

For: State and County Offices

**Handling the FSFL Repayment Reconciliation Report Between the
System 36 FSFL Application and NRRS**

Approved by: Acting Associate Administrator for Operations and Management



1 Overview

A Background

FSFL's are transitioning from System 36 to DLS. The first scope of this project is scheduled to be released by August 2014. Because of this transition, **all** open and closed FSFL's **must** be reconciled **before** the transition. PSD and FMD have been working with Field Offices to clear up exceptions discovered between the System 36 FSFL Application and NRRS. However, because of the increased number of exceptions, and to effectively and efficiently resolve all the outstanding exceptions, this notice is being issued with instructions for handling the FSFL Repayment Reconciliation Report.

The FSFL Repayment Reconciliation Report will:

- be provided to State Offices in Excel format
- **only** be sent to State Offices with exceptions.

PSD and FMD will continue to send the FSFL Repayment Reconciliation Report on a bi-weekly basis to State Offices with new exceptions and/or previous exceptions that have not yet cleared.

Note: Exceptions that have been resolved previously will **not** be included in future bi-weekly FSFL Repayment Reconciliation Reports.

B Purpose

This notice:

- explains the FSFL Repayment Reconciliation Report exception clearance process
- provides instructions on how to clear the most common exceptions between the System 36 FSFL Application and NRRS

Disposal Date	Distribution
September 1, 2014	State Offices; State Offices relay to County Offices

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1 Overview (Continued)

B Purpose (Continued)

- provides instructions on the NRRS FSFL remittance and receipt and the System 36 FSFL Application repayment exception clearance process, as follows:
 - for NRRS, this notice will:
 - define issues and errors
 - explain how to activate and deactivate remittances for receipt corrections
 - provide guidance for correcting NRRS receipts
 - for System 36, this notice will:
 - define the FSFL application issues and errors
 - provide guidance for correcting and/or adjusting repayments.

C Contacts

The following table provides contact information.

Issue	Contact
Software	National Help Desk at 800-255-2434 or 816-926-1552. Note: Select option: <ul style="list-style-type: none">• “1”, for problems with NRRS• “2”, for password reset• “3”, for hardware and other software.
Policy	Veronica Richardson by either of the following: <ul style="list-style-type: none">• e-mail to veronica.richardson@wdc.usda.gov• telephone at 202-772-6029.
NRRS	Either of the following: <ul style="list-style-type: none">• Carrie Miller by either of the following:<ul style="list-style-type: none">• e-mail to carrie.miller@kcc.usda.gov• telephone at 816-926-2853• Mary Munoz, secondary contact, by either of the following:<ul style="list-style-type: none">• e-mail to mary.munoz@kcc.usda.gov• telephone at 816-926-6340.

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1 Overview (Continued)

C Contacts (Continued)

Issue	Contact
System 36 FSFL Application	Either of the following: <ul style="list-style-type: none"> • Stacy Carroll by either of the following: <ul style="list-style-type: none"> • e-mail to stacy.carroll@wdc.usda.gov • telephone at 202-690-8037 • Alison Groenwoldt by either of the following: <ul style="list-style-type: none"> • e-mail to alison.groenwoldt@wdc.usda.gov • telephone at 202-720-4213.

D FSFL Repayment Reconciliation Report

The following is an example of the FSFL Repayment Reconciliation Report header row.

OFFICE FSA Notice	PRODUCER ID	PRODUCER	Collection	Creation	Loan	Amount	Amount	Field Office	Expected	Complete	Remarks			
CODE	Exception ID	PRODUCER ID	TYPE CODE	NAME	Identifier	Date	Number	recorded in NRRS for FSFL	recorded in System 36 for FSFL	Difference	Action	Date	Date	
01005	C	XXXXXXXXXX	S	XXXX	4069021	1/14/2014	4	\$1,400.00	\$1,500.00	(\$100.00)	Y	TBD		

The following table provides header row column titles and descriptions.

Column Title	Column Description
Office FSA Code	FSA State and county code.
Notice Exception ID	Exception referenced in paragraph 2.
Producer ID	Producer's tax ID.
Producer ID Type code	Producer's tax ID type.
Producer Name	Producer's first and last name.
Collection Payment Identifier	NRRS receipt ID number.
Creation Date	Actual date the repayment was recorded.
Loan Number	FSFL number.
Amount recorded in NRRS for FSFL	Total repayment dollar amount recorded in NRRS as FSFL collection.
Amount recorded in System 36 for FSFL	Total repayment dollar amount recorded in the System 36 FSFL Application. (Amounts in parentheses and in red mean less than zero.)
Difference	Total difference between the FSFL repayment dollar amounts recorded in NRRS and the System 36 FSFL Application. (Amounts in parentheses and in red mean that the System 36 amount is larger than the NRRS amount.)

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1 Overview (Continued)

D FSFL Repayment Reconciliation Report (Continued)

Column Title	Column Description
Field Office Analysis/ Corrective Action Required	“Y”, if the exception requires research and corrective action.
Expected Completion Date	Date exception should be resolved. Note: “TBD” means “to be determined”.
Complete Date	Date exception was resolved.
Remarks	Cause of the exception and if corrective action is not required. “Remarks” are required .

E Index of FSFL Repayment Reconciliation Report Exceptions

The following table provides an index of FSFL Repayment Reconciliation Report exceptions.

Exception	Exception Description	Scenario
A	Indicates that the FSFL repayment was recorded in NRRS, but was not recorded in the System 36 FSFL Application. See paragraph 2.	1. Missing FSFL repayment in the System 36 FSFL Application. See subparagraph 2 B.
		2. FSFL repayment correctly recorded in the System 36 FSFL Application and NRRS. See subparagraph 2 C.
		3. Incorrectly recorded NRRS receipt as FSFL repayment. See subparagraph 2 D.
B	Indicates that the FSFL repayment amount recorded in the System 36 FSFL Application was less than the NRRS amount. See paragraph 3.	1. Incorrect dollar amount recorded in the System 36 FSFL Application. See subparagraph 3 B.
		2. Incorrect receipt amount recorded in NRRS and the difference is more than \$9.99. See subparagraph 3 C.
		3. Incorrect receipt amount recorded in NRRS and the difference is less than \$10. See subparagraph 3 D.
		Note: Exceptions with amounts less than \$10 will not be included in the FSFL Repayment Reconciliation Report because they will be manually corrected at the National Office with a manual journal voucher. However , if time permits and differences are known, Field Offices should correct amounts less than \$10 through NRRS according to the guidance in subparagraph 3 C.

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1 Overview (Continued)

E Index of FSFL Repayment Reconciliation Report Exceptions (Continued)

Exception	Exception Description	Scenario
C	Indicates that the amount recorded in the System 36 FSFL Application was greater than the NRRS amount. See paragraph 4.	1. Payment incorrectly recorded in the System 36 FSFL Application and FSFL is still open with outstanding amount due. See subparagraph 4 B.
		2. Incorrect receipt amount recorded in NRRS. See subparagraph 4 C.
D	Indicates that the FSFL repayment was recorded in the System 36 FSFL Application and not in NRRS. See paragraph 5.	1. Payment incorrectly recorded in the System 36 FSFL Application. See subparagraph 5 B.
		2. Missing recording of FSFL repayment in NRRS. See subparagraph 5 C.
		3. NRRS FSFL receipt incorrectly recorded under a different program. See subparagraph 5 D.
		4. NRRS FSFL receipt incorrectly recorded as an existing FSFL receivable collection. See subparagraph 5 E.
E	Indicates that the FSFL repayment was reversed in the System 36 FSFL Application, but not adjusted in NRRS. See paragraph 6.	Payment was reversed in the System 36 FSFL Application and needs to be reapplied. See subparagraph 6 B.

2 Identifying Exceptions and Taking Corrective Actions for Exception A

A FSFL Repayment Recorded in NRRS, But Not Recorded in the System 36 FSFL Application

To identify exception A from the FSFL Repayment Reconciliation Report provided, if the amount in the “**Amount recorded in System 36 for FSFL**” column is zero and the amount in the “**Difference**” column is greater than zero, then an NRRS FSFL receipt was created, but no repayment was applied to the producer’s FSFL in the System 36 FSFL Application. The following is an example of how the FSFL Repayment Reconciliation Report record will be displayed.

OFFICE FSA Notice	PRODUCER ID	PRODUCER	Collection	Amount	Amount	Field Office	Expected	Complete	Complete	Remarks				
CODE	Exception ID	PRODUCER ID	TYPE CODE	NAME	Identifier	Date	Number	NRRS for FSFL	System 36 for FSFL	Difference	Action	Date	Date	
01005	A	XXXXXXXXXX	S	XXXX	4069021	1/14/2014		\$10,000.00	\$0.00	\$10,000.00	Y	TBD		
01005		XXXXXXXXXX	Total					\$10,000.00	\$0.00	\$10,000.00				

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2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

B Corrective Actions for Exception A, Scenario 1

In Scenario 1, there is a missing FSFL repayment in the System 36 FSFL Application.

FSFL repayment was recorded in NRRS, but was **not** recorded in the System 36 FSFL Application. The corrective action needed is to apply the producer's FSFL repayment in the System 36 FSFL Application. If there are subsequent repayments that were posted to the customer's FSFL, those payments need to be reversed. After the missing repayment is posted, any subsequent repayments **must** be re-entered to reflect the correct FSFL balance.

See:

- Exhibit 1 for instructions to enter or re-enter FSFL repayments in System 36
- Exhibit 2 for instructions to reverse FSFL repayments in System 36
- 1-FSFL, paragraph 380 for instructions on how to enter FSFL repayments in System 36
- 1-FSFL, paragraph 439 for instructions to reverse/cancel FSFL repayments in System 36.

Note: The step sequences in this notice do **not** match 1-FSFL.

C Corrective Actions for Exception A, Scenario 2


In Scenario 2, the FSFL repayment was correctly recorded in the System 36 FSFL Application and NRRS; however, the records were **not** posted in the financial applications and; therefore, show up as an exception on the FSFL Repayment Reconciliation Report. The corrective actions are as follow:

- e-mail a copy of the NRRS receipt and the FSFL repayment receipt to Carrie Miller at **carrie.miller@kcc.usda.gov** and Mary Munoz at **mary.munoz@kcc.usda.gov**
- in the "Remarks" column, ENTER "**Payments were recorded correctly in NRRS and System 36.**"
- in the "Field Office Analysis/Corrective Action Required" column ENTER "**N**".

2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)


D Corrective Actions for Exception A, Scenario 3

In Scenario 3, an NRRS receipt was incorrectly recorded as an FSFL repayment. Follow this table to correct the NRRS receipt. The screen prints are examples for an FSFL collection.

Step	Action
1	<p data-bbox="386 474 1406 541">Activate the remittance. In NRRS, from the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittance”, CLICK “Manage/Search Remittance”.</p>  <p>The screenshot shows the NRRS Homepage with a navigation menu on the left. The menu includes sections for NRRS Menu, Receivables, Remittances, Receipts, Deposits, Reports, Home, and Go To. The 'Remittances' section is expanded, showing options for 'Create Remittance' and 'Manage/Search Remittance'. A notification box on the right contains information about remittances received and deposit schedules.</p>

2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

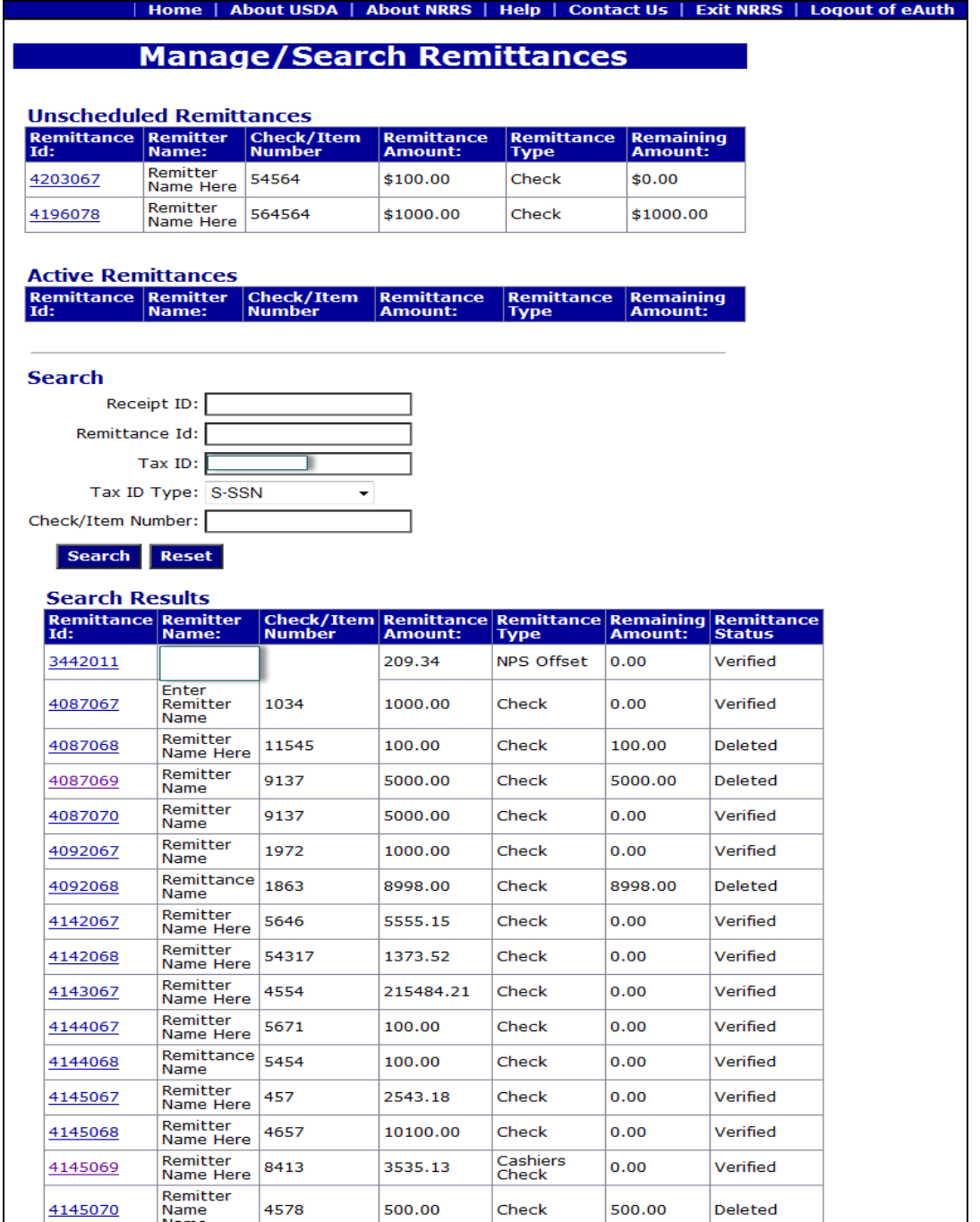
D Corrective Actions for Exception A, Scenario 3 (Continued)

Step	Action
2	<p>The Manage/Search Remittances Screen will be displayed. In the “Search” section, search remittances by tax ID and tax ID type and CLICK “Search”.</p>  <p>The screenshot shows a web interface with a navigation bar at the top containing links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this is a blue header with the text "Manage/Search Remittances".</p> <p>Under the header, there are two sections:</p> <ul style="list-style-type: none"> Unscheduled Remittances: A table with 6 columns: Remittance Id, Remitter Name, Check/Item Number, Remittance Amount, Remittance Type, and Remaining Amount. It contains two rows of data. Active Remittances: A table with the same 6 columns as the unscheduled section, but it is currently empty. <p>Below the tables is a "Search" section with the following fields:</p> <ul style="list-style-type: none"> Receipt ID: <input type="text"/> Remittance Id: <input type="text"/> Tax ID: <input type="text" value="123456789"/> Tax ID Type: <input style="border: none; border-bottom: 1px solid black; padding: 2px 5px;" type="text" value="S-SSN"/> (with a dropdown arrow) Check/Item Number: <input type="text"/> <p>At the bottom of the search section are two buttons: "Search" and "Reset".</p> <p>At the very bottom of the page, there is a small footer: <code>-\${project.build.finalName}-\${project.version}</code></p>

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2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

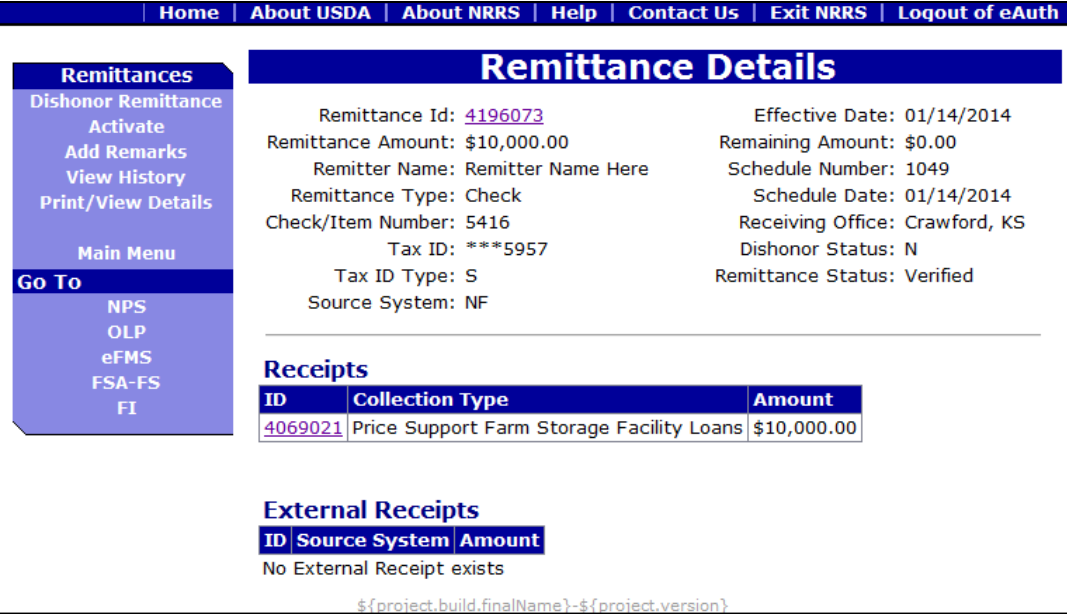
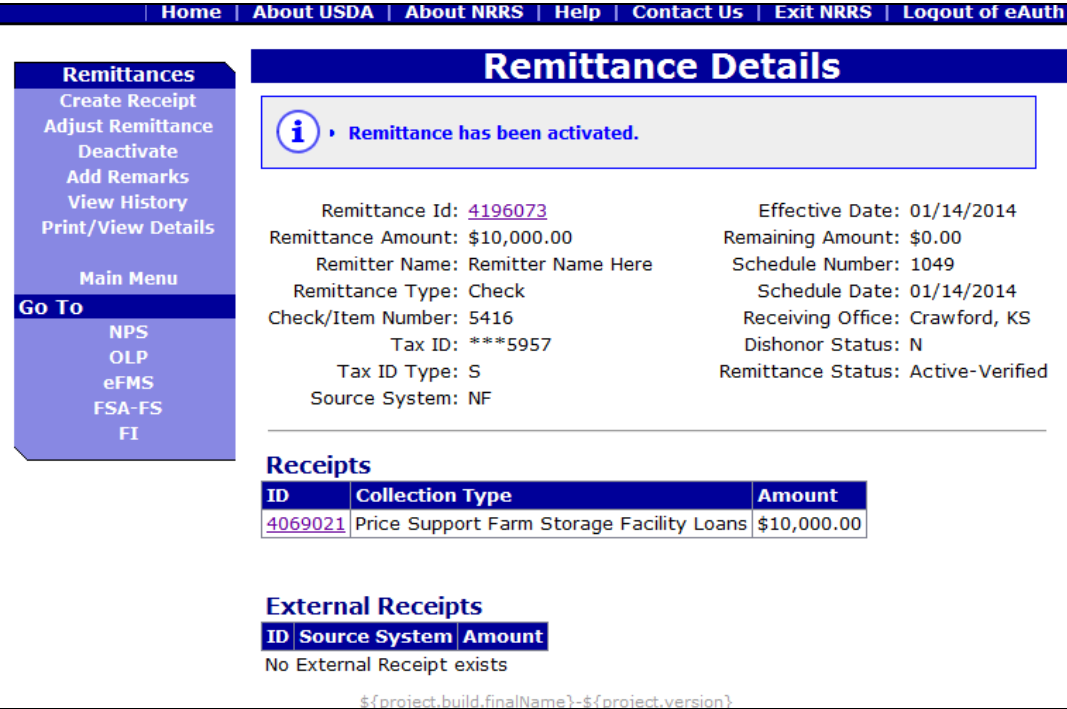
D Corrective Actions for Exception A, Scenario 3 (Continued)

Step	Action
3	<p>The Manage/Search Remittances Screen will be redisplayed with search results. In the “Search Results” section, under the “Remittance Id” column, click the applicable remittance link.</p>  <p>The screenshot displays the 'Manage/Search Remittances' interface. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this is a blue header with the text 'Manage/Search Remittances'. The main content area is divided into two sections: 'Unscheduled Remittances' and 'Active Remittances'. Each section contains a table with columns: Remittance Id, Remitter Name, Check/Item Number, Remittance Amount, Remittance Type, and Remaining Amount. Below these sections is a 'Search' form with input fields for Receipt ID, Remittance Id, Tax ID, a dropdown for Tax ID Type (set to S-SSN), and a Check/Item Number field. There are 'Search' and 'Reset' buttons. Below the search form is the 'Search Results' section, which contains a table with columns: Remittance Id, Remitter Name, Check/Item Number, Remittance Amount, Remittance Type, Remaining Amount, and Remittance Status. The results table lists 18 remittance entries with their respective details.</p>

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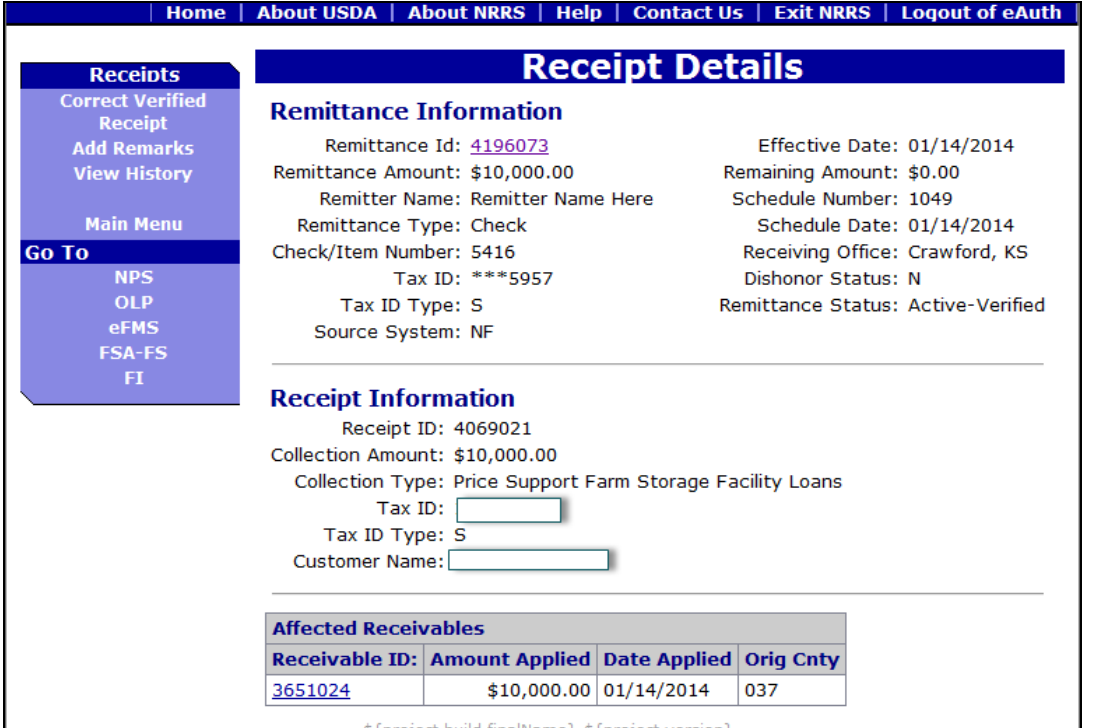
2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

D Corrective Actions for Exception A, Scenario 3 (Continued)

Step	Action
4	<p>On the Remittance Details Screen, under “Remittances”, CLICK “Activate”.</p>  <p>The screenshot shows the 'Remittance Details' page. On the left is a 'Remittances' menu with options: Dishonor Remittance, Activate, Add Remarks, View History, Print/View Details, Main Menu, and Go To. The 'Go To' section includes NPS, OLP, eFMS, FSA-FS, and FI. The main content area displays remittance information for ID 4196073, including amount (\$10,000.00), effective date (01/14/2014), and status (Verified). Below this is a 'Receipts' table with one entry: ID 4069021, Price Support Farm Storage Facility Loans, Amount \$10,000.00. At the bottom, it states 'No External Receipt exists'.</p>
5	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been activated.”</p>  <p>The screenshot shows the 'Remittance Details' page after activation. The 'Remittances' menu now includes 'Create Receipt' and 'Adjust Remittance' in addition to the previous options. The main content area features a blue information box with an 'i' icon and the text 'Remittance has been activated.' The remittance details and receipts table remain the same as in the previous screenshot.</p>

2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

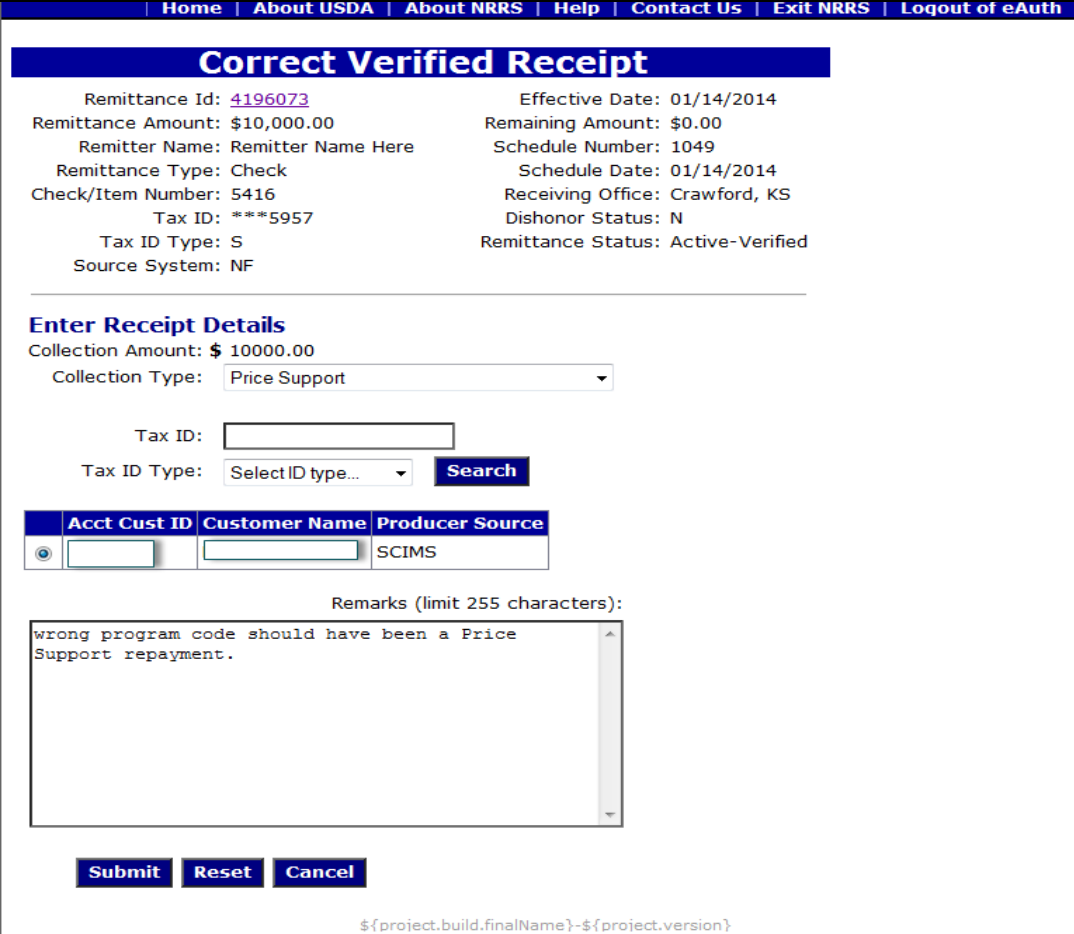
D Corrective Actions for Exception A, Scenario 3 (Continued)

Step	Action								
6	<p>Correct the receipt. On the Remittance Details Screen that is displayed in step 5, under the “Receipts” section, “ID” column, CLICK “Receipt ID” link and the Receipt Details Screen will be displayed. Under “Receipts”, CLICK “Correct Verified Receipt”.</p>  <p>The screenshot displays the 'Receipt Details' screen. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. On the left, a sidebar menu includes 'Receipts' (with sub-links: Correct Verified Receipt, Add Remarks, View History), 'Main Menu', and 'Go To' (with sub-links: NPS, OLP, eFMS, FSA-FS, FI). The main content area is divided into three sections:</p> <ul style="list-style-type: none"> Remittance Information: <ul style="list-style-type: none"> Remittance Id: 4196073 Remittance Amount: \$10,000.00 Remitter Name: Remitter Name Here Remittance Type: Check Check/Item Number: 5416 Tax ID: ***5957 Tax ID Type: S Source System: NF Receipt Information: <ul style="list-style-type: none"> Receipt ID: 4069021 Collection Amount: \$10,000.00 Collection Type: Price Support Farm Storage Facility Loans Tax ID: <input type="text"/> Tax ID Type: S Customer Name: <input type="text"/> Affected Receivables: <table border="1"> <thead> <tr> <th>Receivable ID:</th> <th>Amount Applied</th> <th>Date Applied</th> <th>Orig Cnty</th> </tr> </thead> <tbody> <tr> <td>3651024</td> <td>\$10,000.00</td> <td>01/14/2014</td> <td>037</td> </tr> </tbody> </table> <p>At the bottom of the screen, there is a footer: <code>#{project.build.finalName}-#{project.version}</code></p>	Receivable ID:	Amount Applied	Date Applied	Orig Cnty	3651024	\$10,000.00	01/14/2014	037
Receivable ID:	Amount Applied	Date Applied	Orig Cnty						
3651024	\$10,000.00	01/14/2014	037						

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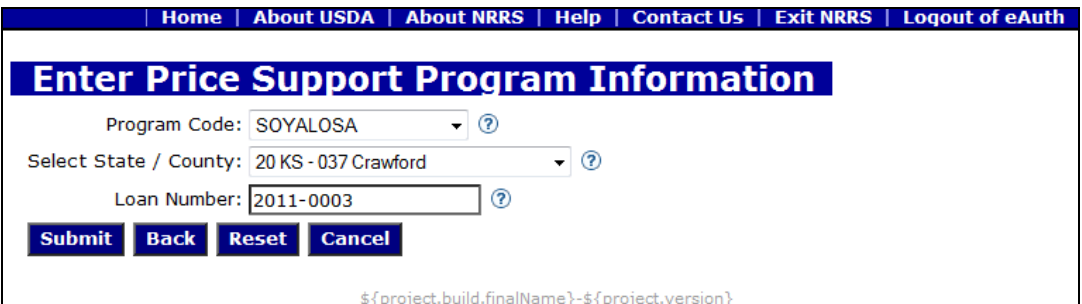

2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

D Corrective Actions for Exception A, Scenario 3 (Continued)

Step	Action
7	<p>The Correct Verified Receipt Screen will be displayed. In the “Enter Receipt Details” section, from the “Collection Type” drop-down list, select the applicable collection type. For this example, select “Price Support”.</p> <p>Note: Remarks are mandatory.</p>  <p>The screenshot displays the 'Correct Verified Receipt' interface. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this is a blue header with the title 'Correct Verified Receipt'. The main content area is divided into two columns of information:</p> <ul style="list-style-type: none"> Left Column: Remittance Id: 4196073, Remittance Amount: \$10,000.00, Remitter Name: Remitter Name Here, Remittance Type: Check, Check/Item Number: 5416, Tax ID: ***5957, Tax ID Type: S, Source System: NF. Right Column: Effective Date: 01/14/2014, Remaining Amount: \$0.00, Schedule Number: 1049, Schedule Date: 01/14/2014, Receiving Office: Crawford, KS, Dishonor Status: N, Remittance Status: Active-Verified. <p>Below the details is the 'Enter Receipt Details' section. It includes a 'Collection Amount' of \$ 10000.00 and a 'Collection Type' dropdown menu set to 'Price Support'. There are input fields for 'Tax ID' and 'Tax ID Type' (set to 'Select ID type...') with a 'Search' button. A table below shows a single entry with columns 'Acct Cust ID', 'Customer Name', and 'Producer Source', containing the value 'SCIMS'. A 'Remarks' field (limit 255 characters) contains the text: 'wrong program code should have been a Price Support repayment.' At the bottom, there are 'Submit', 'Reset', and 'Cancel' buttons. The footer of the page shows the text: \${project.build.finalName}-\${project.version}.</p>

2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

D Corrective Actions for Exception A, Scenario 3 (Continued)

Step	Action
8	<p>The Enter Price Support Program Information Screen will be displayed. From the “Program Code” drop-down list, select the applicable program code (program year should be the same as FSFL in the System 36 FSFL Application). Select the applicable State/county, enter FSFL number, and CLICK “Submit”.</p> <p>Example: In this example, FSFL number 2011/0003 installment is being corrected. In the “Loan Number” block, user would enter “2011-0003”.</p> 
9	<p>The Confirm Receipt Adjustment Screen will be displayed. CLICK “Confirm”.</p> 

2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

D Corrective Actions for Exception A, Scenario 3 (Continued)

Step	Action
10	<p>The Verified Receipt Successfully Corrected Screen will be displayed. CLICK “Print Receipt”.</p> 

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2 Identifying Exceptions and Taking Corrective Actions for Exception A (Continued)

D Corrective Actions for Exception A, Scenario 3 (Continued)

Step	Action
11	Deactivate the remittance. On the Verified Receipt Successfully Corrected Screen that is displayed in step 10, under the “Remittance Information” section, CLICK “ Remittance Id ” link. The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “ Deactivate ”. The Remittance Details Screen will be redisplayed with the message, “Remittance has been deactivated.”

3 Identifying Exceptions and Taking Corrective Actions for Exception B

A FSFL Repayment Amount Recorded in the System 36 FSFL Application is Less Than the NRRS Amount

To identify exception B from the FSFL Repayment Reconciliation Report provided, if the amounts in the “**Amount Recorded in System 36 for FSFL**” and “**Amount Recorded in NRRS for FSFL**” columns are greater than zero and the amount in the “**Difference**” column is greater than zero, there is an FSFL repayment being recorded in both the System 36 FSFL Application and NRRS, but with different dollar amounts. The following is an example of how the FSFL Repayment Reconciliation Report record will be displayed.

OFFICE FSA Notice	PRODUCER ID	PRODUCER	Collection	Amount	Amount	Field Office	Expected	Complete	Complete	Remark				
CODE	Exception ID	PRODUCER ID	TYPE CODE	NAME	Payment Identifier	Creation Date	Loan Number	recorded in NRRS for FSFL	System 36 for FSFL	Difference	Analysis/ Corrective Action	Completion Date	Date	
01005	B	XXXXXXXXXX	S	XXXX	5682002	1/31/2014	4	\$3,145.00	\$3,130.00	\$15.00	Y	TBD		
01005		XXXXXXXXXX	Total					\$3,145.00	\$3,130.00	\$15.00				

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

B Corrective Actions for Exception B, Scenario 1

In Scenario 1, there is an incorrect dollar amount recorded in the System 36 FSFL Application. If the NRRS receipt amount is correct, the amount recorded in the System 36 FSFL Application is incorrect, and FSFL is active or open, the corrective actions are to reverse the repayment recorded in the System 36 FSFL Application and repost the repayment with the correct dollar amount. If there are subsequent repayments that were posted to the customer's FSFL, those payments need to be reversed. After the incorrect repayment has been corrected, those subsequent repayments shall be re-entered to reflect the correct FSFL balance.

See:

- Exhibit 1 for instructions to enter or re-enter FSFL repayments in System 36
- Exhibit 2 for instructions to reverse FSFL repayments in System 36
- 1-FSFL, paragraph 380 for instructions on how to enter FSFL repayments in System 36
- 1-FSFL, paragraph 439 for instructions to reverse/cancel FSFL repayments in System 36.

C Corrective Actions for Exception B, Scenario 2

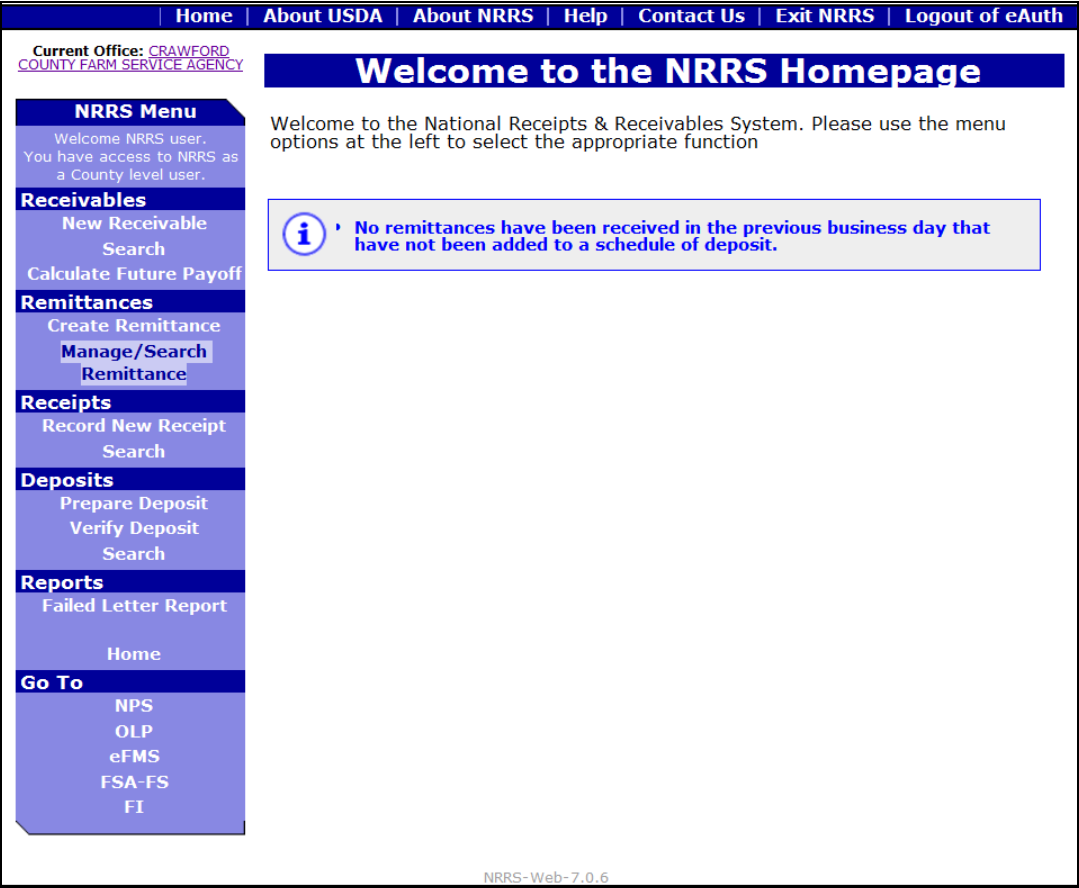
In Scenario 2, there is an incorrect receipt amount recorded in NRRS with a difference more than \$9.99, and the producer's FSFL is paid off.

If the NRRS remittance amount (amount of the check) is correctly recorded, but the FSFL receipt amount for FSFL repayment should have been recorded for the lesser amount, the corrective actions are to delete the NRRS receipt (**must** be done by a National Office user), create 1 receipt for the FSFL repayment with the correct repayment amount, and create another receipt for the remaining balance as producer's refund.

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

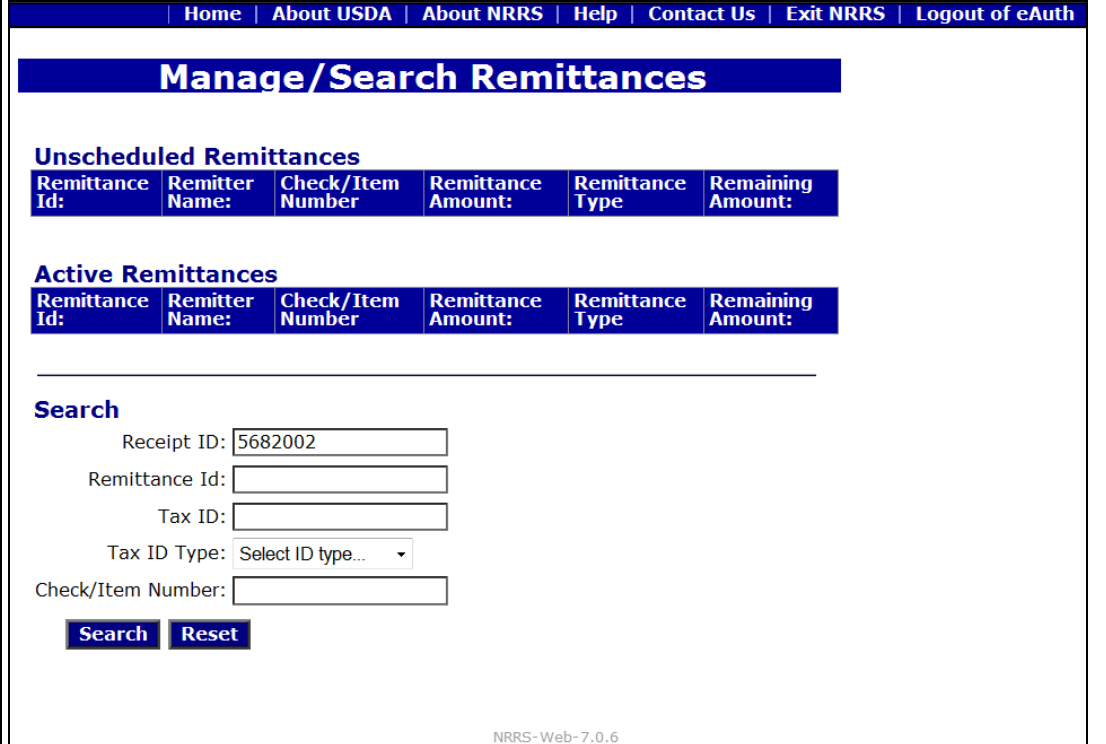
C Corrective Actions for Exception B, Scenario 2 (Continued)

In this example, \$3,145 was recorded in NRRS, but only \$3,130 was recorded in the System 36 FSFL Application. The check received was for \$3,145, but only \$3,130 was applied to the producer’s FSFL. The remainder needs to be refunded.

Step	Action
1	<p data-bbox="383 512 1401 579">Activate the remittance. In NRRS, from the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittances”.</p>  <p data-bbox="862 1478 987 1497">NRRS-Web-7.0.6</p>

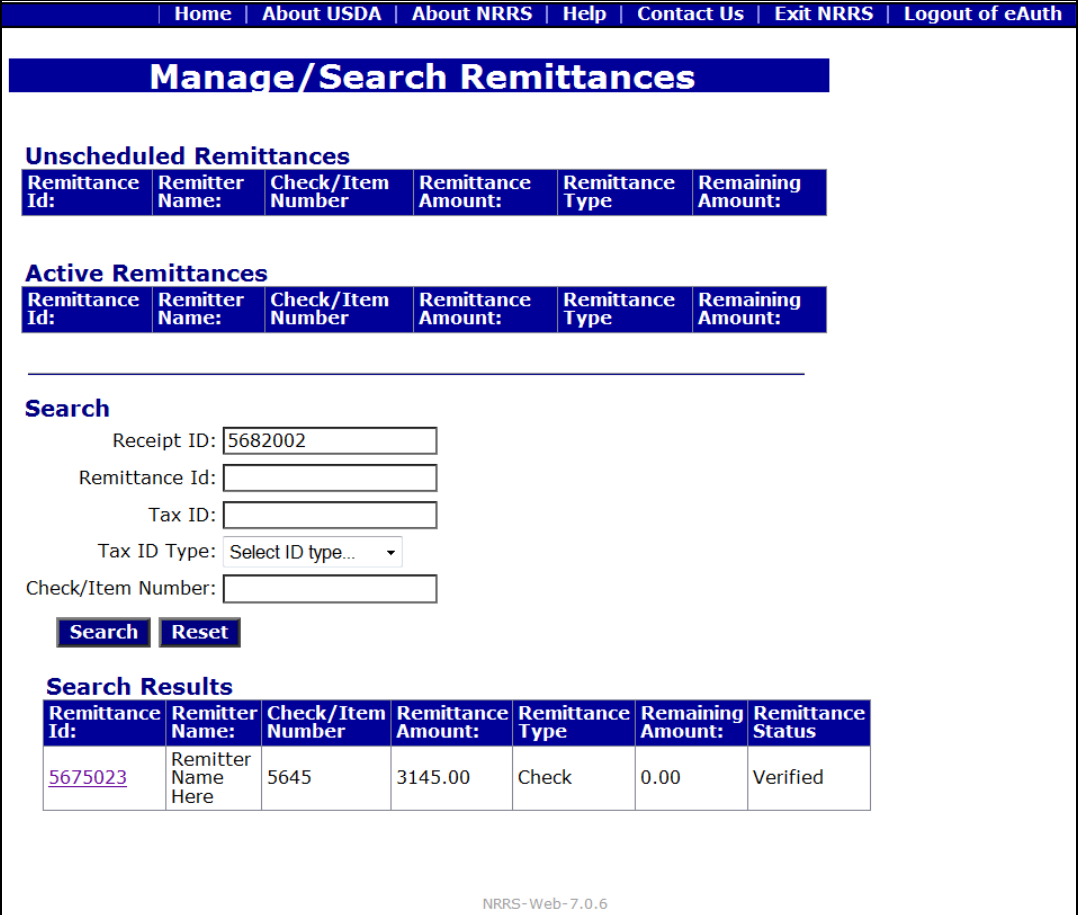
3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
2	<p>The Manage/Search Remittances Screen will be displayed. In the “Search” section, enter the receipt ID and CLICK “Search”.</p> 

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

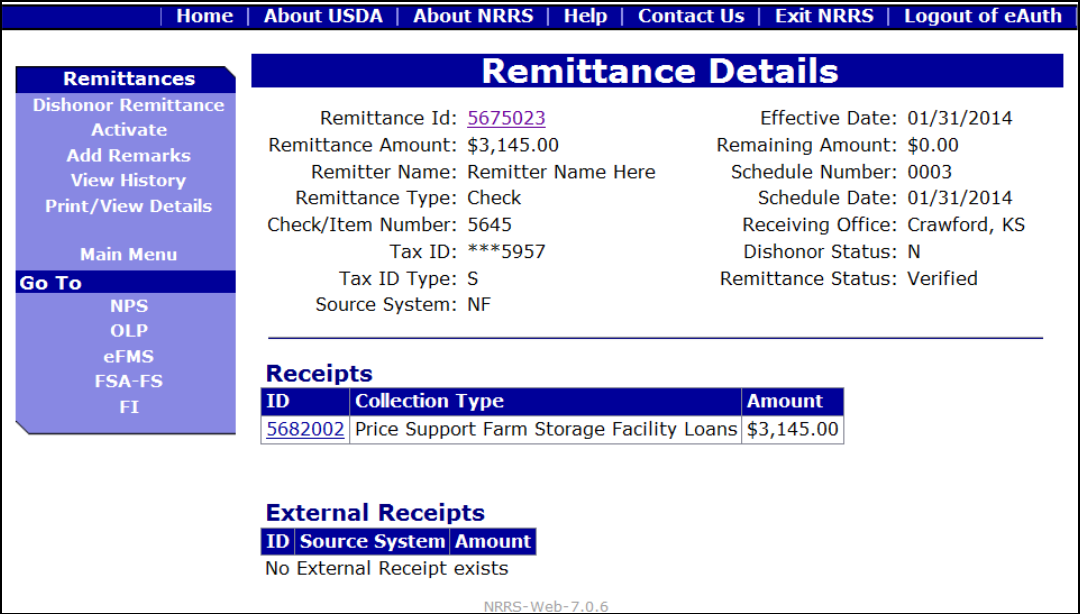

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action														
3	<p>The Manage/Search Remittances Screen will be displayed with search results. In the “Search Results” section, under the “Remittance Id” column, click the applicable remittance.</p>  <p>The screenshot shows a web interface with a navigation bar at the top containing links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below the navigation bar is a blue header with the text "Manage/Search Remittances".</p> <p>There are two sections: "Unscheduled Remittances" and "Active Remittances". Each section has a table with columns: Remittance Id, Remitter Name, Check/Item Number, Remittance Amount, Remittance Type, and Remaining Amount. Both sections are currently empty.</p> <p>Below these sections is a "Search" section with the following fields: <ul style="list-style-type: none"> Receipt ID: <input type="text" value="5682002"/> Remittance Id: <input type="text"/> Tax ID: <input type="text"/> Tax ID Type: <input type="text" value="Select ID type..."/> Check/Item Number: <input type="text"/> There are "Search" and "Reset" buttons below the search fields. </p> <p>Below the search section is a "Search Results" section with a table:</p> <table border="1"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> <th>Remittance Status</th> </tr> </thead> <tbody> <tr> <td>5675023</td> <td>Remitter Name Here</td> <td>5645</td> <td>3145.00</td> <td>Check</td> <td>0.00</td> <td>Verified</td> </tr> </tbody> </table> <p>At the bottom of the screenshot, the text "NRRS-Web-7.0.6" is visible.</p>	Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:	Remittance Status	5675023	Remitter Name Here	5645	3145.00	Check	0.00	Verified
Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:	Remittance Status									
5675023	Remitter Name Here	5645	3145.00	Check	0.00	Verified									

Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

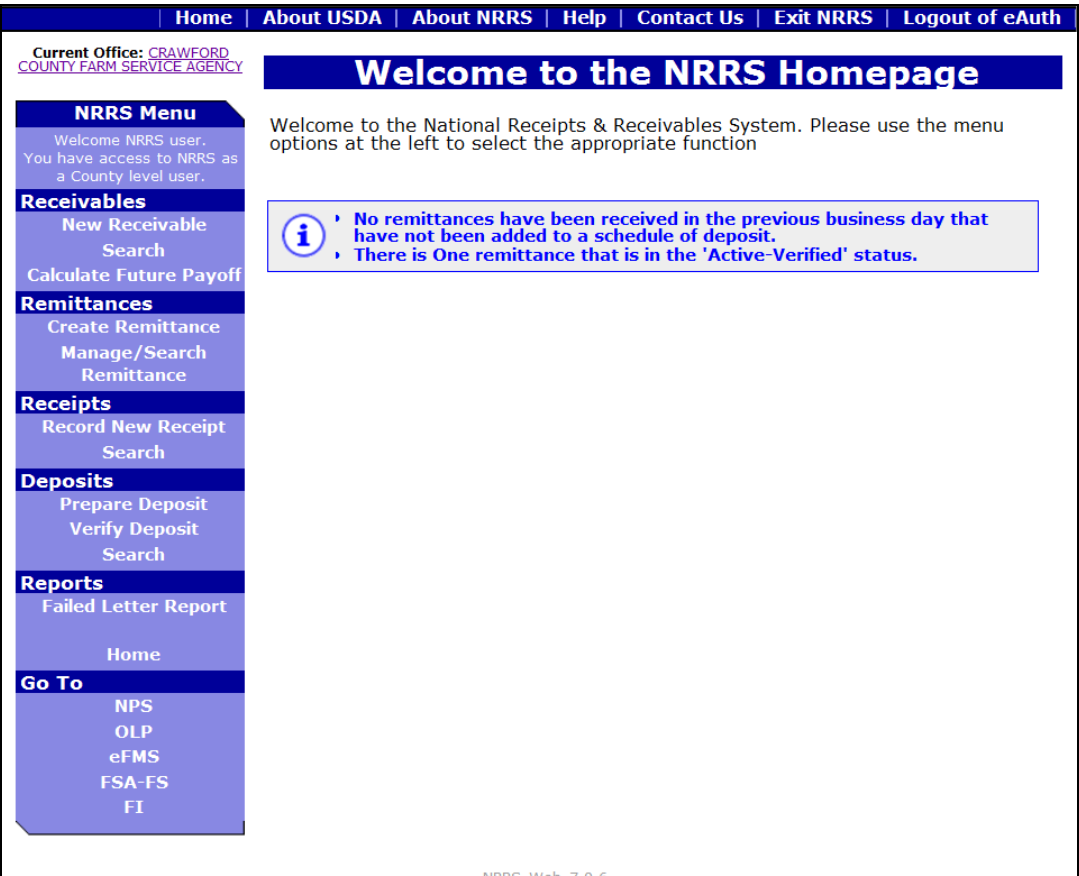
C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
4	<p>The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Activate”.</p>  <p>The screenshot shows the 'Remittance Details' page. The left sidebar has 'Activate' highlighted under the 'Remittances' section. The main content area displays remittance information for ID 5675023, including amount (\$3,145.00), effective date (01/31/2014), and status (Verified). Below this is a 'Receipts' table with one entry: ID 5682002, Price Support Farm Storage Facility Loans, Amount \$3,145.00. An 'External Receipts' section at the bottom states 'No External Receipt exists'.</p>
5	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been activated”.</p>  <p>The screenshot shows the 'Remittance Details' page after activation. A message box at the top of the main content area says 'Remittance has been activated.' The sidebar now shows 'Create Receipt' as the active option. The remittance information is updated to 'Active-Verified' status. The 'Receipts' and 'External Receipts' sections remain the same as in the previous screenshot.</p>

Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

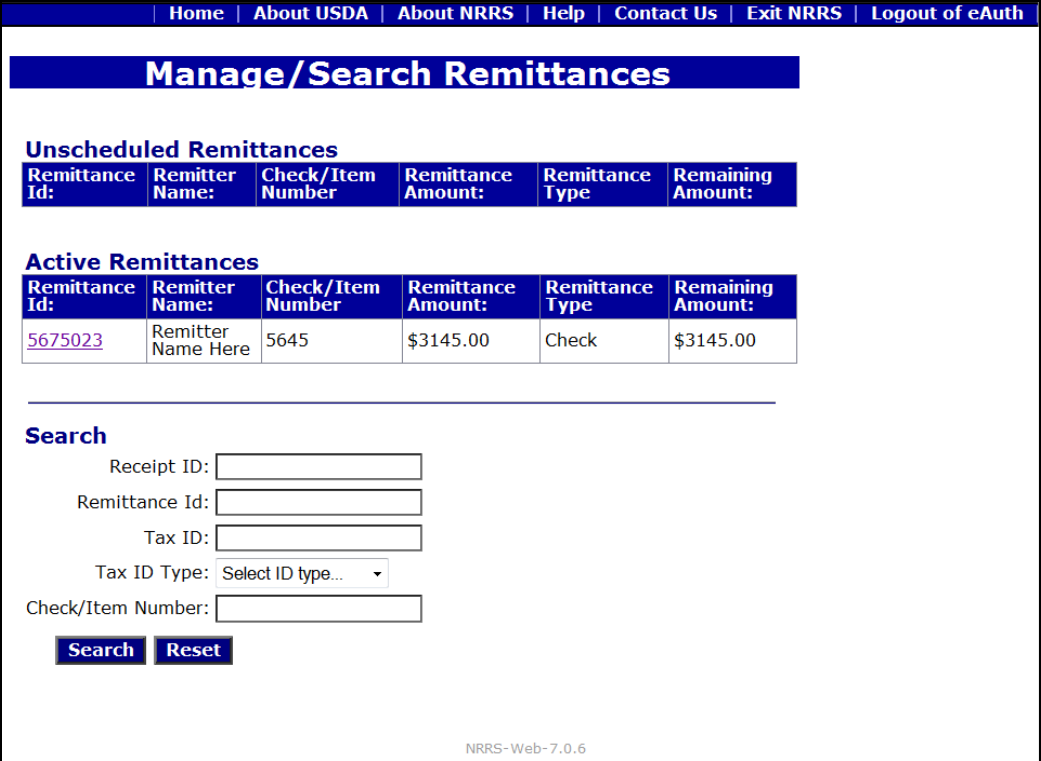
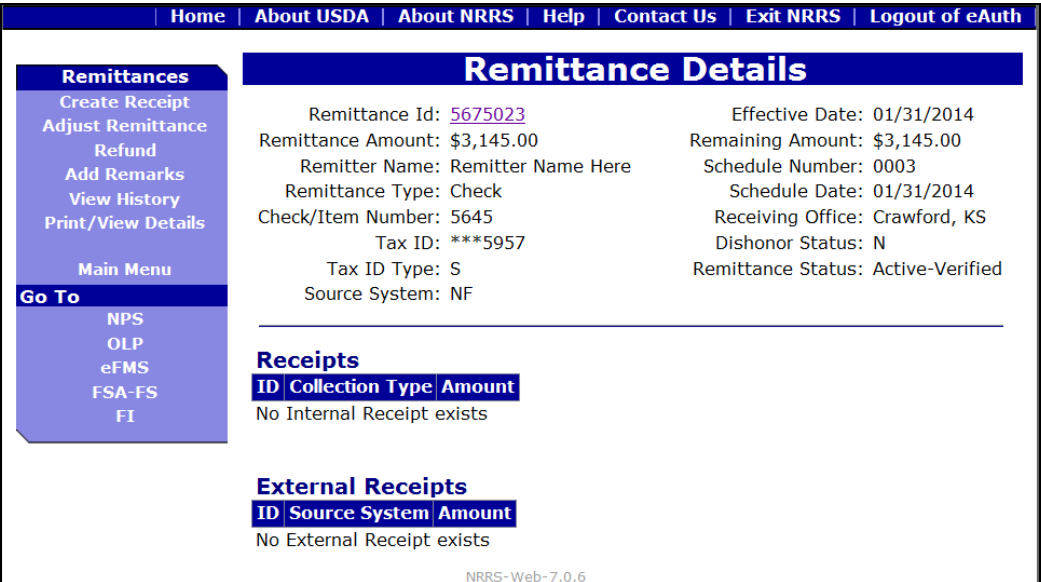
C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
6	<p>Correct the receipt. To delete the receipt, after the remittance is activated, e-mail Carrie Miller at carrie.miller@kcc.usda.gov and, if applicable, e-mail the applicable State Office contact the following information:</p> <ul style="list-style-type: none"> • State and county name and code • contact person in the County Office • receipt number, amount, and reason for the request to delete the receipt. <p>Note: An e-mail confirmation will be sent back from Carrie Miller after the receipt has been deleted.</p>
7	<p>After confirmation e-mail has been received that the incorrect receipt was deleted, on the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.</p>  <p>The screenshot shows the NRRS Homepage with a navigation menu on the left. The menu includes sections for Receivables, Remittances, Receipts, Deposits, and Reports. Under the 'Remittances' section, the 'Manage/Search Remittance' option is highlighted. A notification box on the right states: 'No remittances have been received in the previous business day that have not been added to a schedule of deposit. There is One remittance that is in the 'Active-Verified' status.'</p>

Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
8	<p>On the Manage/Search Remittances Screen, in the “Active Remittances” section, under the “Remittance Id” column, click the applicable remittance ID.</p>  <p style="text-align: right; font-size: small;">NRRS-Web-7.0.6</p>
9	<p>The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Create Receipt”.</p>  <p style="text-align: right; font-size: small;">NRRS-Web-7.0.6</p>

Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

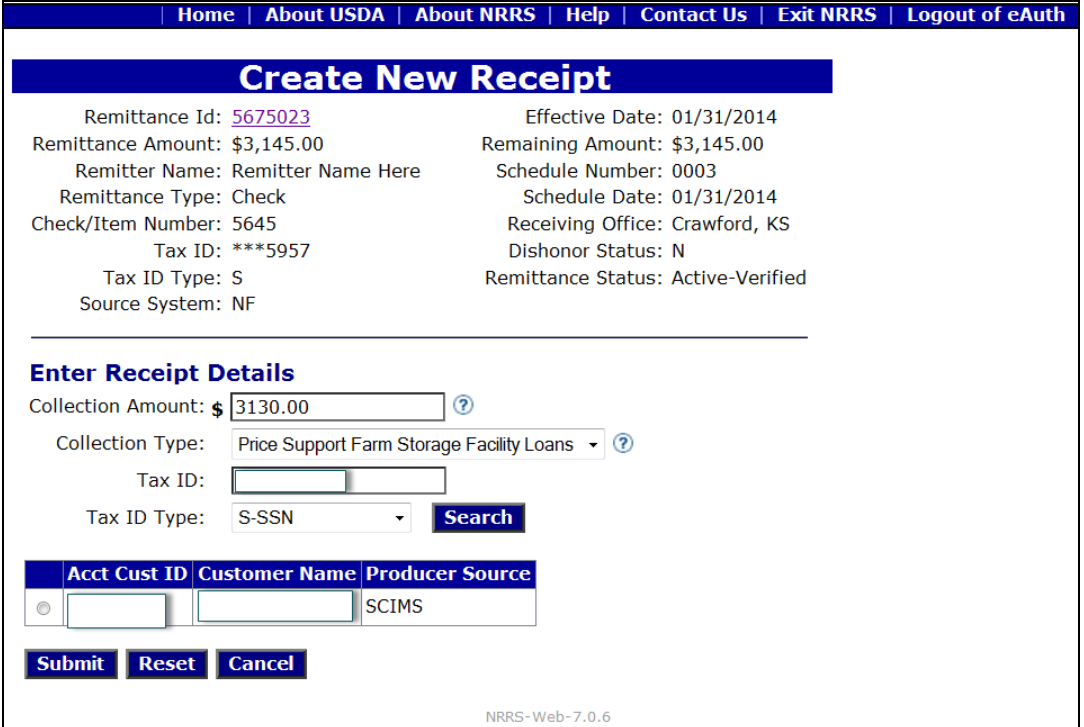
C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
10	<p>The Create New Receipt Screen will be displayed. Enter the collection amount. From the “Collection Type” drop-down list, select “Price Support Farm Storage Facility Loan”. Enter tax ID, select tax ID type, and CLICK “Search”.</p> <p>Note: The collection amount was less than the producer’s check amount.</p>

Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

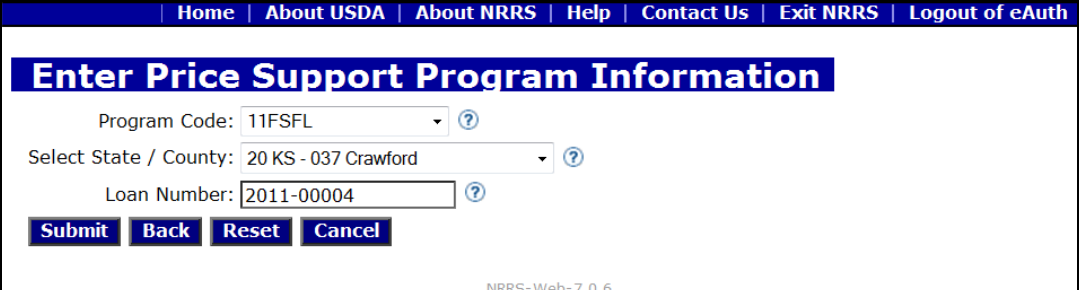

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
11	<p>The Create New Receipt Screen will be redisplayed with the producer ID displayed at the bottom of the screen. In the “Enter Receipt Details” section, click “Radio Button” next to the applicable “Acct Cust ID” and CLICK “Submit”.</p>  <p>The screenshot displays the 'Create New Receipt' interface. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this is a blue header with the text 'Create New Receipt'. The main content area shows remittance details: Remittance Id: 5675023, Effective Date: 01/31/2014, Remittance Amount: \$3,145.00, Remaining Amount: \$3,145.00, Remitter Name: Remitter Name Here, Schedule Number: 0003, Remittance Type: Check, Schedule Date: 01/31/2014, Check/Item Number: 5645, Receiving Office: Crawford, KS, Tax ID: ***5957, Dishonor Status: N, Tax ID Type: S, and Remittance Status: Active-Verified. Below this is a section titled 'Enter Receipt Details' with fields for Collection Amount (\$3130.00), Collection Type (Price Support Farm Storage Facility Loans), Tax ID, and Tax ID Type (S-SSN). There is a 'Search' button. At the bottom, there is a table with columns 'Acct Cust ID', 'Customer Name', and 'Producer Source'. The 'Acct Cust ID' field has a radio button selected. The 'Producer Source' is SCIMS. There are 'Submit', 'Reset', and 'Cancel' buttons at the bottom. The footer text is 'NRRS-Web-7.0.6'.</p>

Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
12	<p>The Enter Price Support Program Information Screen will be displayed. From the “Program Code” drop-down list, select the applicable program code (program year should be the same as FSFL in the System 36 FSFL Application). Select the applicable State/county, enter FSFL number, and CLICK “Submit”.</p> <p>Example: In this example, FSFL number 2011/00004 installment is being corrected. In the “Loan Number” block, user would enter “2011-00004”.</p> 
13	<p>The Confirm Receipt Creation Screen will be displayed. CLICK “Confirm”.</p> 

Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action																																										
14	<p>The Receipt Successfully Recorded Screen will be displayed. CLICK “Print Receipt” for user’s records.</p>  <p>Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth</p> <h3>Receipt Successfully Recorded</h3> <p>Receipt ID 5682003 was successfully created.</p> <hr/> <p>Remittance Information</p> <table> <tr> <td>Remittance Id: 5675023</td> <td>Remittance Type: Check</td> </tr> <tr> <td>Remittance Amount: \$3,145.00</td> <td>Check/Item Number: 5645</td> </tr> <tr> <td>Effective Date: 01/31/2014</td> <td>Source System: NF</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td></td> </tr> <tr> <td>Tax ID: <input type="text"/></td> <td></td> </tr> <tr> <td>Tax ID Type: S</td> <td></td> </tr> </table> <hr/> <p>Receipt Details</p> <p>Collection Amount: \$3,130.00 Borrower ID: <input type="text"/> Borrower ID Type: S Collection Type: Price Support Farm Storage Facility Loans Receipt Date Time: 01/31/2014 05:21</p> <hr/> <p>Receivable Balance Details</p> <table border="1"> <thead> <tr> <th>Recv ID</th> <th>Orig St</th> <th>Orig Cnty</th> <th>DCIA Status</th> <th>Receivable Due Date</th> </tr> </thead> <tbody> <tr> <td>3483003</td> <td>20</td> <td>037</td> <td>Not Referred</td> <td>01/31/2014</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th></th> <th>Total</th> <th>Fees</th> <th>Interest</th> <th>Principal</th> </tr> </thead> <tbody> <tr> <td>Current Balance</td> <td>\$3,130.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$3,130.00</td> </tr> <tr> <td>Monies Applied</td> <td>\$3,130.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$3,130.00</td> </tr> <tr> <td>Resulting Balance</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> </tr> </tbody> </table> <hr/> <p>Print Receipt</p> <p style="text-align: right;">NRRS-Web-7.0.6</p>	Remittance Id: 5675023	Remittance Type: Check	Remittance Amount: \$3,145.00	Check/Item Number: 5645	Effective Date: 01/31/2014	Source System: NF	Remitter Name: Remitter Name Here		Tax ID: <input type="text"/>		Tax ID Type: S		Recv ID	Orig St	Orig Cnty	DCIA Status	Receivable Due Date	3483003	20	037	Not Referred	01/31/2014		Total	Fees	Interest	Principal	Current Balance	\$3,130.00	\$0.00	\$0.00	\$3,130.00	Monies Applied	\$3,130.00	\$0.00	\$0.00	\$3,130.00	Resulting Balance	\$0.00	\$0.00	\$0.00	\$0.00
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3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

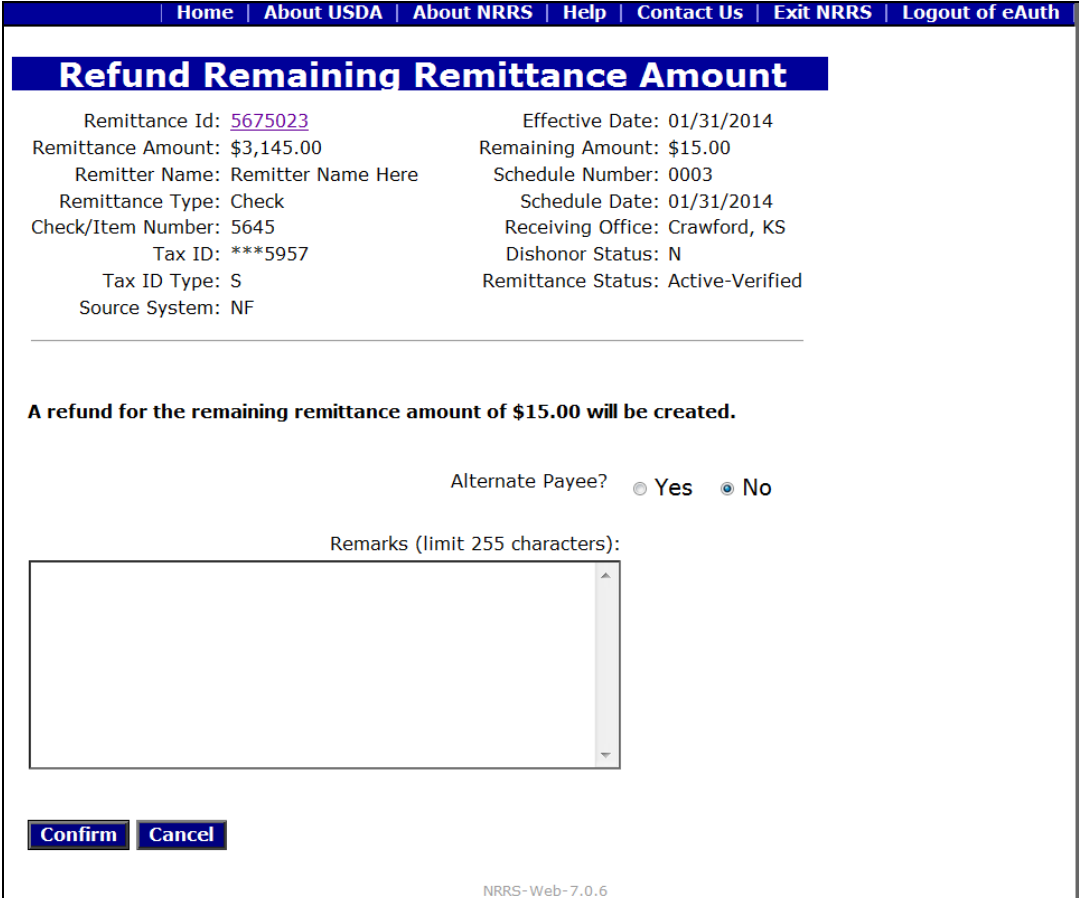
C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action																														
15	<p>If the difference should be:</p> <ul style="list-style-type: none"> applied to another FSFL or other program, then enter a new receipt by repeating steps 9 through 14 refunded to the producer, continue from step 15. <p>On the Receipt Successfully Recorded Screen displayed in step 14, under the “Remittance Information” section, CLICK “Remittance Id” link. The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Refund”.</p> <div data-bbox="381 766 1453 1375" style="border: 1px solid black; padding: 5px;"> <p style="text-align: center; background-color: #000080; color: white; margin: 0;">Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; background-color: #000080; color: white; vertical-align: top; padding: 5px;"> <p>Remittances</p> <p>Create Receipt</p> <p>Adjust Remittance</p> <p>Refund</p> <p>Add Remarks</p> <p>View History</p> <p>Print/View Details</p> <p>Main Menu</p> <p>Go To</p> <p>NPS</p> <p>OLP</p> <p>eFMS</p> <p>FSA-FS</p> <p>FI</p> </td> <td style="width: 75%; padding: 5px;"> <div style="background-color: #000080; color: white; text-align: center; padding: 2px;">Remittance Details</div> <table border="0" style="width: 100%; font-size: small;"> <tr> <td>Remittance Id: 5675023</td> <td>Effective Date: 01/31/2014</td> </tr> <tr> <td>Remittance Amount: \$3,145.00</td> <td>Remaining Amount: \$15.00</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td>Schedule Number: 0003</td> </tr> <tr> <td>Remittance Type: Check</td> <td>Schedule Date: 01/31/2014</td> </tr> <tr> <td>Check/Item Number: 5645</td> <td>Receiving Office: Crawford, KS</td> </tr> <tr> <td>Tax ID: ***5957</td> <td>Dishonor Status: N</td> </tr> <tr> <td>Tax ID Type: S</td> <td>Remittance Status: Active-Verified</td> </tr> <tr> <td>Source System: NF</td> <td></td> </tr> </table> <hr/> <p>Receipts</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th>ID</th> <th>Collection Type</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>5682003</td> <td>Price Support Farm Storage Facility Loans</td> <td>\$3,130.00</td> </tr> </tbody> </table> <p>External Receipts</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th>ID</th> <th>Source System</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">No External Receipt exists</td> </tr> </tbody> </table> <p style="text-align: right; font-size: x-small; margin-top: 5px;">NRRS-Web-7.0.6</p> </td> </tr> </table> </div> <p>Note: Refunds should only be created for receipts more than \$9.99. For receipts less than \$10, a “Direct Sales” receipt should be created using the miscellaneous income (“MISCINC”) program code, using instructions in subparagraph D for Scenario 3.</p>	<p>Remittances</p> <p>Create Receipt</p> <p>Adjust Remittance</p> <p>Refund</p> <p>Add Remarks</p> <p>View History</p> <p>Print/View Details</p> <p>Main Menu</p> <p>Go To</p> <p>NPS</p> <p>OLP</p> <p>eFMS</p> <p>FSA-FS</p> <p>FI</p>	<div style="background-color: #000080; color: white; text-align: center; padding: 2px;">Remittance Details</div> <table border="0" style="width: 100%; font-size: small;"> <tr> <td>Remittance Id: 5675023</td> <td>Effective Date: 01/31/2014</td> </tr> <tr> <td>Remittance Amount: \$3,145.00</td> <td>Remaining Amount: \$15.00</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td>Schedule Number: 0003</td> </tr> <tr> <td>Remittance Type: Check</td> <td>Schedule Date: 01/31/2014</td> </tr> <tr> <td>Check/Item Number: 5645</td> <td>Receiving Office: Crawford, KS</td> </tr> <tr> <td>Tax ID: ***5957</td> <td>Dishonor Status: N</td> </tr> <tr> <td>Tax ID Type: S</td> <td>Remittance Status: Active-Verified</td> </tr> <tr> <td>Source System: NF</td> <td></td> </tr> </table> <hr/> <p>Receipts</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th>ID</th> <th>Collection Type</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>5682003</td> <td>Price Support Farm Storage Facility Loans</td> <td>\$3,130.00</td> </tr> </tbody> </table> <p>External Receipts</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th>ID</th> <th>Source System</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">No External Receipt exists</td> </tr> </tbody> </table> <p style="text-align: right; font-size: x-small; margin-top: 5px;">NRRS-Web-7.0.6</p>	Remittance Id: 5675023	Effective Date: 01/31/2014	Remittance Amount: \$3,145.00	Remaining Amount: \$15.00	Remitter Name: Remitter Name Here	Schedule Number: 0003	Remittance Type: Check	Schedule Date: 01/31/2014	Check/Item Number: 5645	Receiving Office: Crawford, KS	Tax ID: ***5957	Dishonor Status: N	Tax ID Type: S	Remittance Status: Active-Verified	Source System: NF		ID	Collection Type	Amount	5682003	Price Support Farm Storage Facility Loans	\$3,130.00	ID	Source System	Amount	No External Receipt exists		
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Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

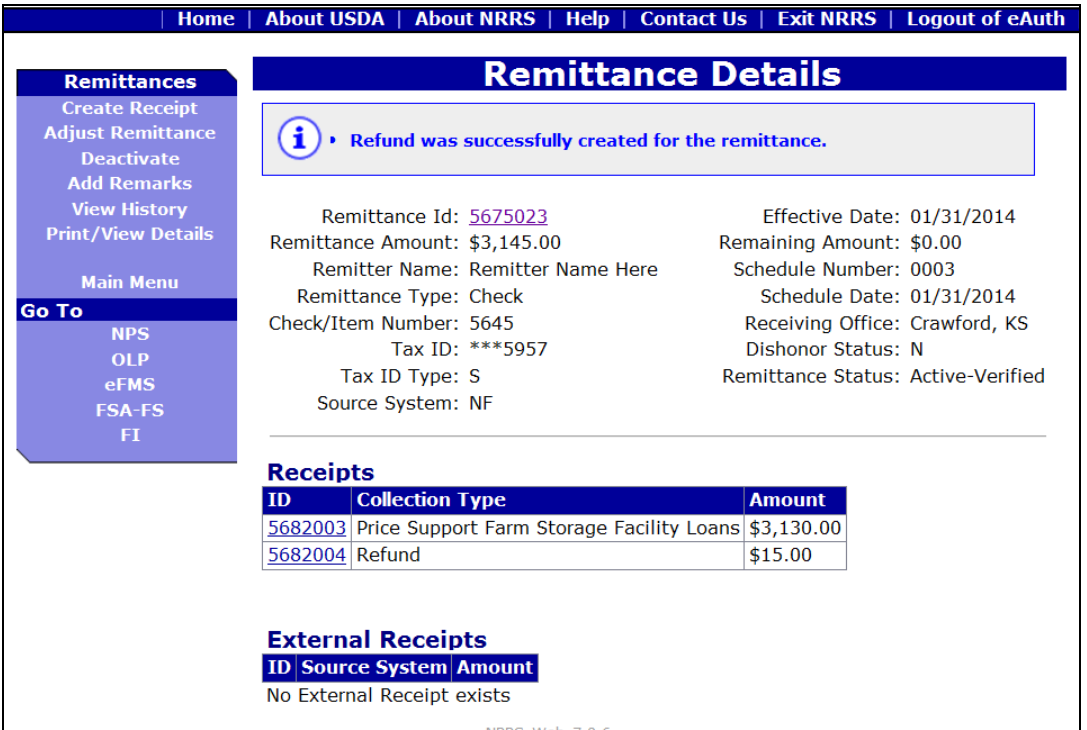
C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
16	<p>The Refund Remaining Remittance Amount Screen will be displayed.</p> <p>Note: If tax ID used on the remittance is not the person to whom the refund should be issued, for “Alternate Payee?”, CLICK “Yes” radio button. Enter the name and address of the person who should receive the refund in the “Remarks” section and print the screen. CLICK “Confirm”.</p>  <p style="text-align: center;">NRRS-Web-7.0.6</p>

Notice FI-3202

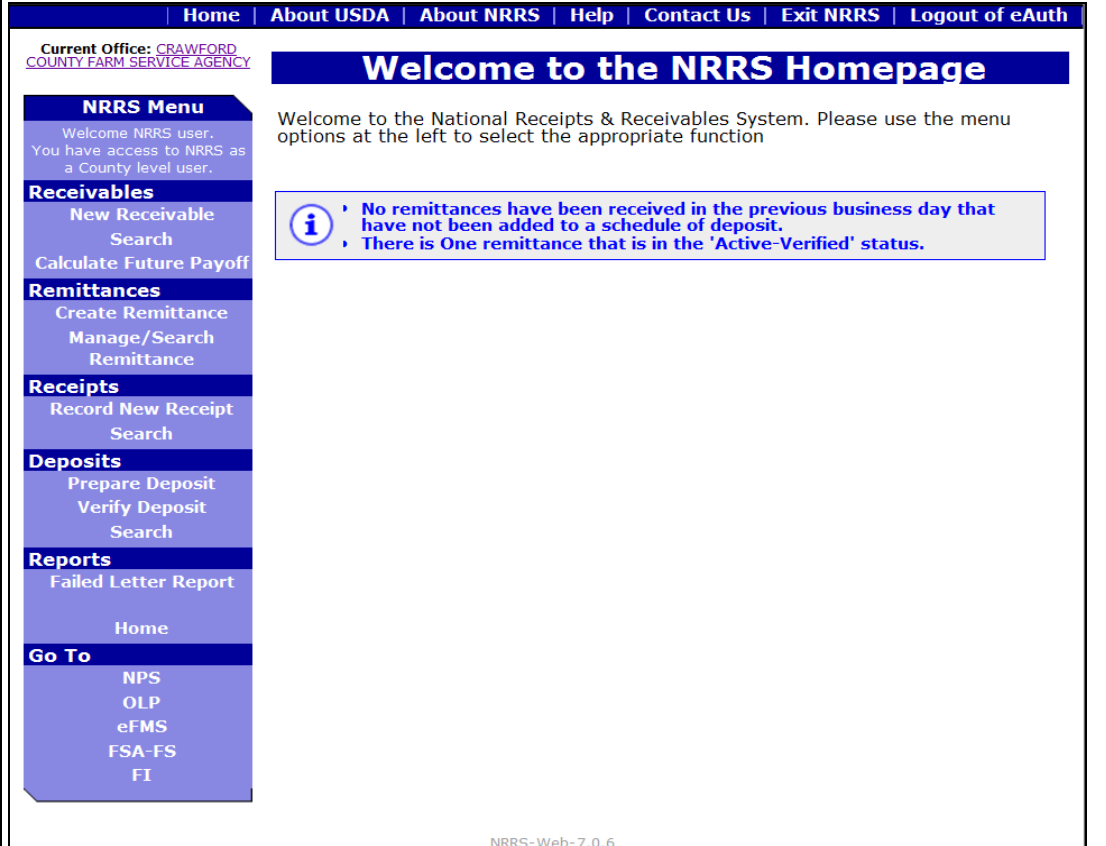
3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action															
17	<p>The Remittance Details Screen will be displayed with the message, “Refund was successfully created for the remittance”.</p> <p>Notes: If an alternate payee was:</p> <ul style="list-style-type: none"> entered, the refund payment request will be issued by check on the Manual Handling Worklist in NPS not entered, the refund payment request will be sent to the Certification Worklist in NPS. <p>If the remittance type was:</p> <ul style="list-style-type: none"> a personal check, the refund payment request will be sent to NPS from NRRS in 3 to 5 workdays to ensure that the producer’s check clears cashier check, money order, or cash and coin, the refund payment request will be sent immediately.  <p>Receipts</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Collection Type</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>5682003</td> <td>Price Support Farm Storage Facility Loans</td> <td>\$3,130.00</td> </tr> <tr> <td>5682004</td> <td>Refund</td> <td>\$15.00</td> </tr> </tbody> </table> <p>External Receipts</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Source System</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3">No External Receipt exists</td> </tr> </tbody> </table>	ID	Collection Type	Amount	5682003	Price Support Farm Storage Facility Loans	\$3,130.00	5682004	Refund	\$15.00	ID	Source System	Amount	No External Receipt exists		
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3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action
18	<p data-bbox="375 359 1474 430">Deactivate the remittance. From the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.</p>  <p>The screenshot shows the NRRS Homepage with a navigation menu on the left. The menu includes sections for Receivables, Remittances, Receipts, Deposits, Reports, and Go To. The 'Remittances' section is expanded, showing options for 'Create Remittance' and 'Manage/Search Remittance'. A blue box at the top right of the page contains a message: 'Welcome to the NRRS Homepage' and 'Welcome to the National Receipts & Receivables System. Please use the menu options at the left to select the appropriate function'. Below this, an information icon (i) is followed by two bullet points: 'No remittances have been received in the previous business day that have not been added to a schedule of deposit.' and 'There is One remittance that is in the 'Active-Verified' status.'</p> <p data-bbox="857 1297 987 1308">NRRS-Web-7.0.6</p>

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3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action																								
19	<p data-bbox="375 365 1474 432">From the Manage/Search Remittances Screen, in the “Active Remittances” section, under the “Remittance Id” column, click the applicable link.</p> <div data-bbox="375 470 1474 1152" style="border: 1px solid black; padding: 10px;"> <p data-bbox="537 470 1458 491" style="text-align: right;"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </p> <p data-bbox="526 520 1073 552" style="text-align: center;">Manage/Search Remittances</p> <p data-bbox="402 592 732 615">Unscheduled Remittances</p> <table border="1" data-bbox="402 615 1203 657"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p data-bbox="402 693 651 716">Active Remittances</p> <table border="1" data-bbox="402 716 1203 795"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td>5675023</td> <td>Remitter Name Here</td> <td>5645</td> <td>\$3145.00</td> <td>Check</td> <td>\$0.00</td> </tr> </tbody> </table> <hr/> <p data-bbox="402 850 493 873">Search</p> <p data-bbox="493 877 818 900">Receipt ID: <input type="text"/></p> <p data-bbox="461 909 818 932">Remittance Id: <input type="text"/></p> <p data-bbox="526 940 818 963">Tax ID: <input type="text"/></p> <p data-bbox="477 972 781 995">Tax ID Type: <input type="text" value="Select ID type..."/></p> <p data-bbox="402 1003 818 1026">Check/Item Number: <input type="text"/></p> <p data-bbox="444 1043 618 1066" style="text-align: center;"> <input type="button" value="Search"/> <input type="button" value="Reset"/> </p> <p data-bbox="857 1136 987 1159" style="text-align: right; font-size: small;">NRRS-Web-7.0.6</p> </div>	Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:							Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:	5675023	Remitter Name Here	5645	\$3145.00	Check	\$0.00
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5675023	Remitter Name Here	5645	\$3145.00	Check	\$0.00																				

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

C Corrective Actions for Exception B, Scenario 2 (Continued)

Step	Action															
20	<p>The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Deactivate”. The Remittance Details Screen will be redisplayed with the message, “Remittance has been deactivated.” and the “Deactivate” option will no longer be displayed.</p> <p>Notes: The receipt changes will only be applied after the remittance has been deactivated.</p> <p>National Office users can adjust remittance amounts and delete receipts.</p> <p>The refund will not be sent to NPS until the remittance is deactivated.</p> <div data-bbox="380 800 1468 1520" style="border: 1px solid black; padding: 5px;"> <div style="border-bottom: 1px solid black; padding-bottom: 5px;"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 25%; border-right: 1px solid black; padding-right: 5px;"> <p>Remittances</p> <p>Dishonor Remittance</p> <p style="padding-left: 20px;">Activate</p> <p style="padding-left: 20px;">Add Remarks</p> <p style="padding-left: 20px;">View History</p> <p style="padding-left: 20px;">Print/View Details</p> <p style="padding-left: 20px;">Main Menu</p> <p>Go To</p> <p style="padding-left: 20px;">NPS</p> <p style="padding-left: 20px;">OLP</p> <p style="padding-left: 20px;">eFMS</p> <p style="padding-left: 20px;">FSA-FS</p> <p style="padding-left: 20px;">FI</p> </div> <div style="width: 75%; padding-left: 5px;"> <div style="border-bottom: 1px solid black; padding-bottom: 5px; text-align: center;"> <h3 style="margin: 0;">Remittance Details</h3> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p> Remittance has been deactivated.</p> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Remittance Id: 5675023</p> <p>Remittance Amount: \$3,145.00</p> <p>Remitter Name: Remitter Name Here</p> <p>Remittance Type: Check</p> <p>Check/Item Number: 5645</p> <p>Tax ID: ***5957</p> <p>Tax ID Type: S</p> <p>Source System: NF</p> </div> <div style="width: 45%;"> <p>Effective Date: 01/31/2014</p> <p>Remaining Amount: \$0.00</p> <p>Schedule Number: 0003</p> <p>Schedule Date: 01/31/2014</p> <p>Receiving Office: Crawford, KS</p> <p>Dishonor Status: N</p> <p>Remittance Status: Verified</p> </div> </div> <div style="margin-top: 10px;"> <p>Receipts</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">ID</th> <th style="width: 60%;">Collection Type</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td>5682003</td> <td>Price Support Farm Storage Facility Loans</td> <td>\$3,130.00</td> </tr> <tr> <td>5682004</td> <td>Refund</td> <td>\$15.00</td> </tr> </tbody> </table> </div> <div style="margin-top: 10px;"> <p>External Receipts</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">ID</th> <th style="width: 40%;">Source System</th> <th style="width: 50%;">Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3">No External Receipt exists</td> </tr> </tbody> </table> </div> </div> </div> </div>	ID	Collection Type	Amount	5682003	Price Support Farm Storage Facility Loans	\$3,130.00	5682004	Refund	\$15.00	ID	Source System	Amount	No External Receipt exists		
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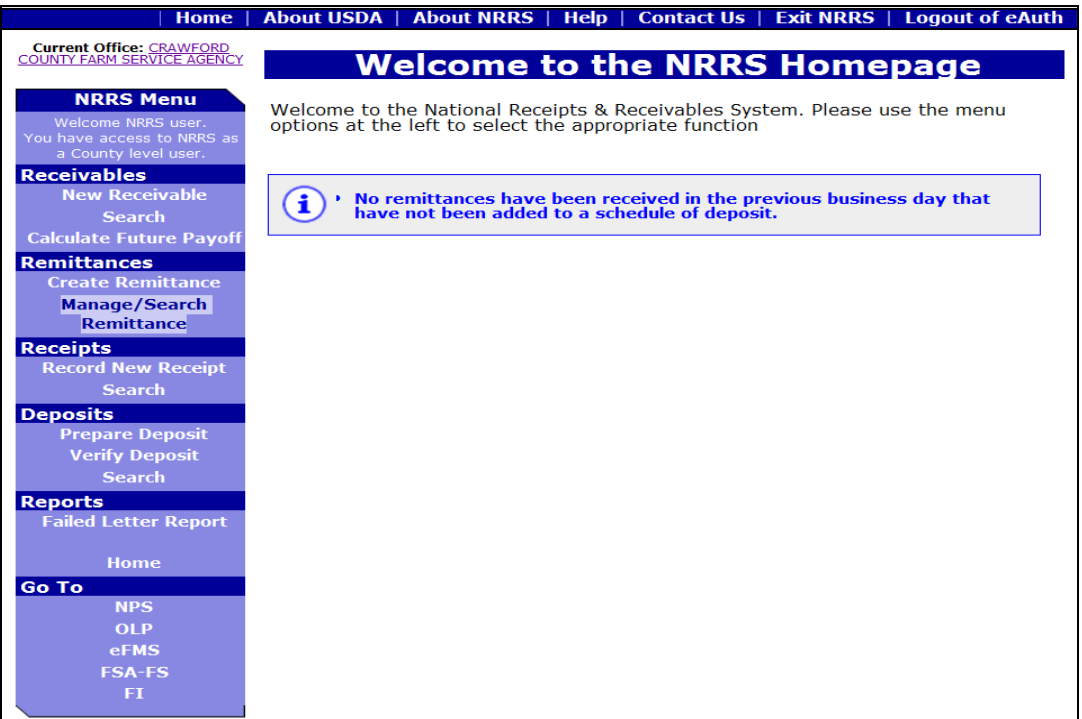
3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3

In Scenario 3, an incorrect receipt amount was recorded in NRRS, the difference less than \$10, and FSFL has been paid-in-full.

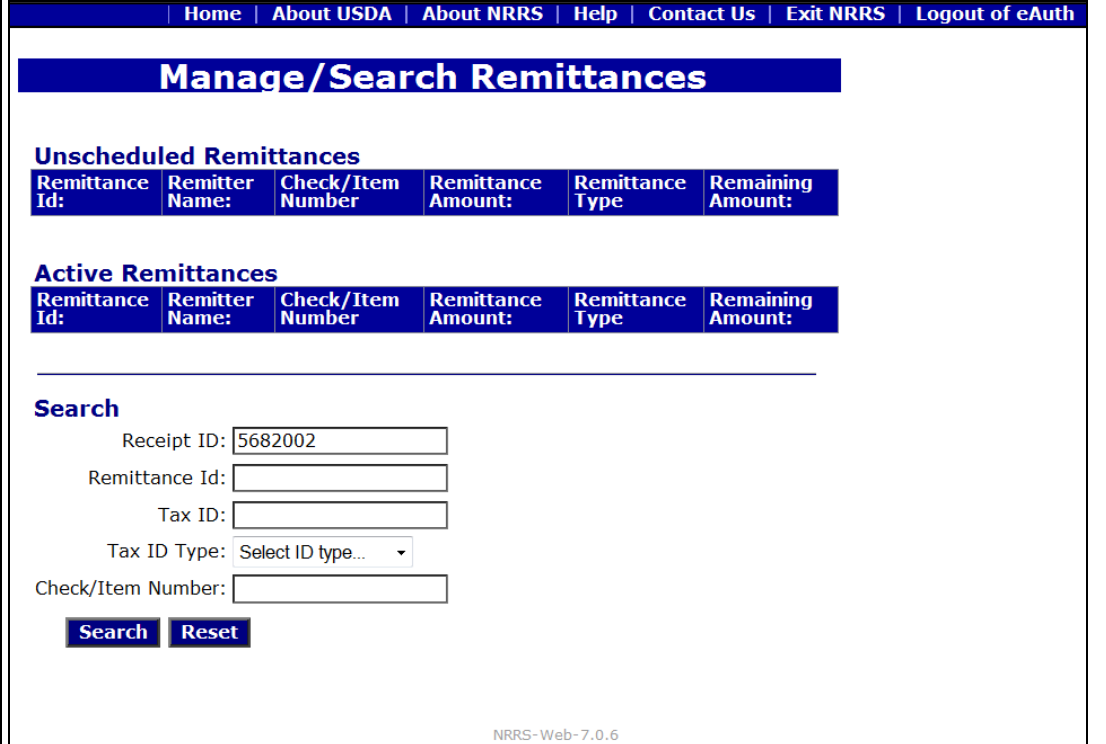
If the NRRS remittance amount (amount of the check) is correctly recorded, but the FSFL receipt amount for FSFL repayment should have been recorded for the lesser amount, the corrective actions are to delete the NRRS receipt (**must** be done by a National Office user), create 1 receipt for the FSFL repayment with the correct repayment amount, and create another receipt for the remaining balance as program code “MISCINC”.

In this example, \$3,145 was recorded in NRRS and only \$3,140 was recorded in the System 36 FSFL Application. The check received was for \$3,145. Only \$3,140 was applied to the producer’s FSFL, so the remainder needs to be recorded as program code “MISCINC”.

Step	Action
1	<p>Activate the remittance. In NRRS, from the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittances”.</p> 

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
2	<p>The Manage/Search Remittance Screen will be displayed. Enter the receipt ID and CLICK "Search".</p> 

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

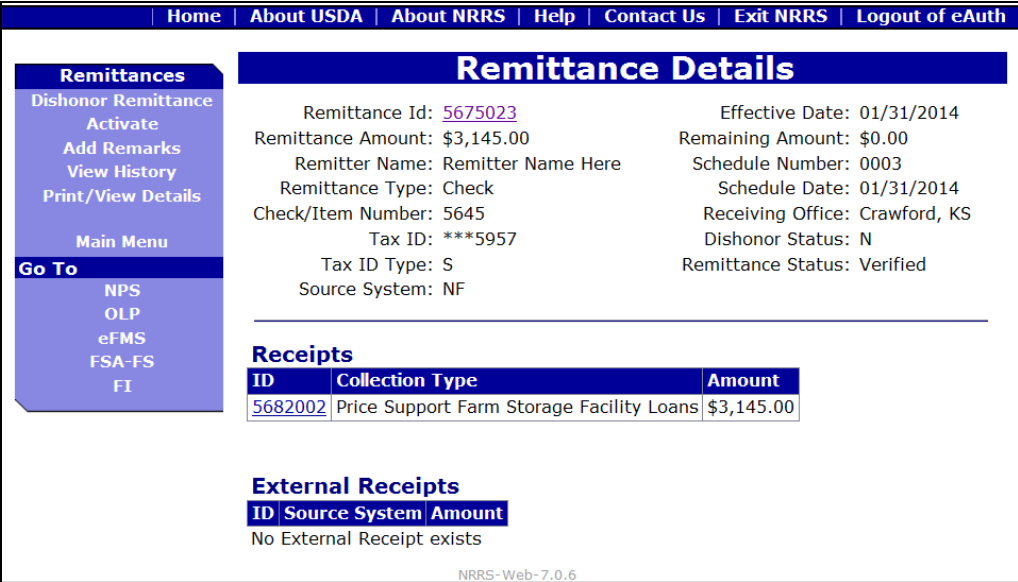
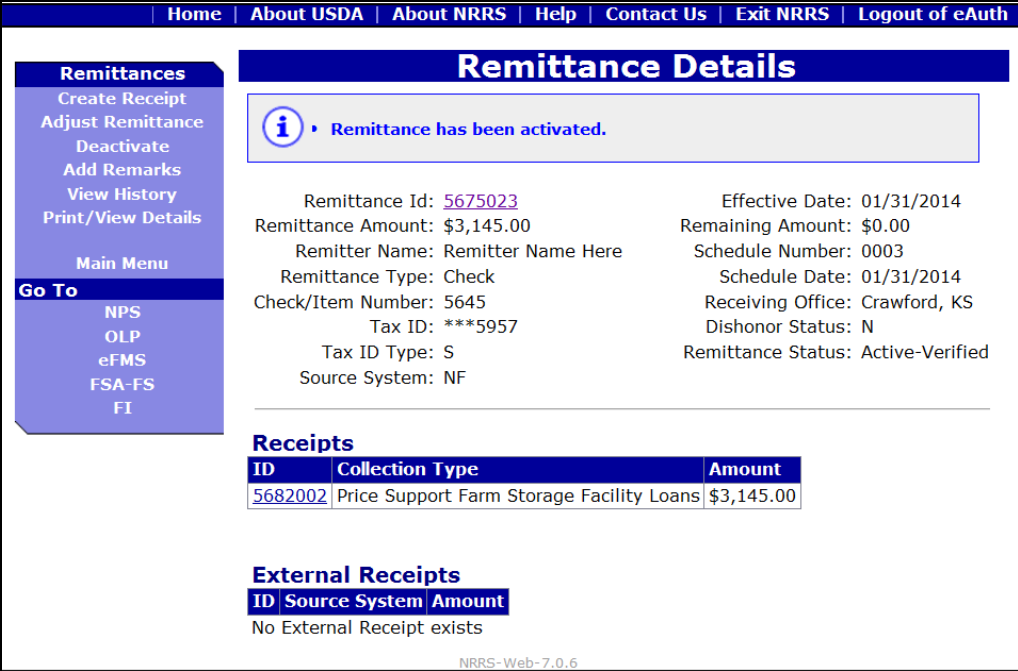
D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action																																						
3	<p data-bbox="380 365 1437 432">On the Manage/Search Remittances Screen, in the “Search Results” section, under the “Remittance Id” column, click the applicable remittance.</p> <p data-bbox="380 474 1437 541">Note: For receipts created before January 27, 2014, the remittance ID will be the same as the receipt ID.</p> <div data-bbox="380 579 1453 1488"> <p data-bbox="548 579 1446 604"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </p> <p data-bbox="526 636 1073 674" style="text-align: center;">Manage/Search Remittances</p> <p data-bbox="402 720 732 745">Unscheduled Remittances</p> <table border="1" data-bbox="402 747 1203 793"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p data-bbox="402 837 651 863">Active Remittances</p> <table border="1" data-bbox="402 865 1203 911"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <hr/> <p data-bbox="402 972 493 997">Search</p> <p data-bbox="493 1005 816 1031">Receipt ID: <input type="text" value="5682002"/></p> <p data-bbox="456 1041 816 1066">Remittance Id: <input type="text"/></p> <p data-bbox="526 1077 816 1102">Tax ID: <input type="text"/></p> <p data-bbox="477 1113 776 1138">Tax ID Type: <input type="text" value="Select ID type..."/></p> <p data-bbox="402 1148 816 1173">Check/Item Number: <input type="text"/></p> <p data-bbox="444 1194 618 1220"> <input type="button" value="Search"/> <input type="button" value="Reset"/> </p> <p data-bbox="423 1251 613 1276">Search Results</p> <table border="1" data-bbox="423 1278 1247 1383"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> <th>Remittance Status</th> </tr> </thead> <tbody> <tr> <td>5675023</td> <td>Remitter Name Here</td> <td>5645</td> <td>3145.00</td> <td>Check</td> <td>0.00</td> <td>Verified</td> </tr> </tbody> </table> <p data-bbox="857 1467 987 1493" style="text-align: right; font-size: small;">NRRS-Web-7.0.6</p> </div>	Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:							Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:							Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:	Remittance Status	5675023	Remitter Name Here	5645	3145.00	Check	0.00	Verified
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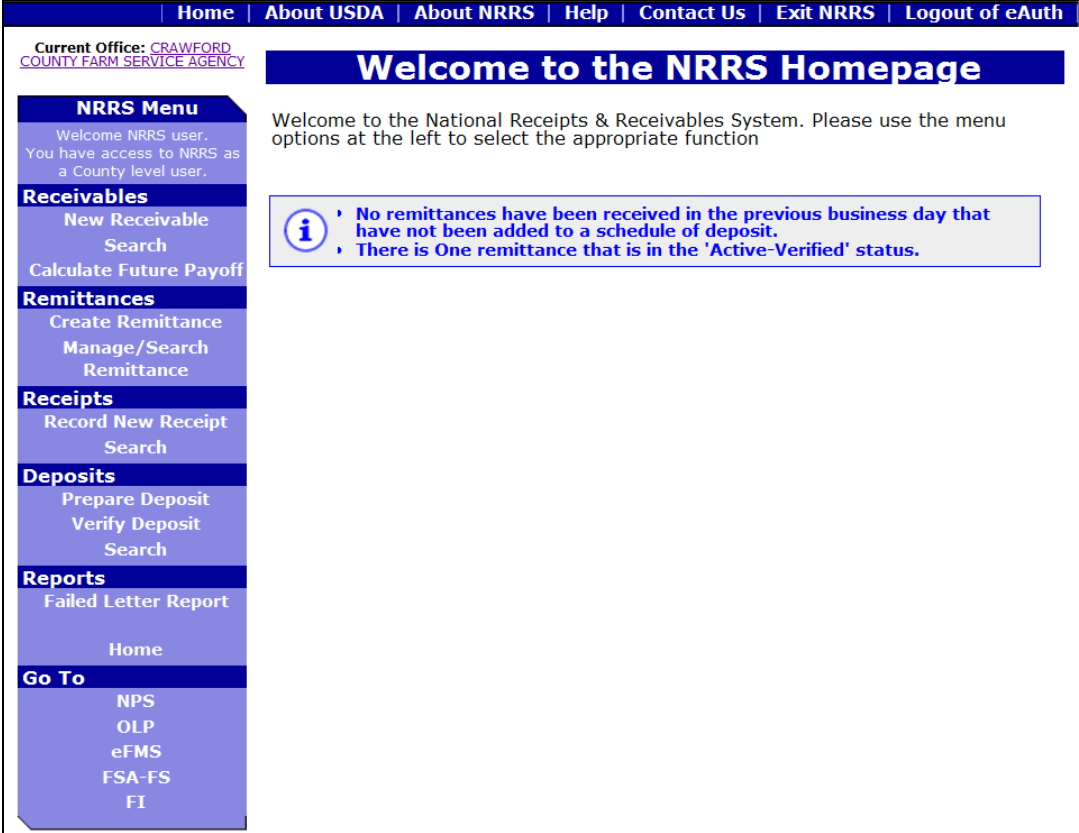
3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
4	<p>From the Remittance Details Screen, under “Remittances”, CLICK “Activate”.</p>  <p>The screenshot shows the 'Remittance Details' screen. On the left is a navigation menu with 'Remittances' selected, containing options like 'Dishonor Remittance', 'Activate', 'Add Remarks', 'View History', and 'Print/View Details'. The main content area displays remittance information: Remittance Id: 5675023, Effective Date: 01/31/2014, Remittance Amount: \$3,145.00, Remaining Amount: \$0.00, Remitter Name: Remitter Name Here, Schedule Number: 0003, Remittance Type: Check, Schedule Date: 01/31/2014, Check/Item Number: 5645, Receiving Office: Crawford, KS, Tax ID: ***5957, Dishonor Status: N, Tax ID Type: S, and Source System: NF. Below this is a 'Receipts' table with one entry: ID 5682002, Collection Type Price Support Farm Storage Facility Loans, Amount \$3,145.00. At the bottom, it says 'External Receipts' and 'No External Receipt exists'. The footer is 'NRRS-Web-7.0.6'.</p>
5	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been activated.”</p>  <p>The screenshot shows the 'Remittance Details' screen after activation. A message box at the top says 'Remittance has been activated.' The navigation menu now includes 'Create Receipt', 'Adjust Remittance', and 'Deactivate'. The remittance information is updated: Remittance Amount: \$3,145.00, Remaining Amount: \$0.00, and Remittance Status: Active-Verified. The 'Receipts' and 'External Receipts' sections remain the same as in the previous screenshot. The footer is 'NRRS-Web-7.0.6'.</p> <p>Note: After the remittance has been activated, a National Office user can delete the receipt and/or adjust the remittance amount.</p>

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

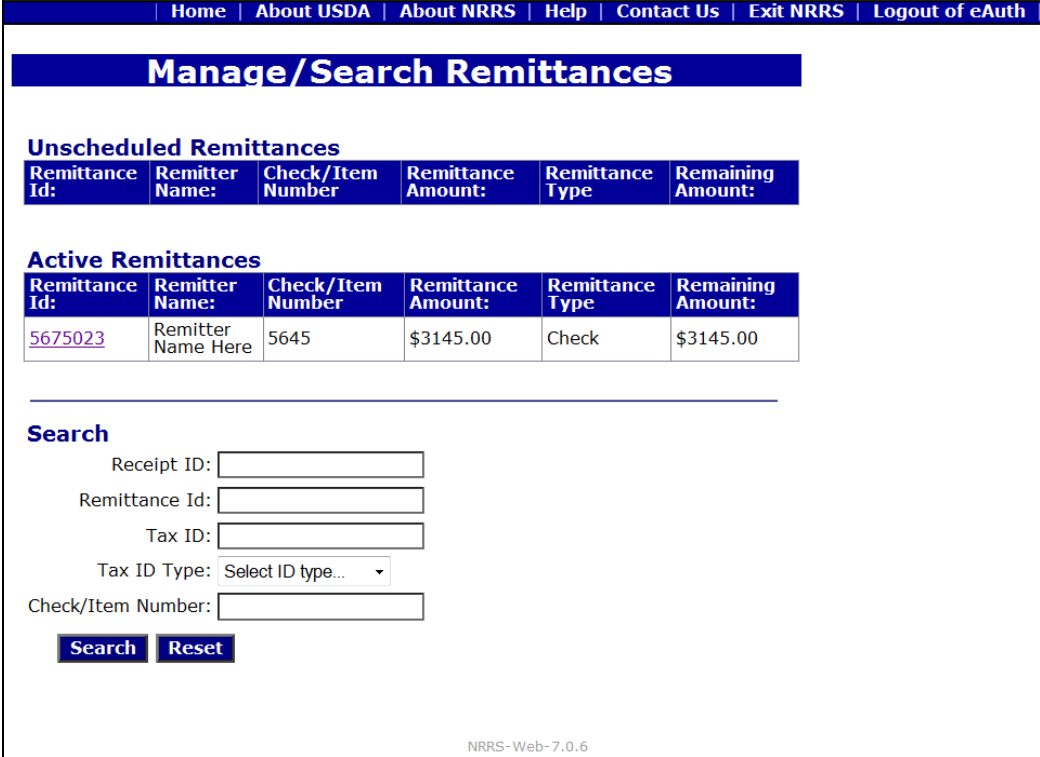
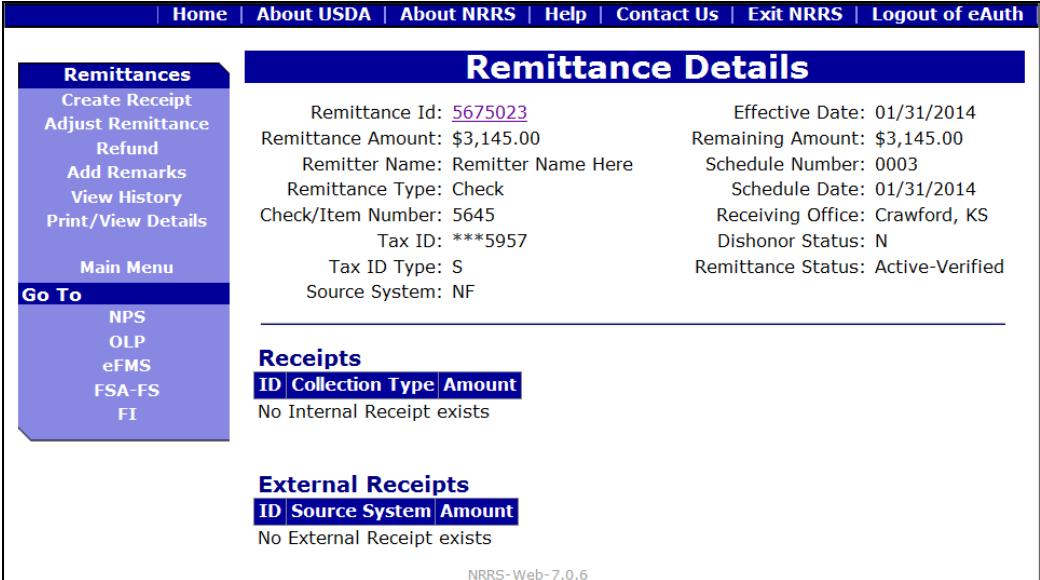
D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
6	<p>Correct receipt, as follows:</p> <ul style="list-style-type: none"> • to delete a receipt after the remittance is activated, e-mail Carrie Miller at carrie.miller@kcc.usda.gov and, if applicable, the State Office contact and request the applicable receipt to be deleted with the following information: <ul style="list-style-type: none"> • State and county name and code • contact person in the County Office • receipt number, amount, and reason for the request to delete the receipt • after e-mail confirmation has been received that the receipt has been deleted, on the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.  <p>The screenshot shows the NRRS Homepage. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this, the current office is identified as CRAWFORD COUNTY FARM SERVICE AGENCY. The main heading is "Welcome to the NRRS Homepage". A welcome message states: "Welcome to the National Receipts & Receivables System. Please use the menu options at the left to select the appropriate function". On the left is a vertical menu with categories: NRRS Menu, Receivables, Remittances, Receipts, Deposits, and Reports. The "Remittances" category is expanded, showing options: Create Remittance, Manage/Search Remittance, and Receipts. Below the menu is a "Go To" section with links for NPS, OLP, eFMS, FSA-FS, and FI. An information box on the right contains two messages: "No remittances have been received in the previous business day that have not been added to a schedule of deposit." and "There is One remittance that is in the 'Active-Verified' status." At the bottom right of the screenshot, the version number "NRRS-Web-7.0.6" is displayed.</p>

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3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
7	<p>On the Manage/Search Remittances Screen, in the “Active Remittances” section, under the “Remittance Id” column, click the applicable link.</p> 
8	<p>The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Create Receipt”.</p> 

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

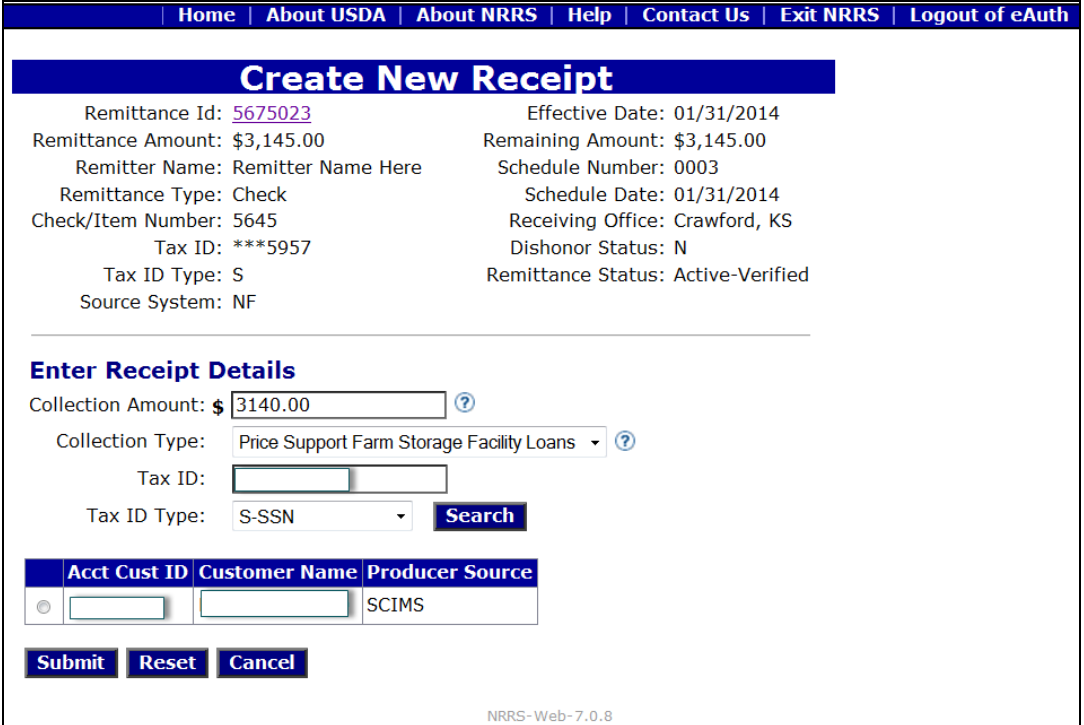
D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
9	<p>The Create New Receipt Screen will be displayed. From the select “Collection Type” drop-down list, select “Price Support Farm Storage Facility Loan”. Enter tax ID, select tax ID type, and CLICK “Search”.</p> 

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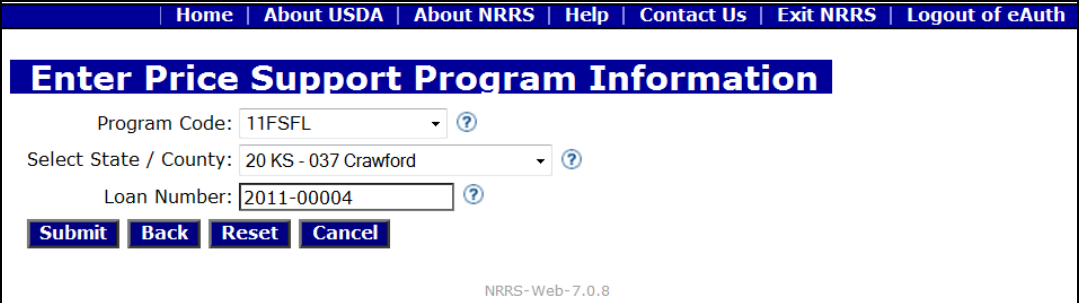

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action						
10	<p>The Create New Receipt Screen will be redisplayed with the producer ID at the bottom of the screen. In the “Enter Receipt Details” section, click “Radio Button” next to the applicable “Acct Cust ID”, and CLICK “Submit”.</p>  <p>Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth</p> <h3>Create New Receipt</h3> <p>Remittance Id: 5675023 Effective Date: 01/31/2014 Remittance Amount: \$3,145.00 Remaining Amount: \$3,145.00 Remitter Name: Remitter Name Here Schedule Number: 0003 Remittance Type: Check Schedule Date: 01/31/2014 Check/Item Number: 5645 Receiving Office: Crawford, KS Tax ID: ***5957 Dishonor Status: N Tax ID Type: S Remittance Status: Active-Verified Source System: NF</p> <hr/> <h4>Enter Receipt Details</h4> <p>Collection Amount: \$ <input type="text" value="3140.00"/> ? Collection Type: <input type="text" value="Price Support Farm Storage Facility Loans"/> ? Tax ID: <input type="text"/> Tax ID Type: <input type="text" value="S-SSN"/> <input type="button" value="Search"/></p> <table border="1"> <thead> <tr> <th>Acct Cust ID</th> <th>Customer Name</th> <th>Producer Source</th> </tr> </thead> <tbody> <tr> <td><input type="radio"/> <input type="text"/></td> <td><input type="text"/></td> <td>SCIMS</td> </tr> </tbody> </table> <p><input type="button" value="Submit"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/></p> <p>NRRS-Web-7.0.8</p>	Acct Cust ID	Customer Name	Producer Source	<input type="radio"/> <input type="text"/>	<input type="text"/>	SCIMS
Acct Cust ID	Customer Name	Producer Source					
<input type="radio"/> <input type="text"/>	<input type="text"/>	SCIMS					

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
11	<p>The Enter Price Support Program Information Screen will be displayed. From the “Program Code” drop-down list, select the applicable program code (program year should be the same as FSFL in the System 36 FSFL Application). Select the applicable State/county, enter FSFL number, and CLICK “Submit”.</p> <p>Example: In this example, FSFL number 2011/00004 installment is being corrected. In the “Loan Number” block, user would enter “2011-00004”.</p> 
12	<p>The Confirm Receipt Creation Screen will be displayed. CLICK “Confirm”.</p> 

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action																																										
13	<p>The Receipt Successfully Recorded Screen will be displayed. CLICK “Print Receipt” for user’s records.</p> <div data-bbox="381 470 1455 1457" style="border: 1px solid black; padding: 5px;"> <div style="background-color: #000080; color: white; text-align: center; padding: 2px;"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </div> <div style="background-color: #000080; color: white; text-align: center; padding: 5px; margin-top: 10px;"> <h2 style="margin: 0;">Receipt Successfully Recorded</h2> </div> <p style="margin-top: 5px;">Receipt ID 5737002 was successfully created.</p> <hr/> <p>Remittance Information</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Remittance Id: 5675023</td> <td style="width: 50%;">Remittance Type: Check</td> </tr> <tr> <td>Remittance Amount: \$3,145.00</td> <td>Check/Item Number: 5645</td> </tr> <tr> <td>Effective Date: 01/31/2014</td> <td>Source System: NF</td> </tr> <tr> <td colspan="2">Remitter Name: Remitter Name Here</td> </tr> <tr> <td colspan="2">Tax ID: <input type="text"/></td> </tr> <tr> <td colspan="2">Tax ID Type: S</td> </tr> </table> <hr/> <p>Receipt Details</p> <p>Collection Amount: \$3,140.00 Borrower ID: <input type="text"/> Borrower ID Type: S Collection Type: Price Support Farm Storage Facility Loans Receipt Date Time: 02/18/2014 10:49</p> <hr/> <p>Receivable Balance Details</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="text-align: left;">Recv ID</th> <th style="text-align: left;">Orig St</th> <th style="text-align: left;">Orig Cnty</th> <th style="text-align: left;">DCIA Status</th> <th style="text-align: left;">Receivable Due Date</th> </tr> </thead> <tbody> <tr> <td>3511002</td> <td>20</td> <td>037</td> <td>Not Referred</td> <td>02/18/2014</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #e0e0e0;"> <th></th> <th style="text-align: left;">Total</th> <th style="text-align: left;">Fees</th> <th style="text-align: left;">Interest</th> <th style="text-align: left;">Principal</th> </tr> </thead> <tbody> <tr> <td style="text-align: left;">Current Balance</td> <td>\$3,140.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$3,140.00</td> </tr> <tr> <td style="text-align: left;">Monies Applied</td> <td>\$3,140.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$3,140.00</td> </tr> <tr> <td style="text-align: left;">Resulting Balance</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> </tr> </tbody> </table> <hr/> <div style="text-align: center; margin-top: 20px;"> Print Receipt </div> <div style="text-align: right; font-size: small; margin-top: 10px;"> NRRS-Web-7.0.8 </div> </div>	Remittance Id: 5675023	Remittance Type: Check	Remittance Amount: \$3,145.00	Check/Item Number: 5645	Effective Date: 01/31/2014	Source System: NF	Remitter Name: Remitter Name Here		Tax ID: <input type="text"/>		Tax ID Type: S		Recv ID	Orig St	Orig Cnty	DCIA Status	Receivable Due Date	3511002	20	037	Not Referred	02/18/2014		Total	Fees	Interest	Principal	Current Balance	\$3,140.00	\$0.00	\$0.00	\$3,140.00	Monies Applied	\$3,140.00	\$0.00	\$0.00	\$3,140.00	Resulting Balance	\$0.00	\$0.00	\$0.00	\$0.00
Remittance Id: 5675023	Remittance Type: Check																																										
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3511002	20	037	Not Referred	02/18/2014																																							
	Total	Fees	Interest	Principal																																							
Current Balance	\$3,140.00	\$0.00	\$0.00	\$3,140.00																																							
Monies Applied	\$3,140.00	\$0.00	\$0.00	\$3,140.00																																							
Resulting Balance	\$0.00	\$0.00	\$0.00	\$0.00																																							

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

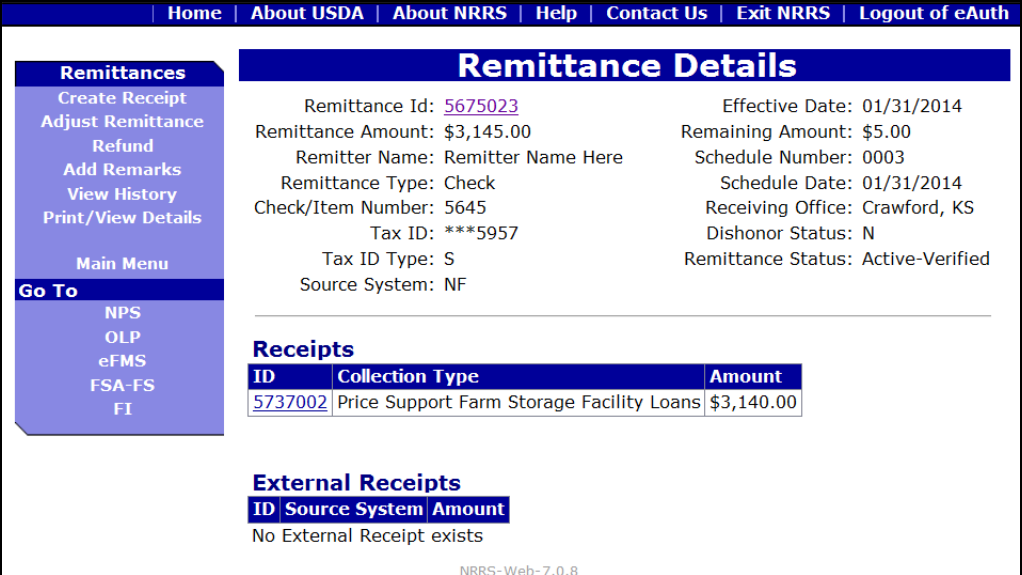
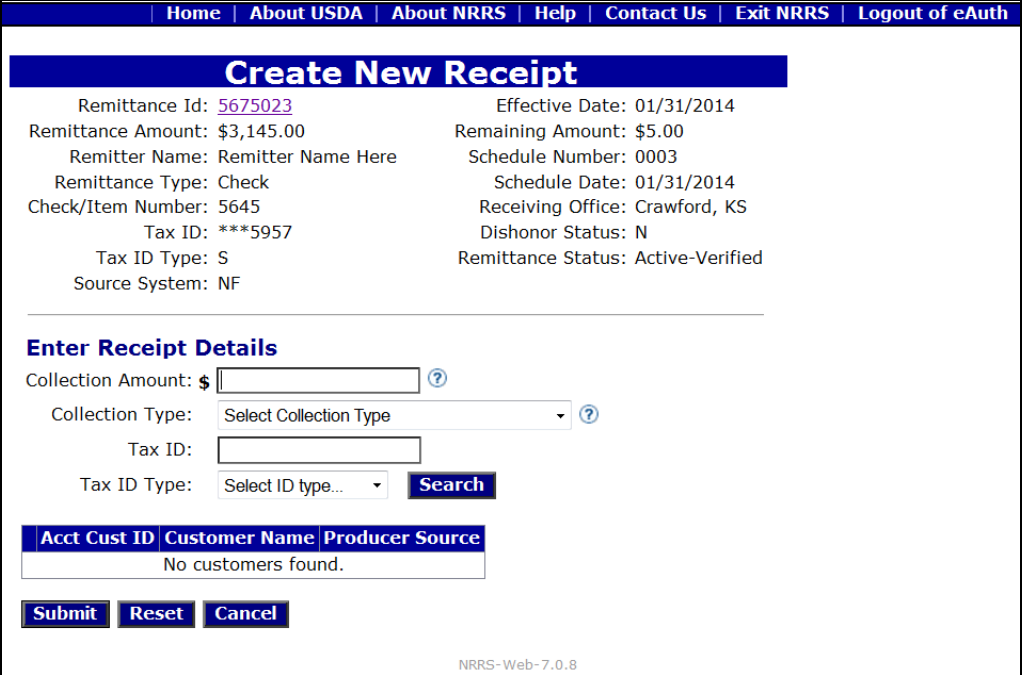
D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action																																																													
14	<p data-bbox="375 359 1474 468">After the receipt is confirmed, another receipt for program code "MISCINC" needs to be created. On the Receipt Successfully Recorded Screen, in the Remittance Information" section, CLICK "Remittance Id" link.</p> <div data-bbox="375 499 1474 1495" style="border: 1px solid black; padding: 5px;"> <p data-bbox="537 506 1446 531" style="text-align: center;"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </p> <p data-bbox="513 562 1089 600" style="text-align: center;">Receipt Successfully Recorded</p> <p data-bbox="404 604 867 632">Receipt ID 5737002 was successfully created.</p> <hr/> <p data-bbox="404 678 711 705">Remittance Information</p> <table data-bbox="448 709 1170 863"> <tr> <td>Remittance Id: 5675023</td> <td>Remittance Type: Check</td> </tr> <tr> <td>Remittance Amount: \$3,145.00</td> <td>Check/Item Number: 5645</td> </tr> <tr> <td>Effective Date: 01/31/2014</td> <td>Source System: NF</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td></td> </tr> <tr> <td>Tax ID: <input type="text"/></td> <td></td> </tr> <tr> <td>Tax ID Type: S</td> <td></td> </tr> </table> <hr/> <p data-bbox="404 915 597 942">Receipt Details</p> <p>Collection Amount: \$3,140.00</p> <p>Borrower ID: <input type="text"/></p> <p>Borrower ID Type: S</p> <p>Collection Type: Price Support Farm Storage Facility Loans</p> <p>Receipt Date Time: 02/18/2014 10:49</p> <hr/> <p data-bbox="404 1129 740 1157">Receivable Balance Details</p> <table data-bbox="404 1157 1101 1314"> <thead> <tr> <th>Recv ID</th> <th>Orig St</th> <th>Orig Cnty</th> <th>DCIA Status</th> <th colspan="3">Receivable Due Date</th> </tr> </thead> <tbody> <tr> <td>3511002</td> <td>20</td> <td>037</td> <td>Not Referred</td> <td colspan="3">02/18/2014</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>Total</td> <td>Fees</td> <td>Interest</td> <td>Principal</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>Current Balance</td> <td>\$3,140.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$3,140.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>Monies Applied</td> <td>\$3,140.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$3,140.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>Resulting Balance</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> </tr> </tbody> </table> <hr/> <p data-bbox="415 1413 561 1440" style="text-align: center;">Print Receipt</p> <p data-bbox="857 1472 987 1493" style="text-align: center; font-size: small;">NRRS-Web-7.0.8</p> </div>	Remittance Id: 5675023	Remittance Type: Check	Remittance Amount: \$3,145.00	Check/Item Number: 5645	Effective Date: 01/31/2014	Source System: NF	Remitter Name: Remitter Name Here		Tax ID: <input type="text"/>		Tax ID Type: S		Recv ID	Orig St	Orig Cnty	DCIA Status	Receivable Due Date			3511002	20	037	Not Referred	02/18/2014							Total	Fees	Interest	Principal					Current Balance	\$3,140.00	\$0.00	\$0.00	\$3,140.00					Monies Applied	\$3,140.00	\$0.00	\$0.00	\$3,140.00					Resulting Balance	\$0.00	\$0.00	\$0.00	\$0.00
Remittance Id: 5675023	Remittance Type: Check																																																													
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Notice FI-3202

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)


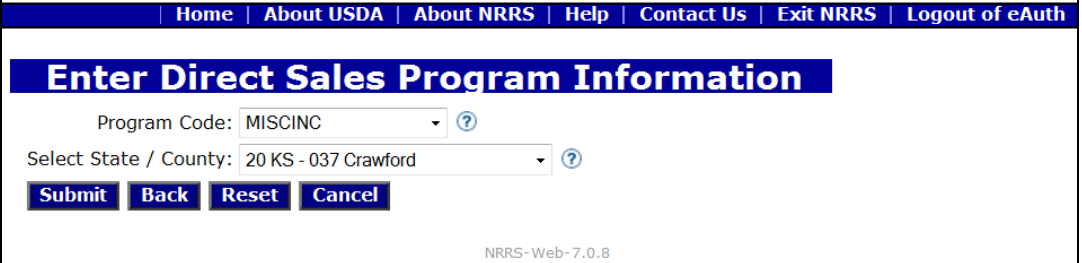
D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
15	<p>The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Create Receipt”.</p> 
16	<p>On the Create New Receipt Screen, in the “Enter Receipt Details” section, “Collection Amount” block, enter the collection amount (less than \$10). From the “Collection Type” drop-down list, select “Direct Sales”. Enter tax ID, select tax ID type, and CLICK “Search”.</p> 

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3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)


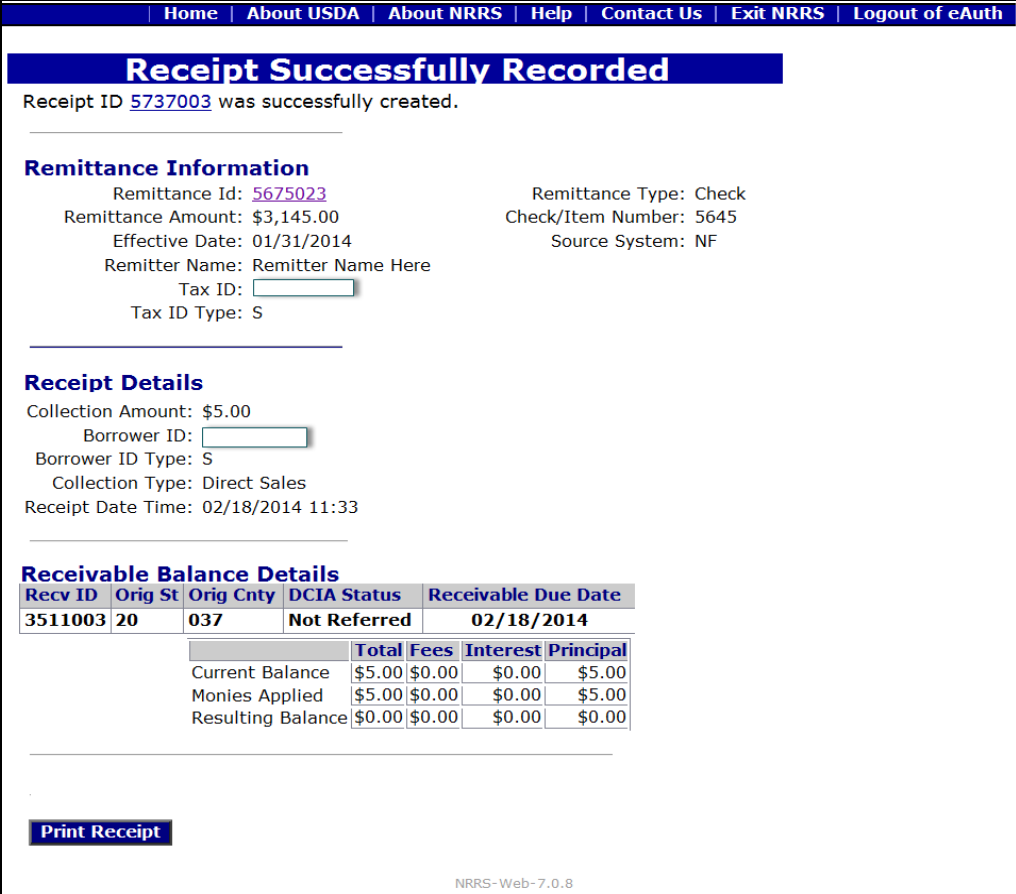
D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
17	<p>The Create New Receipt Screen will be redisplayed with the producer ID at the bottom of the screen. In the “Enter Receipt Details” section, click “Radio Button” next to the applicable “Acct Cust ID”, and CLICK “Submit”.</p> 
18	<p>The Enter Direct Sales Program Information Screen will be displayed. From the “Program Code” drop-down list, select “MISCINC”, select the applicable State/county, and CLICK “Submit”.</p> 

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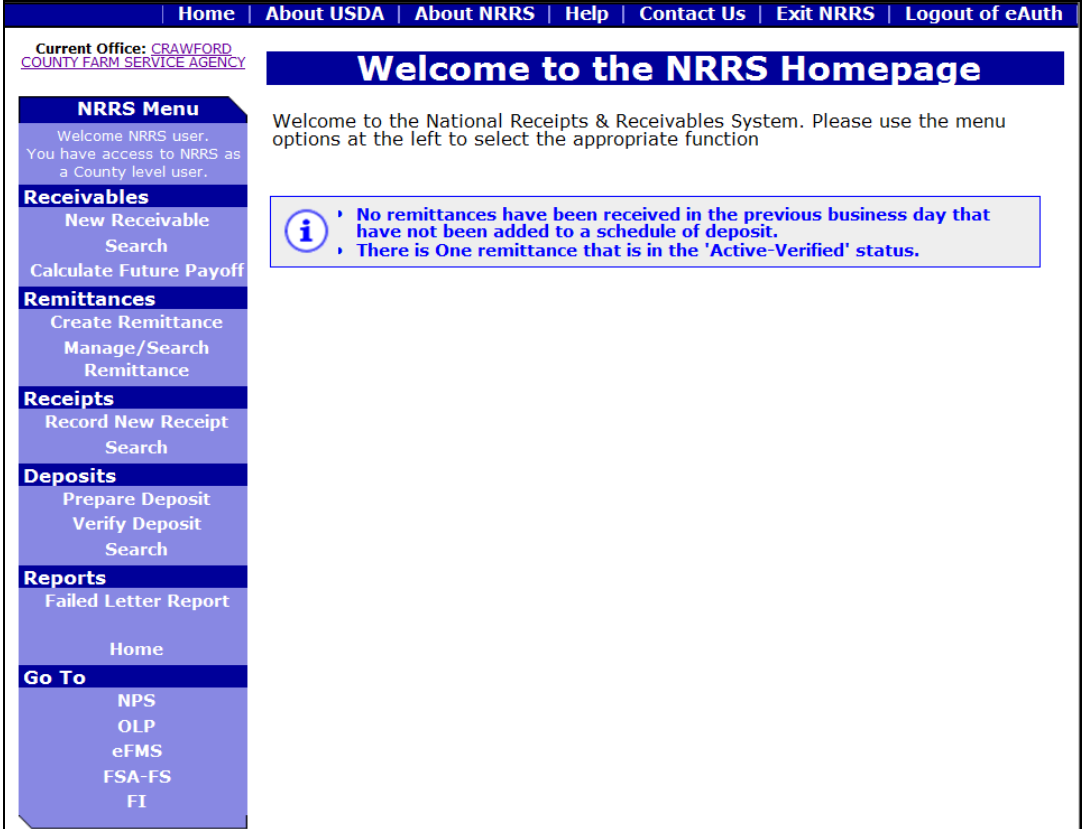
3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
19	<p>The Confirm Receipt Creation Screen will be displayed. CLICK “Confirm”.</p>  <p style="text-align: right; font-size: small;">NRRS-Web-7.0.8</p>
20	<p>The Receipt Successfully Recorded Screen will be displayed. CLICK “Print Receipt” for user’s records.</p>  <p style="text-align: right; font-size: small;">NRRS-Web-7.0.8</p>

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action
21	<p data-bbox="380 365 1385 432">Deactivate the remittance. From the Welcome to the NRRS Homepage, under NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.</p>  <p>The screenshot shows the NRRS Homepage interface. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this, the current office is identified as CRAWFORD COUNTY FARM SERVICE AGENCY. The main heading is 'Welcome to the NRRS Homepage'. A message states: 'Welcome to the National Receipts & Receivables System. Please use the menu options at the left to select the appropriate function'. A blue information box contains the following text: 'No remittances have been received in the previous business day that have not been added to a schedule of deposit.' and 'There is One remittance that is in the 'Active-Verified' status.'. On the left side, there is a vertical menu with the following sections: NRRS Menu (Welcome NRRS user. You have access to NRRS as a County level user.), Receivables (New Receivable, Search, Calculate Future Payoff), Remittances (Create Remittance, Manage/Search Remittance), Receipts (Record New Receipt, Search), Deposits (Prepare Deposit, Verify Deposit, Search), Reports (Failed Letter Report), Home, and Go To (NPS, OLP, eFMS, FSA-FS, FI).</p> <p data-bbox="857 1325 984 1346">NRRS-Web-7.0.6</p>

3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

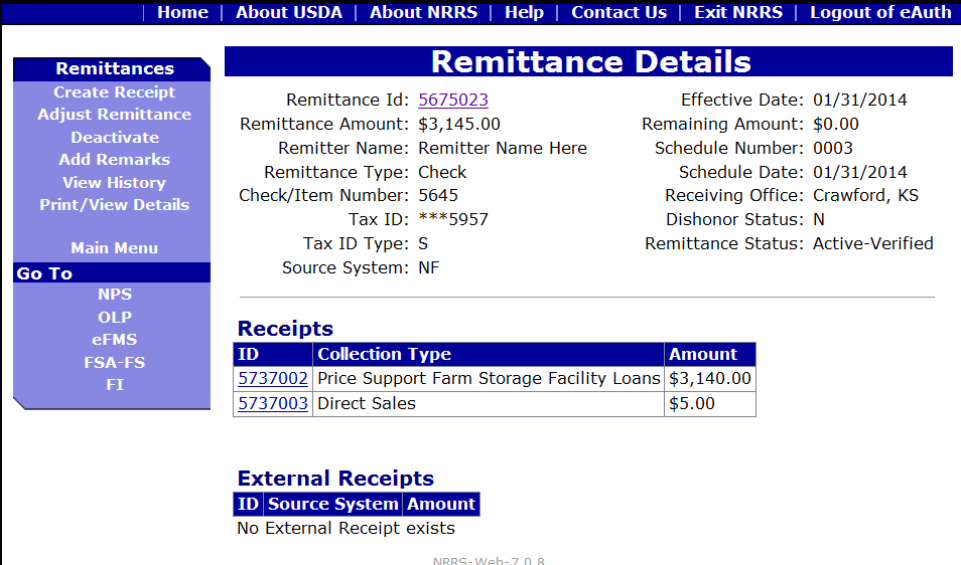
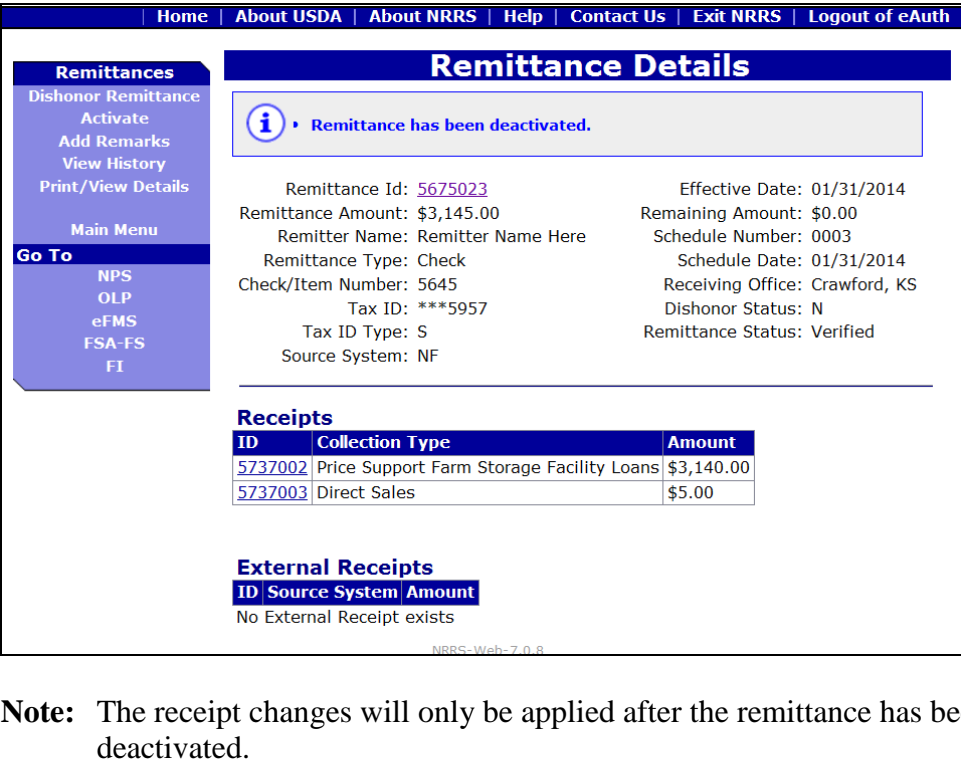
D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action												
22	<p>The Manage/Search Remittances Screen will be displayed. In the “Active Remittances” section, under the “Remittance Id” column, click the applicable remittance link.</p>												
<p>The screenshot shows the 'Manage/Search Remittances' interface. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this is a blue header with the text 'Manage/Search Remittances'. The main content area is divided into two sections: 'Unscheduled Remittances' and 'Active Remittances'. The 'Active Remittances' section contains a table with the following data:</p> <table border="1"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td>5675023</td> <td>Remitter Name Here</td> <td>5645</td> <td>\$3145.00</td> <td>Check</td> <td>\$0.00</td> </tr> </tbody> </table> <p>Below the table is a search form with the following fields and buttons:</p> <ul style="list-style-type: none"> Receipt ID: <input type="text"/> Remittance Id: <input type="text"/> Tax ID: <input type="text"/> Tax ID Type: Select ID type... (dropdown menu) Check/Item Number: <input type="text"/> Search <input type="button" value="Search"/> <input type="button" value="Reset"/> <p>At the bottom right of the page, the text 'NRRS-Web-7.0.6' is visible.</p>		Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:	5675023	Remitter Name Here	5645	\$3145.00	Check	\$0.00
Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:								
5675023	Remitter Name Here	5645	\$3145.00	Check	\$0.00								

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3 Identifying Exceptions and Taking Corrective Actions for Exception B (Continued)

D Corrective Actions for Exception B, Scenario 3 (Continued)

Step	Action									
23	<p>The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Deactivate”.</p>  <p>The screenshot shows the 'Remittance Details' page. The left sidebar has a 'Remittances' menu with options: Create Receipt, Adjust Remittance, Deactivate, Add Remarks, View History, Print/View Details, Main Menu, and Go To (NPS, OLP, eFMS, FSA-FS, FI). The main content area shows the following details:</p> <ul style="list-style-type: none"> Remittance ID: 5675023 Remittance Amount: \$3,145.00 Remitter Name: Remitter Name Here Remittance Type: Check Check/Item Number: 5645 Tax ID: ***5957 Tax ID Type: S Source System: NF Effective Date: 01/31/2014 Remaining Amount: \$0.00 Schedule Number: 0003 Schedule Date: 01/31/2014 Receiving Office: Crawford, KS Dishonor Status: N Remittance Status: Active-Verified <p>Below the details is a 'Receipts' table:</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Collection Type</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>5737002</td> <td>Price Support Farm Storage Facility Loans</td> <td>\$3,140.00</td> </tr> <tr> <td>5737003</td> <td>Direct Sales</td> <td>\$5.00</td> </tr> </tbody> </table> <p>At the bottom, there is an 'External Receipts' section with a table header: ID, Source System, Amount. Below it, it says 'No External Receipt exists'.</p>	ID	Collection Type	Amount	5737002	Price Support Farm Storage Facility Loans	\$3,140.00	5737003	Direct Sales	\$5.00
ID	Collection Type	Amount								
5737002	Price Support Farm Storage Facility Loans	\$3,140.00								
5737003	Direct Sales	\$5.00								
24	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been deactivated.”</p>  <p>The screenshot shows the 'Remittance Details' page after deactivation. The left sidebar now has a 'Remittances' menu with options: Dishonor Remittance, Activate, Add Remarks, View History, Print/View Details, Main Menu, and Go To (NPS, OLP, eFMS, FSA-FS, FI). The main content area shows a message box: i • Remittance has been deactivated.</p> <p>The remittance details are now:</p> <ul style="list-style-type: none"> Remittance ID: 5675023 Remittance Amount: \$3,145.00 Remitter Name: Remitter Name Here Remittance Type: Check Check/Item Number: 5645 Tax ID: ***5957 Tax ID Type: S Source System: NF Effective Date: 01/31/2014 Remaining Amount: \$0.00 Schedule Number: 0003 Schedule Date: 01/31/2014 Receiving Office: Crawford, KS Dishonor Status: N Remittance Status: Verified <p>The 'Receipts' table and 'External Receipts' section remain the same as in step 23.</p>									

Note: The receipt changes will only be applied after the remittance has been deactivated.

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4 Identifying Exceptions and Taking Corrective Actions for Exception C

A FSFL Repayment Amount Recorded in the System 36 FSFL Application is Greater Than the NRRS Amount

To identify exception C from the FSFL Repayment Reconciliation Report provided, if the amount in the “**Amount Recorded in System 36 for FSFL**” column is greater than the amount in “**Amount Recorded in NRRS for FSFL**”, and the amount in “**Amount Recorded in NRRS for FSFL**” is not zero, the amount recorded in the System 36 FSFL Application was greater than the NRRS amount.

The following is an example of how the FSFL Repayment Reconciliation Report record will be displayed.

OFFICE FSA CODE	Notice Exception ID	PRODUCER ID	PRODUCER TYPE CODE	PRODUCER NAME	Collection Payment Identifier	Creation Date	Loan Number	Amount recorded in NRRS for FSFL	Amount recorded in System 36 for FSFL	Difference	Field Office Analysis/ Corrective Action	Expected Completion Date	Complete Date	Remarks
01005	C	XXXXXXXXXX	S	XXXX	5737005	1/21/2014	4	\$1,500.00	\$1,600.00	(\$100.00)	Y	TBD		
01005		XXXXXXXXXX	Total					\$1,500.00	\$1,600.00	(\$100.00)				

B Corrective Actions for Exception C, Scenario 1

In Scenario 1, there is a payment incorrectly recorded in the System 36 FSFL Application. If the FSFL repayment was recorded in the System 36 FSFL Application with a wrong amount, and FSFL is still open with an outstanding amount due, the corrective actions are to reverse the repayment recorded in the System 36 FSFL Application and then repost the repayment with the correct dollar amount. If there are subsequent repayments that were posted to the customer’s FSFL, those payments need to be reversed. After the missing repayment is posted, those subsequent repayments shall be re-entered to reflect the correct FSFL balance.

See:

- Exhibit 1 for instructions to enter or re-enter FSFL repayments in System 36
- Exhibit 2 for instructions to reverse FSFL repayments in System 36
- 1-FSFL, paragraph 380 for instructions on how to enter FSFL repayments in System 36
- 1-FSFL, paragraph 439 for instructions to reverse/cancel FSFL repayments in System 36.

Note: The step sequences in this notice do **not** match 1-FSFL.

C Corrective Actions for Exception C, Scenario 2

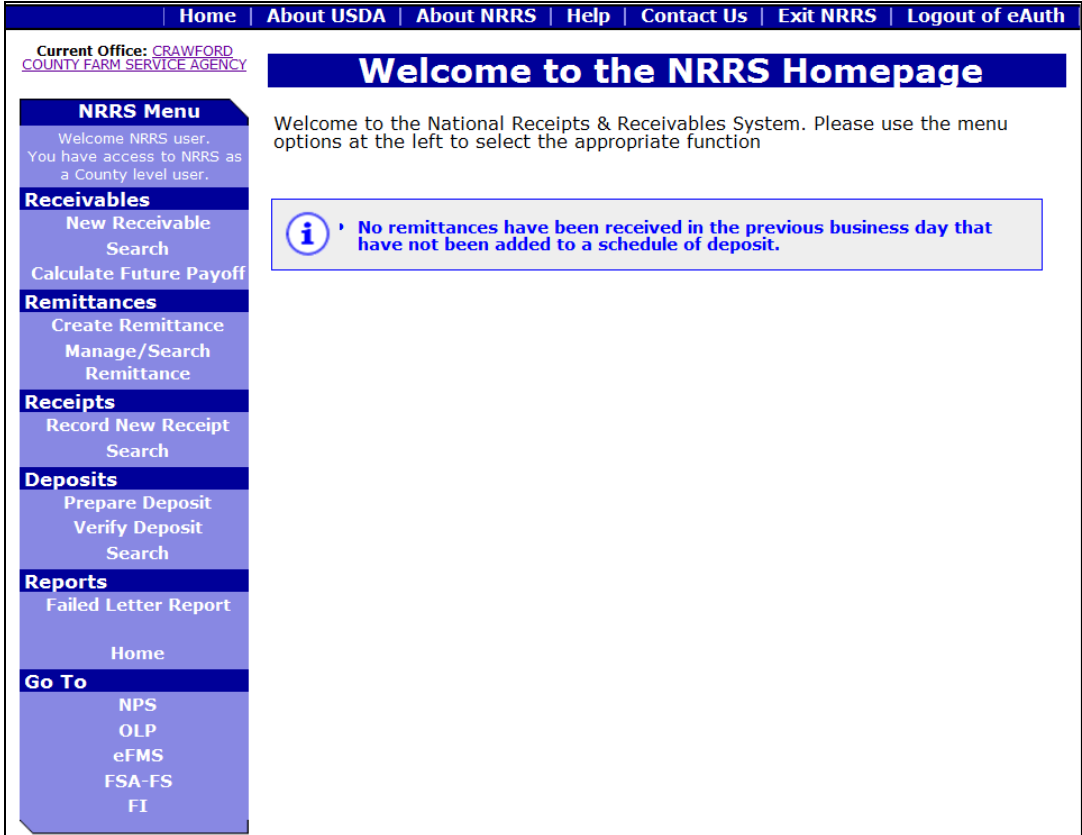
In Scenario 2, there is a payment incorrectly recorded in NRRS. If the NRRS remittance amount was incorrect and the receipt amount for FSFL repayment should have been recorded for a greater amount, the corrective actions are to delete the NRRS receipt (must be done by a National Office user), adjust the remittance amount (must done by a National Office user), and recreate the receipt for the FSFL repayment with the correct repayment amount. Using the example from subparagraph E, with \$1,500 recorded in NRRS and \$1,600 recorded in the System 36 FSFL Application, the actual producer payment received was \$1,600.

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4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

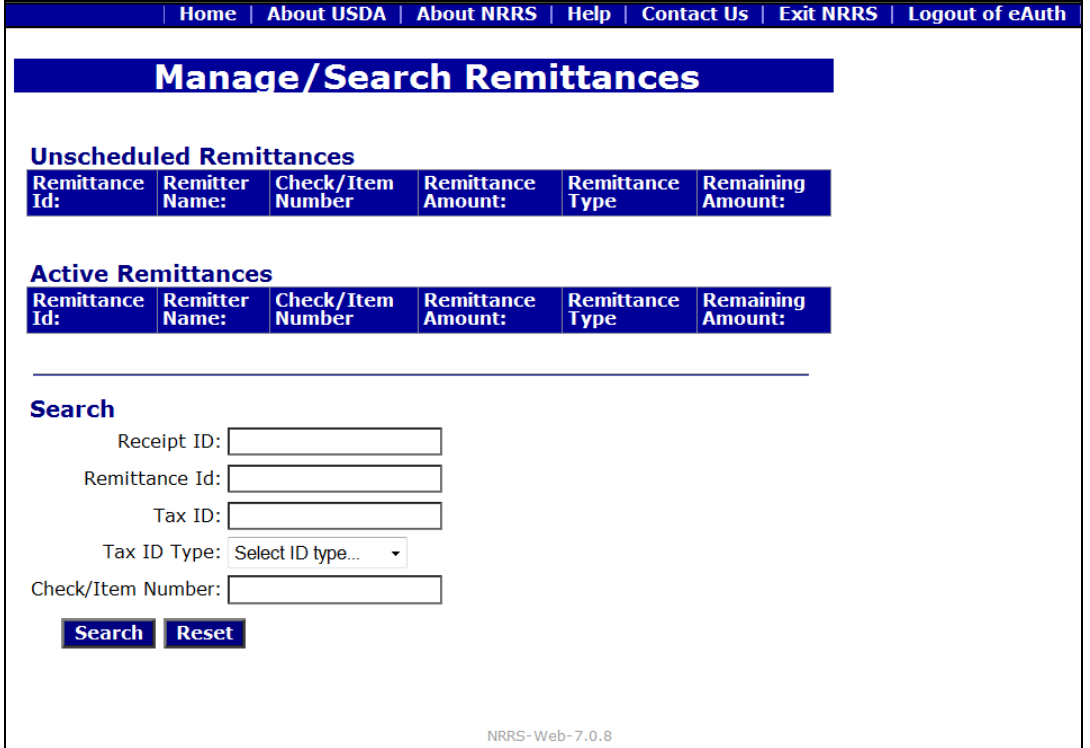
C Corrective Actions for Exception C, Scenario 2 (Continued)

The following table provides steps to correct the NRRS receipt.

Step	Action
1	<p data-bbox="391 438 1409 506">Activate the remittance. In NRRS, from the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.</p>  <p data-bbox="873 1402 997 1417">NRRS-Web-7.0.8</p>

4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
2	<p>The Manage/Search and Remittances Screen will be displayed. In the “Search” section, enter the remittance ID and CLICK “Search”.</p> 

4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

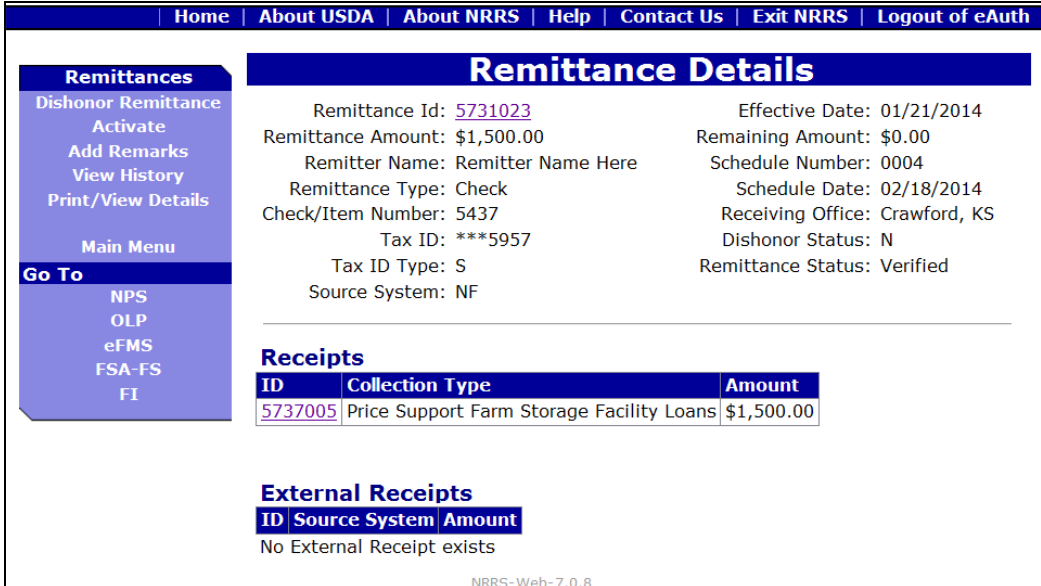
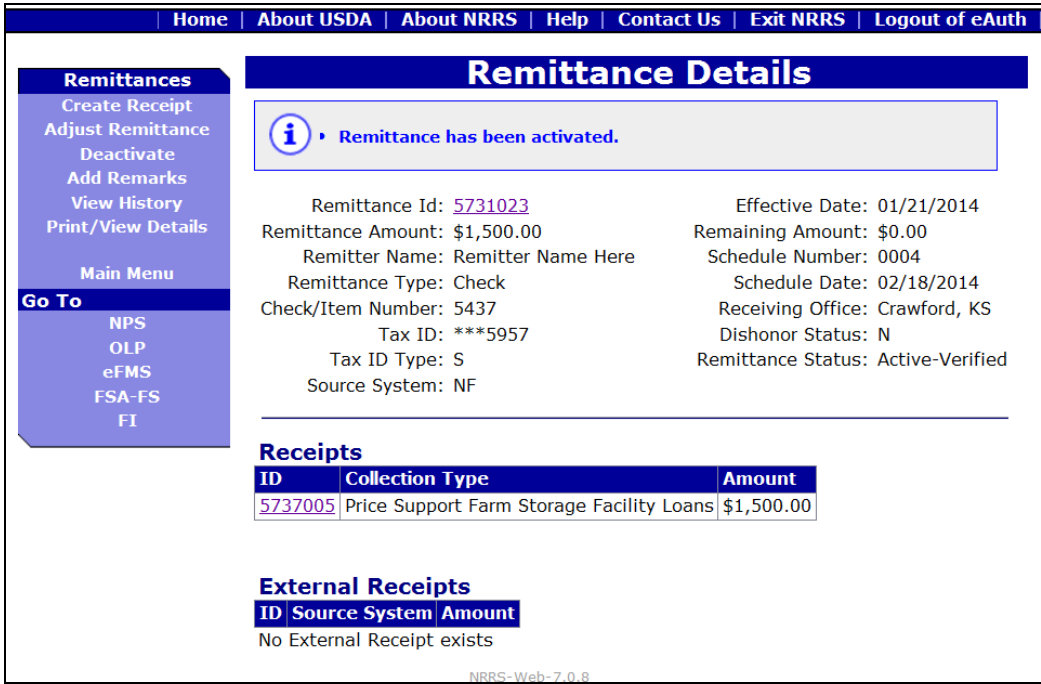
C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action																																						
3	<p data-bbox="391 365 1450 432">On the Manage/Search Remittances Screen, in the “Search Results” section, under the “Remittance Id” column, click the applicable remittance.</p> <p data-bbox="391 474 1438 541">Note: For receipts created before January 27, 2014, the remittance ID will be the same as the receipt ID.</p> <div data-bbox="391 579 1466 1486" style="border: 1px solid black; padding: 10px;"> <p data-bbox="553 583 1455 604" style="text-align: center;"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </p> <p data-bbox="537 638 1084 674" style="text-align: center; background-color: #000080; color: white; padding: 5px;">Manage/Search Remittances</p> <p data-bbox="415 722 740 747">Unscheduled Remittances</p> <table border="1" data-bbox="415 747 1214 793"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p data-bbox="415 840 659 865">Active Remittances</p> <table border="1" data-bbox="415 865 1214 911"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <hr/> <p data-bbox="415 974 505 999">Search</p> <p data-bbox="505 1003 824 1029">Receipt ID: <input type="text"/></p> <p data-bbox="467 1041 824 1066">Remittance Id: <input type="text" value="5731023"/></p> <p data-bbox="537 1079 824 1104">Tax ID: <input type="text"/></p> <p data-bbox="488 1117 792 1142">Tax ID Type: <input type="text" value="Select ID type..."/></p> <p data-bbox="415 1155 824 1180">Check/Item Number: <input type="text"/></p> <p data-bbox="451 1192 630 1218" style="text-align: center;"> <input type="button" value="Search"/> <input type="button" value="Reset"/> </p> <p data-bbox="435 1251 626 1276">Search Results</p> <table border="1" data-bbox="435 1276 1260 1386"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> <th>Remittance Status</th> </tr> </thead> <tbody> <tr> <td>5731023</td> <td>Remitter Name Here</td> <td>5437</td> <td>1500.00</td> <td>Check</td> <td>0.00</td> <td>Verified</td> </tr> </tbody> </table> <p data-bbox="870 1470 1000 1491" style="text-align: center; font-size: small;">NRRS-Web-7.0.8</p> </div>	Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:							Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:							Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:	Remittance Status	5731023	Remitter Name Here	5437	1500.00	Check	0.00	Verified
Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:																																		
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5731023	Remitter Name Here	5437	1500.00	Check	0.00	Verified																																	

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4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
4	<p>From the Remittance Details Screen, under “Remittances”, CLICK “Activate”.</p>  <p>The screenshot shows the 'Remittance Details' page. On the left, there is a 'Remittances' menu with options: Dishonor Remittance, Activate, Add Remarks, View History, Print/View Details, Main Menu, and Go To. The 'Go To' menu includes NPS, OLP, eFMS, FSA-FS, and FI. The main content area displays remittance information for ID 5731023, including amount (\$1,500.00), effective date (01/21/2014), and status (Verified). Below this is a 'Receipts' table with one entry for ID 5737005. At the bottom, it states 'No External Receipt exists'.</p>
5	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been activated.”</p>  <p>The screenshot shows the 'Remittance Details' page after activation. A message box at the top center contains an information icon and the text 'Remittance has been activated.'. The remittance information now shows a status of 'Active-Verified'. The 'Receipts' and 'External Receipts' sections remain the same as in the previous screenshot.</p>

Note: After the remittance has been activated, a National Office user can delete the receipt and/or adjust remittance amount.


4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
6	<p>Correct receipt, as follows:</p> <ul style="list-style-type: none"> • to delete a receipt after the remittance is activated, e-mail Carrie Miller at carrie.miller@kcc.usda.gov and, if applicable, the State Office contact and request the applicable receipt to be deleted with the following information: <ul style="list-style-type: none"> • State and county name and code • contact person in the County Office • receipt number, amount, and reason for the request to delete the receipt • after e-mail confirmation has been received that the receipt has been deleted, on the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.

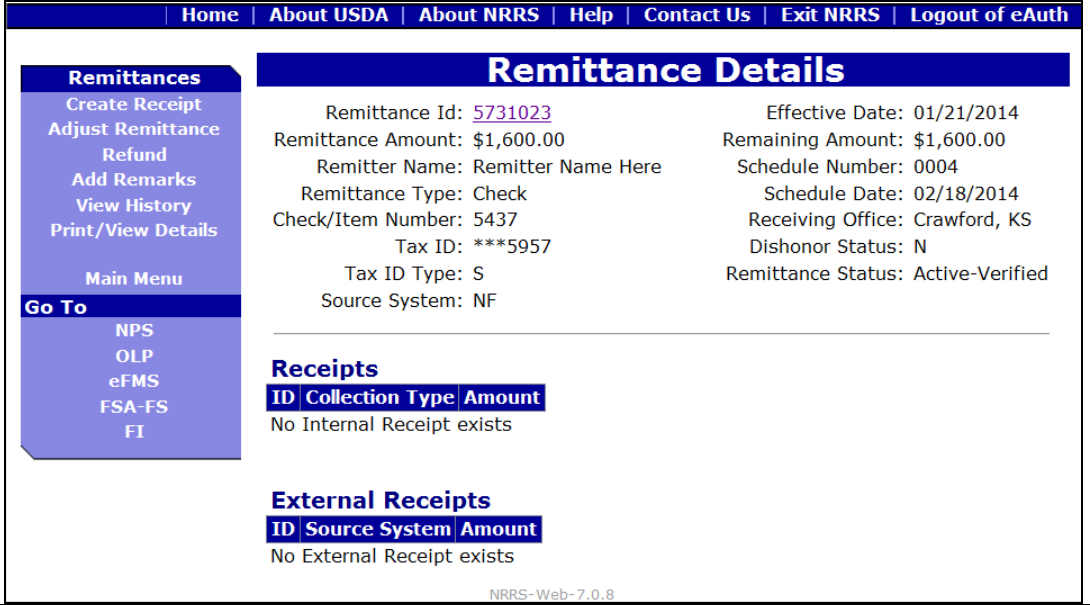
4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action												
7	<p>Create the receipt. On the Manage/Search Remittances Screen, in the “Active Remittances” section, under the “Remittance Id” column, click the applicable link.</p>  <p>The screenshot shows the 'Manage/Search Remittances' interface. At the top is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, Logout of eAuth. Below this is a blue header 'Manage/Search Remittances'. There are two sections: 'Unscheduled Remittances' and 'Active Remittances'. The 'Active Remittances' section contains a table with the following data:</p> <table border="1"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td>5731023</td> <td>Remitter Name Here</td> <td>5437</td> <td>\$1600.00</td> <td>Check</td> <td>\$1600.00</td> </tr> </tbody> </table> <p>Below the table is a 'Search' section with input fields for Receipt ID, Remittance Id, Tax ID, Tax ID Type (dropdown menu), and Check/Item Number. There are 'Search' and 'Reset' buttons at the bottom of the search section. The footer of the page reads 'NRRS-Web-7.0.8'.</p>	Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:	5731023	Remitter Name Here	5437	\$1600.00	Check	\$1600.00
Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:								
5731023	Remitter Name Here	5437	\$1600.00	Check	\$1600.00								


4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
8	<p>The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Create Receipt”.</p> <p>Note: The remittance amount has successfully been updated from \$1,500 to \$1,600 as displayed on the Remittance Details Screen.</p>  <p>The screenshot shows the following details:</p> <ul style="list-style-type: none"> Navigation Menu: Remittances (Create Receipt, Adjust Remittance, Refund, Add Remarks, View History, Print/View Details), Main Menu, Go To (NPS, OLP, eFMS, FSA-FS, FI). Remittance Details: <ul style="list-style-type: none"> Remittance Id: 5731023 Remittance Amount: \$1,600.00 Remitter Name: Remitter Name Here Remittance Type: Check Check/Item Number: 5437 Tax ID: ***5957 Tax ID Type: S Source System: NF Effective Date: 01/21/2014 Remaining Amount: \$1,600.00 Schedule Number: 0004 Schedule Date: 02/18/2014 Receiving Office: Crawford, KS Dishonor Status: N Remittance Status: Active-Verified Receipts: <ul style="list-style-type: none"> Table with columns: ID, Collection Type, Amount No Internal Receipt exists External Receipts: <ul style="list-style-type: none"> Table with columns: ID, Source System, Amount No External Receipt exists <p>NRRS-Web-7.0.8</p>

4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

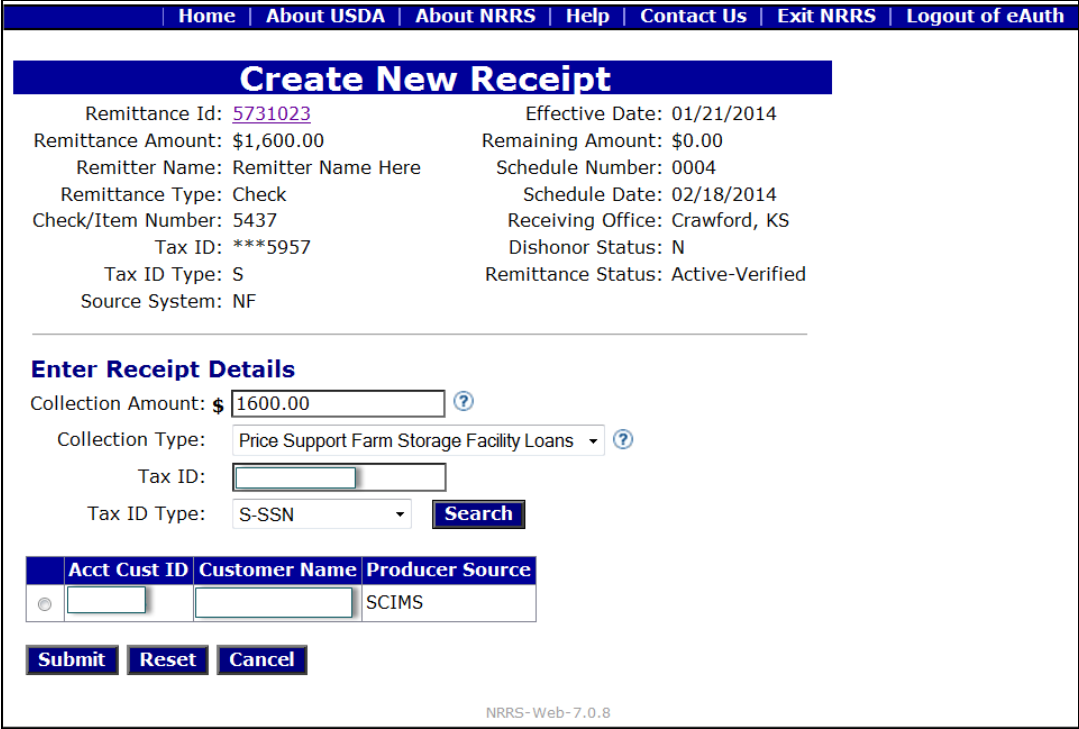
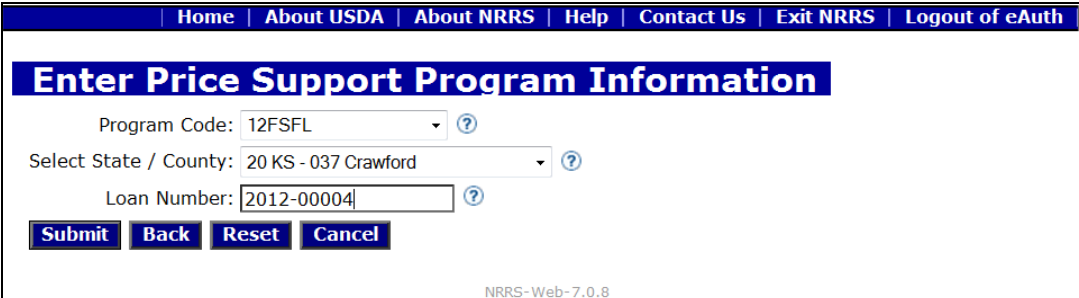
C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
9	<p>The Create New Receipt Screen will be displayed. From the select “Collection Type” drop-down list, select “Price Support Farm Storage Facility Loan”. Enter tax ID, select tax ID type, and CLICK “Search”.</p> 

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4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)


C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
10	<p>The Create New Receipt Screen will be redisplayed with the producer ID at the bottom of the screen. In the “Enter Receipt Details” section, click “Radio Button” next to the applicable “Acct Cust ID”, and CLICK “Submit”.</p> 
11	<p>The Enter Price Support Program Information Screen will be displayed. From the “Program Code” drop-down list, select the applicable program code (program year should be the same as FSFL in the System 36 FSFL Application). Select the applicable State/county, enter FSFL number, and CLICK “Submit”.</p> <p>Example: In this example, FSFL number 2012/00004 installment is being corrected. In the “Loan Number” block, user would enter “2012-00004”.</p> 

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4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
12	<p>The Confirm Receipt Creation Screen will be displayed. CLICK “Confirm”.</p> 

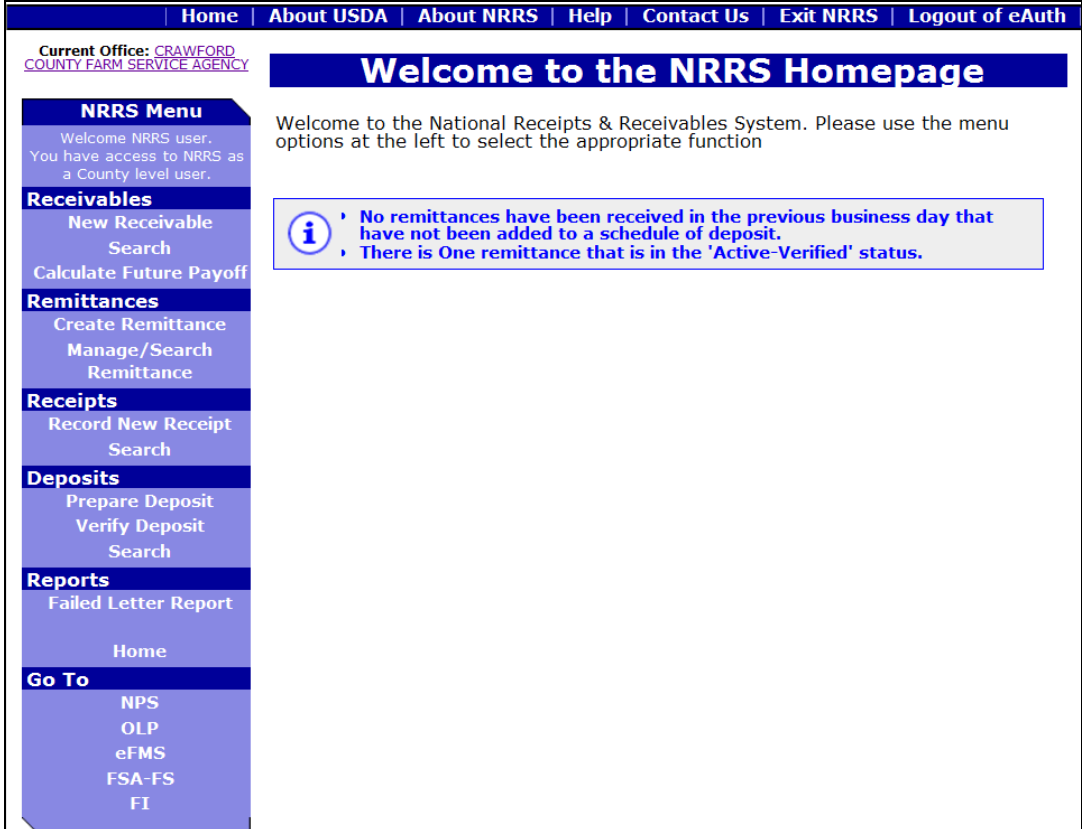
4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action																																										
13	<p>The Receipt Successfully Recorded Screen will be displayed. CLICK “Print Receipt” for user’s records.</p> <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </p> <hr/> <p style="text-align: center; background-color: #000080; color: white; padding: 2px;">Receipt Successfully Recorded</p> <p>Receipt ID 5738004 was successfully created.</p> <hr/> <p>Remittance Information</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Remittance Id: 5731023</td> <td style="width: 50%;">Remittance Type: Check</td> </tr> <tr> <td>Remittance Amount: \$1,600.00</td> <td>Check/Item Number: 5437</td> </tr> <tr> <td>Effective Date: 01/21/2014</td> <td>Source System: NF</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td></td> </tr> <tr> <td>Tax ID: <input type="text"/></td> <td></td> </tr> <tr> <td>Tax ID Type: S</td> <td></td> </tr> </table> <hr/> <p>Receipt Details</p> <p>Collection Amount: \$1,600.00 Borrower ID: <input type="text"/> Borrower ID Type: S Collection Type: Price Support Farm Storage Facility Loans Receipt Date Time: 02/18/2014 02:04</p> <hr/> <p>Receivable Balance Details</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Recv ID</th> <th style="text-align: left;">Orig St</th> <th style="text-align: left;">Orig Cnty</th> <th style="text-align: left;">DCIA Status</th> <th style="text-align: left;">Receivable Due Date</th> </tr> </thead> <tbody> <tr> <td>3512005</td> <td>20</td> <td>037</td> <td>Not Referred</td> <td>02/18/2014</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;">Total</th> <th style="text-align: right;">Fees</th> <th style="text-align: right;">Interest</th> <th style="text-align: right;">Principal</th> </tr> </thead> <tbody> <tr> <td>Current Balance</td> <td style="text-align: right;">\$1,600.00</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$1,600.00</td> </tr> <tr> <td>Monies Applied</td> <td style="text-align: right;">\$1,600.00</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$1,600.00</td> </tr> <tr> <td>Resulting Balance</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: right;">\$0.00</td> </tr> </tbody> </table> <hr/> <p style="text-align: center; background-color: #000080; color: white; padding: 2px; display: inline-block;">Print Receipt</p> <p style="text-align: center; font-size: small; margin-top: 10px;">NRRS-Web-7.0.8</p> </div>	Remittance Id: 5731023	Remittance Type: Check	Remittance Amount: \$1,600.00	Check/Item Number: 5437	Effective Date: 01/21/2014	Source System: NF	Remitter Name: Remitter Name Here		Tax ID: <input type="text"/>		Tax ID Type: S		Recv ID	Orig St	Orig Cnty	DCIA Status	Receivable Due Date	3512005	20	037	Not Referred	02/18/2014		Total	Fees	Interest	Principal	Current Balance	\$1,600.00	\$0.00	\$0.00	\$1,600.00	Monies Applied	\$1,600.00	\$0.00	\$0.00	\$1,600.00	Resulting Balance	\$0.00	\$0.00	\$0.00	\$0.00
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Resulting Balance	\$0.00	\$0.00	\$0.00	\$0.00																																							


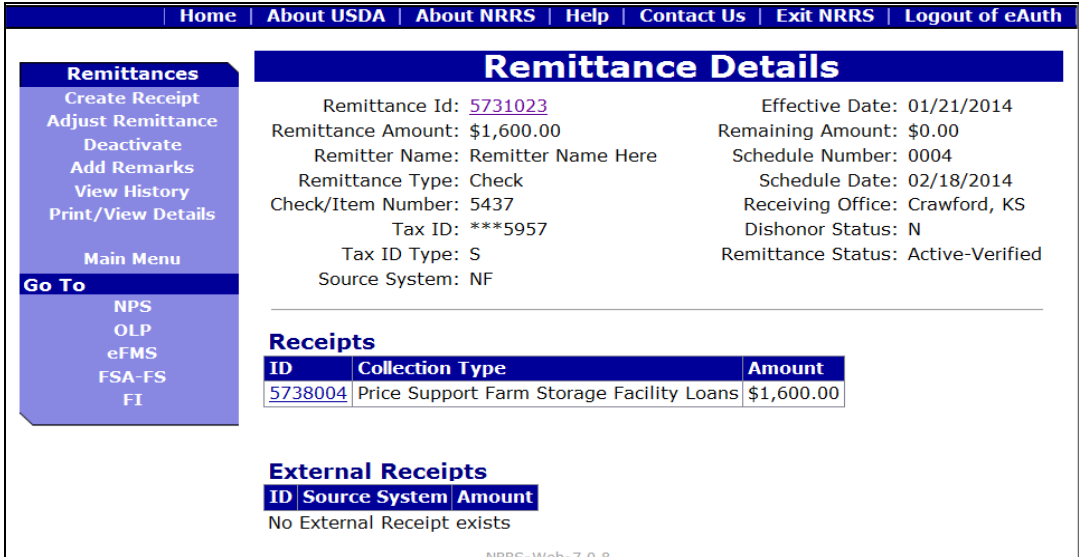
4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
14	<p data-bbox="380 365 1386 432">Deactivate the remittance. From the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.</p>  <p>The screenshot shows the NRRS Homepage interface. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this, the current office is identified as CRAWFORD COUNTY FARM SERVICE AGENCY. The main heading is 'Welcome to the NRRS Homepage'. A message on the right says: 'Welcome to the National Receipts & Receivables System. Please use the menu options at the left to select the appropriate function'. A blue information box contains two messages: 'No remittances have been received in the previous business day that have not been added to a schedule of deposit.' and 'There is One remittance that is in the 'Active-Verified' status.'. On the left, there is a vertical menu with categories: NRRS Menu (Welcome NRRS user...), Receivables (New Receivable, Search, Calculate Future Payoff), Remittances (Create Remittance, Manage/Search Remittance), Receipts (Record New Receipt, Search), Deposits (Prepare Deposit, Verify Deposit, Search), Reports (Failed Letter Report), Home, and Go To (NPS, OLP, eFMS, FSA-FS, FI). The 'Manage/Search Remittance' option is highlighted in the menu.</p>

4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
15	<p>The Manage/Search Remittances Screen will be displayed. In the “Active Remittances” section, under the “Remittance Id” column, click the applicable remittance link.</p> 
16	<p>The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Deactivate”.</p> 

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4 Identifying Exceptions and Taking Corrective Actions for Exception C (Continued)

C Corrective Actions for Exception C, Scenario 2 (Continued)

Step	Action
17	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been deactivated.”</p>

5 Identifying Exceptions and Taking Corrective Actions for Exception D

A FSFL Repayment Recorded in the System 36 FSFL Application, But Not in NRRS

To identify exception D from the FSFL Repayment Reconciliation Report provided, if the amount in the “Amount Recorded in System 36 for FSFL” column is greater than zero and the amount in “Amount Recorded in NRRS for FSFL” column is zero, there is a FSFL repayment being recorded in the System 36 FSFL Application and no receipt has been recorded in NRRS.

The following is an example of how the FSFL Repayment Reconciliation Report record will be displayed.

OFFICE FSA Notice	PRODUCER ID	PRODUCER NAME	Collection Payment Identifier	Creation Date	Loan Number	Amount recorded in NRRS for FSFL	Amount recorded in System 36 for FSFL	Difference	Field Office Analysis/Corrective Action	Expected Completion Date	Complete Date	Remarks
01005 D	XXXXXXXXXX	XXXX		1/21/2014	4	\$0.00	\$1,500.00	(\$1,500.00)	Y	TBD		
01005	XXXXXXXXXX Total					\$0.00	\$1,500.00	(\$1,500.00)				

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

B Corrective Actions for Exception D, Scenario 1

In Scenario 1, there is a payment incorrectly recorded in the System 36 FSFL Application. If the FSFL repayment was recorded in the System 36 FSFL Application in error, the corrective action is to reverse the repayment recorded in the System 36 FSFL Application. If there are subsequent repayments that were posted to the customer's FSFL, those payments need to be reversed. After the incorrect repayment is reversed, the subsequent repayments shall be re-entered to reflect the correct FSFL balance.

See:

- Exhibit 1 for instructions to enter or re-enter FSFL repayments in System 36
- Exhibit 2 for instructions to reverse FSFL repayments in System 36
- 1-FSFL, paragraph 380 for instructions on how to enter FSFL repayments in System 36
- 1-FSFL, paragraph 439 for instructions to reverse/cancel FSFL repayments in System 36.

Note: The step sequences in this notice do **not** match 1-FSFL.

C Corrective Actions for Exception D Scenario 2

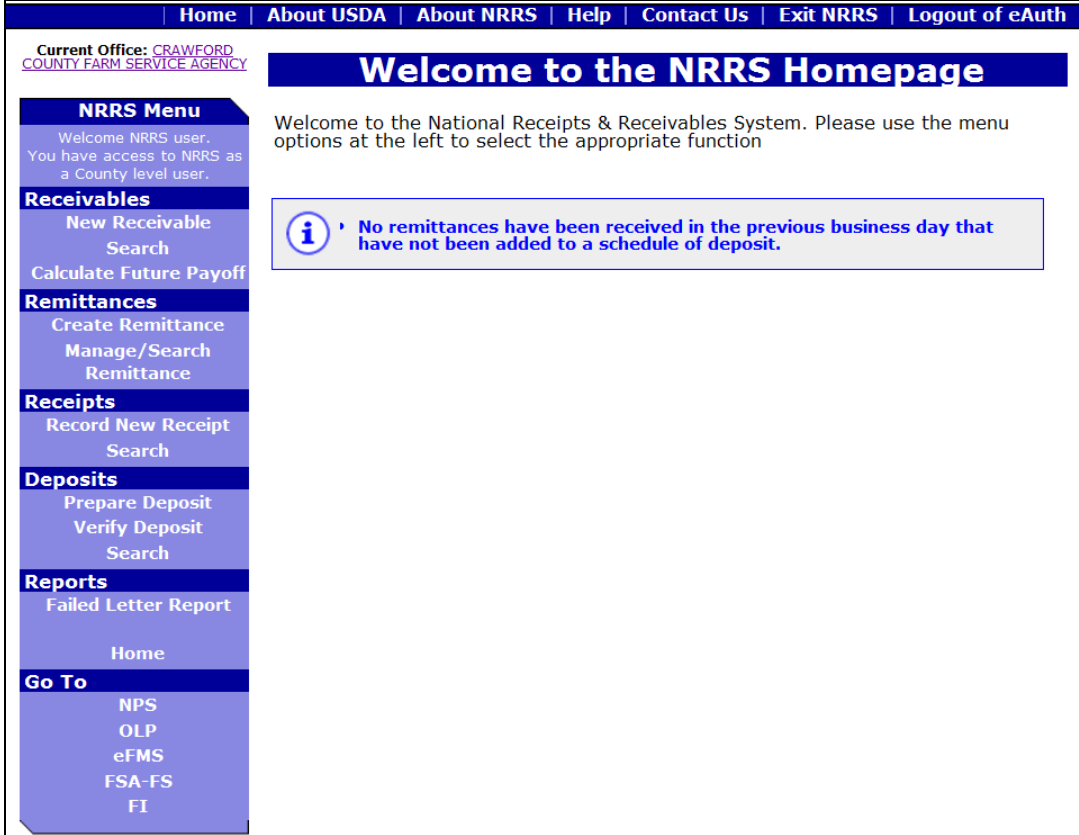
In Scenario 2, the producer's FSFL repayment has not yet been recorded in NRRS. If a repayment was entered in the System 36 FSFL Application, but **not** in NRRS, first review FSA-603 to ensure that a check was received.

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

C Corrective Actions for Exception D, Scenario 2 (Continued)

If a check was received, then follow these instructions to create remittance and receipt in NRRS as an FSFL repayment:

In this example, \$1,200 check is pending to be recorded in NRRS with the payment received date of February 18, 2014. This payment has already been recorded in the System 36 FSFL Application.

Step	Action
1	<p>Create the remittance. In NRRS, from the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Create Remittance”.</p>  <p>The screenshot shows the NRRS homepage with a navigation menu on the left. The 'Remittances' section is highlighted, and the 'Create Remittance' option is visible. A message box states: 'No remittances have been received in the previous business day that have not been added to a schedule of deposit.'</p>

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

C Corrective Actions for Exception D, Scenario 2 (Continued)

Step	Action
2	<p>The Create Remittance Screen will be displayed. Do the following:</p> <ul style="list-style-type: none"> • enter following information: <ul style="list-style-type: none"> • “Remittance Amount” (dollar amount of the instrument) • “Effective Date” (date the instrument received) • “Remitter Name” (producer’s name who rendered the instrument) • “Check/Item Number” (check number) • select the applicable “Remittance Type” (check, cashier’s check, money order, or jointly issued check) • enter “Tax ID” and “Tax ID Type” and CLICK “Search” and the Create Remittance Screen will be redisplayed with producer results • under the “Acct Cust ID Customer Name Producer Source” table, click applicable “Radio Button” and CLICK “Submit”.

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Create Remittance

Remittance Amount: \$?

Effective Date: (mm/dd/yyyy) ?

Remitter Name: ?

Remittance Type: ?

Check/Item Number: ?

Select Remittance Owner

Tax ID:

Tax ID Type:

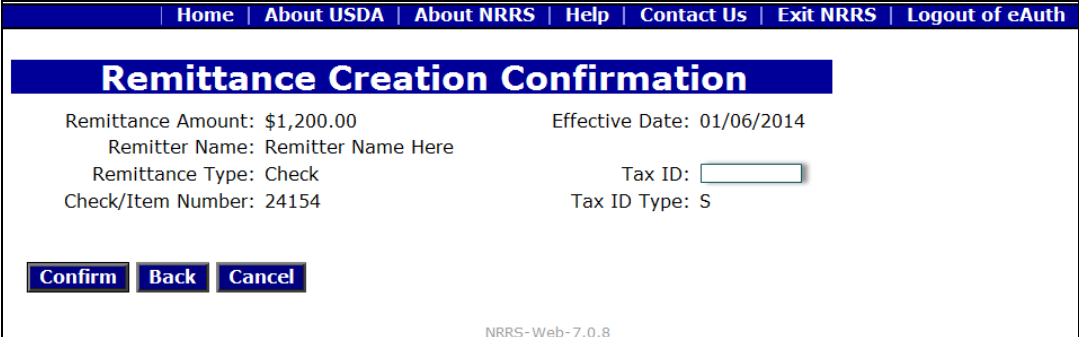
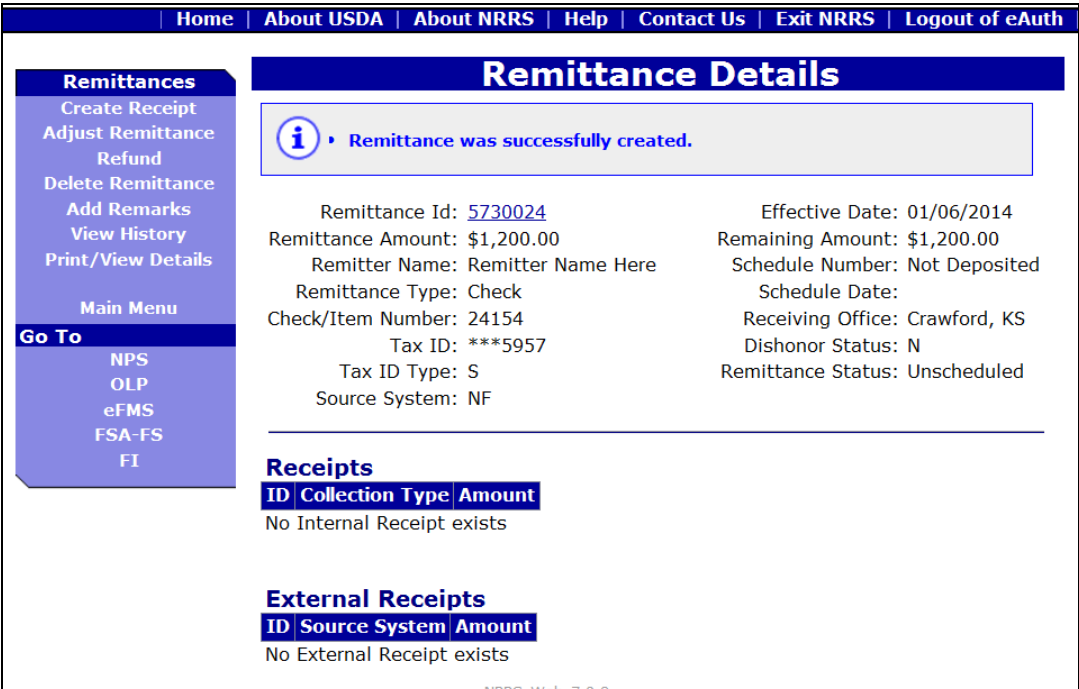
Acct Cust ID	Customer Name	Producer Source
<input type="radio"/>	<input type="text"/>	SCIMS

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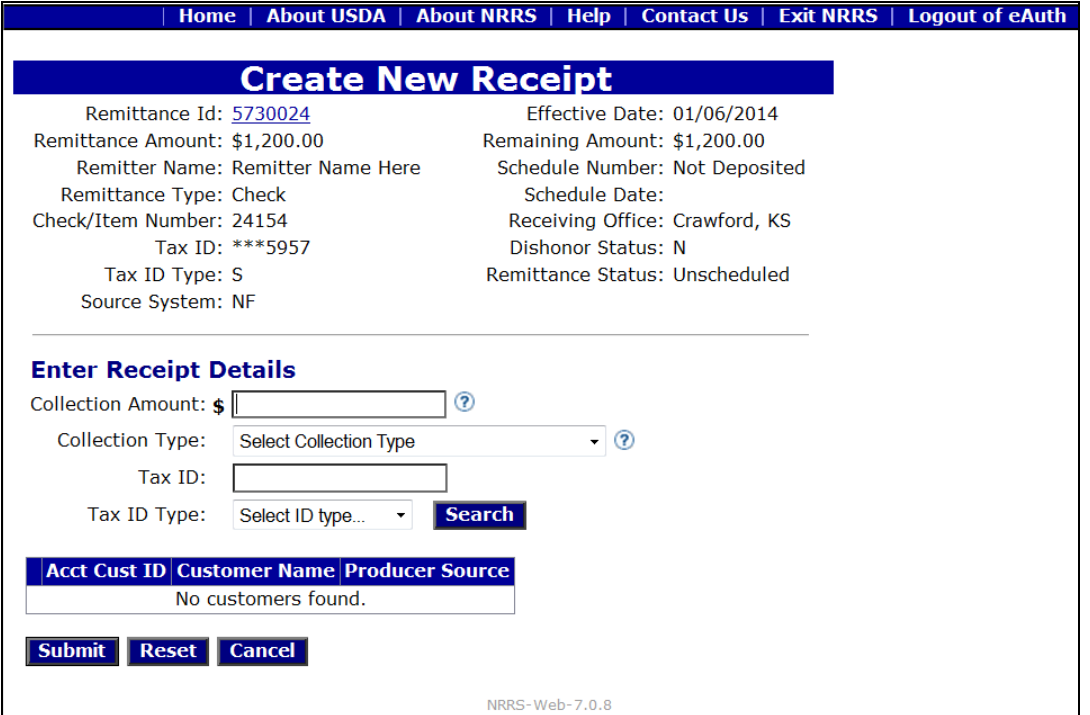
5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

C Corrective Actions for Exception D, Scenario 2 (Continued)

Step	Action
3	<p>The Remittance Creation Confirmation Screen will be displayed. After confirming that the information entered and selected are correct, CLICK “Confirmed”.</p> 
4	<p>The Remittance Details Screen will be displayed with the message, “Remittance was successfully created.”</p> 

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

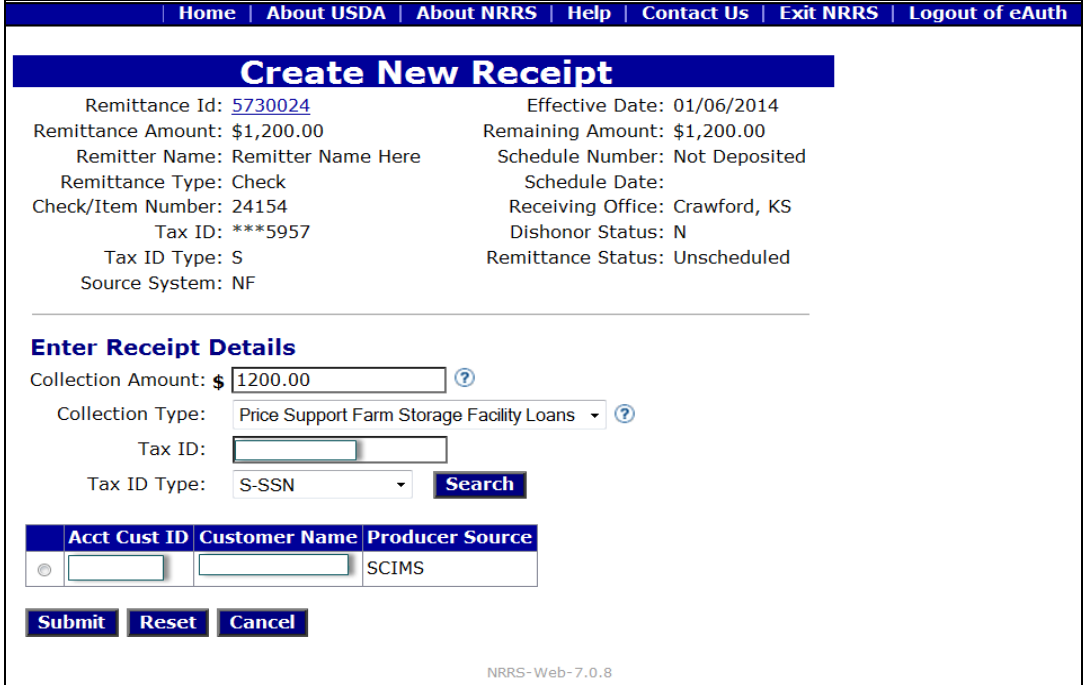
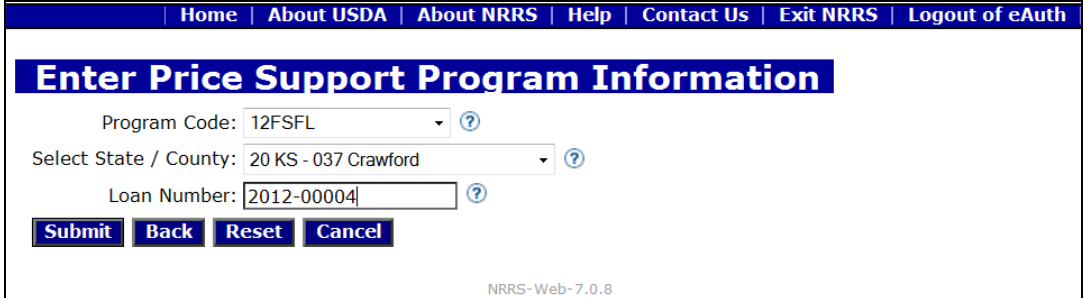
C Corrective Actions for Exception D, Scenario 2 (Continued)

Step	Action
5	<p>Create the receipt. From the Remittance Details Screen, CLICK “Create Receipt” and the Create New Receipt Screen will be displayed. From the select “Collection Type” drop-down list, select “Price Support Farm Storage Facility Loan”. Enter tax ID, select tax ID type, and CLICK “Search”.</p> 

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)


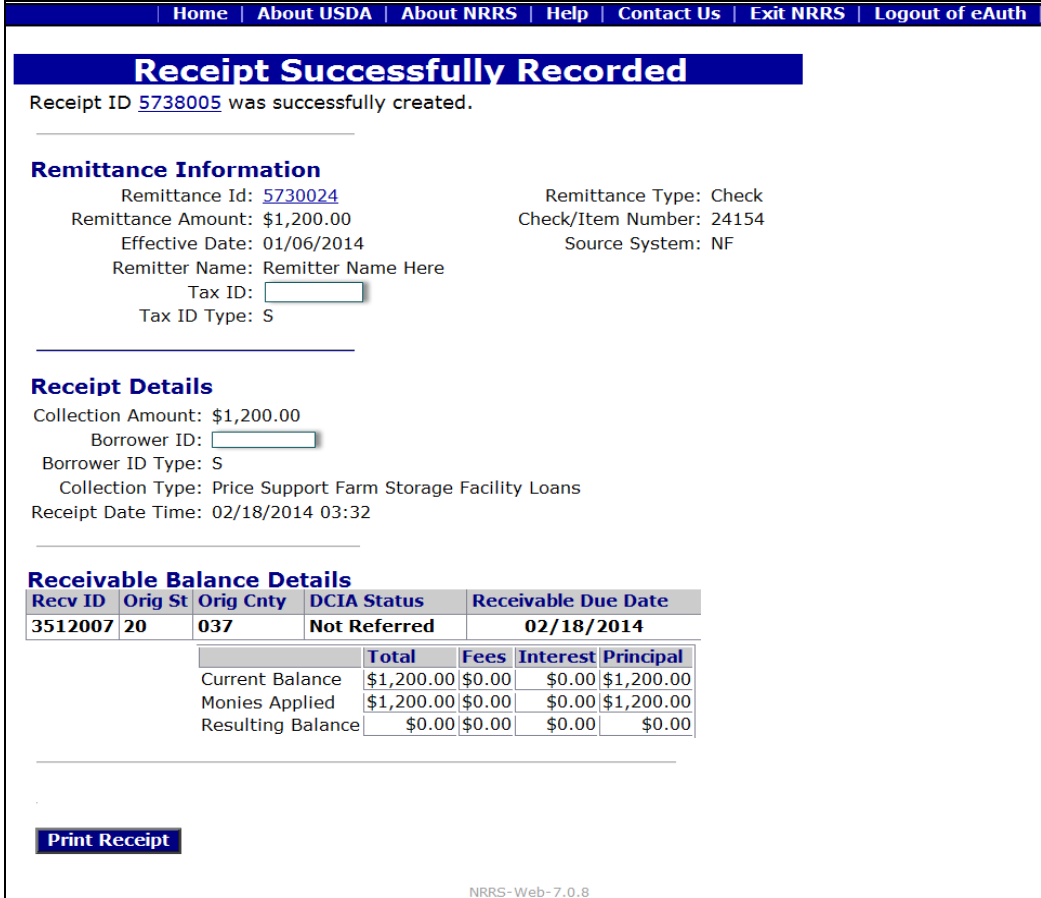
C Corrective Actions for Exception D, Scenario 2 (Continued)

Step	Action
6	<p>The Create New Receipt Screen will be redisplayed with the producer ID at the bottom of the screen. In the “Enter Receipt Details” section, click “Radio Button” next to the applicable “Acct Cust ID”, and CLICK “Submit”.</p> 
7	<p>The Enter Price Support Program Information Screen will be displayed. From the “Program Code” drop-down list, select the applicable program code (program year should be the same as FSFL in the System 36 FSFL Application). Select the applicable State/county, enter FSFL number, and CLICK “Submit”.</p> <p>Example: In this example, FSFL number 2012/00004 installment is being corrected. In the “Loan Number” block, user would enter “2012-00004”.</p> 

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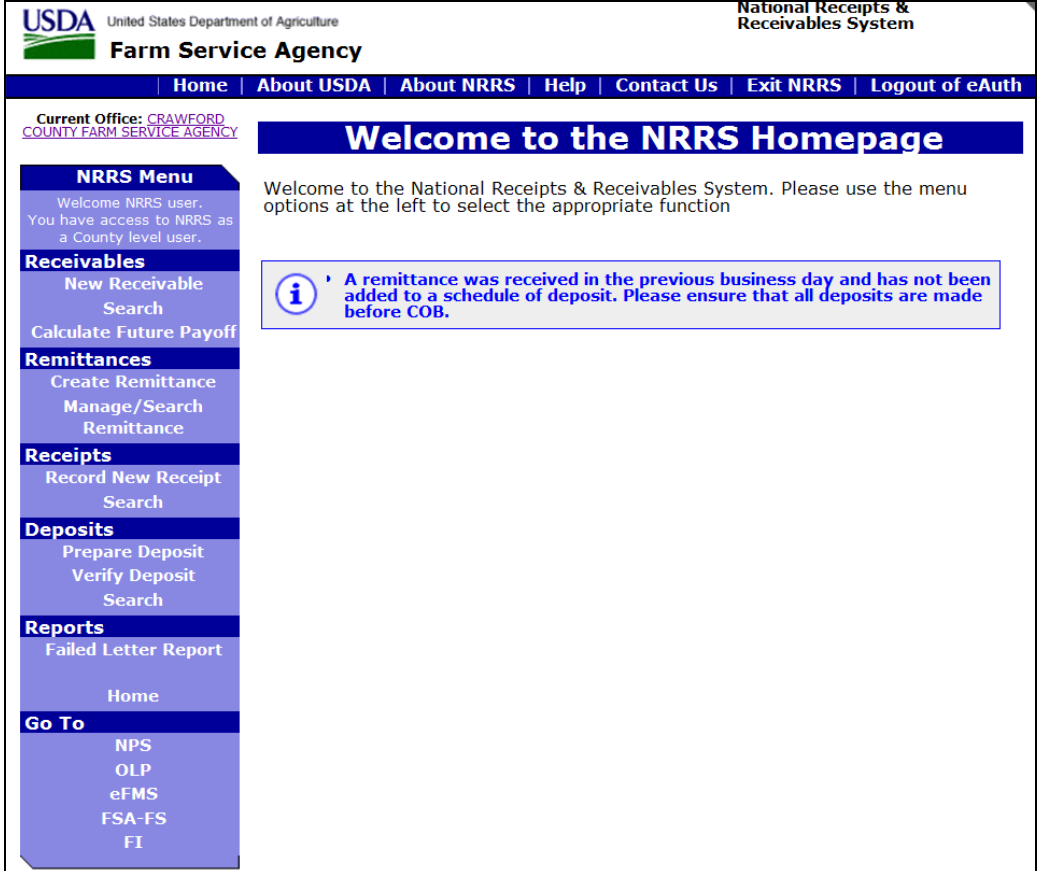
5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

C Corrective Actions for Exception D, Scenario 2 (Continued)

Step	Action																														
8	<p>The Confirm Receipt Creation Screen will be displayed. CLICK “Confirm”.</p> 																														
9	<p>The Receipt Successfully Recorded Screen will be displayed. CLICK “Print Receipt” for user’s records.</p>  <table border="1" data-bbox="415 1577 1084 1650"> <thead> <tr> <th>Recv ID</th> <th>Orig St</th> <th>Orig Cnty</th> <th>DCIA Status</th> <th>Receivable Due Date</th> </tr> </thead> <tbody> <tr> <td>3512007</td> <td>20</td> <td>037</td> <td>Not Referred</td> <td>02/18/2014</td> </tr> </tbody> </table> <table border="1" data-bbox="586 1654 1084 1749"> <thead> <tr> <th></th> <th>Total</th> <th>Fees</th> <th>Interest</th> <th>Principal</th> </tr> </thead> <tbody> <tr> <td>Current Balance</td> <td>\$1,200.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$1,200.00</td> </tr> <tr> <td>Monies Applied</td> <td>\$1,200.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$1,200.00</td> </tr> <tr> <td>Resulting Balance</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> </tr> </tbody> </table>	Recv ID	Orig St	Orig Cnty	DCIA Status	Receivable Due Date	3512007	20	037	Not Referred	02/18/2014		Total	Fees	Interest	Principal	Current Balance	\$1,200.00	\$0.00	\$0.00	\$1,200.00	Monies Applied	\$1,200.00	\$0.00	\$0.00	\$1,200.00	Resulting Balance	\$0.00	\$0.00	\$0.00	\$0.00
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Resulting Balance	\$0.00	\$0.00	\$0.00	\$0.00																											


5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

C Corrective Actions for Exception D, Scenario 2 (Continued)

Step	Action
10	<p>Prepare Schedule of Deposit. In NRRS, from the Welcome to the NRRS Homepage under “NRRS Menu” “Deposits”, CLICK “Prepare Deposit”.</p>  <p>The screenshot shows the NRRS homepage interface. At the top, there is a header with the USDA logo and 'United States Department of Agriculture Farm Service Agency' on the left, and 'National Receipts & Receivables System' on the right. Below the header is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. The main content area features a blue banner that reads 'Welcome to the NRRS Homepage'. Below the banner, there is a message: 'Welcome to the National Receipts & Receivables System. Please use the menu options at the left to select the appropriate function'. On the left side, there is a vertical menu with several categories: 'NRRS Menu' (with a welcome message), 'Receivables' (New Receivable, Search, Calculate Future Payoff), 'Remittances' (Create Remittance, Manage/Search Remittance), 'Receipts' (Record New Receipt, Search), 'Deposits' (Prepare Deposit, Verify Deposit, Search), 'Reports' (Failed Letter Report), 'Home', and 'Go To' (NPS, OLP, eFMS, FSA-FS, FI). A blue information box on the right side of the page contains a message: 'A remittance was received in the previous business day and has not been added to a schedule of deposit. Please ensure that all deposits are made before COB.'</p>

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)


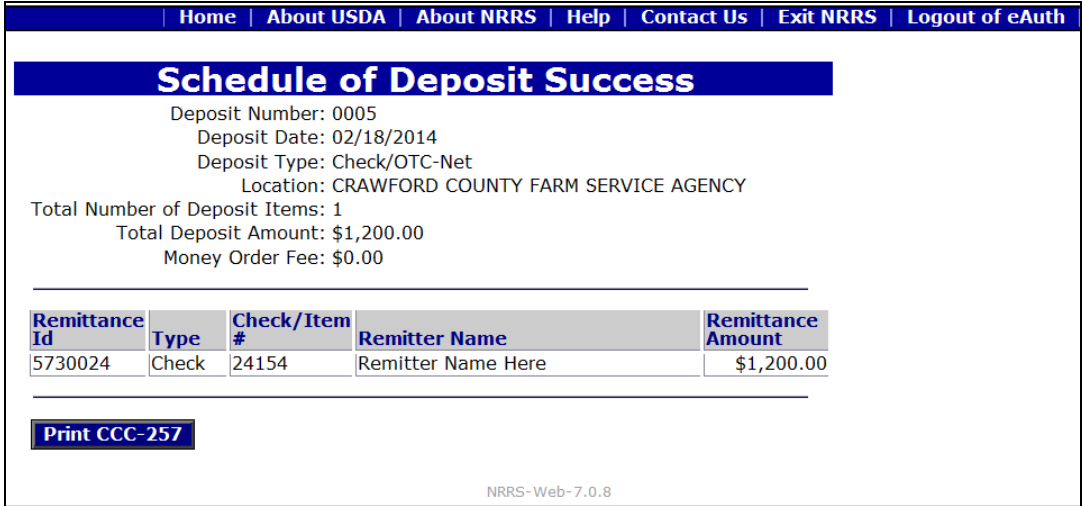
C Corrective Actions for Exception D, Scenario 2 (Continued)

Step	Action
11	<p>The Prepare Schedule of Deposit Screen will be displayed. Select the applicable “Remittance Type” and CLICK “Submit”.</p>  <p>The screenshot displays the 'Prepare Schedule of Deposit' interface. At the top, there are navigation links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this, the current office is listed as CRAWFORD COUNTY FARM SERVICE AGENCY. The main heading is 'Prepare Schedule of Deposit'. On the left is a vertical 'NRRS Menu' with sections: Receivables (New Receivable, Search, Calculate Future Payoff), Remittances (Create Remittance, Manage/Search Remittance), Receipts (Record New Receipt, Search), Deposits (Prepare Deposit, Verify Deposit, Search), Reports (Failed Letter Report), Home, and Go To (NPS, OLP, eFMS, FSA-FS, FI). The main content area shows 'Remittance Type: Select Remittance Type' with a dropdown arrow, and two buttons: 'Submit' and 'Cancel'. The version number 'NRRS-Web-7.0.8' is visible at the bottom right of the screen.</p>

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

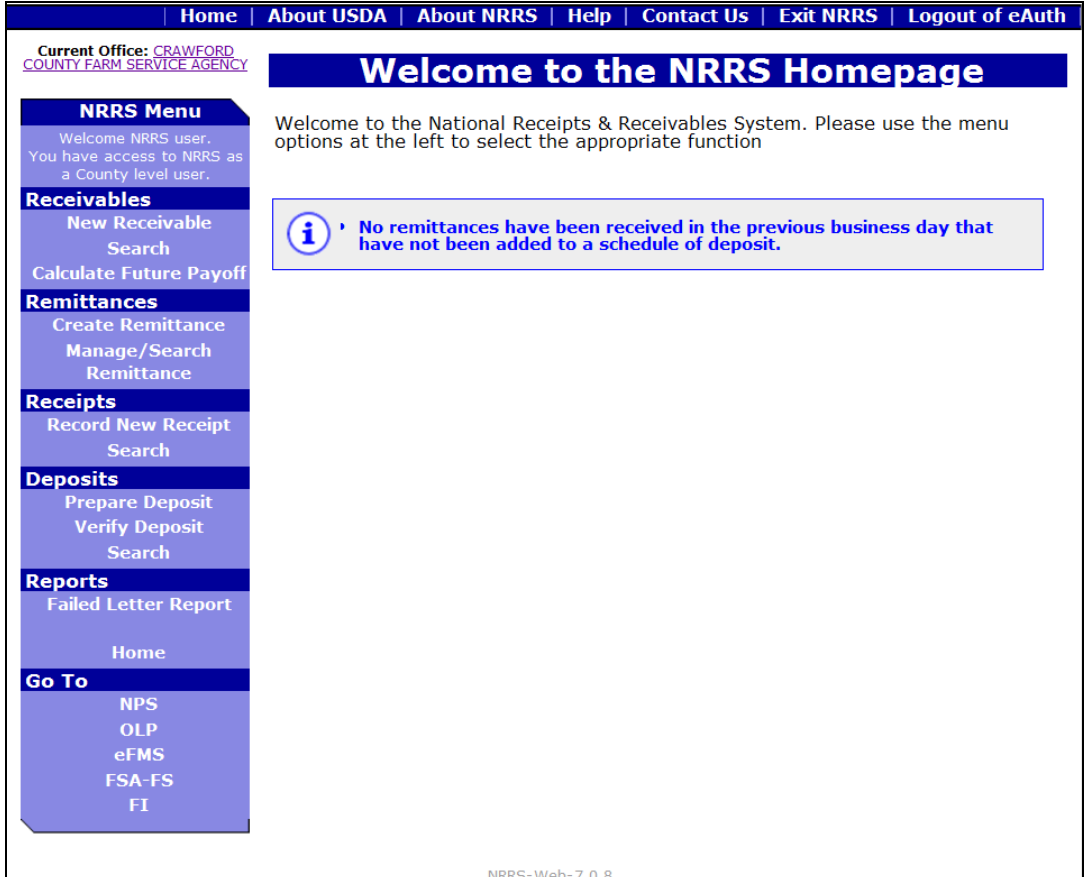
C Corrective Actions for Exception D, Scenario 2 (Continued)

Step	Action
12	<p>The Schedule of Deposit Details Screen will be displayed. Enter the total amount of the deposit in the “Total Deposit Amount” field and CLICK “Submit”.</p>  <p>NRRS-Web-7.0.8</p>
13	<p>The Schedule of Deposit Success Screen will be displayed. CLICK “Print CCC-257” and file CCC-257 in the customer’s file for record.</p>  <p>NRRS-Web-7.0.8</p> <p>Note: CCC-257 must be verified for the changes to take effect. NRRS internal controls do not allow the same user who prepared CCC-257 to verify the CCC-257. Another user in the County Office must verify CCC-257. National and State Office users can also verify CCC-257’s.</p>

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

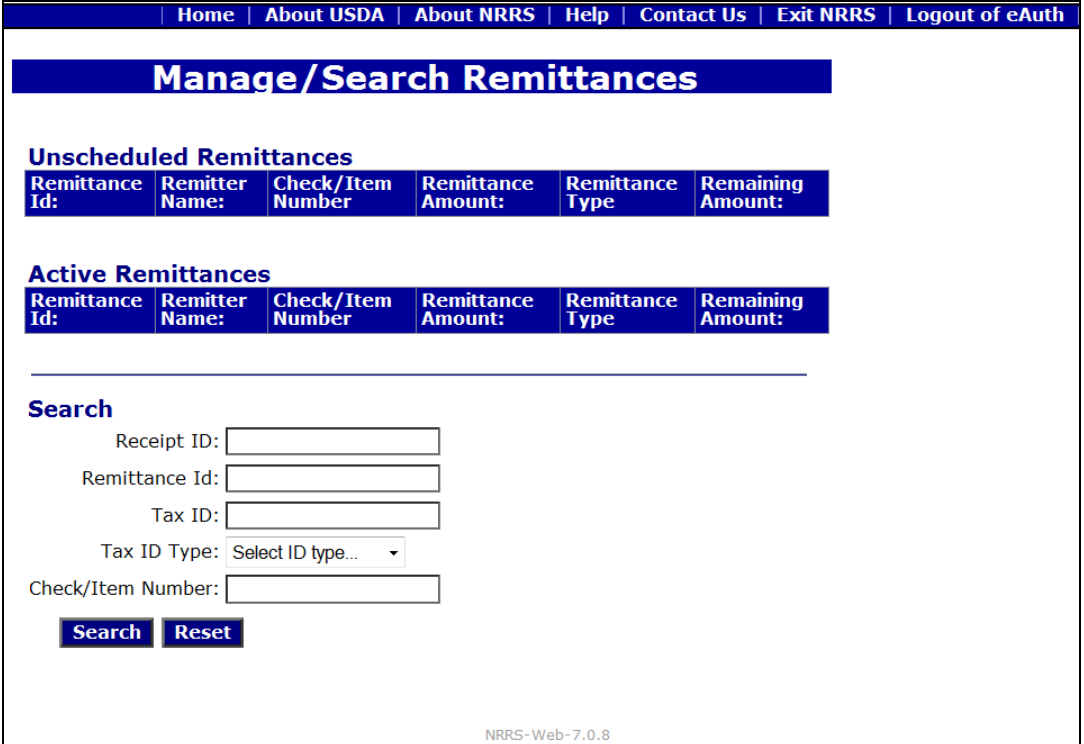
D Corrective Actions for Exception D, Scenario 3

In Scenario 3, the receipt was recorded in NRRS under an incorrect program code. In the following example, the FSFL repayment was recorded in NRRS as an FSFL application fee collection. Follow these steps to correct the receipt in NRRS.

Step	Action
1	<p data-bbox="383 512 1406 579">Activate the remittance. In NRRS, from the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.</p>  <p>The screenshot shows the NRRS Homepage for the CRAWFORD COUNTY FARM SERVICE AGENCY. The page features a navigation bar with links for Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. A central banner reads 'Welcome to the NRRS Homepage'. Below this, a message states: 'Welcome to the National Receipts & Receivables System. Please use the menu options at the left to select the appropriate function'. A blue information box on the right contains the message: 'No remittances have been received in the previous business day that have not been added to a schedule of deposit.' On the left, a vertical menu lists several categories: NRRS Menu (with a welcome message), Receivables (New Receivable, Search, Calculate Future Payoff), Remittances (Create Remittance, Manage/Search Remittance), Receipts (Record New Receipt, Search), Deposits (Prepare Deposit, Verify Deposit, Search), Reports (Failed Letter Report), Home, and Go To (NPS, OLP, eFMS, FSA-FS, FI). The 'Manage/Search Remittance' option is highlighted in the Remittances section. The version number 'NRRS-Web-7.0.8' is visible at the bottom right of the screenshot.</p>

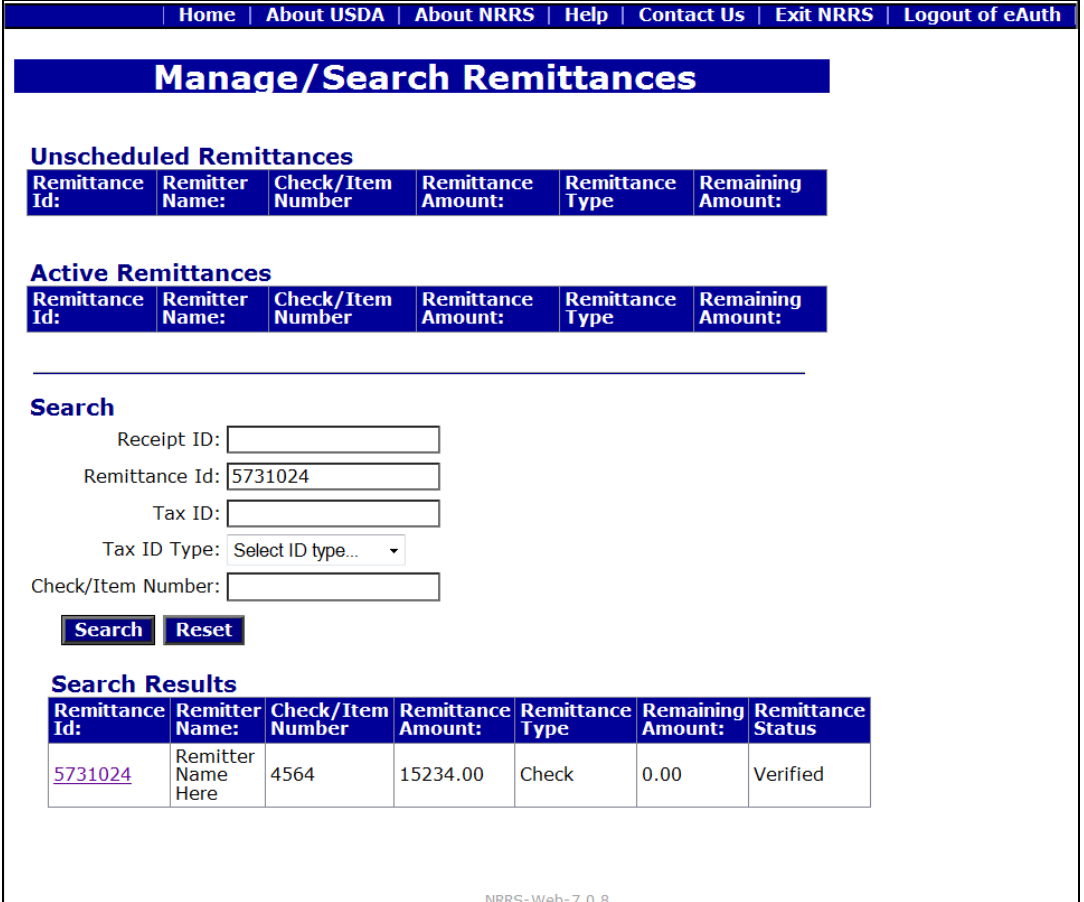
5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action
2	<p>The Manage/Search and Remittances Screen will be displayed. In the “Search” section, enter the remittance ID and CLICK “Search”.</p> 

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

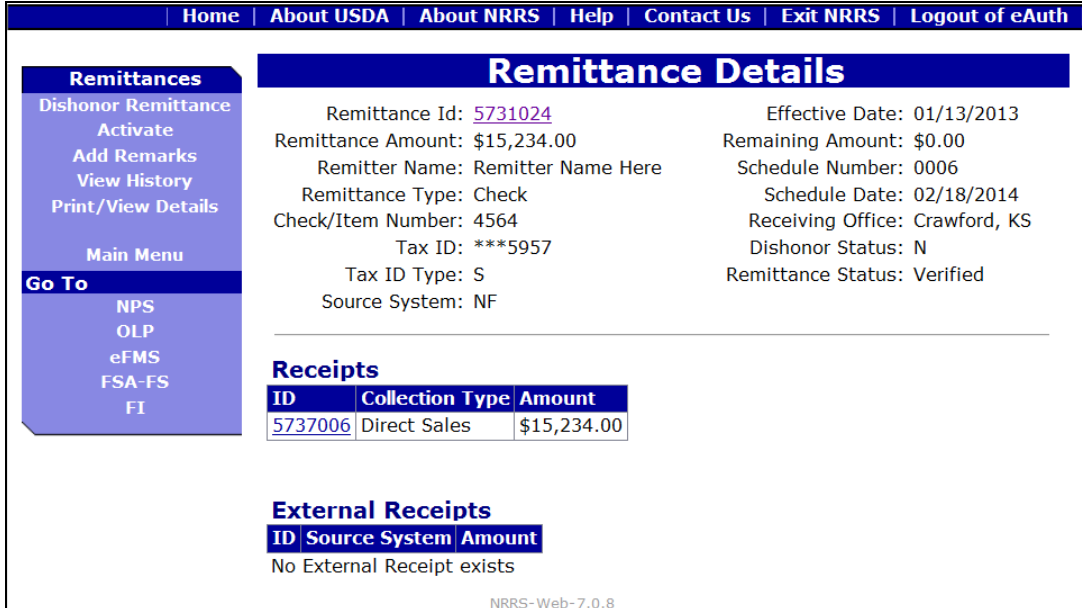
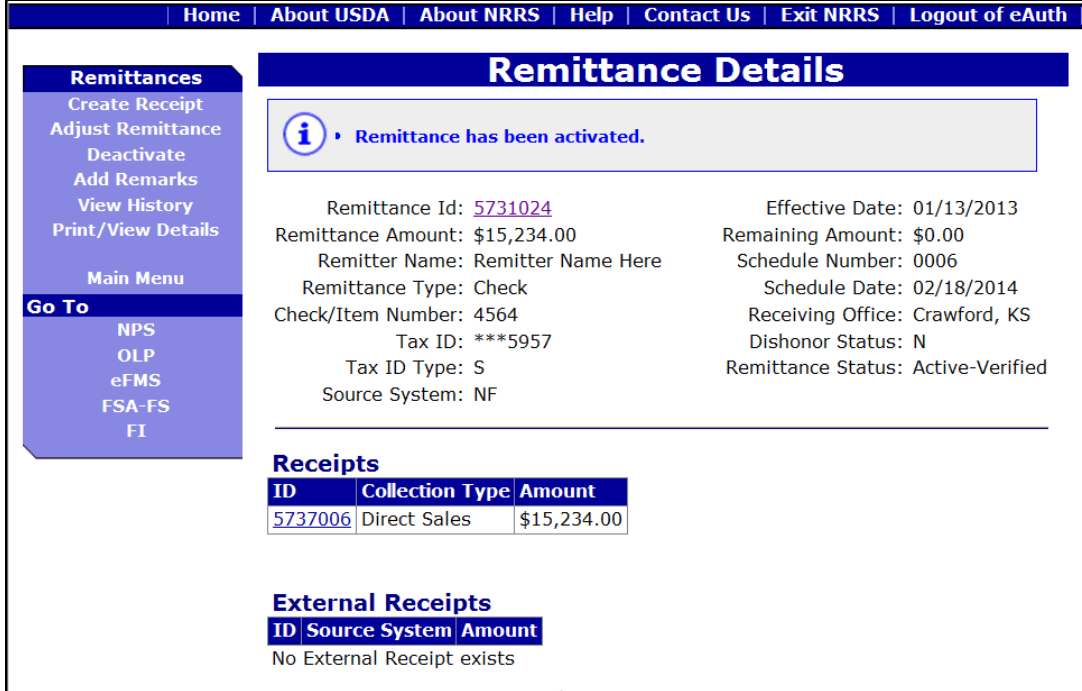
D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action
3	<p>The Manage/Search Remittances Screen will be redisplayed with search results. In the “Search Results” section, under the “Remittance Id” column, click the applicable remittance link.</p>  <p>The screenshot shows a web interface with a navigation bar at the top containing links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below the navigation bar is a blue header with the text "Manage/Search Remittances". Underneath, there are two sections: "Unscheduled Remittances" and "Active Remittances", each with a table header. The "Active Remittances" table has columns: Remittance Id, Remitter Name, Check/Item Number, Remittance Amount, Remittance Type, and Remaining Amount. Below these sections is a "Search" form with input fields for Receipt ID, Remittance Id (containing 5731024), Tax ID, Tax ID Type (a dropdown menu with "Select ID type..." selected), and Check/Item Number. There are "Search" and "Reset" buttons below the form. At the bottom of the search section is a "Search Results" table with columns: Remittance Id, Remitter Name, Check/Item Number, Remittance Amount, Remittance Type, Remaining Amount, and Remittance Status. The results table contains one row with the following data: Remittance Id: 5731024, Remitter Name: Remitter Name Here, Check/Item Number: 4564, Remittance Amount: 15234.00, Remittance Type: Check, Remaining Amount: 0.00, Remittance Status: Verified. At the very bottom of the screenshot, the text "NRRS - Web - 7.0.8" is visible.</p>

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

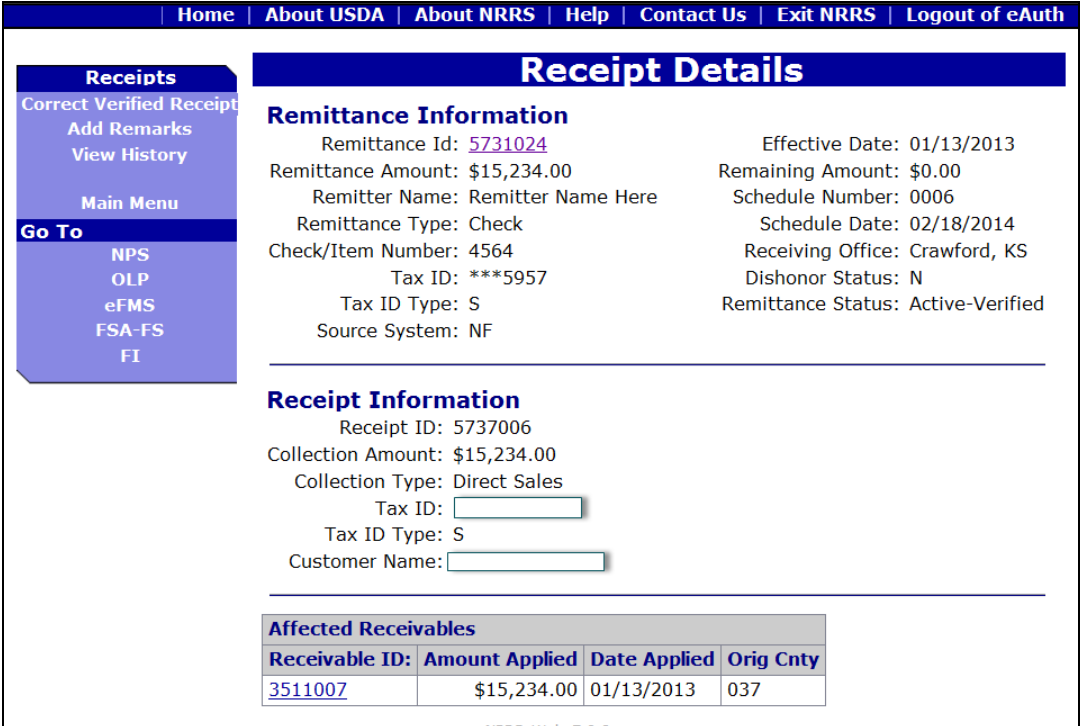
D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action
4	<p data-bbox="383 365 1369 396">On the Remittance Details Screen, under “Remittances”, CLICK “Activate”.</p>  <p>The screenshot shows the 'Remittance Details' page with a navigation menu on the left. The 'Remittances' menu is expanded, showing options: Dishonor Remittance, Activate, Add Remarks, View History, and Print/View Details. The 'Activate' option is highlighted. The main content area displays remittance information for ID 5731024, including amount, type, and status. Below this, there are sections for 'Receipts' and 'External Receipts'.</p>
5	<p data-bbox="383 1050 1437 1115">The Remittance Details Screen will be redisplayed with the message, “Remittance has been activated.”</p>  <p>The screenshot shows the 'Remittance Details' page after the activation. A message box at the top of the main content area displays an information icon and the text 'Remittance has been activated.' The rest of the page content, including the navigation menu and remittance details, remains the same as in the previous screenshot.</p>

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action								
6	<p>Correct the receipt. On the Remittance Details Screen that is displayed in step 5, under the “Receipts” section, “ID” column, CLICK “Receipt ID” link and the Receipt Details Screen will be displayed. Under “Receipts”, CLICK “Correct Verified Receipt”.</p>  <p>The screenshot displays the 'Receipt Details' screen. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this is a sidebar menu with 'Receipts' selected, showing options: Correct Verified Receipt, Add Remarks, View History, Main Menu, and Go To (with sub-options: NPS, OLP, eFMS, FSA-FS, FI). The main content area is titled 'Receipt Details' and is divided into two sections: 'Remittance Information' and 'Receipt Information'. Remittance Information: Remittance Id: 5731024 (Effective Date: 01/13/2013) Remittance Amount: \$15,234.00 (Remaining Amount: \$0.00) Remitter Name: Remitter Name Here (Schedule Number: 0006) Remittance Type: Check (Schedule Date: 02/18/2014) Check/Item Number: 4564 (Receiving Office: Crawford, KS) Tax ID: ***5957 (Dishonor Status: N) Tax ID Type: S (Remittance Status: Active-Verified) Source System: NF Receipt Information: Receipt ID: 5737006 Collection Amount: \$15,234.00 Collection Type: Direct Sales Tax ID: <input type="text"/> Tax ID Type: S Customer Name: <input type="text"/> Affected Receivables Table:</p> <table border="1" data-bbox="646 1150 1205 1241"> <thead> <tr> <th>Receivable ID</th> <th>Amount Applied</th> <th>Date Applied</th> <th>Orig Cnty</th> </tr> </thead> <tbody> <tr> <td>3511007</td> <td>\$15,234.00</td> <td>01/13/2013</td> <td>037</td> </tr> </tbody> </table> <p>NRRS-Web-7.0.8</p>	Receivable ID	Amount Applied	Date Applied	Orig Cnty	3511007	\$15,234.00	01/13/2013	037
Receivable ID	Amount Applied	Date Applied	Orig Cnty						
3511007	\$15,234.00	01/13/2013	037						

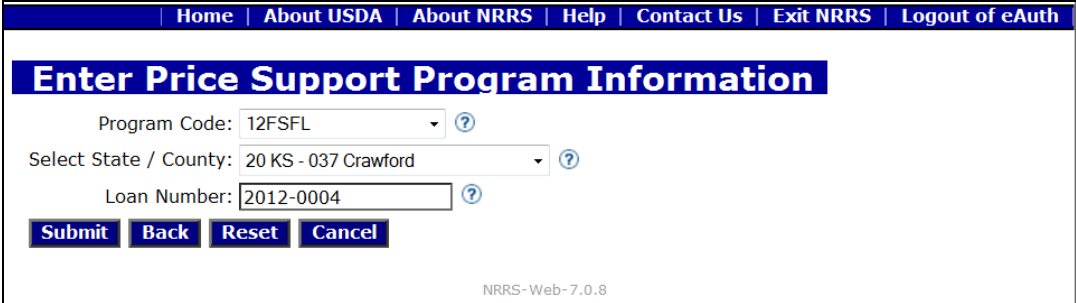

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action																						
7	<p>The Correct Verified Receipt Screen will be displayed. In the “Enter Receipt Details” section, from the “Collection Type” drop-down list, select the applicable collection type. For this example, select “Price Support Farm Storage Facility Loans”.</p> <p>Note: Remarks are mandatory.</p> <div data-bbox="386 615 1463 1625" style="border: 1px solid black; padding: 5px;"> <div style="background-color: #000080; color: white; text-align: center; padding: 2px;"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </div> <div style="background-color: #000080; color: white; text-align: center; padding: 5px; font-weight: bold; font-size: 1.2em;">Correct Verified Receipt</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Remittance Id: 5731024</td> <td style="width: 50%;">Effective Date: 01/13/2013</td> </tr> <tr> <td>Remittance Amount: \$15,234.00</td> <td>Remaining Amount: \$0.00</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td>Schedule Number: 0006</td> </tr> <tr> <td>Remittance Type: Check</td> <td>Schedule Date: 02/18/2014</td> </tr> <tr> <td>Check/Item Number: 4564</td> <td>Receiving Office: Crawford, KS</td> </tr> <tr> <td>Tax ID: ***5957</td> <td>Dishonor Status: N</td> </tr> <tr> <td>Tax ID Type: S</td> <td>Remittance Status: Active-Verified</td> </tr> <tr> <td>Source System: NF</td> <td></td> </tr> </table> <hr/> <div style="background-color: #000080; color: white; padding: 2px; font-weight: bold;">Enter Receipt Details</div> <p>Collection Amount: \$ 15234.00</p> <p>Collection Type: Price Support Farm Storage Facility Loans ▾</p> <p>Tax ID: <input style="width: 100px;" type="text"/></p> <p>Tax ID Type: Select ID type... ▾ Search</p> <table style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #000080; color: white;"> <th style="width: 20%;">Acct Cust ID</th> <th style="width: 30%;">Customer Name</th> <th style="width: 50%;">Producer Source</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="border: 1px solid black; padding: 2px;"></td> <td style="border: 1px solid black; padding: 2px;">SCIMS</td> </tr> </tbody> </table> <p style="text-align: right; margin-top: 10px;">Remarks (limit 255 characters):</p> <div style="border: 1px solid black; padding: 5px; min-height: 100px;"> <p>wrong program code</p> </div> <div style="text-align: center; margin-top: 10px;"> Submit Reset Cancel </div> <p style="text-align: right; font-size: 0.8em; margin-top: 10px;">NRRS-Web-7.0.8</p> </div>	Remittance Id: 5731024	Effective Date: 01/13/2013	Remittance Amount: \$15,234.00	Remaining Amount: \$0.00	Remitter Name: Remitter Name Here	Schedule Number: 0006	Remittance Type: Check	Schedule Date: 02/18/2014	Check/Item Number: 4564	Receiving Office: Crawford, KS	Tax ID: ***5957	Dishonor Status: N	Tax ID Type: S	Remittance Status: Active-Verified	Source System: NF		Acct Cust ID	Customer Name	Producer Source	<input checked="" type="radio"/>		SCIMS
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Source System: NF																							
Acct Cust ID	Customer Name	Producer Source																					
<input checked="" type="radio"/>		SCIMS																					

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action
8	<p>The Enter Price Support Program Information Screen will be displayed. From the “Program Code” drop-down list, select the applicable program code (program year should be the same as FSFL in the System 36 FSFL Application). Select the applicable State/county, enter FSFL number, and CLICK “Submit”.</p> <p>Example: In this example, FSFL number 2012/0004 installment is being corrected. In the “Loan Number” block, user would enter “2012-0004”.</p> 
9	<p>The Confirm Receipt Adjustment Screen will be displayed. CLICK “Confirm”.</p> 

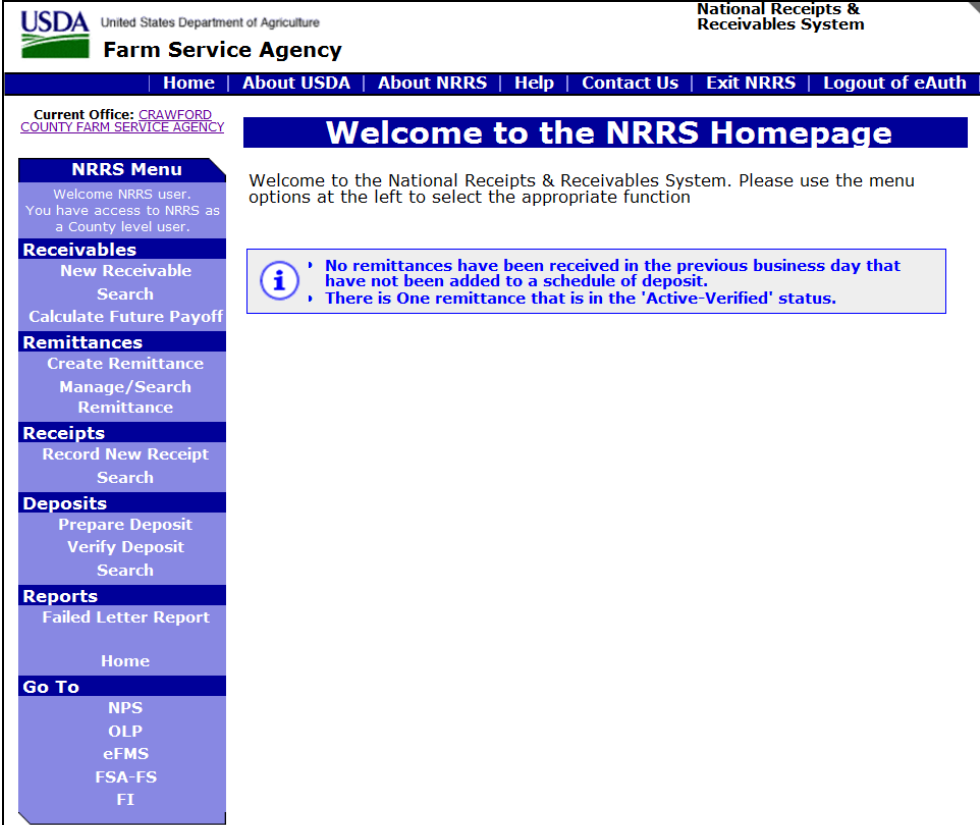
5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action
10	<p>The Verified Receipt Successfully Corrected Screen will be displayed. CLICK “Print Receipt” for user’s records.</p>  <p>The screenshot displays the following information:</p> <ul style="list-style-type: none"> Navigation: Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth Title: Verified Receipt Successfully Corrected Message: Success. Receipt ID 5737006 was successfully updated and all receivable balances have been adjusted. Remittance Information: <ul style="list-style-type: none"> Remittance Id: 5731024 Remittance Amount: \$15,234.00 Effective Date: 01/13/2013 Remittance Type: Check Check/Item Number: 4564 Remitter Name: Remitter Name Here Source System: NF Tax ID: <input type="text"/> Tax ID Type: S Receipt Details: <ul style="list-style-type: none"> Collection Amount: \$15,234.00 Borrower ID: <input type="text"/> Borrower ID Type: S Collection Type: Price Support Farm Storage Facility Loans Receipt Date Time: 02/18/2014 04:44 Receivable Balance Details: Action: Print Receipt Footer: NRRS-Web-7.0.8

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

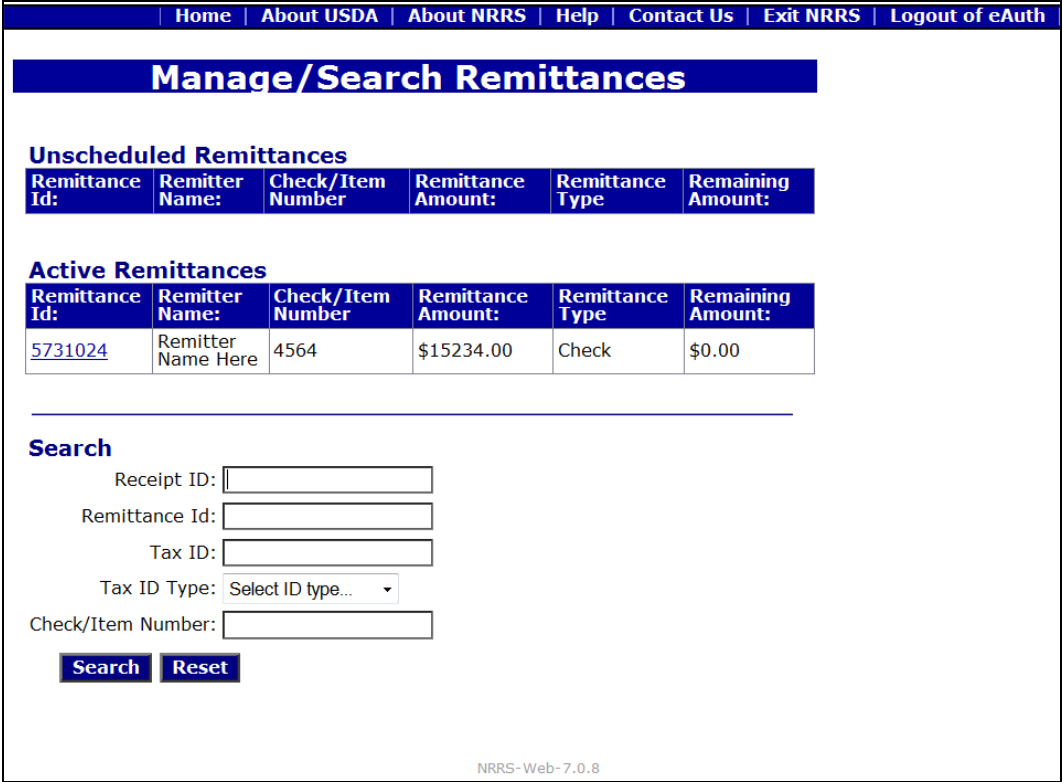
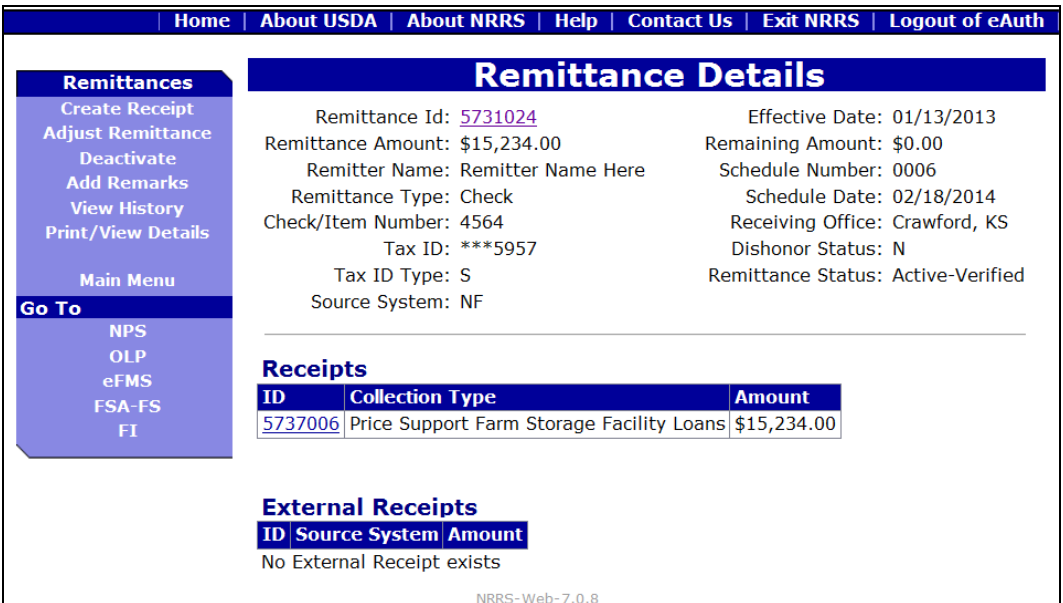
D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action
11	<p>Deactivate the remittance. From the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.</p>  <p>The screenshot shows the NRRS Homepage interface. At the top, it displays the USDA logo and 'United States Department of Agriculture' on the left, and 'National Receipts & Receivables System' on the right. Below this is the 'Farm Service Agency' logo. A navigation bar contains links for Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. The current office is identified as 'CRAWFORD COUNTY FARM SERVICE AGENCY'. The main heading is 'Welcome to the NRRS Homepage'. A welcome message states: 'Welcome to the National Receipts & Receivables System. Please use the menu options at the left to select the appropriate function'. A blue information box contains the following text: 'No remittances have been received in the previous business day that have not been added to a schedule of deposit. There is One remittance that is in the 'Active-Verified' status.' On the left side, there is a vertical 'NRRS Menu' with several sections: 'Receivables' (New Receivable, Search, Calculate Future Payoff), 'Remittances' (Create Remittance, Manage/Search Remittance), 'Receipts' (Record New Receipt, Search), 'Deposits' (Prepare Deposit, Verify Deposit, Search), 'Reports' (Failed Letter Report), 'Home', and 'Go To' (NPS, OLP, eFMS, FSA-FS, FI). The 'Manage/Search Remittance' option is highlighted in the 'Remittances' section.</p>

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action												
12	<p>From the Manage/Search Remittances Screen, in the “Active Remittances” section, under the “Remittance Id” column, click the applicable link.</p>  <p>The screenshot shows the 'Manage/Search Remittances' interface. At the top is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, Logout of eAuth. Below this is a blue header 'Manage/Search Remittances'. Underneath, there are two sections: 'Unscheduled Remittances' and 'Active Remittances'. The 'Active Remittances' section contains a table with the following data:</p> <table border="1"> <thead> <tr> <th>Remittance Id:</th> <th>Remitter Name:</th> <th>Check/Item Number</th> <th>Remittance Amount:</th> <th>Remittance Type</th> <th>Remaining Amount:</th> </tr> </thead> <tbody> <tr> <td>5731024</td> <td>Remitter Name Here</td> <td>4564</td> <td>\$15234.00</td> <td>Check</td> <td>\$0.00</td> </tr> </tbody> </table> <p>Below the table is a 'Search' section with input fields for Receipt ID, Remittance Id, Tax ID, a dropdown for Tax ID Type (set to 'Select ID type...'), and a Check/Item Number field. There are 'Search' and 'Reset' buttons at the bottom of the search section. The footer of the screenshot reads 'NRRS-Web-7.0.8'.</p>	Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:	5731024	Remitter Name Here	4564	\$15234.00	Check	\$0.00
Remittance Id:	Remitter Name:	Check/Item Number	Remittance Amount:	Remittance Type	Remaining Amount:								
5731024	Remitter Name Here	4564	\$15234.00	Check	\$0.00								
13	<p>The Remittance Details Screen will be displayed. CLICK “Deactivate”.</p>  <p>The screenshot shows the 'Remittance Details' screen. At the top is the same navigation bar as in the previous screenshot. On the left is a sidebar menu with options: Create Receipt, Adjust Remittance, Deactivate, Add Remarks, View History, Print/View Details, Main Menu, and Go To (with sub-options: NPS, OLP, eFMS, FSA-FS, FI). The main content area has a blue header 'Remittance Details' and displays the following information:</p> <ul style="list-style-type: none"> Remittance Id: 5731024 Remittance Amount: \$15,234.00 Remitter Name: Remitter Name Here Remittance Type: Check Check/Item Number: 4564 Tax ID: ***5957 Tax ID Type: S Source System: NF Effective Date: 01/13/2013 Remaining Amount: \$0.00 Schedule Number: 0006 Schedule Date: 02/18/2014 Receiving Office: Crawford, KS Dishonor Status: N Remittance Status: Active-Verified <p>Below this information is a 'Receipts' section with a table:</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Collection Type</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>5737006</td> <td>Price Support Farm Storage Facility Loans</td> <td>\$15,234.00</td> </tr> </tbody> </table> <p>At the bottom is an 'External Receipts' section with a table header: ID, Source System, Amount. Below the header, it states 'No External Receipt exists'. The footer of the screenshot reads 'NRRS-Web-7.0.8'.</p>	ID	Collection Type	Amount	5737006	Price Support Farm Storage Facility Loans	\$15,234.00						
ID	Collection Type	Amount											
5737006	Price Support Farm Storage Facility Loans	\$15,234.00											

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

D Corrective Actions for Exception D, Scenario 3 (Continued)

Step	Action																												
14	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been deactivated.”</p>  <p>The screenshot shows the 'Remittance Details' page. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, Logout of eAuth. On the left is a sidebar menu with options: Remittances (Dishonor Remittance, Activate, Add Remarks, View History, Print/View Details), Main Menu, and Go To (NPS, OLP, eFMS, FSA-FS, FI). The main content area has a blue header 'Remittance Details'. Below it is a message box with an information icon and the text 'Remittance has been deactivated.'. The details are as follows:</p> <table border="0"> <tr> <td>Remittance Id: 5731024</td> <td>Effective Date: 01/13/2013</td> </tr> <tr> <td>Remittance Amount: \$15,234.00</td> <td>Remaining Amount: \$0.00</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td>Schedule Number: 0006</td> </tr> <tr> <td>Remittance Type: Check</td> <td>Schedule Date: 02/18/2014</td> </tr> <tr> <td>Check/Item Number: 4564</td> <td>Receiving Office: Crawford, KS</td> </tr> <tr> <td>Tax ID: ***5957</td> <td>Dishonor Status: N</td> </tr> <tr> <td>Tax ID Type: S</td> <td>Remittance Status: Verified</td> </tr> <tr> <td>Source System: NF</td> <td></td> </tr> </table> <p>Below the details is a 'Receipts' section with a table:</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Collection Type</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>5737006</td> <td>Price Support Farm Storage Facility Loans</td> <td>\$15,234.00</td> </tr> </tbody> </table> <p>There is also an 'External Receipts' section with a table:</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Source System</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3">No External Receipt exists</td> </tr> </tbody> </table> <p>At the bottom right of the screenshot, it says 'NRRS-Web-7.0.8'.</p>	Remittance Id: 5731024	Effective Date: 01/13/2013	Remittance Amount: \$15,234.00	Remaining Amount: \$0.00	Remitter Name: Remitter Name Here	Schedule Number: 0006	Remittance Type: Check	Schedule Date: 02/18/2014	Check/Item Number: 4564	Receiving Office: Crawford, KS	Tax ID: ***5957	Dishonor Status: N	Tax ID Type: S	Remittance Status: Verified	Source System: NF		ID	Collection Type	Amount	5737006	Price Support Farm Storage Facility Loans	\$15,234.00	ID	Source System	Amount	No External Receipt exists		
Remittance Id: 5731024	Effective Date: 01/13/2013																												
Remittance Amount: \$15,234.00	Remaining Amount: \$0.00																												
Remitter Name: Remitter Name Here	Schedule Number: 0006																												
Remittance Type: Check	Schedule Date: 02/18/2014																												
Check/Item Number: 4564	Receiving Office: Crawford, KS																												
Tax ID: ***5957	Dishonor Status: N																												
Tax ID Type: S	Remittance Status: Verified																												
Source System: NF																													
ID	Collection Type	Amount																											
5737006	Price Support Farm Storage Facility Loans	\$15,234.00																											
ID	Source System	Amount																											
No External Receipt exists																													

E Corrective Actions for Exception D, Scenario 4

In Scenario 4, the receipt was recorded as an existing FSFL receivable collection in NRRS.

In this example, an FSFL receivable was manually established and the FSFL repayment was recorded to apply to this receivable in NRRS.

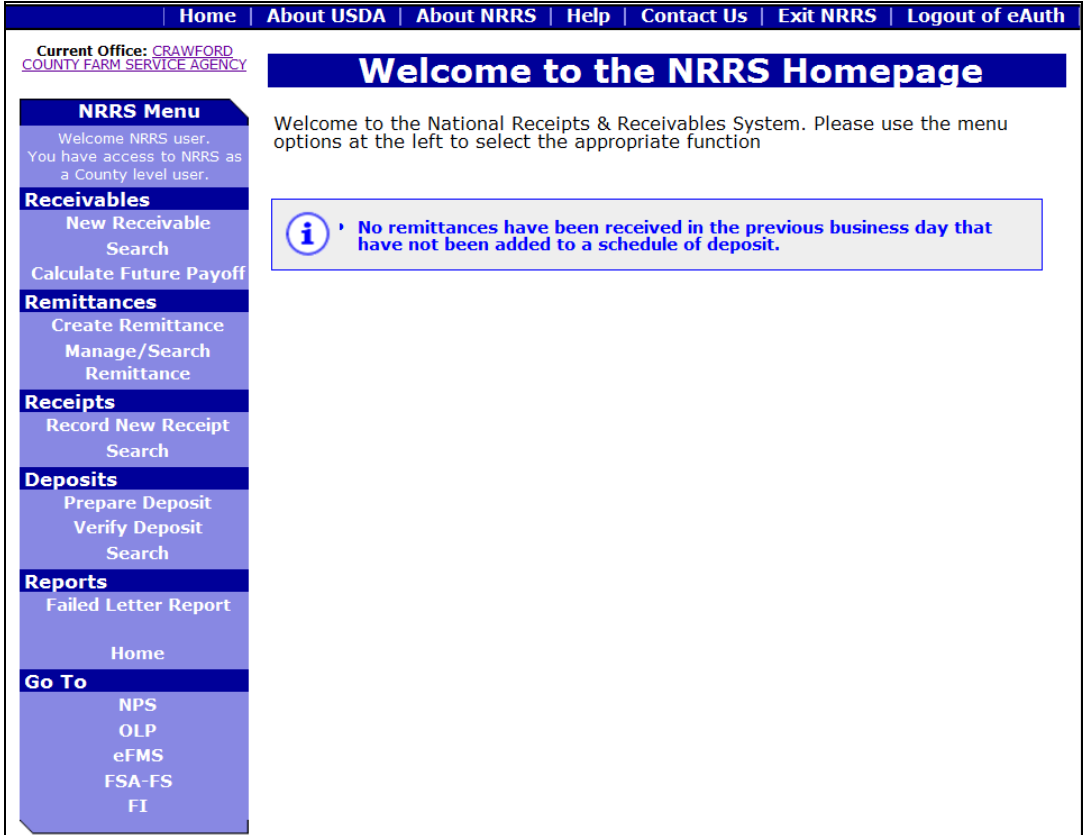
Note: This is an incorrect process of recording an FSFL repayment in NRRS.

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

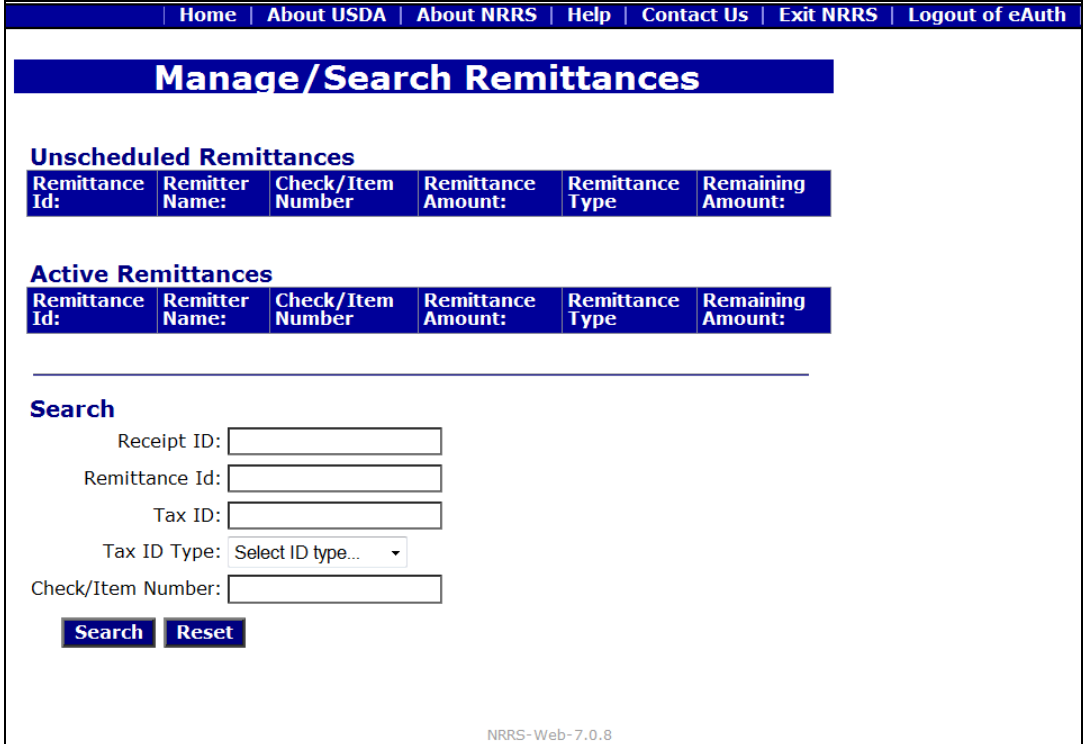
E Corrective Actions for Exception D, Scenario 4 (Continued)

Follow these steps to correct the NRRS receipt and withdraw the invalid FSFL receivable.

Step	Action
1	<p>Activate the remittance. In NRRS, from the Welcome to the NRRS Homepage, under “NRRS Menu” “Remittances”, CLICK “Manage/Search Remittance”.</p>  <p>The screenshot shows the NRRS homepage interface. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. Below this, the current office is identified as CRAWFORD COUNTY FARM SERVICE AGENCY. The main heading is "Welcome to the NRRS Homepage". A message on the right says "Welcome to the National Receipts & Receivables System. Please use the menu options at the left to select the appropriate function". A notification box on the right contains an information icon and the text: "No remittances have been received in the previous business day that have not been added to a schedule of deposit." The left-hand menu is organized into several sections: "NRRS Menu" (Welcome NRRS user, You have access to NRRS as a County level user), "Receivables" (New Receivable, Search, Calculate Future Payoff), "Remittances" (Create Remittance, Manage/Search Remittance), "Receipts" (Record New Receipt, Search), "Deposits" (Prepare Deposit, Verify Deposit, Search), "Reports" (Failed Letter Report), "Home", and "Go To" (NPS, OLP, eFMS, FSA-FS, FI).</p>

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action
2	<p>The Manage/Search and Remittances Screen will be displayed. In the “Search” section, enter the remittance ID and CLICK “Search”.</p> 

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

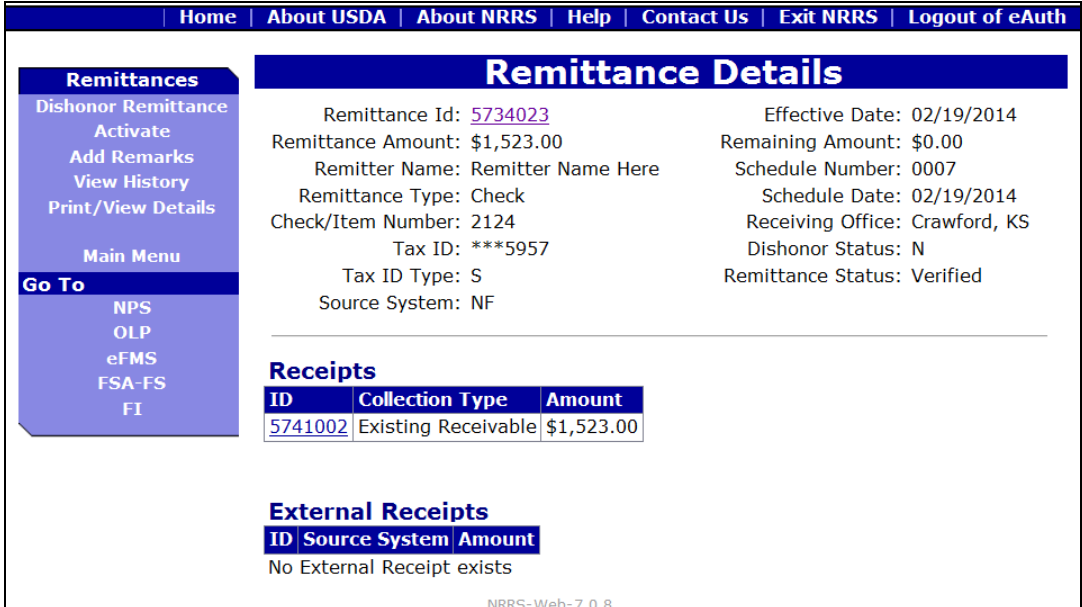
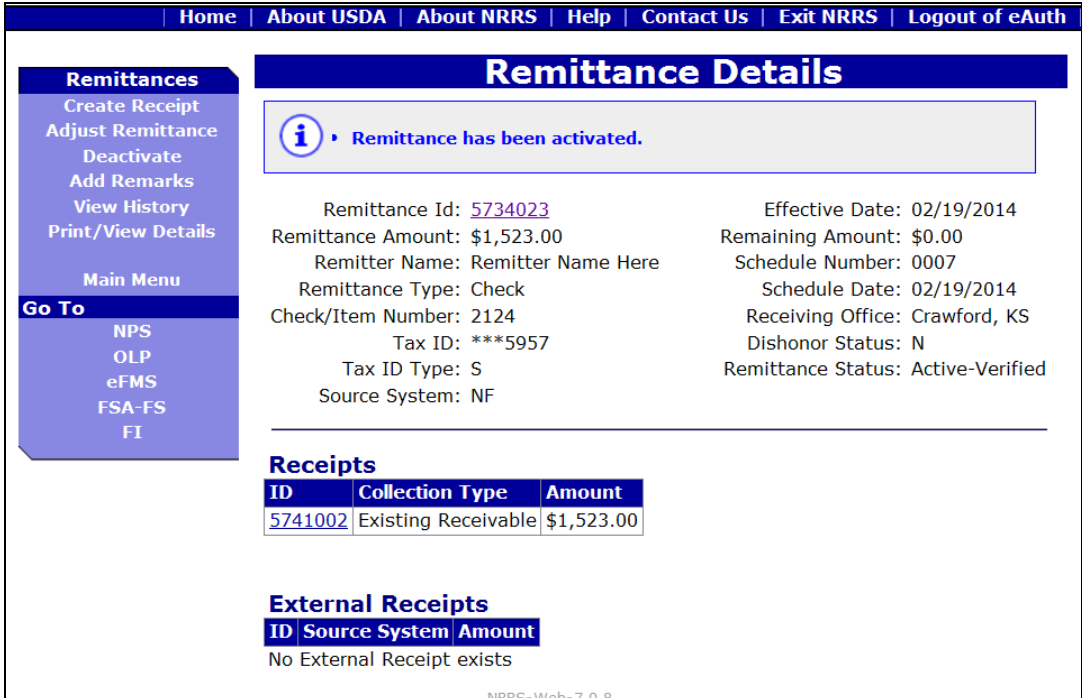
E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action
3	<p>The Manage/Search Remittances Screen will be redisplayed with search results. In the “Search Results” section, under the “Remittance Id” column, click the applicable remittance link.</p>

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)


E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action
4	<p>On the Remittance Details Screen, under “Remittances”, CLICK “Activate”.</p>  <p>The screenshot shows the 'Remittance Details' page. On the left, there is a 'Remittances' menu with 'Activate' selected. The main content area displays remittance information: Remittance Id: 5734023, Remittance Amount: \$1,523.00, Remitter Name: Remitter Name Here, Remittance Type: Check, Check/Item Number: 2124, Tax ID: ***5957, Tax ID Type: S, Source System: NF. On the right, it shows Effective Date: 02/19/2014, Remaining Amount: \$0.00, Schedule Number: 0007, Schedule Date: 02/19/2014, Receiving Office: Crawford, KS, Dishonor Status: N, and Remittance Status: Verified. Below this is a 'Receipts' table with one entry: ID 5741002, Existing Receivable, Amount \$1,523.00. At the bottom, it says 'No External Receipt exists'.</p>
5	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been activated.” In the “Receipts” section, under the “ID” column, CLICK “Receipt ID” link.</p>  <p>The screenshot shows the 'Remittance Details' page after activation. A message box at the top says 'Remittance has been activated.' The 'Remittances' menu now includes 'Create Receipt', 'Adjust Remittance', and 'Deactivate'. The remittance information remains the same. The 'Receipts' table is identical to the previous screenshot, with the ID '5741002' highlighted. The 'External Receipts' section still shows 'No External Receipt exists'.</p>

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action
6	<p>Correct the Receipt. From the Receipt Details Screen, CLICK “Correct Verified Receipts”.</p>  <p>The screenshot displays the 'Receipt Details' page in the NRRS system. At the top, there is a navigation bar with links: Home, About USDA, About NRRS, Help, Contact Us, Exit NRRS, and Logout of eAuth. On the left, a 'Receipts' menu is visible with options: Change Funds Allocation, Correct Verified Receipts (highlighted), Add Remarks, View History, Main Menu, and a 'Go To' section with links for NPS, OLP, eFMS, FSA-FS, and FI. The main content area is divided into two sections: 'Remittance Information' and 'Receipt Information'. The 'Remittance Information' section includes fields for Remittance ID (5734023), Remittance Amount (\$1,523.00), Remitter Name (Remitter Name Here), Remittance Type (Check), Check/Item Number (2124), Tax ID (***5957), Tax ID Type (S), and Source System (NF). It also shows Effective Date (02/19/2014), Remaining Amount (\$0.00), Schedule Number (0007), Schedule Date (02/19/2014), Receiving Office (Crawford, KS), Dishonor Status (N), and Remittance Status (Active-Verified). The 'Receipt Information' section includes Receipt ID (5741002), Collection Amount (\$1,523.00), Collection Type (Existing Receivable), Tax ID (input field), Tax ID Type (S), and Customer Name (input field). At the bottom, there is a table titled 'Affected Receivables' with columns for Receivable ID, Amount Applied, Date Applied, and Orig Cnty. The table contains two rows: one for Receivable ID 2051019 with Amount Applied \$1,070.40, Date Applied 02/19/2014, and Orig Cnty 001; and another for Receivable ID 2373004 with Amount Applied \$452.60, Date Applied 02/19/2014, and Orig Cnty 001. The footer of the page reads 'NRRS-Web-7.0.8'.</p>

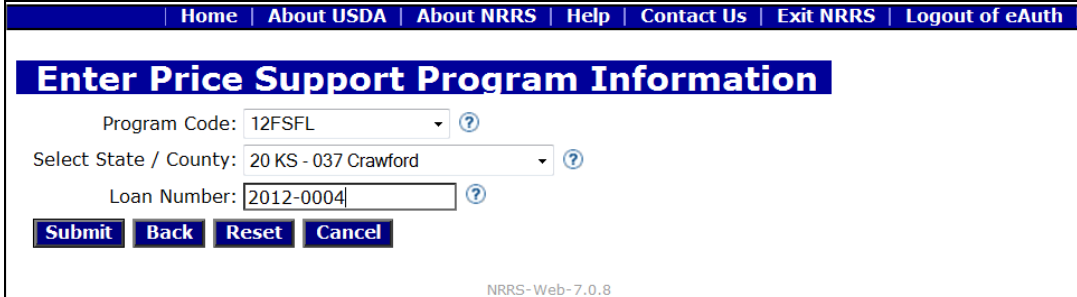

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action																						
7	<p>The Correct Verified Receipt Screen will be displayed. SELECT the “Price Support Farm Storage Facility Loans” “Collection Type” and add remarks.</p> <p>Note: Remarks are mandatory.</p> <div data-bbox="391 541 1466 1558" style="border: 1px solid black; padding: 5px;"> <div style="background-color: #000080; color: white; text-align: center; padding: 2px;"> Home About USDA About NRRS Help Contact Us Exit NRRS Logout of eAuth </div> <div style="background-color: #000080; color: white; text-align: center; padding: 5px; margin-top: 5px;"> <h3>Correct Verified Receipt</h3> </div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Remittance Id: 5734023</td> <td style="width: 50%;">Effective Date: 02/19/2014</td> </tr> <tr> <td>Remittance Amount: \$1,523.00</td> <td>Remaining Amount: \$0.00</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td>Schedule Number: 0007</td> </tr> <tr> <td>Remittance Type: Check</td> <td>Schedule Date: 02/19/2014</td> </tr> <tr> <td>Check/Item Number: 2124</td> <td>Receiving Office: Crawford, KS</td> </tr> <tr> <td>Tax ID: ***5957</td> <td>Dishonor Status: N</td> </tr> <tr> <td>Tax ID Type: S</td> <td>Remittance Status: Active-Verified</td> </tr> <tr> <td>Source System: NF</td> <td></td> </tr> </table> <hr/> <p>Enter Receipt Details</p> <p>Collection Amount: \$ 1523.00</p> <p>Collection Type: <input type="text" value="Price Support Farm Storage Facility Loans"/></p> <p>Tax ID: <input type="text"/></p> <p>Tax ID Type: <input type="text" value="Select ID type..."/> <input type="button" value="Search"/></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr style="background-color: #000080; color: white;"> <th style="width: 20%;">Acct Cust ID</th> <th style="width: 30%;">Customer Name</th> <th style="width: 50%;">Producer Source</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><input type="radio"/></td> <td><input type="text"/></td> <td>SCIMS</td> </tr> </tbody> </table> <p style="text-align: center; margin-top: 10px;">Remarks (limit 255 characters):</p> <div style="border: 1px solid gray; padding: 5px; min-height: 100px;"> <p>Receivable established in error.</p> </div> <div style="text-align: center; margin-top: 10px;"> <input type="button" value="Submit"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/> </div> <p style="text-align: right; font-size: small; margin-top: 10px;">NRRS-Web-7.0.8</p> </div>	Remittance Id: 5734023	Effective Date: 02/19/2014	Remittance Amount: \$1,523.00	Remaining Amount: \$0.00	Remitter Name: Remitter Name Here	Schedule Number: 0007	Remittance Type: Check	Schedule Date: 02/19/2014	Check/Item Number: 2124	Receiving Office: Crawford, KS	Tax ID: ***5957	Dishonor Status: N	Tax ID Type: S	Remittance Status: Active-Verified	Source System: NF		Acct Cust ID	Customer Name	Producer Source	<input type="radio"/>	<input type="text"/>	SCIMS
Remittance Id: 5734023	Effective Date: 02/19/2014																						
Remittance Amount: \$1,523.00	Remaining Amount: \$0.00																						
Remitter Name: Remitter Name Here	Schedule Number: 0007																						
Remittance Type: Check	Schedule Date: 02/19/2014																						
Check/Item Number: 2124	Receiving Office: Crawford, KS																						
Tax ID: ***5957	Dishonor Status: N																						
Tax ID Type: S	Remittance Status: Active-Verified																						
Source System: NF																							
Acct Cust ID	Customer Name	Producer Source																					
<input type="radio"/>	<input type="text"/>	SCIMS																					

5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

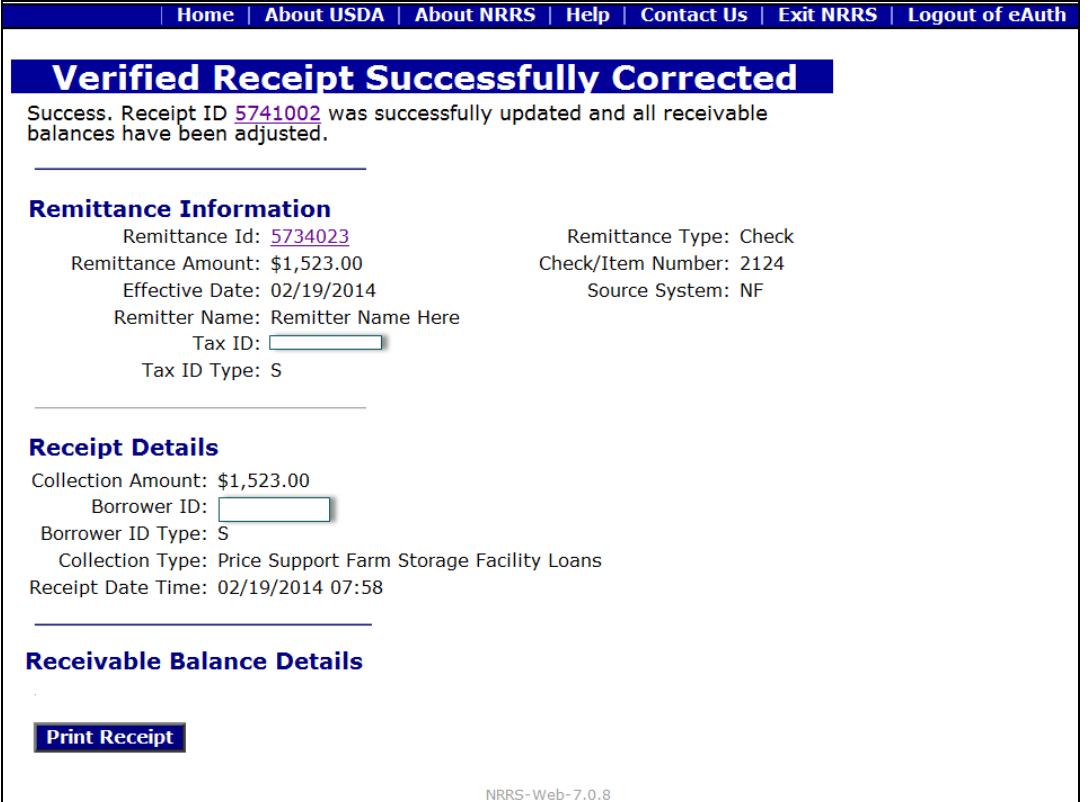
E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action
8	<p>The Enter Price Support Program Information Screen will be displayed. From the “Program Code” drop-down list, select the applicable program code (program year should be the same as FSFL in the System 36 FSFL Application). Select the applicable State/county, enter FSFL number, and CLICK “Submit”.</p> <p>Example: In this example, FSFL number 2012/0004 installment is being corrected. In the “Loan Number” block, user would enter “2012-0004”.</p> 
9	<p>The Confirm Receipt Creation Screen will be displayed. CLICK “Confirm”.</p> 

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

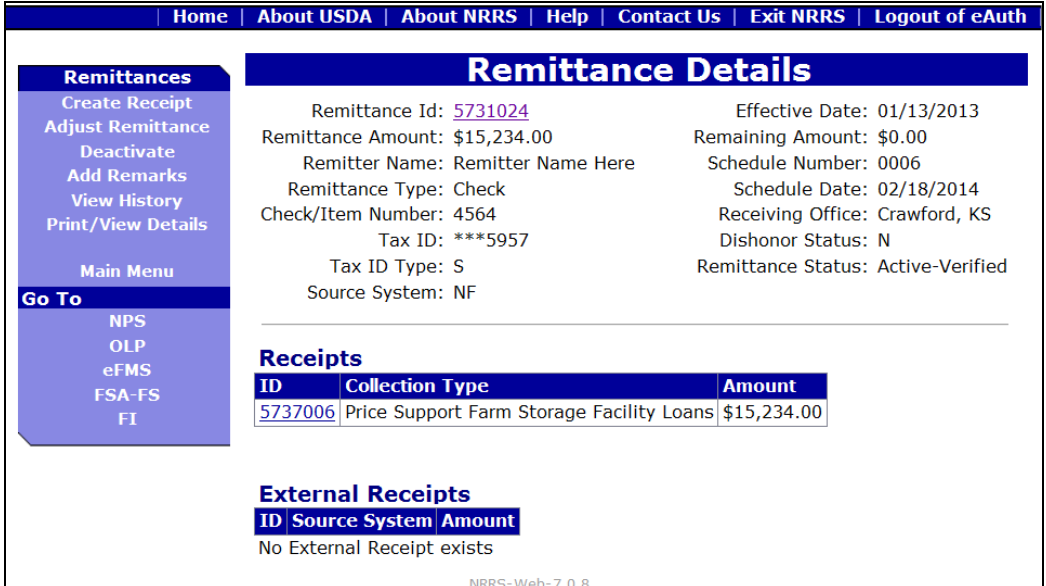
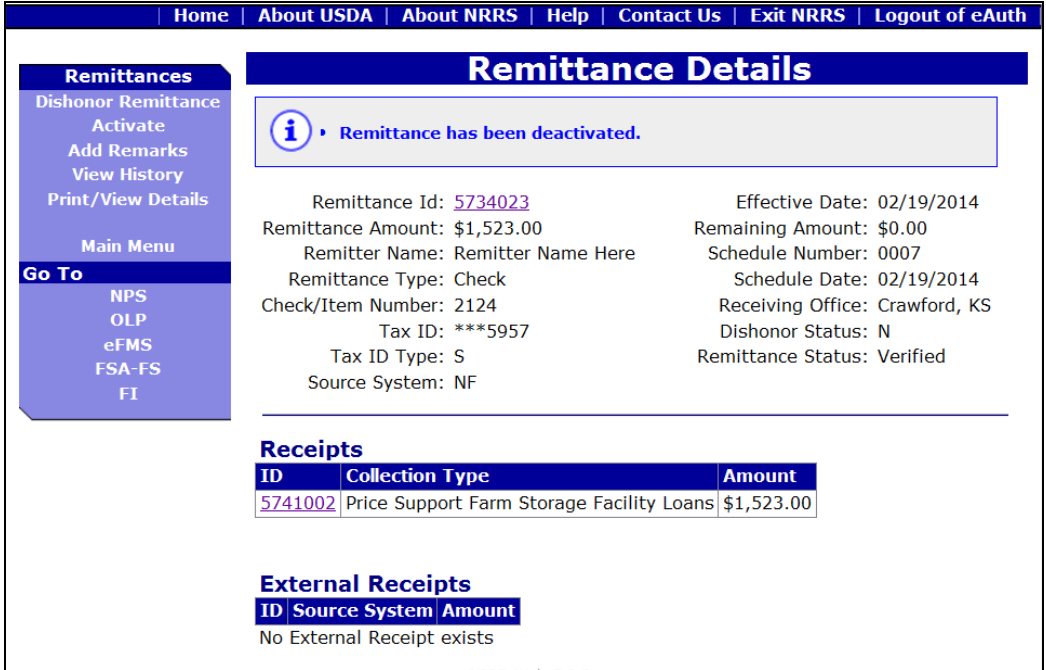
E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action												
10	<p>The Verified Receipt Successfully Corrected Screen will be displayed. CLICK “Print Receipt” for user’s records.</p>  <p>Success. Receipt ID 5741002 was successfully updated and all receivable balances have been adjusted.</p> <hr/> <p>Remittance Information</p> <table border="0"> <tr> <td>Remittance Id: 5734023</td> <td>Remittance Type: Check</td> </tr> <tr> <td>Remittance Amount: \$1,523.00</td> <td>Check/Item Number: 2124</td> </tr> <tr> <td>Effective Date: 02/19/2014</td> <td>Source System: NF</td> </tr> <tr> <td>Remitter Name: Remitter Name Here</td> <td></td> </tr> <tr> <td>Tax ID: <input type="text"/></td> <td></td> </tr> <tr> <td>Tax ID Type: S</td> <td></td> </tr> </table> <hr/> <p>Receipt Details</p> <p>Collection Amount: \$1,523.00 Borrower ID: <input type="text"/> Borrower ID Type: S Collection Type: Price Support Farm Storage Facility Loans Receipt Date Time: 02/19/2014 07:58</p> <hr/> <p>Receivable Balance Details</p> <p>Print Receipt</p> <p style="text-align: right;">NRRS-Web-7.0.8</p>	Remittance Id: 5734023	Remittance Type: Check	Remittance Amount: \$1,523.00	Check/Item Number: 2124	Effective Date: 02/19/2014	Source System: NF	Remitter Name: Remitter Name Here		Tax ID: <input type="text"/>		Tax ID Type: S	
Remittance Id: 5734023	Remittance Type: Check												
Remittance Amount: \$1,523.00	Check/Item Number: 2124												
Effective Date: 02/19/2014	Source System: NF												
Remitter Name: Remitter Name Here													
Tax ID: <input type="text"/>													
Tax ID Type: S													

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action
11	<p>Deactivate the remittance. On the Verified Receipt Successfully Corrected Screen that is displayed in step 10, under the “Remittance Information” section, CLICK “Remittance Id” link. The Remittance Details Screen will be displayed. Under “Remittances”, CLICK “Deactivate”.</p>  <p style="text-align: right; font-size: small;">NRRS-Web-7.0.8</p>
12	<p>The Remittance Details Screen will be redisplayed with the message, “Remittance has been deactivated.”</p>  <p style="text-align: right; font-size: small;">NRRS-Web-7.0.8</p>

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5 Identifying Exceptions and Taking Corrective Actions for Exception D (Continued)

E Corrective Actions for Exception D, Scenario 4 (Continued)

Step	Action
13	After the remittance has been deactivated, update the status of the affected NRRS receivable to “ Open-Kansas City Review ” to prevent notification letters from being issued and offsets from being taken.
14	Send an e-mail with the receivable numbers to be withdrawn to Carrie Miller at carrie.miller@kcc.usda.gov and the reason for withdrawal. After the receivables have been withdrawn, a confirmation email will be received.

7 Identifying Exceptions and Taking Corrective Actions for Exception E

A FSFL Repayment Reversed in the System 36 FSFL Application, But Not in NRRS

To identify exception E the from FSFL Repayment Reconciliation Report provided, if the amount in the “**Amount Recorded in System 36 for FSFL**” column is less than zero and the amount in “**Amount Recorded in NRRS for FSFL**” column is zero, there is a FSFL repayment being reversed in the System 36 FSFL Application and the NRRS receipt has **not** been adjusted.

The following is an example of how the FSFL Repayment Reconciliation Report record will be displayed.

OFFICE FSA Notice	Exception ID	PRODUCER ID	TYPE CODE	PRODUCER NAME	Collection Payment Identifier	Creation Date	Loan Number	Amount recorded in NRRS for FSFL	Amount recorded in System 36 for FSFL	Difference	Field Office Analysis/Corrective Action	Expected Completion Date	Complete Date	Remarks
01005	E	XXXXXXXXXX	S	XXXX		1/21/2014	4	\$0.00	(\$1,500.00)	\$1,500.00	Y	TBD		
01005		XXXXXXXXXX Total						\$0.00	(\$1,500.00)	\$1,500.00				

B Corrective Actions for Exception E

If the FSFL repayment was reversed in the System 36 FSFL Application in error, or reversed because of some other correction, and needs to be reapplied to FSFL, the corrective action is to apply the repayment in the System 36 FSFL Application. If there are subsequent repayments that were posted to the customer’s FSFL, those payments need to be reversed. After the repayment is applied, the subsequent repayments shall be re-entered to reflect the correct FSFL balance.

See:

- Exhibit 1 for instructions to enter or re-enter FSFL repayments in System 36
- Exhibit 2 for instructions to reverse FSFL repayments in System 36
- 1-FSFL, paragraph 380 for instructions on how to enter FSFL repayments in System 36
- 1-FSFL, paragraph 439 for instructions to reverse/cancel FSFL repayments in System 36.

Note: The step sequences in this notice do **not** match 1-FSFL.

Instructions for Posting or Reposting FSFL Repayments in the System 36 FSFL Application

Step	Action
1	<p>On Screen FAX07001, ENTER "13", "Price Support" and PRESS "Enter".</p> <pre> 001-ADAMS FAX07001 Application Selection Menu Version: AE18 01-29-2014 10:50 Term D7 ----- Option Application Option Application ----- 1 Accounting 10 Other Programs/Administrative 2 * Administrative Processes 3 * County Office Work Measure- 11 PFC/DCP/Compliance ment / Fund Allocation 12 * Personnel & Payroll 4 Configuration Management 13 Price Support 5 Conservation 14 Security Control 6 Common Routines 15 * Training 7 Queue Files for Transmission 16 Universal Producer Inquiry 8 Initial Data Load Function 9 Common Provisions 17 * Farm Loan Programs 18 Tobacco/Peanuts Select the application you wish to use and enter the appropriate option: 13 * - This option has been disabled </pre>
2	<p>On Screen PCA005, ENTER "15", "Farm/Sugar Facility Loan Functions" and PRESS "Enter".</p> <pre> COMMAND PCA005 D7 PRICE SUPPORT - MAIN MENU ----- 1. Inquire about a Loan/LDP 9. Perform Administrative Functions 2. Perform Loan Making Functions 10. Perform Special Functions 3. Perform Transfer Functions 11. Perform System Control Functions 4. Repay a Loan/Refund LDP Amount 12. Settle a Purchase Agreement 5. Settle a Loan 13. Perform LDP Processing Functions 6. Forfeit a Loan 14. Settle a Loan in Claim Status 7. Correct a Loan/LDP 15. Farm/Sugar Facility Loan Functions 8. Perform Loan/LDP Servicing Function 21. Return To Application Selection Menu 22. Return To Office Selection Menu 23. Return To Primary Selection Menu 24. Sign Off Enter the number of your selection and press the "Enter" key. Cmd3=Previous Menu 15 </pre>
3	<p>On Screen VCA005, ENTER "5", "Repayment/Repayment Inquiry Processing" and PRESS "Enter".</p> <pre> COMMAND VCA005 D7 FACILITY LOANS - MAIN MENU ----- 1. Application/Approval Processing 6. Loan Inquiry 2. Note and Security Agreement Processing 7. Administrative Activities 3. Payment Requests 8. Loan Servicing 4. Notification Functions 9. Cancel Transaction 5. Repayment/Repayment Inquiry Processing 10. System Control Functions 21. Return to Application Selection Menu 22. Return to Office Selection Menu 23. Return to Primary Selection Menu 24. Sign Off Enter the number of your selection and press the "Enter" key. *Option not available. Cmd3=Previous Menu </pre>

Instructions for Posting or Reposting FSFL Repayments in the System 36 FSFL Application
(Continued)

Step	Action
4	<p>On Screen VCA11000, enter applicant's name, ID number, ID type, FSFL number, and PRESS "Enter".</p> <pre> 203-WOODFORD VCA11000 FACILITY LOANS - ID ENTRY Version: AE23 12-19-13 9:28 Term D7 ----- Enter Applicant Last Name or Entity Name or Applicant ID (Numeric) and (Optional) Type (S, I, or E) FY 2008 (nnnn) SSFL/FSFL Number (N)ew or Manual Number 00001 (nnnnn) Press "Enter" To Continue Cmd3=Previous Menu Cmd7=End Of Job </pre>
5	<p>On Screen VCA11500, enter producer sequence number and PRESS "Enter".</p> <pre> VCA11500 FACILITY LOANS - SHOW APPLICANTS Version: AE23 12-19-13 9:29 Term D7 ----- FSFL# 2008/00001 SEQ NAME OF PRODUCER OR BUSINESS PRODUCER IDENTIFICATION SHARE NUM (First Initial Last, or Business) NUMBER TYPE CONTACT PERCENTAGE 1 *****1000 E Contact 100.00 % To select a producer, choose the producer Seq Num 1 then press "Enter". Cmd2=Return To ID Entry Screen Cmd7=End Of Job </pre>
6	<p>On Screen VCA12000, ENTER "Y" for correct applicant and repayment date (the repayment date shall be before the current date), and PRESS "Enter".</p> <p>Note: If the applicant is incorrect, ENTER "N" and PRESS "Enter" to go back to step 4.</p> <pre> VCA12000 FACILITY LOANS - VERIFY CHOSEN APPLICANT Version: AE23 12-19-13 9:30 Term D7 ----- Applicant Name LEMAN FARMS INC Applicant ID E Fiscal Year SSFL/FSFL Number Applicant Name *-Business Applicant Address Is this the correct applicant? (Y or N) Y Is the repayment date prior to today's date? (Y or N) Y Cmd2=Return To ID Entry Screen Cmd3=Previous Menu Cmd7=End Of Job </pre>

Instructions for Posting or Reposting FSFL Repayments in the System 36 FSFL Application
(Continued)

Step	Action
7	<p>On Screen VDA00000, ENTER "1" "Lump Sum Repayment" and PRESS "Enter".</p> <pre> VDA00000 FARM STORAGE FACILITY LOANS REPAYMENTS Version: AE23 12-19-13 9:30 Term D7 ----- FSFL# 1. Lump Sum Repayment 2. Installment Repayment Inquiry 3. Loan Payoff/Payoff Inquiry Enter the number of your selection and press the "Enter" key. Cmd3=Previous Menu </pre>
8	<p>On Screen VDA11005, enter the original FSFL repayment date as the date the check was received in the office and the amount of the check as the repayment amount and PRESS "Enter".</p> <pre> VDA11005 LUMP SUM REPAYMENTS FARM STORAGE FACILITY LOANS REPAYMENTS Version: AE23 12-19-13 9:31 Term D7 ----- FSFL# Loan Amount Outstanding 53,679.37 Interest rate 3.0000 Installment Due Date 10-22-2012 Installment Amount 14,429.24 Repayment Date (mmddyyyy) 10192012 Repayment Amount 14446.40 Press "Enter" To Continue Cmd2=Previous Menu Cmd7=End Of Job </pre>
9	<p>On Screen VDA12000, enter "Y", if the repayment will be completed, or "N", if the repayment will not be completed, and PRESS "Enter".</p> <pre> VDA12000 LUMP SUM REPAYMENTS FARM STORAGE FACILITY LOANS REPAYMENTS Version: AE23 12-19-13 9:31 Term D7 ----- FSFL# Repayment Date 10-19-2012 Beginning Principal Balance 53,679.37 Principal Liquidated 12,836.02 Principal Remaining 40,843.35 Interest Repayment Amount 1,610.38 Number of Days of Interest Paid 365 Interest Paid Thru Date 10-19-2012 Payment Amount 14,446.40 Do you wish to complete this Repayment? (Y or N) Y Press "Enter" To Continue Cmd2=Return To Repayments Menu Cmd3=Previous Screen Cmd7=End Of Job </pre>

Instructions for Reversing FSFL Repayments in the System 36 FSFL Application

Step	Action
1	<p>On Screen FAX07001, ENTER "13" "Price Support" and PRESS "Enter".</p> <pre> 001-ADAMS FAX07001 Application Selection Menu Version: AE18 01-29-2014 10:50 Term D7 ----- Option Application Option Application ----- 1 Accounting 10 Other Programs/Administrative 2 * Administrative Processes 3 * County Office Work Measure- 11 PFC/DCP/Compliance ment / Fund Allocation 12 * Personnel & Payroll 4 Configuration Management 13 Price Support 5 Conservation 14 Security Control 6 Common Routines 15 * Training 7 Queue Files for Transmission 16 Universal Producer Inquiry 8 Initial Data Load Function 9 Common Provisions 17 * Farm Loan Programs 18 Tobacco/Peanuts Select the application you wish to use and enter the appropriate option: 13 * - This option has been disabled </pre>
2	<p>On Screen PCA005, ENTER "15" "Farm/Sugar Facility Loan Functions" and PRESS "Enter".</p> <pre> COMMAND PCA005 D7 PRICE SUPPORT - MAIN MENU ----- 1. Inquire about a Loan/LDP 9. Perform Administrative Functions 2. Perform Loan Making Functions 10. Perform Special Functions 3. Perform Transfer Functions 11. Perform System Control Functions 4. Repay a Loan/Refund LDP Amount 12. Settle a Purchase Agreement 5. Settle a Loan 13. Perform LDP Processing Functions 6. Forfeit a Loan 14. Settle a Loan in Claim Status 7. Correct a Loan/LDP 15. Farm/Sugar Facility Loan Functions 8. Perform Loan/LDP Servicing Function 21. Return To Application Selection Menu 22. Return To Office Selection Menu 23. Return To Primary Selection Menu 24. Sign Off Enter the number of your selection and press the "Enter" key. Cmd3=Previous Menu 15 </pre>
3	<p>On Screen VCA005, ENTER "9" "Cancel Transaction" and PRESS "Enter".</p> <pre> COMMAND VCA005 D7 FACILITY LOANS - MAIN MENU ----- 1. Application/Approval Processing 6. Loan Inquiry 2. Note and Security 7. Administrative Activities Agreement Processing 8. Loan Servicing 3. Payment Requests 9. Cancel Transaction 4. Notification Functions 10. System Control Functions 5. Repayment/Repayment Inquiry Processing 21. Return to Application Selection Menu 22. Return to Office Selection Menu 23. Return to Primary Selection Menu 24. Sign Off Enter the number of your selection and press the "Enter" key. *Option not available. Cmd3=Previous Menu </pre>

Instructions for Reversing FSFL Repayments in the System 36 FSFL Application (Continued)

Step	Action
4	<p>On Screen VCA11000, enter applicant’s name, ID number, ID type, FSFL number, and PRESS “Enter”.</p> <pre> 203-WOODFORD VCA11000 FACILITY LOANS - ID ENTRY Version: AE23 12-19-13 9:28 Term D7 ----- Enter Applicant Last Name or Entity Name or Applicant ID (Numeric) and (Optional) Type '(S, T, or E) FY 2008 (nnnn) SSFL/FSFL Number (N)ew or Manual Number 00001 (nnnnn)' Press "Enter" To Continue Cmd3=Previous Menu Cmd7=End Of Job </pre>
5	<p>On Screen VCA11500, choose producer’s sequence number and PRESS “Enter”.</p> <pre> VCA11500 FACILITY LOANS - SHOW APPLICANTS Version: AE23 12-19-13 9:29 Term D7 ----- FSFL# 2008/00001 SEQ NAME OF PRODUCER OR BUSINESS PRODUCER IDENTIFICATION SHARE NUM (First Initial Last, or Business) NUMBER TYPE CONTACT PERCENTAGE 1 *****1000 E Contact 100.00 % To select a producer, choose the producer Seq Num 1 then press "Enter". Cmd2=Return To ID Entry Screen Cmd7=End Of Job </pre>
6	<p>On Screen VCA12000, ENTER “Y” for correct applicant and PRESS “Enter”.</p> <p>Note: If the applicant is incorrect, ENTER “N” and PRESS “Enter” to go back to step 4.</p> <pre> VCA12000 FACILITY LOANS - VERIFY CHOSEN APPLICANT Version: AE23 12-19-13 9:29 Term D7 ----- Applicant Name Applicant ID ***** E Fiscal Year 2008 SSFL/FSFL Number Applicant Name *-Business Applicant Address Is this the correct applicant? (Y or N) Y Cmd2=Return To ID Entry Screen Cmd3=Previous Menu Cmd7=End Of Job </pre>

Instructions for Reversing FSFL Repayments in the System 36 FSFL Application (Continued)

Step	Action
7	<p>On Screen VGA00005, ENTER “Y” next to the transaction to be reversed and PRESS “Enter”.</p> <p>Note: Only ENTER “Y” once. The repayment selected for reversal, as well as any repayments; thereafter, will be reversed from System 36 and must be re-entered.</p> <p>Important: Do not enter “Y” in the field for FSFL disbursement.</p> <div data-bbox="289 569 1211 1010" style="border: 1px solid black; padding: 5px;"> <pre> FACILITY LOANS - LOAN CORRECTION Version: AE23 12-19-13 9:29 Term D7 VGA00005 ----- FSFL# The transactions that have been recorded for this loan are listed below. Place a 'Y' next to the earliest transaction to be reversed. Transaction Type Transaction Date Transaction Time ----- Loan Disbursement 10-22-08 10:08:08 .. Repayment 10-23-09 08:21:18 .. Repayment 10-19-10 11:25:08 .. Repayment 10-21-11 08:52:58 Y Repayment 12-10-13 10:15:14 .. Repayment 12-10-13 10:16:03 Press "Enter" To Continue Cmd7=End Of Job No additional transactions. </pre> </div>
8	<p>On Screen VGA10000, verify that the target date is the date that was selected on the previous screen and that the listing is complete and PRESS “Enter”.</p> <div data-bbox="289 1121 1211 1535" style="border: 1px solid black; padding: 5px;"> <pre> FACILITY LOANS - LOAN CORRECTION Version: AE23 12-19-13 9:29 Term D7 VGA10000 ----- FSFL# Loan Recovery in Process. Target date 12-10-13 Verify listing to continue error correction process. Press "Enter" To Continue Cmd7=End Of Job </pre> </div>
9	<p>Screen VGA100-R001, Correction Posting Check-Off List, provides confirmation that the repayment and all subsequent repayments will be reversed. PRESS “Enter”.</p> <div data-bbox="289 1646 1211 1913" style="border: 1px solid black; padding: 5px;"> <pre> U.S. Dept. of Agriculture Prepared: 12-19-13 Farm Service Agency Page: 1 Report ID: VGA100-R001 CORRECTION POSTING CHECK-OFF LIST Fiscal Year 2008 Loan Number The following transaction and all subsequent transactions will be reversed. DATE TIME REFERENCE GUIDELINES 12-10-13 10:15:14 REPAYMENT </pre> </div>