



**United States Department of Agriculture**

Agricultural Marketing  
Service

Federal Grain  
Inspection Service

Field Management  
Division

1400 Independence  
Ave. SW, Stop 3630  
Washington, D.C.  
20250

Voice (202) 720-0228  
Fax (202) 690-3951

Hotline 1-800-998-3447

[www.ams.usda.gov](http://www.ams.usda.gov)

Reference # 286

September 1, 2021

TO: FGIS POLICY BULLETIN BOARD

FROM: Anthony Goodeman, Director  
Field Management Division

SUBJECT: Hop Submitted Sample Certificate Inspection Revision

ORIGINATING OFFICE: Policies, Procedures, and Market Analysis Branch

**1. PURPOSE**

This memorandum provides guidance for issuing a submitted sample certificate inspection for Hops.

**2. BACKGROUND**

The Hop Inspection Handbook prohibits a submitted sample inspection certificate from showing, "...directly or indirectly, the grower's lot number, the number of bales, carrier identification, or the origin of the hop". No other commodity under the purview of the Federal Grain Inspection Service (FGIS) has a similar prohibition. Hops industry stakeholders expressed to FGIS that permitting hops quality certificates to show growers lot number information would facilitate inspection, which would further facilitate moving the hops bales into storage, thus preserving quality.

**3. POLICY**

Effective immediately, the following policy is implemented with regard to submitted sample inspection certificates for Hops:

- a. A submitted sample inspection certificate must show the results of an inspection for quality of hop based on a sample submitted by an applicant. An inspection for quality may include kind, class, grade, factor analysis, equal-to-type, or any other quality designation as defined in the standards or instructions.
- b. Each submitted sample inspection certificate must show that the results of the inspection apply only to the sample described by the certificate and not to the lot from which the sample may have been taken.
- c. A submitted sample may be identified by the applicant by sample number, producer's name, letters of the alphabet, or

any other identification, including a lot or carrier identifier. If a submitted sample is not adequately identified, the inspector may assign a number to the sample or request the applicant to assign a number or other identifier to the sample.

**NOTE: No submitted sample inspection certificate remarks will be issued that shows, directly or indirectly, the number of bales or the origin of the hop. The applicant can provide a lot identification with these identifiers, but official personnel may not attest to number of bales or origin in any official remarks, since official personnel did not obtain the sample.**

The Hop Inspection Handbook, Section 4.3, Submitted Sample Certificate Inspection, will be revised to reflect this revised policy.

#### **4. FILING INSTRUCTIONS**

File a copy of this memo with the Hop Inspection Handbook until the handbook is revised to include this change. Field office managers must ensure that a copy of the memorandum is available to official agencies operating within their circuit.

#### **5. QUESTIONS**

Direct any questions regarding this procedure to the local field office or to Policies, Procedures, and Market Analysis Branch (PPMAB), at (202) 720-0228 or email at [Patrick.J.McCluskey@usda.gov](mailto:Patrick.J.McCluskey@usda.gov).