

UNITED STATES DEPARTMENT OF AGRICULTURE

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

OK Notice FLP-410

For: County Offices

2018-E

Annual Inventory of Debt Instruments

Approved by: State Executive Director



1 Overview

A Background

FmHA Instruction 2018-E, paragraph 2018.208 provides for a yearly inventory of all debt instruments. Finance Office issues a list of borrowers by March 31st of each year to all county offices for farm loans assigned to their mail code. This list includes borrower names, case numbers, original amount of each loan and date of closing.

B Purpose

This notice establishes review and reporting procedures for the current fiscal year.

C Contact

Any questions concerning this Notice should be directed to the Farm Loan Programs Section in the State Office.

D Filing Instructions

A copy of this notice should be filed preceding FmHA Instruction 2018-E.

Disposal
May 1, 2004

Distribution
Farm Loan Programs Teams, County Offices,
DDs, CORs

May 21, 2003

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2 Action

A Farm Loan Manager

FLM's that did not receive this list from Finance Office should contact Farm Loan Programs in the State Office for assistance.

The annual inventory of debt instruments should be completed in accordance with FmHA Instruction 2018-E, paragraph 2018.208(as)(1)-(7) by the servicing FLM. Any needed corrections to promissory notes and/or to the Program Loan Account System (PLAS) should also be completed.

By July 31 a memo should be sent to the State Office, Farm Loan Programs with the results of the inventory and actions taken to resolve any discrepancies.