



April 1, 2022

F2022-04

TO: All Fair CEO's

SUBJECT: POULTRY HEALTH INSPECTIONS (PHI) – FY 2022/23 Fair Season

This letter is to announce that there is grant funding through the US Department of Agriculture (USDA) for the Poultry Health Inspection (PHI) program which is available from April 1, 2022 – March 31, 2023. Fairs must receive approval from local health authorities on a site-specific plan for hosting a fair or livestock event that includes poultry. Upon arrival at the fair (and before coop-in), all poultry shall be inspected for symptoms of disease or illness by a certified Poultry Health Inspector(s) (PHI) from the designated CDFA/UC Certification Program. Any suspect animals may be dismissed from the fairgrounds. In the case where the fairgrounds will hold marketing or breeding classes this year, the poultry coming onto the fairgrounds will need to be examined by a Poultry Health Inspector (PHI).

The Poultry Health Check Guidelines and a list of certified PHIs are enclosed for your reference. If you need assistance hiring or selecting a PHI, please contact **CDFA's Dr. Francine Bradley at (760) 699-5078**. Please visit the [UC Davis PHI program](#) and reference the "[Biosecurity Practices to Minimize Risk of Spreading Avian Diseases for Poultry Show and Exhibition Organizers](#)" factsheet for more information. Refer exhibitors to the "[Biosecurity Practices to Minimize Risk of Spreading Avian Disease for Poultry Exhibitors](#)" factsheet. Additional resources on biosecurity and bird health can be found on the [CDFA Avian Health Program webpage](#).

A few keynotes for the PHI inspections include:

- 1. The Poultry Health Inspection (PHI) Program is a REQUIREMENT for all fairs and poultry shows.**
- 2. PHI Posters MUST be on display prior to the inspector arriving. Otherwise, the inspector will wait to judge until the posters are hung.**
- 3. The fairgrounds may only hire a PHI inspector who is deemed ACTIVE according to the [ACTIVE PHIs List](#) on the UC Davis website.**
- 4. If reimbursable costs are incurred between April 1, 2022, and March 31, 2023, the PHI reimbursement will be processed for payment.**
- 5. Each fair will be reimbursed for actual expenses incurred, up to \$300.00 per fiscal year. To be reimbursed, fairs must submit an invoice and**



**backup documentation within sixty (60) days of the end of the fair and no later than March 1, 2023, related inspector(s) signed contract(s), and receipts to F&E at [Kalia.Mitchell@cdfa.ca.gov](mailto:Kalia.Mitchell@cdfa.ca.gov). (Please see the example invoice attached).**

The **invoice must be on Fair letterhead, and include** the following:

- Date of Invoice
- Dates of the Fair
- Date of the PHI
- Invoice number
- County with address
- Description of activity and a breakout of the expenses for each activity related to the PHI.
- Backup document is required
  - \*A copy of the contract, mileage, and all backup to support the reimbursement request must be included.

**6. Fairs with poultry shows will be reimbursed up to a maximum of \$300.00 inclusive for inspection fees, per diem, and materials associated with the PHI inspection. (please see specifics below).**

See [CalHR](#) for reimbursable costs/rates. Below is the pay scale for inspection fees, based on the number of birds inspected.

<b>Amount</b>	<b>Number of Birds</b>
\$75	0-24
\$100	25 - 50
\$125	51 - 100
\$150	101-150
\$200	151-200
\$250	201-250
\$300	> 250

\*Over 250 birds will require more than one PHI, but still a maximum of \$300/fair.

If you have any questions or need additional information, please contact Kalia Mitchell at (916) 900-5274 or [Kalia.Mitchell@cdfa.ca.gov](mailto:Kalia.Mitchell@cdfa.ca.gov).

Sincerely,



Mike Francesconi, Branch Chief  
Fairs & Expositions Branch  
Enclosure