UNITED STATES DEPARTMENT OF AGRICULTURE
Farm Service Agency
Washington, DC 20250

For: State and County Offices

**Conservation On-Line System (COLS) and
State Acres for Wildlife Enhancement (SAFE) Software Merge**

Approved by: Deputy Administrator, Farm Programs

[signature: Branden Willis]

1 Overview

A Background

On the FSA Intranet Home Page under "Links" and "FSA Applications," the COLS software application and the SAFE software application were historically presented to users as 2 separate web links. As of **August 31, 2009**, the COLS and SAFE software applications have been merged, and are now accessible through 1 link; the "Conservation On-Line System" link.

B Purpose

This notice provides information on the following COLS/SAFE software changes.

- COLS, REX, and SAFE software have been merged.

  Note: REX shall only be accessed for cases approved by the National Office.

- The SAFE web site link has been removed from "FSA Applications".

- COLS and SAFE software are now available through 1 link (COLS) that is located under "Links" and "FSA Applications".

- **COLS/SAFE offer and contract functionalities will remain the same**.

Disposal Date	Distribution
January 1, 2010	State Offices; State Offices relay to County Offices

2   New COLS/SAFE User Screens

   A New Screens

   Users shall access both the COLS and SAFE software applications from the FSA Intranet.
   Under "Links" click "FSA Applications" and then click "Conservation On-line System".

   Note: The link for SAFE has been removed.

   The new **Welcome to the Conservation Reserve Program System** page will be displayed.
   The following options, located under "Conservation Applications", are available:

   - Offer
   - REX
   - Contract.

2   New COLS/SAFE User Screens (Continued)

A   New Screens (Continued)

To access a COLS or SAFE offer option, CLICK "Offer" located under the Conservation Applications Menu. The following "Offer Processing" options will include all COLS and SAFE offer processing functionality. **These options are the same as the recently removed SAFE software application options**.

Note: See the SAFE User Guide for offer processing functionality.

For a new **COLS** or **SAFE** offer, choose the "New Offer" option and select **the appropriate choice for "Continuous" or "SAFE".**

2   New COLS/SAFE User Screens (Continued)

A   New Screens (Continued)

For access to REX, users shall click on the "REX" option. **REX shall only be accessed for cases approved by the National Office.**

The following "REX" options will be displayed but details will not be covered in this notice.
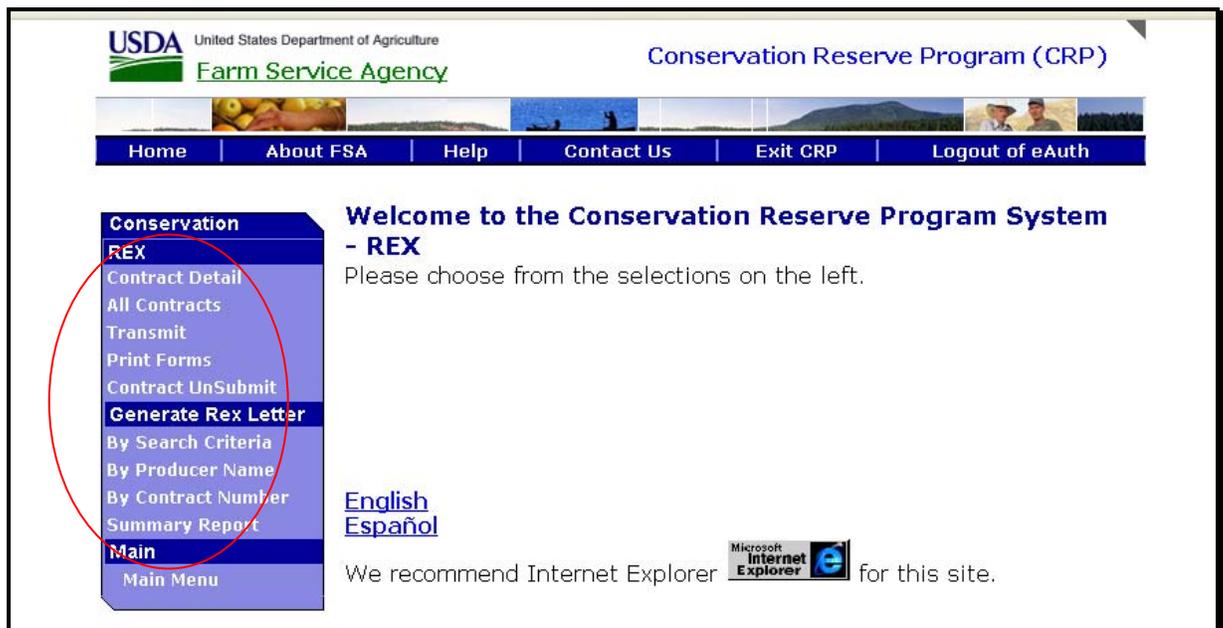
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2   New COLS/SAFE User Screens (Continued)

A   New Screens (Continued)

For all COLS and SAFE contracts, click on the "Contract" option.

See the SAFE User Guide for the following offer processing and contract maintenance functionality available in the COLS/SAFE software.

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2   New COLS/SAFE User Screens (Continued)

B   County Office Action

County Offices will access all COLS and SAFE offer and contract information and functionality by clicking on "FSA Applications" located under the "Links" options on the FSA Intranet Home Page. The FSA Intranet Home Page is located at **http://fsaintranet.sc.egov.usda.gov/fsa/**.

C   State Office Action

State Offices shall ensure County Offices follow the requirements of this notice.

For questions about this notice contact Kelly Worley by either of the following:

- e-mail at **kelly.worley@wdc.usda.gov**
- telephone at 202-720-9646.