



Export Applicant

Split an Approved 9060-5 Application


United States Department of Agriculture
Food Safety and Inspection Service

Public Health
Information System





Split an Approved 9060-5 Application

- ☐ Login to PHIS as using your eAuth User ID and password
- ☐ On the left menu, click on **9060**
- ☐ Click on **Create Application**
- ☐ Click on the "house icon" next to the establishment
- ☐ From the **Shipment Type** dropdown, select the shipment type
- ☐ From the **Application Type** dropdown, select **Split**
- ☐ From the "Why are you replacing these certificates?" dropdown, select the reason
- ☐ In the **Certificate Number** field, enter the approved application number
- ☐ In the **Number of Splits** field, enter the number of splits
- ☐ Click **Set Split Data**
- ☐ Click on 0 under **Weight (lbs.)** for Split 1 and Split 2 and enter the split weights; click on 0 under **Packages** column and enter the split package numbers
- ☐ Click on the "pencil icon" for the Split 1 row
- ☐ Click on the **Select Number** dropdown and select the establishment number
- ☐ Click **Save and Close**
- ☐ Click on the "pencil icon" for the Split 2 row
- ☐ Click on the **Select Number** dropdown and select the establishment number
- ☐ Click **Save and Close**
- ☐ Click **Next**
- ☐ Click **Submit**
- ☐ Click **Close**



Welcome to the Public Health Information System. In this demonstration, you will learn how to split an approved 9060-5 application. I'll guide you through the steps of accomplishing this task.

United States Department of Agriculture
USDA eAuthentication



Home | About eAuthentication | Help | Contact Us | Find an LRA


Quick Links

- What is an account?
- Create an account
- Update your account

Administrator Links

- Local Registration Authority Login

eAuthentication Login

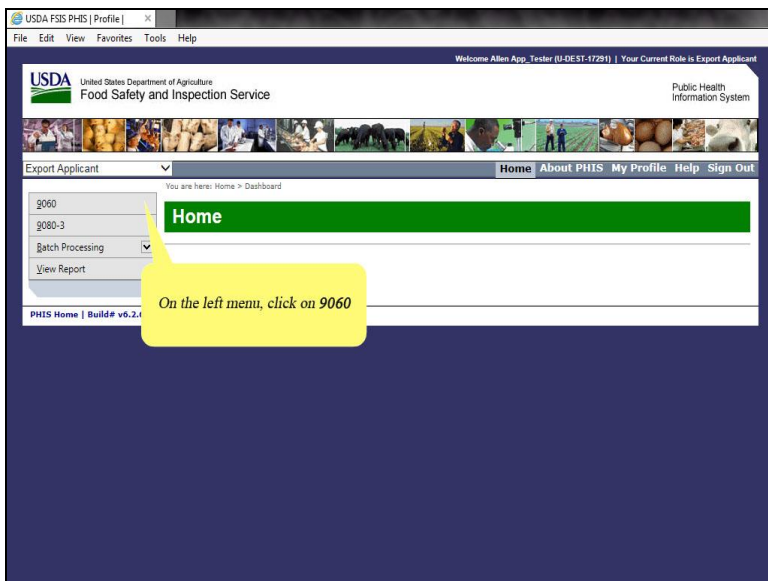
LincPass (PIV)


User ID & Password
User ID: Bobby.exPorter
Password:
[I forgot my User ID | Password](#)
REGISTER **LOGIN**
[Change my Password](#)

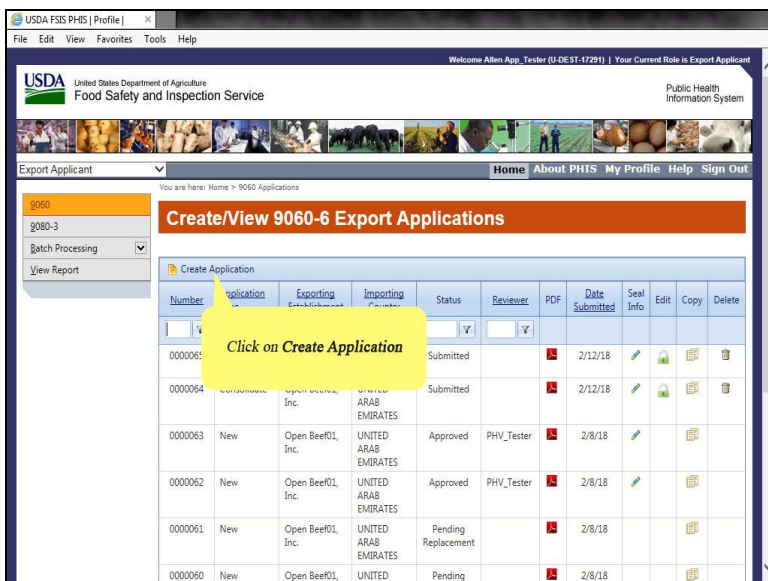
WARNING
Upon Login You Agree to the Following:

- You are accessing a U.S. Government computer, (2) this computer network, (4) all devices and storage media attached to this computer network. This information system is provided for U.S. Government authorized use only.
- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.
- By using this information system, you understand and consent to the following:

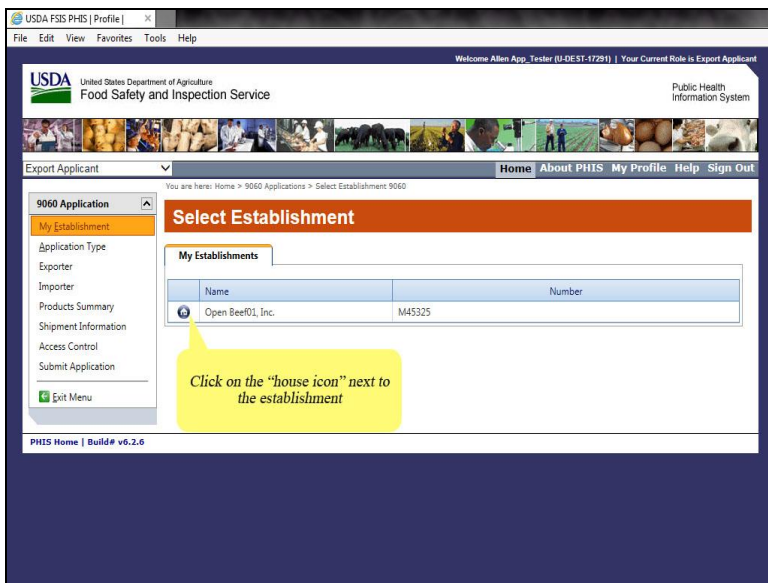
Login to PHIS using your eAuth User ID and password and then click the Login button.



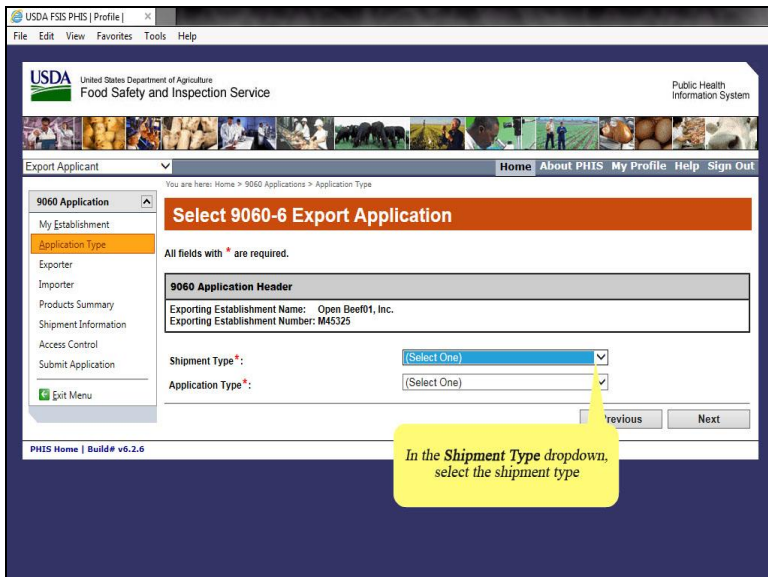
First, click on 9060 in the left menu of Export Applicant.



Next, click on Create Application.



The Select Establishment page appears.
Click the house icon in the left column of the desired establishment.



The Select 9060-6 Export Application page appears.
Select the Shipment Type from the dropdown.

USDA PHIS PHIS | Profile | X

File Edit View Favorites Tools Help

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Export Applicant

You are here: Home > 9060 Applications > Application Type

Select 9060-6 Export Application

All fields with * are required.

9060 Application Header

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Shipment Type*: Commercial Sale

Application Type*: (Select One)

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PHIS Home | Build# v6.2.6

In the Application Type dropdown, select Split

In the Application Type dropdown, select Split.

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Export Applicant

You are here: Home > 9060 Applications > Application Type

Select 9060-6 Export Application

All fields with * are required.

9060 Application Header

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Shipment Type*: Commercial Sale

Application Type*: Split

Why are you replacing this certificate?*: (Select One)

Certificate Information

Certificate Number*:

Number of Splits*:

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From the "Why are you replacing these certificates?" dropdown, select the reason

From the "Why are you replacing these certificates?" dropdown, select the reason "Split Shipment".

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Export Applicant

You are here: Home > 9060 Applications > Application Type

Select 9060-6 Export Application

All fields with * are required.

9060 Application Header

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Shipment Type*: Commercial Sale

Application Type*: Split

Why are you replacing this certificate?*: Split Shipment

Certificate Information

Certificate Number*:

Number of Splits*:

Set Split Data

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In the Certificate Number field, enter the approved application number.

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Export Applicant

You are here: Home > 9060 Applications > Application Type

Select 9060-6 Export Application

All fields with * are required.

9060 Application Header

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Shipment Type*: Commercial Sale

Application Type*: Split

Why are you replacing this certificate?*: Split Shipment

Certificate Information

Certificate Number*: 0000062

Number of Splits*:

Set Split Data

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In the Number of Splits field, enter the number of new applications you want to create.

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Export Applicant

You are here: Home > 9060 Applications > Application Type

Select 9060-6 Export Application

All fields with * are required.

9060 Application Header

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Shipment Type*: Commercial Sale

Application Type*: Split

Why are you replacing this certificate?*: Split Shipment

Certificate Information

Certificate Number*: 0000062

Number of Splits*: 2

Set Split Data

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Click Set Split Data

Click Set Split Data.

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Export Applicant

You are here: Home > 9060 Applications > Application Type

Select 9060-6 Export Application

All fields with * are required.

9060 Application Header

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Shipment Type*: Commercial Sale

Application Type*: Split

Why are you replacing this certificate?*: Split Shipment

Certificate Information

Certificate Number*: 0000062

Number of Splits*: 2

Set Split Data

Click on the weight or packages column cells to edit.

Page refreshes and the Split data grid displays

The page refreshes and the Split data grid displays.
Scroll down to the data grid.

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File Edit View Favorites Tools Help

Submit Application
Exit Menu

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?: Split Shipment

Certificate Information

Certificate Number*: 0000062
Number of Splits*: 2
Set Split Data

Click on the weight or packages column cells to edit.

Splits	Product Name (Code)	Species	Weight (lbs)	Weight (Kg)	Packages	Package Type	Est Number on Product
Split: 1; Export Establishment Name: Open Beef01, Inc.; Number:							
	Pork Belly	Pork	0	0	0	Case	M45325
Split: 2; Export Establishment Name: Open Beef01, Inc.; Number:							
			0	0	0	Case	M45325
			0	0	0		
			of 300000.000	of	of 100		
			0				

Previous Next

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Click on 0 under Weight (lbs.) for Split 1 and enter the split weights and split number of packages

Click on zero under the Weight column for Split 1.
Enter the split weight and split number of packages.

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File Edit View Favorites Tools Help

Submit Application
Exit Menu

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?: Split Shipment

Certificate Information

Certificate Number*: 0000062
Number of Splits*: 2
Set Split Data

Click on the weight or packages column cells to edit.

Splits	Product Name (Code)	Species	Weight (lbs)	Weight (Kg)	Packages	Package Type	Est Number on Product
Split: 1; Export Establishment Name: Open Beef01, Inc.; Number:							
	Pork Belly	Pork	150000.0000	0	50	Case	M45325
Split: 2; Export Establishment Name: Open Beef01, Inc.; Number:							
	Pork Belly	Pork	0	0	0	Case	M45325
			150000	0	50		
			of 300000.000	of	of 100		
			0				

Previous Next

PHIS Home | Build# v6.2.6

Click on 0 under Weight (lbs.) for Split 2 and enter the split weights and split number of packages

Click on zero under the Weight column for Split 2.
Enter the split weight and split number of packages.

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File Edit View Favorites Tools Help

Submit Application
Exit Menu

Shipment Type*:
Application Type*:
Why are you replacing this certificate?*:
Certificate Information
Certificate Number*: 0000062
Number of Splits*: 2
Set Split Data

*If the total amount of product (weight and/or packages) on the new applications **exceeds** the amount on the original certificate, you will receive an **error** message. If it is **less than** the original, you will receive a **warning**.*

Click on the weight or packages column cells to edit.

Splits	Product Name (Code)	Species	Weight (lbs)	Weight (Kg)	Packages	Package Type	Est Number on Product
Split: 1; Export Establishment Name: Open Beef01, Inc.; Number:							
	Pork Belly	Pork	150000.0000	0	50	Case	M45325
Split: 2; Export Establishment Name: Open Beef01, Inc.; Number:							
	Pork Belly	Pork	150000.0000	0	50	Case	M45325
Total:	Pork Belly		300000	0	100		
			of 300000.0000	of	of 100		
			0				

Previous Next

PHIS Home | Build# v6.2.6

If the total amount of the product (weight and/or packages) on the new applications exceeds the amount on the original certificate, you will receive an error message. If it is less than the original, you will receive a warning.

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Submit Application
Exit Menu

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?*: Split Shipment
Certificate Information
Certificate Number*: 0000062
Number of Splits*: 2
Set Split Data

Click on the weight or p

Click on the "pencil icon" for Split 1

Splits	Product Name (Code)	Species	Weight (lbs)	Weight (Kg)	Packages	Package Type	Est Number on Product
Split: 1; Export Establishment Name: Open Beef01, Inc.; Number:							
	Pork Belly	Pork	150000.0000	0	50	Case	M45325
Split: 2; Export Establishment Name: Open Beef01, Inc.; Number:							
	Pork Belly	Pork	150000.0000	0	50	Case	M45325
Total:	Pork Belly		300000	0	100		
			of 300000.0000	of	of 100		
			0				

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Click the pencil icon for Split 1 in order to enter the establishment number.

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File Edit View Favorites Tools Help

Submit Application
Exit Menu

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?: Split Shipment

Certificate Information

Certificate Number*: 00000000
Number of Splits*: 1

Export Establishment Details

Export Establishment*: Open Beef01, Inc. **Select Number** Save and Close

./9060Application/SelectExportEstablishmentAndNumber.aspx?SplitIndex=1

Pork Belly	Pork	150000	0	50	Case	M45325
Total: Pork Belly		300000	0	100		
		of 300000.000	of	of 100		
		0				

Previous Next

PHIS Home | Build# v6.2.6

The Export Establishment Details window pops up.
Click on the Select Number dropdown and select the establishment.

USDA FSIS PHIS | Profile | X

File Edit View Favorites Tools Help

Submit Application
Exit Menu

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?: Split Shipment

Certificate Information

Certificate Number*: 0000062
Number of Splits*: 2

Export Establishment Details

Export Establishment*: Open Beef01, Inc. M45325 Save and Close

./9060Application/SelectExportEstablishmentAndNumber.aspx?SplitIndex=1

Pork Belly	Pork	150000	0	50	Case	M45325
Total: Pork Belly		300000	0	100		
		of 300000.000	of	of 100		
		0				

Previous Next

PHIS Home | Build# v6.2.6

Click Save and Close.

USDA FSIS PHIS | Profile

File Edit View Favorites Tools Help

Submit Application
Exit Menu

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?: Split Shipment

Certificate Information

Certificate Number*: 0000062
Number of Splits*: 2
Set Split Data

Click on the weight or packages column cells to edit.

Splits	Product Name (Code)	Species	Weight (lbs)	Weight (Kg)	Packages	Package Type	Est Number on Product
Split 1: Export Establishment Name: Open Beef01, Inc.; Number: M45325							
	Pork Belly	Pork	150000	0	50	Case	M45325
Split 2: Export Establishment Name: Open Beef01, Inc.; Number:							
	Pork Belly	Pork	150000	0	50	Case	M45325
Total:	Pork Belly				100		of 100

Previous Next

PHIS Home | Build# v6.2.6

Click the pencil icon for Split 2 in order to enter the establishment number.

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File Edit View Favorites Tools Help

Products Summary
Shipment Information
Access Control
Submit Application
Exit Menu

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?: Split Shipment

Certificate Information

Certificate Number*:
Number of Splits*:
Export Establishment Details

Export Establishment*: Open Beef01, Inc. Select Number
Save and Close

Click on the Select Number dropdown and select the establishment

./9060Application/SelectExportEstablishmentAndNumber.aspx?SplitIndex=2

Pork Belly	Pork	150000	0	50	Case	M45325
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The Export Establishment Details window pops up.
Click on the Select Number dropdown and select the establishment.

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Products Summary
Shipment Information
Access Control
Submit Application
Exit Menu

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?: Split Shipment

Certificate Information

Certificate Number*: 0000062
Number of Splits*: 2

Export Establishment Details

Export Establishment*: Open Beef01, Inc. M45325

Save and Close

Click Save and Close

PHIS Home | Build# v6.2.6

Click Save and Close.

USDA FSIS PHIS | Profile | X

File Edit View Favorites Tools Help

Submit Application
Exit Menu

Shipment Type*: Commercial Sale
Application Type*: Split
Why are you replacing this certificate?: Split Shipment

Certificate Information

Certificate Number*: 0000062
Number of Splits*: 2
Set Split Data

Click on the weight or packages column cells to edit.

Splits	Product Name (Code)	Species	Weight (lbs)	Weight (Kg)	Packages	Package Type	Est Number on Product
Split: 1; Export Establishment Name: Open Beef01, Inc.; Number: M45325							
	Pork Belly	Pork	150000	0	50	Case	M45325
Split: 2; Export Establishment Name: Open Beef01, Inc.; Number: M45325							
	Pork Belly	Pork	150000	0			
Total:	Pork Belly		300000	0			
			of 300000.000	of 0			

Click Next

Previous Next

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Click Next.

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File Edit View Favorites Tools Help

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Food Safety and Inspection Service

Public Health Information System

Export Applicant

You are here: Home > 9060 Applications > Application Type

Select 9060-6 Export Application

All fields with * are required.

9060 Application Header

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

When you click Submit, your original certificate will no longer be valid and the replacement application will be submitted.
This action cannot be undone.

Number	Form	Type	New Status
0000062	Certificate	New	Pending Replacement
	Application	Split	Submitted
	Application	Split	Submitted

Previous Submit

PHIS Home | Build# v6.2.6

Click Submit

The Select 9060-6 Export Application page appears with the preview of the new split applications to be created in the grid.
Click Submit.

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File Edit View Favorites Tools Help

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Food Safety and Inspection Service

Public Health Information System

Export Applicant

You are here: Home > 9060 Applications > Application Type

Select 9060-6 Export Application

All fields with * are required.

The following applications were created.

9060 Application Header

Exporting Establishment Name: Open Beef01, Inc.
Exporting Establishment Number: M45325

Click any application to view and edit.

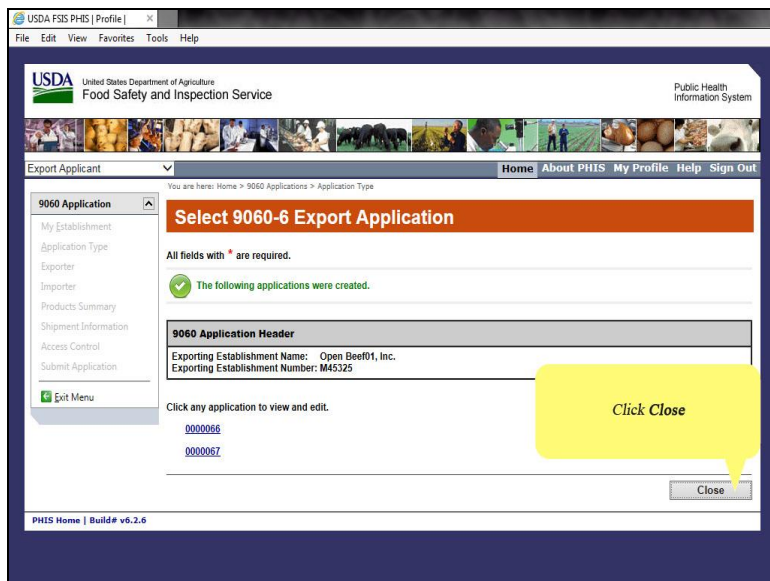
[0000066](#)
[0000067](#)

Close

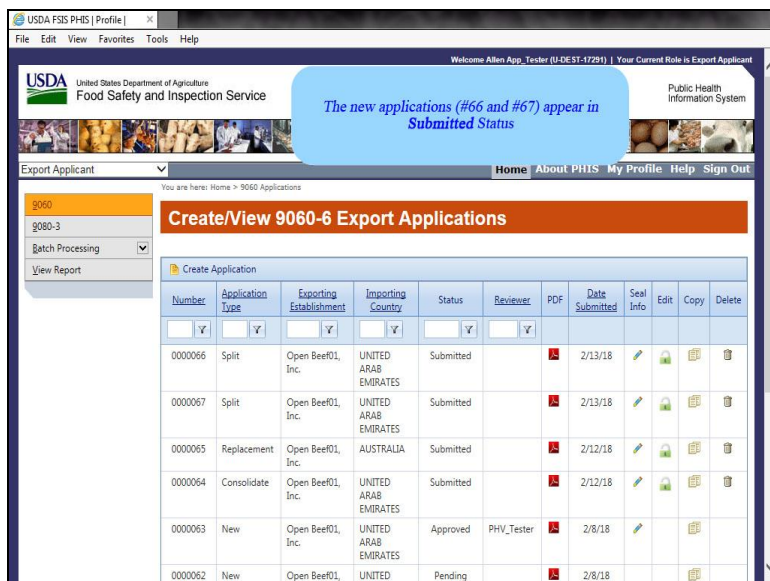
PHIS Home | Build# v6.2.6

Observe the new applications that were created by the split (#66 and #67)

Notice the new application numbers created by the split.



Click Close.



The new applications appear in the Submitted Status.

USDA FSIS PHIS | Profile | X

File Edit View Favorites Tools Help

Welcome Allen App. Tester (U-DE-ST-17291) | Your Current Role is Export Applicant

USDA United States Department of Agriculture
Food Safety and Inspection Service

Public Health Information System

Export Applicant

You are here: Home > 9060 Applications

Create/View 9060-6 Export Application

Click Sign Out

Number	Application Type	Exporting Establishment	Importing Country	Status	Reviewer	Date Submitted	Info	Seal	Edit	Copy	Delete
0000066	Split	Open Beef01, Inc.	UNITED ARAB EMIRATES	Submitted		2/13/18					
0000067	Split	Open Beef01, Inc.	UNITED ARAB EMIRATES	Submitted		2/13/18					
0000065	Replacement	Open Beef01, Inc.	AUSTRALIA	Submitted		2/12/18					
0000064	Consolidate	Open Beef01, Inc.	UNITED ARAB EMIRATES	Submitted		2/12/18					
0000063	New	Open Beef01, Inc.	UNITED ARAB EMIRATES	Approved	PHV_Tester	2/8/18					
0000062	New	Open Beef01, Inc.	UNITED	Pending		2/8/18					

Click Sign Out.

USDA FSIS PHIS | Profile | X

File Edit View Favorites Tools Help

Welcome Allen App. Tester (U-DE-ST-17291) | Your Current Role is Export Applicant

USDA United States Department of Agriculture
Food Safety and Inspection Service

Public Health Information System

Export Applicant

You are here: Home > 9060 Applications

Create/View 9060-6 Export Applications

Number	Application Type	Exporting Establishment	Importing Country	Status	Reviewer	PDF	Date Submitted	Seal Info	Edit	Copy	Delete
0000066	Split	Open Beef01, Inc.	UNITED ARAB EMIRATES	Submitted			2/13/18				
0000067	Split	Open Beef01, Inc.	UNITED ARAB EMIRATES	Submitted			2/13/18				
0000065	Replacement	Open Beef01, Inc.	AUSTRALIA	Submitted			2/12/18				
0000064	Consolidate	Open Beef01, Inc.	UNITED ARAB EMIRATES	Submitted			2/12/18				
0000063	New	Open Beef01, Inc.	UNITED ARAB EMIRATES	Approved	PHV_Tester		2/8/18				
0000062	New	Open Beef01, Inc.	UNITED	Pending			2/8/18				

This is the end of this exercise. You will now be returned to the introductory screen. Thanks for your interest in the Public Health Information System.