STATE OF CALIFORNIA
DEPARTMENT OF FOOD AND
AGRICULTURE
1220 N Street, Room A-372
Sacramento, CA 95814

PEST EXCLUSION ADVISORY

NO. <u>35-2004</u>

DATE: December 30, 2004

TO: All County Agricultural Commissioners

FROM: Plant Health and Pest Prevention Services

SUBJECT: Pest and Damage Record (PDR) Subscription Module and Integration with other Databases including the Notice of Rejection (NOR), Warning/Hold (008), and Gypsy Moth (008a)

This is to inform all County Agricultural Commissioners of two additions to the on-line Pest and Damage Record (PDR) System. The additions are:

- Subscription module allowing users to subscribe to PDRs that meet criteria of interest
- Integration of the PDR system with other data systems preventing duplicate entry of information used on multiple systems

<u>Subscription Module</u>
The subscription module in the PDR system allows state or county users to subscribe to PDRs. By creating a subscription, the system will e-mail the user the information for all PDRs pertaining to the criteria of the subscription once a determination has been entered. A user may have as many subscriptions as he or she deems necessary, but will only receive one e-mail for a PDR that happens to fit more than one subscription.

To access the subscription module, from the PDR Main Menu click on the <Subscribe> link in the navigation bar at the top of the page (see Figure 1).

Figure 1 – PDR System

Prepared by: Casey Estep

If you have no subscriptions yet, this will bring you to the Subscription Data page. From here, the user will be able to enter the Subscription Name and the criteria for the PDRs that he or she wishes to subscribe to. Once complete, click on the <Create> button at the bottom of the page (see Figure 2).

Figure 2 – Subscription Data

The system will then confirm with the user that the information entered into the subscription is correct. If there are no problems, the user will be shown what subscriptions he or she has and be given the opportunity to delete, edit, or create another one.

At any time, you will be able to go back in to edit or delete any of your current subscriptions. It is important to think about the number of PDRs that will meet the criteria you specify as you will receive an e-mail for each.

Integration With Other Data Systems
The integration of the PDR system with the NOR/008/008a systems allow fields common to these systems to be prefilled on the PDR form. These include the owner, shipper, and carrier information.

On the Create PDR page, the field labeled "NOR/008/008a number" (see Figure 3) allows users to enter in a Notice of Rejection (NOR), Warning/Hold (008), or Gypsy Moth (008a) number. If the NOR, 008, or 008a number entered refers to a form that has already been input to its particular data system, the information from that form will be automatically filled in to the appropriate fields in the PDR form being created. This integrates the PDR system with the other data systems preventing duplicate entry of information.

Figure 3 – Create PDR

If you have any questions about this advisory or entering data into the PDR System, please contact Casey Estep at (916) 653-1440, or by e-mail at cestep@cdfa.ca.gov.

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