



Accessing **FGISonline**

STEP 1. TELL US WHO YOU ARE

A U.S. Department of Agriculture e-authentication account will let you access many USDA applications, including **FGISonline**. Go to [USDA's E-Authentication page](#) to create a Level 2 account to let you use **FGISonline**, or a Level 1 account to just look at the public information in the applications.

Detailed Instructions

- Log on to the United States Department of Agriculture (USDA) website at www.usda.gov. On the left side of the screen, under "MY USDA", click on "New User" and follow the instructions. Most **FGISonline** applications require a **Level 2** access to use them.
- After responding to the email confirmation, visit a local USDA Service Center or meet with a certified GIPSA representative to verify your identity and complete the process. Find the service center nearest you at: <http://offices.sc.egov.usda.gov/locator/app>. Or arrange for a GIPSA certifier to meet with you or to attend a trade event or conference by contacting the **FGISonline** application administrator at 816-823-2774.
- Go to Step 2!

STEP 2. GET A CUSTOMER NUMBER FROM FGIS

Log onto our [Customer Information Management](https://gcbs.gipsa.usda.gov) system at <https://gcbs.gipsa.usda.gov> to request your customer number. This number will allow you to access and use **FGISonline**.

Those wishing to access their data from the Inspection Data Warehouse must ask their official service providers to include their customer number on their inspection and weighing records.

Individuals can access specific records in the Inspection Data Warehouse without a customer number or password, so long as they know the official certificate number, date of service, and identification of the carrier, lot, or sample.

STEP 3. GET AUTHORIZED TO USE **FGISonline**

With your USDA e-authentication and FGIS customer number in hand, the last step is to get authorized to use our online applications.

Detailed Instructions

- Request access from GIPSA to the applications you wish to use at: <https://fgis.gipsa.usda.gov>.
- When you first log into an application, you will see an Access Request screen. Complete the on-line form, and FGIS will contact you by email within 24 hours to let you know you're authorized to use **FGISonline**.

That's it! Now, click on the "Login" link in the application you wish to use, enter your user ID and password on the USDA login screen, and begin using **FGISonline**.

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The Grain Inspection, Packers and Stockyards Administration facilitates the marketing of livestock, poultry, meat, cereals, oilseeds, and related agricultural products, and promotes fair and competitive trading practices for the overall benefit of consumers and American agriculture.