

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
100 USDA, Suite 102
Stillwater, OK 74074-2653

OK Notice ECP-40

For: County Offices

**FY2002 County Operations Review Program (CORP)
Final Report – Emergency Conservation Program**

Approved by: State Executive Director



1 Overview

A Background

The National Office recently issued the FY2002 County Operations Review Program (CORP) Final Report. Although the report reflects findings nationwide, many of these findings have been noted in the Oklahoma CORP.

B Purpose

This notice provides a list of the CORP findings for the Emergency Conservation Program.

2 County Office Action

A CORP Findings

Exhibit 1 contains a description of the CORP findings for the Emergency Conservation Program. County Executive Directors and Conservation Program Technicians shall review Exhibit 1 in conjunction with the county's program. Utilize Exhibit 1 to identify any deficiencies that need to be corrected.

Disposal Date:
September 1, 2003

Distribution:
County Offices

Description of Findings	Reference
Request approval is issued without AD-245, page 1, being signed by a member of COC	1-CONSV (Rev. 1), Exhibit 6, Paragraph A
Practice approval is issued without AD-245, page 2, being signed	1-CONSV (Rev. 1), Exhibit 7, Subparagraph 2 A
Location of ECP practice performed is not recorded on aerial photograph or photocopy	1-ACP (Rev. 3), Subparagraph 407 A
The cost-share amount approved for the practice and each component is not entered on AD-245, page 1	1-CONSV (Rev. 1), Exhibit 6, Paragraph A, Column F
Signature authority is not on file for person signing ECP related documents	1-CM (Rev. 3), Subparagraph 707 A
Expiration notice is not sent 15 calendar days before practice expiration date	1-CONSV (Rev. 1), Subparagraph 166 A
CCC-502 is not filed before time cost-share payment was approved	1-PL (Rev. 1), Subparagraph 50 A
Fiscal year of practice is not recorded on aerial photograph or photocopy	1-ACP (Rev. 3), Subparagraph 407 A
Lifespan is not recorded on aerial photograph or photocopy	1-ACP (Rev. 3), Subparagraph 407 A
The extent to be approved for the practice and each component is not entered on AD-245, page 1	1-CONSV (Rev. 1), Exhibit 6, Paragraph A, Column D
AD-1026 is not on file for ECP participant	1-ECP (Rev. 2), Subparagraph 6 A
Actual cost and performance data is not entered on AD-862	1-CONSV (Rev. 1), Exhibit 4, Step 8
Performance certification on AD-862 is not signed	1-CONSV (Rev. 1), Exhibit 4, Step 8
Applicant did not sign AD-245, page 1	1-CONSV (Rev. 1), Exhibit 6, Paragraph A
Cost-share amount that the COC is willing to approve is not initialed	1-CONSV (Rev. 1), Exhibit 6, Paragraph A
Cost-shares earned is not entered on AD-245, page 2	1-CONSV (Rev. 1), Exhibit 7, Subparagraph 2 A, Column H
An approved COC member's request for ECP is approved by someone other than STC representative	1-ECP (Rev. 2), Subparagraph 115 A
Documentation is not on file that indicates an onsite inspection was made to determine if damage met ECP requirements	1-ECP (Rev. 2), Subparagraph 112 A
Practice expiration date is not entered on AD-245, page 1	1-CONSV (Rev. 1), Exhibit 6, Paragraph A
Extent performed is not entered on AD-245, page 2	1-CONSV (Rev. 1), Exhibit 7, Subparagraph 2 A, Column G
A sample of ECP requests is not reviewed by a STC representative before COC approval	1-ECP (Rev. 2), Subparagraph 114 A
The cost-share amount that COC is willing to approve is not entered on AD-245, page 1	1-CONSV (Rev. 1), Exhibit 6, Paragraph A
COC determinations for each application is not listed separately in COC minutes	1-ECP (Rev. 2), Subparagraph 117 B