  - Quantity [6-17]: 000000000500 = 5 gallons per item in shipment measurement of smallest units in shipment.
  - Unit of Measure (packing level) [18-22]: GAL = Unit of Measure of individual units is gallons.
  - The jugs in this shipment are 5 gallons each.

- The net weight line (PG29) is for the total net amount of all the units in the shipment being imported (10,000 gallons)

Please refer to the CBP’s EPA Supplemental CATAIR Guidelines, which are linked below in Additional Resources.

10. Returned Goods

When an exported pesticide or device is returned to the United States (“Returned Goods”), the importer of that returned pesticide or device must comply with FIFRA as any importer of a FIFRA-regulated pesticide or device.

a) Registered Pesticide Returned Goods. If the pesticide product is registered for use in the United States and is labeled according to the terms of its registration, it may be imported using Program Code PS1 (registered pesticide) in ACE. If a device meets all applicable FIFRA requirements, it may be imported using Program Code PS2 (device) in ACE.
b) **Unregistered Pesticide Returned Goods.** If an unregistered pesticide is being imported (including a pesticide labeled for a foreign purchaser not for use in the United States) and it is not exempt from FIFRA or a qualifying R&D pesticide, it may only be imported if an exception in 40 C.F.R. § 152.30 applies (e.g., import for export, between registered establishments owned by the same producer, etc.). Importers of unregistered pesticides are reminded of the following:

i. If the importer or their authorized agent files the EPA NOA information electronically using the Pesticides ACE PGA Message Set, use Program Code PS3 with no Disclaim Code. If the importer or their authorized agent files by completing Form 3540-1 (Option 1 or 2), check the applicable box 18 on the Form (18a through 18h). Depending on the filing method, the importer or their authorized agent must either upload to DIS or send to EPA, documentation, including an image of the on-product label, that demonstrates the importer’s unregistered pesticide meets an exception under the regulation (section 152.30), and may be legally imported.

ii. To expedite EPA review of the importer’s returned goods filing, the importer or their authorized agent may include the original export transaction paperwork/documentation, the foreign purchase acknowledgement statement (FPAS), the reason for return, and the plans for the pesticide when it arrives at its United States destination.

For these entries, ACE will place an automatic “hold intact” and notify the appropriate EPA regional office for the state/territory where the shipment is to make entry (where the port of entry is located) for EPA NOA review.\(^5\) If the documentation is complete and accurate and supports the conclusion that the product may be imported and distributed in compliance with FIFRA, EPA will issue a “may proceed.”

V. **Additional Resources**

For background information on the pesticides import program and responses to frequently asked questions received from the regulated community on filing EPA pesticide entries in ACE, see the following resources:

- FAQs of the FIFRA Import Program
- EPA Responses to Webinar FAQs
- CBP and Trade Automated Interface Requirements (CATAIR) EPA Supplemental Guidelines (February 12, 2019)
- Overview of Requirements for Pesticide Registration and Registrant Obligations (Pesticide Registration Manual: Chapter 1)
- Additional Considerations for Biopesticide Products (Pesticide Registration Manual: Chapter 3)
- Additional Considerations for Antimicrobial Products (Pesticide Registration Manual: Chapter 4)

\(^5\) Returned goods typically fail ACE automated checks and the system sends a “hold intact” notification because the producer establishment number has a domestic (i.e., 2 character) country code.
- Devices (Pesticide Registration Manual: Chapter 13)
- Pesticide Devices: A Guide for Consumers
- Minimum Risk Pesticides Exempted from FIFRA Registration
- Determining if a Cleaning Product is a Pesticide Under FIFRA
- CBP Regulations Applicable to Pesticides and Devices, 19 C.F.R. §§ 12.110-12.117
- EPA Regulations Applicable to Pesticides Programs, 40 C.F.R. parts 150-189
- EPA & ACE Filing of Pesticide Imports Webinar for the National Customs Brokers and Forwarders Association of America (NCBFAA)
- Compliance Advisories and Enforcement Alerts