

<b>FEDERAL SEED ANALYSIS CERTIFICATE</b> (For Canadian-Grown Agricultural and Vegetable Seed Destined for the United States)		CERTIFICATE NUMBER
1. NAME AND ADDRESS OF SENDER		2. DATE ISSUED
		3. LABORATORY NUMBER
<b>SENDER'S INFORMATION</b> <i>(The information is that of the sender and not of the laboratory.)</i>		
4. ORIGIN	5. KIND	6. VARIETY
7. SCIENTIFIC NAME	8. LOT DESIGNATION	9. SIZE OF LOT
10. TREATMENT		11. SAMPLE TAKEN BY
12. OTHER INFORMATION		
<b>LABORATORY DETERMINATION</b> <i>(to be used for labeling)</i>		
13. COMMON NAME(S) OF KINDS IN EXCESS OF 5% OF THE WHOLE <i>(as recognized in Federal Seed Act regulations)</i>		14. SCIENTIFIC NAME(S)
15. INDICATE IF SEED IS, OR WILL BE <i>(mark all that apply)</i>  <input type="checkbox"/> Pelleted <input type="checkbox"/> Coated <input type="checkbox"/> Treated <i>(indicate labeling)</i>		
16. NOXIOUS WEED SEEDS BASED ON EXAMINATION OF _____ GRAMS		
17. SCIENTIFIC NAME AND NUMBER OF EACH KIND OF NOXIOUS WEED SEED		
18. CERTIFICATION OF AUTHORIZING OFFICIAL <i>(place an "X" in ONE box below)</i>  <input type="checkbox"/> I certify that this lot meets the noxious weed requirements of the Federal Seed Act.  OR  <input type="checkbox"/> This lot contains noxious weeds beyond tolerance and may be imported into the United States only if consigned to an approved facility for cleaning.		
19. NAME AND ADDRESS OF ISSUING LABORATORY		20. NAME AND TITLE OF AUTHORIZING OFFICIAL
		21. SIGNATURE

## INSTRUCTIONS FOR COMPLETING PPQ FORM 925

### FEDERAL SEED ANALYSIS CERTIFICATE

(For Canadian-Grown Agricultural and Vegetable Seed Destined for the United States)

**Appropriate Use of PPQ 925** - Use the PPQ Form 925 only for agricultural or vegetable seed of Canadian origin, or U.S. Seed Returned. If the seed to be exported to the United States is of foreign origin other than Canada, or is not U.S. Seed Returned, do not use PPQ Form 925. Instead, use Canadian Food Inspection Agency (CFIA) Form 5289 provided by CFIA, and follow their instructions.

Do not use PPQ Form 925 if the kind of seed is not listed in the Federal Seed Act (FSA) Regulations. Refer to the APHIS regulations under the FSA ([7 Code of Federal Regulations \(CFR\) 361](#) aka APHIS FSA Regulations) for a list of regulated kinds of seed.

**Top Right Corner** Assign a Certificate Number - Use the alpha code for your laboratory followed by the last two digits of the calendar year, then the consecutive number of the certificate. For example, if your laboratory's alpha is "A," the first certificate you issue in 2018 will be "A-18-1." Each certificate number must be unique. To find your laboratory's alpha code, please contact the Seed Examination Facility (SEF)<sup>1</sup> or refer to the WHITE TAB (#7) of the *Reference Notebook for Canadian Seed for Export to the United States*.

**Block 1** Enter the name and mailing address of the person and company submitting the sample for testing.

**Block 2** Enter the date the certificate is issued.

**Block 3** If your laboratory assigns a test number, enter it here.

### SENDER'S INFORMATION

**Block 4** Enter either "Canada" or "U.S. Seed Returned." Seed of other origins is not eligible for entry into the United States based on this certificate. A Canadian seed mixture containing a component (or components) of origin other than Canada is treated as foreign origin (other than Canada). Do not issue a PPQ Form 925 for a mixture if it contains any component that is of foreign origin.

**Block 5** Enter the common name(s) as provided by the sender. You may abbreviate to fit the space. For example, if the seed is a mixture of red clover, yellow sweetclover, and white sweetclover, you may designate the kind in Block 5 as a "clover mixture." Name all components in the LABORATORY DETERMINATION section.

**Block 6** Enter the variety name or "V.N.S." (variety not stated) if the sender does not state the variety. The FSA requires a variety name only on vegetable seeds.

**Block 7** Enter the scientific name provided by the sender. DO NOT change the sender's information if you determine the seed is other than provided.

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<sup>1</sup> USDA Seed Examination Facility (SEF), Building 308, Room 319 BARC-East, Beltsville, MD 20705; Phone: 301-504-8605; Fax: 301-504-9840; Email: [david.f.bitzel@aphis.usda.gov](mailto:david.f.bitzel@aphis.usda.gov) or [mark.thurmond@aphis.usda.gov](mailto:mark.thurmond@aphis.usda.gov).

- Block 8** Enter the lot designation provided by the sender. It may be numeric, alphanumeric, or alphabetical.
- Block 9** Enter the number and types of containers, and weight in pounds or kilograms, as provided by the sender.
- Block 10** If the lot has been (or will be) treated, enter the name of the substance or process used to treat the seed. Substance names shall be the commonly accepted coined, chemical (generic), or abbreviated chemical name.
- Block 11** Enter the name of the officially recognized sampler.
- Block 12** If the seed will be pelleted or coated, indicate that here. Add any other pertinent information supplied by the sender.

**LABORATORY DETERMINATION (to be used for labeling)**

- Block 13** **YOU MUST FILL IN THIS BLOCK!** The kind names used must be recognized in APHIS regulations under the FSA ([7 CFR 361](#) aka APHIS FSA Regulations). The accepted kind names are listed in two sections:
1. [Section 361.1](#), Definitions.
  2. [Section 361.5](#), Sampling of seeds, TABLE 1.

**NOTE:** The following kinds are most often mislabeled. These kind names are **not** acceptable: “canola,” “sweetclover,” “bromegrass,” “mustard,” and “trefoil.”

If the seed lot **is not** a mixture, fill in the kind name of that single kind.

If the seed lot **is** a mixture, identify each kind in excess of 5 percent of the whole. List each kind on a separate line. Although the FSA does not require labeling of percentage for each component, you may include the percentage, if known. For example:

13. COMMON NAMES(S) OF KINDS IN EXCESS OF 5% OF THE WHOLE	14. SCIENTIFIC NAME(S)
35% yellow sweetclover 30% white sweetclover 25% red clover 10% white clover	

- Block 14** Enter the scientific name(s) as listed in [Section 361.1](#) – Definitions. If not found in the APHIS FSA Regulations, use the scientific name(s) as found in the Agricultural Research Service (ARS) Germplasm Resources Information Network ([GRIN](#)) database. For mixtures, list each species on a separate line as in Block 13. For example, this would be the entry next to the example above:

13. COMMON NAMES(S) OF KINDS IN EXCESS OF 5% OF THE WHOLE	14. SCIENTIFIC NAME(S)
35% yellow sweetclover 30% white sweetclover 25% red clover 10% white clover	<i>Melilotus officinalis</i> <i>Melilotus albus</i> <i>Trifolium repens</i> <i>Trifolium pratense</i>

**Block 15** Put an “X” in any block that applies to indicate if the seed is, or will be, pelleted, coated, and/or treated.

**Block 16** Enter the weight of the sample examined for noxious weeds. You will find the required weights for testing in [Section 361.5](#), Sampling of seeds, TABLE 1. For mixtures, refer to [Section 361.5 \(a\)\(1\)\(i\) and \(ii\)](#) to determine the working weight for a noxious weed examination.

If the seed is extremely weedy, stop the test after finding five noxious weed seeds, and enter the amount you examined up to that point.

If you find two noxious weed seeds in the sample, you must test an additional sample. This additional sample should also be reported in Block 16. For example, if the working weight is 30 grams, enter “30 + 30” to indicate that two samples of 30 grams were examined. See Block 17 for reporting instructions in this situation.

**Block 17** Include only FSA-listed noxious weeds. [Section 361.6 \(a\)](#) of the APHIS FSA Regulations contains two noxious weed lists:

1. 361.6 (a)(1) lists **prohibited** [Federal Noxious Weeds](#) (FNWs) (NOTE: Native species of dodder, *Cuscuta* spp. and broomrape, *Orobancha* spp. are allowed); and
2. 361.6 (a)(2) lists noxious weed seeds allowed in minimal amounts as determined by sampling.

The [FNWs](#) listed in paragraph 361.6 (a)(1) generally do not occur in Canada. **If you find any weeds listed in paragraph 361.6 (a)(1), DO NOT ISSUE THE CERTIFICATE. Inform the sender that the shipment is not eligible for entry into the United States.**

You are more likely to find weeds with allowed tolerances as listed in [361.6 \(a\)\(2\)](#). The taxonomy of weeds can change so be sure to check the ARS [GRIN](#) database for the currently valid scientific name.

Inert Matter - Do not count material considered Inert Matter as weed seeds. See [Section 361.6 \(c\)](#) of the APHIS FSA Regulations for categories of noxious weed seeds considered Inert Matter.

If you find two noxious weed seeds in the first test, you must do a second test on an additional sample. Report this in Block 17 as: “Test Number 1: [number of seeds] [scientific name]” and “Test Number 2: [number of seeds] [scientific name].” For example:

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17. SCIENTIFIC NAME AND NUMBER OF EACH KIND OF NOXIOUS WEED SEED

Test Number 1: 1 *Cirsium arvense*; 1 *Sonchus arvensis*  
Test Number 2: 2 *Sonchus arvensis*

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- Block 18** Put an “X” in the *First* block in the following cases:
1. You find **no** noxious weed seeds in the sample;
  2. You find only **one** noxious weed seed from the list in Section 361.6 (a)(2); or
  3. You test a second sample after finding two noxious weed seeds and find an **additional two or fewer** noxious weed seeds from the list in Section 361.6 (a)(2).

Otherwise, put an “X” in the *Second* block. This will occur in the following cases:

1. You find **any** [Federal Noxious Weed](#) seed from the list in section 361.6 (a)(1);
2. You find **three or more** noxious weed seeds from the list in Section 361.6 (a)(2); or
3. You test a second sample after finding two noxious weed seeds and find an **additional three or more** noxious weed seeds from the list in Section 361.6 (a)(2).

If you mark the second block, notify the sender that the seed lot may not enter the United States unless it is consigned to an approved facility for cleaning. For a list of approved facilities, see Appendix D-6 of the [Canadian Border Agricultural Clearance Manual](#) or contact the USDA SEF.<sup>2</sup>

**Block 19** Enter the name and address of the issuing laboratory (a stamp may be used).

**Block 20** Print the name and title of the person responsible for the content of the test information (usually the laboratory manager).

**Block 21** The person listed in Block 20 signs here. Signatures may be preprinted or actual signatures. The person signing the certificate is certifying that kind names used and noxious weed tests performed are in accordance with FSA Regulations.

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<sup>2</sup> USDA Seed Examination Facility (SEF), Building 308, Room 319 BARC-East, Beltsville, MD 20705; Phone: 301-504-8605; Fax: 301-504-9840; Email: [david.f.bitzel@aphis.usda.gov](mailto:david.f.bitzel@aphis.usda.gov) or [mark.thurmond@aphis.usda.gov](mailto:mark.thurmond@aphis.usda.gov).

**DISTRIBUTION (4 Copies Total)**

- Original Give to sender. The sender **forwards the original with the shipment**. U.S. Customs and Boarder Protection (CBP) will then send this original to the APHIS SEF when the shipment crosses the border.
- Copy 1 Give to sender. The sender retains this copy.
- Copy 2 Give to sender. The sender **forwards Copy 2 with the shipment**, and the importer keeps this copy.
- Copy 3 Your file copy.

**IMPORTANT:** INSTRUCT THE EXPORTER TO SEND THE ORIGINAL AND COPY 2 WITH THE SEED WHEN IT CROSSES THE BORDER.

Copies sent via FAX are acceptable, but if they are used at the border, **YOU MUST MAIL THE ORIGINAL** to the USDA Seed Examination Facility:

ATTN: David F. Bitzel, Botanist OR Mark Thurmond, Botanist  
USDA, APHIS, PPQ, NIS  
Seed Examination Facility  
Building 308, Room 319 BARC-East  
Beltsville, MD 20705

Tel. (Main): 301-504-8605  
Tel. (D. Bitzel): 301-313-9332  
Email: [david.f.bitzel@aphis.usda.gov](mailto:david.f.bitzel@aphis.usda.gov)  
Tel. (M. Thurmond): 301-313-9329  
Email: [mark.thurmond@aphis.usda.gov](mailto:mark.thurmond@aphis.usda.gov)  
Fax: 301-504-9840

**NOTE:** If a lot is sold to more than one consignee, the original Seed Analysis Certificate (PPQ Form 925) will be sent with the first shipment. Copies of the original PPQ Form 925 will be acceptable for subsequent shipments. The combined weight of shipments with the same PPQ Form 925 must not exceed the weight of the shipment entered in Block 9.