## Veterinary Services Trade Route Mapping Tool Access Guide

**Background:** The Canadian Food Inspection Agency (CFIA) prohibits the movement of live poultry and hatching eggs which originate from, or transit through trade restriction zones established due to detections of Highly Pathogenic Avian Influenza (HPAI), and a map of route must be attached to all export health certificates. For industry members needing to evaluate routes and generate maps, the Veterinary Services Trade Route Mapping Tool has been developed to support these processes. Follow the steps in this document to access the Trade Route Mapping Tool.

### Steps for Access to Trade Route Mapping Tool:

- Users must first have an identity-verified USDA eAuthentication account. To set up this account, or add identity verification to an existing USDA eAuthentication account, see "Identity Verification (eAuthentication) Account Setup Guide" on Page 2 of this document.
- 2) Users log in to the USDA APHIS GIS portal using their identity-verified eAuthentication account at the following web address: <u>https://maps.mrp.usda.gov</u>
- Once logged in for the first time, contact the USDA APHIS HPAI Mapping Team at <vs.map.requests@usda.gov> to request specific access to the Veterinary Services Trade Route Mapping Tool.
- **4)** Once added, use the link to the Mapping Tool provided by the USDA APHIS HPAI Mapping Team to log in and develop routes and print transit route maps.

# Identity Verification (eAuthentication) Account Setup Guide

#### Initial account setup (for users with no previous eAuthentication account)

- 1. Navigate to the <u>Identity Verification Customer Account Setup Page</u>, and start the process by entering your email address. Once entered, click "Submit".
- 2. Follow the steps to verify your email address.
- Complete the Customer Account Registration fields, including setting a password for your account.
  Tip: Keep this password close-at-hand for next steps. Click "Submit"
- 4. A screen will appear which reads "Account Registration Complete" and lists your user ID. **Tip: Keep this user ID close-at-hand for next steps.**
- 5. Below the listed user ID is a blue button which says, "Continue to Identity Verification Process". Click this button.
- 6. A login window will appear. Using the "log-in with password" option on the right-hand side of the screen, enter the user ID and password established in steps 3 and 4, respectively. Click "log in with password".
- 7. Follow the steps to verify your identity:
  - a. Step 1: Enter your date of birth, then click continue.
  - b. Step 2: Select your preferred method of identity verification. If you select "Visit an inperson USDA office for identity verification, follow the steps provided on that process. If you select "online identity verification, proceed to Step 3.
  - c. Step 3: Agree to the source for identify verification by clicking "I agree".
  - d. Step 4: Provide additional information and click "continue".
  - e. Step 5: Verify Identify questions.
  - f. Step 6: Upon successful completion of the questions in the previous step, a screen which reads "Identity Verification Success" will appear.

### Adding Identity Verification to an existing eAuthentication account

If you already have USDA eAuthentication for use on another USDA application, you may need to add Identity Verification to your account to access certain applications. If your identity has already been verified, it will display "Identity Verified" on your profile. If you do not see this on your account, and need to access an application which requires Identity Verification, you can initiate the process to verify your identity by doing the following:

- 1) Go to Manage Account.
- 2) Select Update Account and login.
- 3) Use the Verify My Identity link to initiate the process to verify your identity and follow the prompts. If it displays an Identity Verified, it means you already have an account with a verified identity.