UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency Washington, DC 20250

Common Management and Operating Provisions 1-CM (Revision 3)

Amendment 81

Approved by: Acting Deputy Administrator, Farm Programs

Seep

Amendment Transmittal

A Reasons for Amendment

Subparagraph 728 E has been amended to replace FSA employee with FPAC employee, where applicable.

Subparagraph 728 I has been amended to refer to item 5, "Routing Bank Accounts".

Exhibit 60:

- subparagraphs A and B have been amended to replace FSA employee with FPAC employee, where applicable
- subparagraph C has been amended to provide the revised FSA-211
- subparagraph D has been amended to provide the revised FSA-211A.

Page Control Chart				
TC Text Exhibit				
	25-107 through 25-110	60, pages 1-6		

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E FSA-211 (Continued)

FSA-211 authority does **not** provide the appointed attorney-in-fact the authority to sign or act on behalf of the grantor for any of the following:

- COC elections
- FSA-211
- requesting electronic access
- any program that is **not** a FSA, CCC, and NRCS program, such as TAA program
- FLP loan purposes.

Notes: See subparagraph I for procedure about routing payments to financial institution accounts.

See subparagraph J for procedure about executing CCC-605 using FSA-211.

FSA will:

- process and record properly executed FSA-211's
- accept FSA-211's for NRCS customers; NRCS employees may accept FSA-211's for FSA customers
- *--Note: FPAC County Office employees are the **only** employees authorized to witness FSA-211 signatures. If an FPAC employee does **not** witness FSA-211--* signatures, FSA-211 **must** be notarized by a Notary Public.
- **not** process nor record FSA-211 that is:
 - incomplete
 - inaccurate
 - **not** properly witnessed by an FSA employee or acknowledged by a valid Notary Public.

Note: When the grantor is a corporation, the corporate seal of the grantor may be *--accepted in place of an FPAC employee witness or notarization.--*

See Exhibit 60 for:

- instructions for completing FSA-211
- instructions for completing FSA-211A
- an example of FSA-211
- an example of FSA-211A.

F Duration

FSA-211 shall remain in full force and effect from the date FSA-211 is correctly executed until 1 of the following occurs:

- grantor cancels FSA-211 in writing by either of the following:
 - providing written notification of FSA-211 cancellation to the applicable Service Center Agency

- writing "CANCELED" on original FSA-211, and initialing and dating
- either grantor or appointed attorney-in-fact:
 - dies
 - becomes incompetent or incapacitated
 - is a legal entity, and the entity becomes dissolved
 - **Note:** If the grantor is an entity, such as a corporation, partnership, trust, joint venture, or other similar entity granting authority to act for the entity and bind all members, the death of the member or officer who executed FSA-211 does **not** invalidate FSA-211 on file unless the entity is dissolved.
- if FSA-211 is for specific FSN's only and applicable FSN's no longer exist.

G Changes

Changes made to an accepted power of attorney require the authority to be reissued on a new FSA-211.

Note: Transferring a farming operation to a different County Office does not invalidate a power of attorney.

Important: The Service Center Agency shall attach written notification to the applicable FSA-211.

728 Policy for Powers of Attorney (Continued)

H Designating Power of Attorney by FSN

A grantor may appoint an attorney-in-fact to act on their behalf on specific FSN's. In FSA-211, Section B, Transactions for FSA, NRCS and CCC Programs, item 7, enter FSN's for which the attorney-in-fact is responsible.

Example: Sandy owns the following farms: FSN 22, FSN 35, FSN 43, and FSN 49. Sandy would like Tracey to be her attorney-in-fact on FSN 22 only. In FSA-211, Section B, Transactions for FSA, NRCS and CCC Programs, item 7, ENTER "ON FSN 22 ONLY".

I Routing Payments to Financial Institution Accounts

An individual may route payments to financial institution accounts, such as completing SF-1199A or SF-3881, on behalf of another when FSA-211 signed by the grantor provides either of the following under Section B:

- grantor selects item 1, "All actions"
- •*--grantor selects item 5, "Routing Bank Accounts".--*

J Executing CCC-605 to Redeem Cotton Pledged as Collateral

An individual may execute CCC-605 on behalf of another **only** when FSA-211 signed by the grantor provides **both** of the following:

- grantor selected 1 of the following, under Section A, FSA, NRCS and CCC Programs:
 - item 1, "All current programs"
 - item 2, "All current and all future programs"
 - item 11, "Marketing Assistance Loans and Loan Deficiency Payments"
- grantor selected, under Section B, Transactions for FSA, NRCS and CCC Programs, item 7, "Other", and ENTERed "Executing CCC-605".

Important: If FSA-211 does **not** meet both of the requirements, the appointed attorney-in-fact shall **not** be authorized to execute CCC-605 on behalf of the grantor.

Producers **must** be fully aware that appointing an attorney-in-fact to execute CCC-605's grants that agent the authority to further delegate authority to another agent.

An agent appointed attorney-in-fact on FSA-211 shall **not** execute FSA-211 to further delegate this authority.

K Executing CCC-526 to Certify Adjusted Gross Income

An individual may execute CCC-526 on behalf of another when either of the following is provided by the grantor on FSA-211:

- grantor selected, under Section B, Transactions for FSA, NRCS and CCC Programs, item 1, "All actions"
- grantor selected, under Section B, Transactions for FSA, NRCS and CCC Programs, item 5, "AGI Certification".

Note: CCC-526's executed before March 18, 2003, which used a valid FSA-211 on file at that time, are considered valid.

FSA-211, Power of Attorney and FSA-211A, Power of Attorney Signature Continuation Sheet

A Completing FSA-211

Use the following instructions to complete FSA-211.

Note: It is the producer's responsibility to provide a copy of FSA-211 to the applicable crop insurance agent.

Item Number/						
Section	Instructions					
1	Enter name of the individual to whom power of attorney is being granted (attorney-in-					
2	Enter address of the individual to whom power of attorney is being granted					
	(attorney-in-fact).					
3	Enter county of the individual to whom power of attorney is being granted					
	(attorney-in-fact).					
4	Enter State of the individual to whom power of attorney is being granted (attorney-in-fact).					
5	If an:					
	• individual is granting authority to act on their behalf, enter the name of the individual granting the power of attorney authority (Grantor)					
	• entity , such as corporation, partnership, trust, joint venture, or other similar entity is granting authority to act for the entity and bind all members, enter the name of the entity granting the power of attorney authority (Grantor).					
А	Check applicable FSA, NRCS, and CCC programs for which the appointed attorney-in-fact will have the authority to act on behalf of the grantor.					
	To have the appointed attorney-in-fact act on specific FSA, NRCS, and CCC programs not *listed, enter the specific FSA, NRCS or CCC programs in item A 17, "Other"*					
	Note: Grantor must select both applicable programs in this section and related transactions in Section B.					
В	Check applicable FSA, NRCS and CCC transactions for which the appointed					
	attorney-in-fact will have the authority to act on behalf of the grantor.					
	To have the appointed attorney-in-fact act for specific transactions not listed, only specific farms, or only in specific counties, enter the specific FSA, NRCS and CCC transactions, farm numbers, and/or counties, as applicable, in item B 7, "Other".					
	Note: Grantor must select both applicable transactions in this section and related programs in Section A.					
С	Enter specific insured crops, applicable State, county, and years for which the appointed attorney-in-fact will have the authority to act on behalf of the grantor.					
	To have the appointed attorney-in-fact act for all insured crops, enter "ALL".					
D	Check applicable crop insurance transactions for which the appointed attorney-in-fact will have the authority to act on behalf of the grantor.					
	To have the appointed attorney-in-fact act on specific crop insurance transactions not listed, enter the specific transactions in item D 7, "Other".					

FSA-211, Power of Attorney and FSA-211A, Power of Attorney Signature Continuation Sheet (Continued)

Item Number/ Section	Instructions				
6 A-B	If the grantor is an individual, the individual granting the authority must sign, and enter effective date , in items 6 A and B, respectively.				
	If the grantor is an entity, such as a general partnership, trust, joint venture, or other similar entity, and there is no individual already authorized to act for the entity, all members of the entity must sign FSA-211.				
	If the grantor is a corporation and the corporate documents do not provide for redelegation of authority, all officers of the corporation or members of the entity must sign FSA-211. If there are more than 2 member/officer signatures required:				
	 check box in item 6C attach completed FSA-211A to FSA-211. 				
	Notes: Check the box in item 6C only when FSA-211A will be attached to FSA-211.				
	Some programs, such as NRCS Conservation Easement, require acknowledgement by a valid Notary Public according to item 8. Refer to applicable program policy to determine if acknowledgement by a valid Notary Public is required.				
	Important: See item 7 if the grantor is an entity and there is an individual already authorized to act for the entity.				
	Signature must be witnessed by an FPAC employee who verifies the identity of the grantor according to item 9. Alternatively, FSA-211 may be acknowledged by a valid Notary Public according to item 8.				
7 A-C	If the grantor is an entity, such as a corporation, partnership, trust, or joint venture, the individual or individuals granting the authority must sign, enter their official title, and date, in items 7 A, B, and C, respectively. See item 6 for grantors who are individuals.				
	Important: Signatures must be witnessed by an FPAC employee who verifies the identity of the grantor according to item 9. Alternatively, FSA-211 may be acknowledged by a valid Notary Public according to item 8.				
	Note: Some programs, such as NRCS Conservation Easement, require acknowledgement by a valid Notary Public according to item 8. Refer to applicable program policy to determine if acknowledgement by a valid Notary Public is required.				

A Completing FSA-211 (Continued)

(Par. 728) FSA-211, Power of Attorney and FSA-211A, Power of Attorney Signature Continuation Sheet (Continued)

Item Number/	
Section	Instructions
8 (a)-(c)	*If the signatures in item 6 or 7, as applicable, are not witnessed by at least one FPAC* employee, FSA-211 must be acknowledged by a valid notary public in item 9 . The notary public's signature, State, and county of commission, and certification are required.
	Notes: In general, a notary public's certification must include:
	 acknowledgement ("acknowledged or subscribed before me")
	 State and county of commission
	 signature
	date
	• the notary's embossing seal or stamp
	• the notary's commission expiration date.
	Some programs, such as NRCS Conservation Easement, require acknowledgement by a valid Notary Public according to item 8. Refer to applicable program policy to determine if acknowledgement by a valid Notary Public is required.
	Questions specific to State law requirements about notary publics should be directed to the Regional Attorney's office or applicable Secretary of State's office.
9 A-C	*At least one FPAC employee must witness the signature in item 6 or 7, as applicable. The FPAC employee must verify the grantor's identity by either personal * knowledge or by reviewing the grantor's government-issued picture identification, such as a valid driver's license. The employee must sign, date, and enter his or her official position in items 9 A, B, and C, respectively.
	*Notarized FSA-211's may be accepted instead of forms witnessed by an FPAC employee (item 8). When the grantor is a corporation, the corporate seal of the grantor may be accepted in place of FPAC employee witness or notarization.
	Notes: COC members cannot witness signatures on FSA-211. COC members are considered FSA officials and not FPAC employees*
	Some programs, such as NRCS Conservation Easement, require acknowledgement by a valid Notary Public according to item 8. Refer to applicable program policy to determine if acknowledgement by a valid Notary Public is required.
10 (a)-(e)	Enter the county and State of the County Office the FSA-211 is served in items 10 (a) and (b), respectively. Enter the day, month, and year the properly completed FSA-211 was served to the County Office in items 10 (c), (d), and (e), respectively.
	Note: FSA-211 is effective only when all the following are met:
	 all required items are completed a valid signature and date are obtained, and witnessed or notarized
	 FSA-211 is served to the County Office.

A Completing FSA-211 (Continued)

Exhibit 60

B Completing FSA-211A

Use the following instructions to complete FSA-211A.

Item						
Number/						
Section	Instructions					
	FSA-211A will be used only when all of the following are met:					
	• grantor is an entity, such as a general partnership, joint venture, corporation, limited liability company, limited liability partnership, or other similar entity					
	• there is no 1 individual already authorized to act for the entity					
	• more than 2 member signatures are required.					
	Number each continuation sheet consecutively.					
	Example: If there are a total of 3 continuation sheets, they would be numbered "1 of 3", "2 of 3", and "3 of 3", respectively.					
	Important: All continuation sheets must be attached to applicable FSA-211.					
1	Enter the name of the attorney-in-fact from FSA-211, item 1.					
2	Enter the name of the entity from FSA-211, item 5.					
3, 4, 5, 6, 7	Individual members will sign and date.					
A and B						
3, 4, 5, 6, 7	*At least one FPAC employee must witness the grantor's signature.					
C through E						
_	The FPAC employee must verify the grantor's identity by either personal					
	knowledge or by reviewing the grantor's government issued picture					
	identification, like a valid driver license.					
	Grantor's signature may be notarized instead of witnessed by an FPAC employee.					
3, 4, 5, 6, 7	If the grantor's signature is not witnessed by at least one FPAC employee, the*					
F	form must be acknowledged by a valid Notary Public. The Notary Public's					
	signature, State and county of commission, and certification are required.					
	Important: One notary public signature may be accepted for multiple grantors only when the notary public clearly identifies each name of the grantor to which the notary applies.					
	Example: Jane Smith, Joe Brown, and Bill Black each sign FSA-211A at the same time in the presence of the same notary public. The notary public signs FSA-211A only once and indicates the notary signature applies to all 3 grantor signatures by identifying each name of the individuals appearing before the notary public.					

(Par. 728) FSA-211, Power of Attorney and FSA-211A, Power of Attorney Signature Continuation Sheet (Continued)

C Example of FSA-211

The following is an example of FSA-211.

FSA-211 (06-30-23)		rm Service Age Corporation - I	DEPARTMENT OF AGE ency – Natural Resources Federal Crop Insurance C POWER OF ATTO	Conservation Service - orporation - Risk Manager	nent Agency
THE UNDERSIGNED	does hereby appoint		g grantee: ving address: (2)		
	in the c	ounty of: (3)			in the State
(4)			e attorney-in-fact for (5)		
programs checked below.		f attorney for C PROGRAMS	m is not valid for FSA F	Farm Loan Program pur B. TRANSACTIONS	ney, or Commodity Credit Corporation poses. for FSA, NRCS, and CCC PROGRA Theck applicable actions)
☐ 1. All current programs		10. Mark	eting Assistance Loans oan Deficiency Payments.	□ 1. All actions.	
□ 2. All current and all fu	ture programs.	🔲 11. Marg	in Protection Program for y Producers (MPP/Dairy).	□ 2. Signing application	ns, agreements, and contracts.
3. Agricultural Risk Cor Coverage (ARC/PLC)			Storage Facility Loan	□ 3. Making reports.	
4. Biomass Crop Assist		□ 13. Conse (CRI	ervation ReserveProgram ?).	 4. Conducting all man transactions. 	rketing assistance loan and LDP
 □ 5. Tree Assistance Prog. □ 6. Livestock Indemnity 		□ 14. NRC □ 15. Emer	S Conservation Programs. gency Conservation	 5. Routing Banking A 6. Other (Specify): 	Accounts.
□ 7. Livestock Forage Dis	aster Pro g am (LFP).	□ 16. Emer	ram (ECP). gency Forest Restoration	u o. Outer (<i>spectyy</i>).	
 8. Emergency Assistance Honey Bees, and Far 9. Noninsured Crop Dis 	m-Raised Fish (ELAP).	17. Othe	am (EFRP). 1 <i>(Spec ify):</i>		
(NAP).					
			□ 1. All actions.		 Making transfers and cancellations
	CCC as appropriate; (2) death of on to the applicable crop insura	f the undersigned g	2. Making applicatio 3. Reporting crop ac production report: 4. Reporting a notice loss and making content. This power of attomey shandor; or (3) incompetence or inc	ons for insurance.	 6. Making contract changes. 7. Other (Specify): ntil (1) written notice of its revocation has been ntor. The undersigned grantor shall provide
3. 4. This Power of Attorney is valid in duly served upon FSA, NRCS or C separate written notice of revocatio	CC as appropriate; (2) death of on to the applicable crop insurat URES	f the undersigned g nce agent. This po	2. Making applicatio 3. Reporting crop ac production report: 4. Reporting a notice loss and making content. This power of attomey shandor; or (3) incompetence or inc	ns for insurance.	 6. Making contract changes. 7. Other (Specify): ntil (1) written notice of its revocation has been ntor. The undersigned grantor shall provide
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Exhibit 60

(Par. 728) FSA-211, Power of Attorney and FSA-211A, Power of Attorney Signature Continuation Sheet (Continued)

D Example of FSA-211A

The following is an example of FSA-211A. *__

Commodity Credit Corporation POWER OF ATTOF			of		
Attach to Form FSA-211	6-30-23) Farm Service Agency – Natural Resources Conservation Service - Commodity Credit Corporation – Federal Crop Insurance Corporation – Risk Management Agency POWER OF ATTORNEY SIGNATURE CONTINUATION SHEET				
OTE: In the following statement is made in accordance with the Privacy. Ac Commodity Credit Corporation Charter Act (11 SU SC - 71 4 et seq.) Agricultural Act of 2014 (Put, L 113-79). The information will be u on behaff of the producer, conduct twisness with USDA concerning Corporation, and Risk Management Agency programs. The inform nongovernmental entities that have been authorared access to the USDA/FSA-2, Farm Records File (Automated), USDA/IRCS-1, La information is voluntary. However, failure to fumish the requested i Natural Resources Conservation Service, Commodity Credit Corpor Natural Resources Conservation Service, Commodity Credit Corpor	ised to enable a producer (grantor g Farm Service Agency, Natural R ration collected on this form may b information by statute or regulatio indowner, Operator, Producer, Co- information will result in a determi) to appoint an individual/organization to serve as an atto esources Conservation Service, Commodity Credit Corp ed lociosed to other Federal, State, Local government a, n andror as described in applicable Routine Uses identifi operator, or Participant Files, and USDA/FCIC-10, Policy nation of producer ineliability to participate in and receiv.	orney-in-fact (grantee) that is authorized oration, Federal Crop Insurance gencies, Tribal agencies, and ed in the System of Records Notice for rholder. Providing the requested		
This information collection for FSA commodity and conservation pn specified in the Agricultural Act of 2014, Title I, Subitle F, Administ specified in the Fiscar Vear 2010 Supplemental Appropriations Act Food, Conservation, and Energy Act of 2008 (see Pub L. 110-246 For those FSA, CCC, and NRCS programs that are not exempt fror	tration, and Title II, Subtitle G, Fun (Public L. 111-212). For the FSF 3, Title I, Subtitle F-Administration)	ding Administration. For the EFRP, this information coll L, this information collection is exempted from the PRA a	lection is exempted from the PRA, as is it is required for the administration of t		
of information has a valid OMB control number, which is 0560–010 RETURN THIS COMPLETED FORM TO THE APPLICABLE USD.	0 for this information collection, an	d the average time required to complete this information	collection is 15 minutes per response.		
. Name of Attorney-In-Fact (Item (1) from FSA-211)	2. N	lame of Grantor (Item (5) from FSA-211)			
AUTHORIZED SIGNATURES A. Signature of Grantor (By)		3B. Title/Relationship of Individual Signing in the Representative Capacity			
D. Witness Signature (FPAC Employee Only)		3E. Signature Date	3F. Official Position		
G. Notary Public (this form shall be acknowledged by a bignature: the Stat		the County of	tte seal of grantor is affixed).		
A. Signature of Grantor (By)		onship of Individual Signing in the tive Capacity	4C. Signature Date		
D. Witness Signature (FPAC Employee Only)		4E. Signature Date	4F. Official Position		
G. Notary Public (this form shall be acknowledged by a ignature: the Stat		the County of	ite seal of grantor is affixed).		
A. Signature of Grantor (By)		onship of Individual Signing in the tive Capacity	5C. Signature Date		
D. Witness Signature (FPAC Employee Only)		5E. Signature Date	5F. Official Position		
G. Notary Public <i>(this form shall be acknowledged by a</i> ignature: the Stat	•	the County of	tte seal of grantor is affixed).		
A. Signature of Granfor (By)		onship of Individual Signing in the tive Capacity	6C. Signature Date		
D. Witness Signature (FPAC Employee Only)		6E. Signature Date	6F. Official Position		
G. Notary Public (this form shall be acknowledged by a ignature: the Stat	•		ite seal of grantor is affixed).		
A. Signature of Grantor (By)		onship of Individual Signing in the tive Capacity	7C. Signature Date		
D. Witness Signature (FPAC Employee Only)	1	7E. Signature Date	7F. Official Position		
G. Notary Public (this form shall be acknowledged by a ignature: the Stat	-	tnessed by a FPAC employee or a corpore the County of	ate seal of grantor is affixed).		

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Exhibit 60