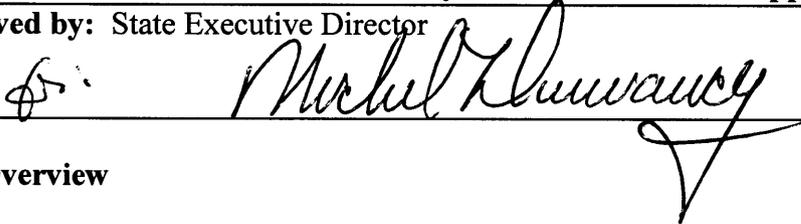


For: FSA Field Offices

2003 County Committee Election Approval

Approved by: State Executive Director



1 Overview

A Purpose

The purpose of this notice is to advise County Committees that the 2003 County Committee Election Reports have been received and all elections were determined valid. The State Committee has approved elections for all counties in accordance with 15-AO (Rev. 4), paragraph 158 B.

2 County Office Action

1. Review Handbook 16-AO, Part 3 to ensure that necessary actions have been taken.
2. File one copy of this notice with election reports as evidence of STC approval.
3. Retain 2003 election material until further notice in accordance with the State Office memo, "Retention of Farm Service Agency Information", dated September 27, 2002.

3 Forms to Provide

Ensure that the following forms have been provided to the newly elected COC member:

- FSA-331 (01-05-98), Certification of Election
- FSA-332A, Duties of County FSA Committee Members
- FSA-586, Oath of Office

4 Conflict of Interest

Ensure that newly elected COC members receive complete copies of FmHA Instructions 1900-D and 2045-BB.

Disposal Date	Distribution
March 1, 2005	FSA Offices