

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

| | |
|--|---------------------|
| Supplemental Revenue Assistance Payments Program 1-SURE | Amendment 30 |
|--|---------------------|

Approved by: Acting Deputy Administrator, Farm Programs



Amendment Transmittal

A Reasons for Amendment

Paragraph 3.6 has been added for 2012 qualifying loss.

Subparagraphs 4 C, E, F, G, and H have been updated to include 2012 responsibilities.

Part 11 has been amended to clarify that it applies only to 2011 and previous years.

Part 11.5 has been added with 2012 SURE procedure for applying for benefits.

Exhibit 4.5 has been added for SURE eligibility and ineligibility examples for crop year 2012.

Exhibit 6, subparagraph E has been amended to update 2012 NAMF

Exhibit 25 has been added for multi-county producer 2012 FSA-682 process.

Exhibit 26 has been added for multi-county producer 2012 FSA-682 page order.

Exhibit 27 has been added for multi-county producer 2012 FSA-682 FAX cover sheet.

| Page Control Chart | | |
|---------------------------|--------------------------------|-----------------------|
| TC | Text | Exhibit |
| 1, 2 | 1-6.5 through 1-6.8 (add) | 1, pages 1, 2 |
| 5-10 | 1-7 through 1-12 | page 3 |
| 11 | 11-1 through 11-6 | 4.5, pages 1, 2 (add) |
| | 11-81 through 11-84 | 6, pages 9, 10 |
| | 11-85 | 25, page 1 (add) |
| | 11-131 through 11-150 (remove) | 26, page 1 (add) |
| | 11-151 (remove) | 27, page 1 (add) |
| | 11.5-1 through 11.5-82 (add) | |
| | 19.5-1, 19.5-2 | |

Table of Contents

Page No.

Part 1 General Information and Administrative Provisions

| | | |
|-------|---|-------|
| 1 | Purpose and Coverage..... | 1-1 |
| 2 | Authorities..... | 1-2 |
| 3 | General Information..... | 1-2.5 |
| 3.5 | Qualifying Loss..... | 1-3 |
| 3.6 | Qualifying Loss for 2012..... | 1-6.5 |
| 4 | Responsibilities..... | 1-7 |
| 5 | COC Delegation of Authority..... | 1-13 |
| 6 | Outreach..... | 1-14 |
| 7 | Conservation Compliance..... | 1-17 |
| 8 | Administrative Offset and Bankruptcies..... | 1-17 |
| 9 | Payment Limitations..... | 1-18 |
| 10 | Processing SURE Payments..... | 1-19 |
| 11 | FSA Determination Appeals..... | 1-21 |
| 12 | Misrepresentation, Scheme, or Device..... | 1-24 |
| 13-20 | (Reserved) | |
| 21 | FSA-770 SURE..... | 1-31 |
| 22-30 | (Reserved) | |

Part 2 Eligibility

| | | |
|-------|--|------|
| 31 | Eligible Producers..... | 2-1 |
| 32 | Crop Eligibility..... | 2-6 |
| 33 | Eligible Causes of Loss..... | 2-8 |
| 34 | Ineligible Causes of Loss..... | 2-11 |
| 35 | Risk Management Purchase Requirement (RMPR)..... | 2-12 |
| 36 | Equitable Relief for 2008 RMPR..... | 2-18 |
| 37 | Equitable Relief for 2009 and Subsequent Years RMPR..... | 2-21 |
| 38-60 | (Reserved) | |

Part 3 SURE Crop Data

| | | |
|-------|--------------------------------------|-----|
| 61 | Required Crop Data..... | 3-1 |
| 62 | Historical Yield and Price Data..... | 3-2 |
| 63 | NAMP..... | 3-4 |
| 64 | Guarantee Adjustment Factors..... | 3-5 |
| 65 | HMP's..... | 3-6 |
| 66 | Quality Adjustment Factors..... | 3-7 |
| 67 | Maximum Average Loss..... | 3-9 |
| 68-90 | (Reserved) | |

Table of Contents (Continued)

| | | Page No. |
|------------------|--|-----------------|
| Part 4 | Eligible Acres | |
| 91 | SURE Acreage | 4-1 |
| 92 | Prevented Planting Acreage | 4-5 |
| 93-99 | (Reserved) | |
| 100 | Tolerance..... | 4-21 |
| 101-120 | (Reserved) | |
| Part 5 | Yields | |
| 121 | General Information..... | 5-1 |
| 121.5 | Adjustments to CC Yield for Special Conditions | 5-2 |
| 122 | CEY's..... | 5-2.6 |
| 123 | CEY Adjustments | 5-4 |
| 124 | Crops With NAP Coverage..... | 5-5 |
| 125 | Insured Yield Based Crops With Coverage | 5-6 |
| 126 | Crops Waived of RMPR and Insured Crops With No RMA Established Yield . | 5-8 |
| 127 | Examples for Crops Covered by NAP | 5-10 |
| 128 | Example of Insured Crops | 5-24 |
| 129 | Examples for Crops Waived of RMPR..... | 5-26 |
| 130 | Examples for Insured Crops With No RMA Established Yield | 5-29 |
| 131 | Example for Converting CC Yield for Silage..... | 5-34 |
| 132 | Multiple RMA Weighted Adjusted Yields | 5-35 |
| 133 | Examples of Blending Weighted Adjusted Yields | 5-37 |
| 134 | Peanuts – RMA Weighted Adjusted Yield and Guarantee Basis | 5-42 |
| 135-150 | (Reserved) | |
| Part 6 | SURE Guarantee | |
| Section 1 | Basic Information | |
| 151 | Overview..... | 6-1 |
| 152-155 | (Reserved) | |
| Section 2 | Data Elements | |
| 156 | Data Elements Required to Calculate Crop Guarantee..... | 6-11 |
| 157-160 | (Reserved) | |
| Section 3 | Calculating Guarantee for Yield-Based Crops | |
| 161 | Overview..... | 6-21 |
| 162 | Insured Crops | 6-22 |
| 163 | NAP Crops | 6-26 |
| 164 | Waived-In Crops..... | 6-29 |
| 165 | Adjustment to Guarantee Because of Historical Marketing | 6-30 |
| 166-170 | (Reserved) | |

Table of Contents (Continued)

Page No.

Part 11 Applying for 2011 and Previous Years SURE Benefits

| | | |
|---------|--|-------|
| 321 | Applying for 2011 and Previous Years Benefits | 11-1 |
| 322 | FSA-682 Overview | 11-5 |
| 323-325 | (Reserved) | |
| 326 | Processing FSA-682's..... | 11-21 |
| 327 | Interaction Between Counties for Multi-County Producers | 11-24 |
| 328-330 | (Reserved) | |
| 331 | Reconsideration, Appeal, or Mediation of COC Determinations | 11-31 |
| 332 | Restrictions and Limitations | 11-32 |
| 333-335 | (Reserved) | |
| 336 | Establishing Eligible Causes of Loss for SURE..... | 11-41 |
| 337-340 | (Reserved) | |
| 341 | Completing FSA-682 for a Single County Producer | 11-51 |
| 342 | Examples of FSA-682 for 2010 and 2011 | 11-55 |
| 343 | Completing FSA-682 in an Administrative County for a Multi-County Producer | 11-58 |
| 344 | Completing FSA-682 in Recording County for Multi-County Producer | 11-62 |
| 345-350 | (Reserved) | |
| 351 | Completing FSA-682A | 11-71 |
| 352 | Examples of FSA-682A for 2010 and 2011 | 11-73 |
| 353 | Completing FSA-683's for 2008 | 11-75 |
| 354 | Completing Manual FSA-682's..... | 11-77 |
| 355 | FSA-682 Corrections | 11-83 |
| 356 | FSA-682 Cancellations Because of March 18, 2010, Quality Factor Changes ... | 11-85 |
| 357-359 | (Reserved) | |

Part 11.5 Applying for 2012 SURE Benefits

| | | |
|-----|--|---------|
| 360 | Applying for 2012 Benefits | 11.5-1 |
| 361 | 2012 FSA-682 Overview | 11.5-5 |
| 362 | (Reserved) | |
| 363 | Processing 2012 FSA-682's..... | 11.5-15 |
| 364 | Interaction Between Counties for Multi-County Producers | 11.5-18 |
| 365 | (Reserved) | |
| 366 | Administrative Appeal Rights for SURE..... | 11.5-25 |
| 367 | Restrictions and Limitations | 11.5-27 |
| 368 | (Reserved) | |
| 369 | Establishing Eligible Causes of Loss for SURE..... | 11.5-31 |
| 370 | (Reserved) | |
| 371 | Completing 2012 FSA-682 for a Single County Producer | 11.5-35 |
| 372 | Examples of 2012 FSA-682 for 2012 | 11.5-40 |
| 373 | Completing 2012 FSA-682 in an Administrative County for a Multi-County Producer | 11.5-44 |
| 374 | Completing 2012 FSA-682 in Recording County for Multi-County Producer ... | 11.5-49 |
| 375 | (Reserved) | |

Table of Contents (Continued)

Page No.

Part 11.5 Applying for 2012 SURE Benefits (Continued)

| | | |
|---------|--|---------|
| 376 | Completing 2012 FSA-682A | 11.5-57 |
| 377 | Examples of 2012 FSA-682A for 2012 | 11.5-59 |
| 378-380 | (Reserved) | |
| 381 | Completing Manual 2012 FSA-682's | 11.5-71 |
| 382 | (Reserved) | |
| 383 | 2012 FSA-682 Corrections | 11.5-81 |
| 384-390 | (Reserved) | |

Part 12 Compliance Reviews

| | | |
|----------|---|------|
| 391 | SURE Compliance Reviews | 12-1 |
| 392 | Spot Check Process for Production..... | 12-4 |
| 393 | Spot Check Process for Verifying Quality Adjustment Factors | 12-7 |
| 394- 400 | (Reserved) | |

Parts 13-15 (Reserved)

401-510 (Reserved)

Part 16 2008 SURE

Section 1 2008 SURE Interim Workbook

| | | |
|---------|---|-------|
| 511 | Function of the SURE Interim Workbook | 16-1 |
| 512 | Preparing Documents to Complete SURE Interim Workbook | 16-3 |
| 513 | SURE Interim Report (SIR)..... | 16-5 |
| 514 | Accessing, Saving, Retrieving, and Transferring the 2008 SURE Interim Workbook | 16-14 |
| 515 | Completing SURE Interim Workbook Data Entry Worksheet..... | 16-21 |
| 516 | Completing SURE Interim Workbook Farm Summary Worksheet | 16-44 |
| 517 | Completing SURE Interim Workbook Determining 10 Percent Loss Tool | 16-54 |
| 518 | Completing SURE Interim Workbook FSA-682, Page 2 | 16-62 |
| 519 | Factoring RMA Data..... | 16-63 |
| 520 | RMA Net Indemnity Calculator..... | 16-67 |
| 521 | Blending Multiple RMA Weighted Adjusted Yields..... | 16-69 |
| 522 | Tolerance Tool | 16-71 |
| 523 | Peanut Tool | 16-74 |
| 524-539 | (Reserved) | |

Section 2 (Withdrawn--Amend. 20)

540-544 (Withdrawn--Amend. 20)
545-550 (Reserved)

Table of Contents (Continued)

Page No.

Part 17 2009 SURE Automation

Section 1 Compliance Tool Software

| | | |
|---------|--|-------|
| 551 | Accessing Software..... | 17-1 |
| 552 | Search Selection Screen..... | 17-3 |
| 553 | Producer Search..... | 17-4 |
| 554 | Farm Number Search..... | 17-5 |
| 555 | Producer Selection..... | 17-6 |
| 556 | State/County Selection..... | 17-7 |
| 557 | Producers Crop Data..... | 17-8 |
| 558 | Importing XML File Into SURE Workbook..... | 17-12 |
| 559-570 | (Reserved) | |

Section 2 2009 SURE Workbook

| | | |
|---------|--|--------|
| 571 | SURE Workbook Function..... | 17-31 |
| 572 | Preparing Documents to Complete SURE Workbook..... | 17-33 |
| 573 | SIR..... | 17-35 |
| 574 | Accessing, Saving, Retrieving, and Transferring the SURE Workbook..... | 17-45 |
| 575 | Completing SURE Workbook Data Entry Worksheet..... | 17-52 |
| 576 | Completing SURE Workbook Farm Summary Worksheet..... | 17-84 |
| 577 | Completing SURE Workbook Crop Loss Tools..... | 17-94 |
| 578 | Completing SURE Workbook FSA-682, Page 2..... | 17-103 |
| 579 | Factoring RMA Data..... | 17-104 |
| 580 | Blending Multiple RMA Weighted Adjusted Yields..... | 17-111 |
| 581 | Tolerance Tool..... | 17-113 |
| 582 | Peanut Tool..... | 17-117 |
| 583 | SURE Report of FSA Payments..... | 17-120 |
| 584 | SURE Detail Report..... | 17-125 |
| 585 | SURE Summary Report..... | 17-127 |
| 586 | SURE Report Alpha Program Codes..... | 17-128 |
| 587-599 | (Reserved) | |

Part 18 2010 SURE Automation

Section 1 SURE Intranet Web Site

| | | |
|-----|---------------------------------------|-------|
| 600 | Accessing Software..... | 18-1 |
| 601 | SURE Select Program Year Screen..... | 18-3 |
| 602 | SURE 2010 Main Menu..... | 18-4 |
| 603 | SIR (Web)..... | 18-6 |
| 604 | SIR (S36)..... | 18-11 |
| 605 | Detailed Payment Report for SURE..... | 18-15 |
| 606 | RMA Producer Data Change Report..... | 18-18 |
| 607 | RMA Producers Not In SCIMS..... | 18-20 |

Table of Contents (Continued)

Page No.

Part 18 2010 SURE Automation (Continued)

Section 1 SURE Intranet Web Site (Continued)

| | | |
|---------|---|--------|
| 608 | All RMA Producers Report | 18-22 |
| 609 | SURE Data Query Tool | 18-23 |
| 610 | Importing .XML File Into SURE Workbook..... | 18-28 |
| 611 | 2010 SURE Workbook Function..... | 18-30 |
| 612 | Preparing Documents to Complete 2010 SURE Workbook..... | 18-32 |
| 613 | Accessing, Saving, Retrieving, and Transferring the SURE Workbook | 18-34 |
| 614 | Completing SURE Workbook Data Entry Worksheet | 18-42 |
| 615 | Completing SURE Workbook Farm Summary Worksheet | 18-85 |
| 616 | Completing SURE Workbook Crop Loss Tools..... | 18-97 |
| 617 | Completing SURE Workbook FSA-682, Page 2..... | 18-108 |
| 618 | Factoring RMA Data..... | 18-109 |
| 619 | Blending Multiple RMA Weighted Adjusted Yields..... | 18-116 |
| 620 | Tolerance Tool | 18-119 |
| 621 | Peanut Tool | 18-123 |
| 622-650 | (Reserved) | |

Part 19 2011 SURE Automation

Section 1 SURE Intranet Web Site

| | | |
|---------|---|--------|
| 651 | Accessing Software..... | 19-1 |
| 652 | SURE Select Program Year Screen | 19-3 |
| 653 | SURE 2011 Main Menu..... | 19-4 |
| 654 | SIR | 19-6 |
| 655 | Detailed Payment Report for SURE | 19-13 |
| 656 | RMA Producer Data Change Report | 19-16 |
| 657 | RMA Producers Not in SCIMS | 19-18 |
| 658 | All RMA Producers Report | 19-20 |
| 659 | SURE Data Query Tool | 19-21 |
| 660 | Importing .XML File Into SURE Workbook..... | 19-27 |
| 661 | 2011 SURE Workbook Function..... | 19-29 |
| 662 | Preparing Documents to Complete 2011 SURE Workbook..... | 19-31 |
| 663 | Accessing, Saving, Retrieving, and Transferring the SURE Workbook | 19-33 |
| 664 | Completing SURE Workbook Data Entry Worksheet | 19-41 |
| 665 | Completing SURE Workbook Farm Summary Worksheet | 19-83 |
| 666 | Completing SURE Workbook Crop Loss Tools..... | 19-96 |
| 667 | Completing SURE Workbook FSA-682, Page 2..... | 19-107 |
| 668 | Factoring RMA Data..... | 19-108 |
| 669 | Blending Multiple RMA Weighted Adjusted Yields..... | 19-115 |
| 670 | Tolerance Tool | 19-118 |
| 671 | Peanut Tool | 19-122 |
| 672-674 | (Reserved) | |

Table of Contents (Continued)

Page No.

Part 19.5 2012 SURE Automation

| | | |
|-----|----------------------------------|--------|
| 675 | 2012 SURE Qualifying Period..... | 19.5-1 |
|-----|----------------------------------|--------|

Section 1 SURE Intranet Web Site

| | | |
|---------|---|----------|
| 676 | Accessing Software..... | 19.5-2 |
| 677 | SURE Select Program Year Screen | 19.5-4 |
| 678 | SURE 2012 Main Menu..... | 19.5-5 |
| 679 | SIR | 19.5-7 |
| 680 | Detailed Payment Report for SURE | 19.5-14 |
| 681 | RMA Producer Data Change Report | 19.5-17 |
| 682 | RMA Producers Not in SCIMS | 19.5-19 |
| 683 | All RMA Producers Report | 19.5-21 |
| 684 | SURE Data Query Tool | 19.5-22 |
| 685 | Importing .XML File Into SURE Workbook..... | 19.5-28 |
| 686 | 2012 SURE Workbook Function | 19.5-30 |
| 687 | Preparing Documents to Complete 2012 SURE Workbook..... | 19.5-32 |
| 688 | Accessing, Saving, Retrieving, and Transferring the SURE Workbook | 19.5-34 |
| 689 | Completing SURE Workbook Data Entry Worksheet | 19.5-42 |
| 690 | Completing SURE Workbook Farm Summary Worksheet | 19.5-84 |
| 691 | Completing SURE Workbook Crop Loss Tools..... | 19.5-97 |
| 692 | Completing SURE Workbook FSA-682, Page 3..... | 19.5-108 |
| 693 | Factoring RMA Data..... | 19.5-109 |
| 694 | Blending Multiple RMA Weighted Adjusted Yields..... | 19.5-116 |
| 695 | Tolerance Tool | 19.5-119 |
| 696 | Peanut Tool | 19.5-123 |
| 697 | Error ID on SIR..... | 19.5-125 |
| 698-700 | (Reserved) | |

Part 20 SURE Payment Process

Section 1 SURE Payment Process

| | | |
|-----|--------------------------------------|------|
| 701 | Web-Based SURE Payment Process | 20-1 |
| 702 | Preparing to Issue Payments | 20-5 |
| 703 | Authorized Payment Processing | 20-6 |
| 704 | (Reserved) | |

Section 2 General Payment Provisions

| | | |
|----------|-----------------------------------|-------|
| 705 | Payment Limitation..... | 20-11 |
| 706 | Payment Eligibility | 20-13 |
| 707 | Funds Control..... | 20-15 |
| 708 | Financial System Provisions | 20-17 |
| 709, 710 | (Reserved) | |

Table of Contents (Continued)

Page No.

Part 20 SURE Payment Process (Continued)

Section 3 Recording SURE Payment Data

| | | |
|-----|--|-------|
| 711 | SURE Web-Based Software | 20-31 |
| 712 | Recording SURE Payment Data | 20-32 |
| 713 | Record Calculated Payment Web Page..... | 20-33 |
| 714 | Calculated Payment Confirmation Web Page..... | 20-35 |
| 715 | Modifying/Deleting Previously Recorded SURE Payment Data | 20-36 |
| 716 | Modify/Delete Calculated Payment Web Page..... | 20-38 |
| 717 | Modify Calculated Payment Confirmation Web Page..... | 20-40 |
| 718 | Delete Calculated Payment Confirmation Web Page | 20-41 |
| 719 | Handling Overpayments | 20-42 |
| 720 | (Reserved) | |

Section 4 Payment Reports

| | | |
|----------|----------------------------|-------|
| 721, 722 | (Withdrawn--Amend. 24) | |
| 723 | SURE Payment Reports | 20-51 |
| 724-800 | (Reserved) | |

Part 21 SWIMS

| | | |
|-----|-------------------------------------|-------|
| 801 | Accessing Software..... | 21-1 |
| 802 | Preparing Files for SWIMS | 21-3 |
| 803 | Import SURE Workbook XML File | 21-4 |
| 804 | Bulk Import..... | 21-12 |
| 805 | Search and Export..... | 21-23 |
| 806 | Reports | 21-26 |

Exhibits

| | | |
|-------|--|--|
| 1 | Reports, Forms, Abbreviations, and Redelegations of Authority | |
| 2 | Definitions of Terms Used in This Handbook | |
| 3 | Menu and Screen Index | |
| 4 | SIR RMA Data | |
| 4.5 | SURE Eligibility Examples for Crops of Economic Significance | |
| 5 | Crops Without NASS U.S. Prices | |
| 6 | NASS U.S. Prices | |
| 6.5 | SURE RMA Adjustments | |
| 7 | COC-Established Maximum Average Loss Levels Based on Other County Losses | |
| 8-11 | (Reserved) | |
| 12 | SURE Plan/Coverage Code Charts | |
| 13-16 | (Reserved) | |

Table of Contents (Continued)

Exhibits (Continued)

| | |
|--------|--|
| 17 | RMA Quality Adjustments Table |
| 18, 19 | (Reserved) |
| 20 | PRF Price and Yield Charts |
| 21 | Multi-County Producer FSA-682 Process |
| 22 | Multi-County Producer FSA-682 Page Order |
| 23 | Multi-County Producer FSA-682 FAX Cover Sheet |
| 24 | (Reserved) |
| 25 | Multi-County Producer 2012 FSA-682 Process |
| 26 | Multi-County Producer 2012 FSA-682 Page Order |
| 27 | Multi-County Producer 2012 FSA-682 FAX Cover Sheet |
| 28, 29 | (Reserved) |
| 30 | SURE Crops With CC Yields |
| 31-50 | (Reserved) |
| 51 | Eligible 2009 Buy-In Crops |

--3.6 Qualifying Loss for 2012*A Overview**

Participants must have at least 1 crop of economic significance (defined in Exhibit 2) with a 10 percent or greater production loss, adjusted for quality, because of an eligible weather event that occurred through September 30, 2011. The 10 percent loss threshold is determined by comparing the actual production to the normal production for the crop.

To satisfy the qualifying loss requirement, the identified crop or crops must meet the following criteria:

- for insured crops, the insurance policy defines the coverage period as beginning before October 1, 2011
- for NAP crops, the coverage period begins before October 1, 2011
- the final planting date according to RMA for insured crops and FSA for NAP crops was before October 1, 2011.

Notes: The 10 percent production loss threshold for multiple marketed crops, according to subparagraph 65 D, shall be calculated by crop type.

See Exhibit 4.5 for examples of determining when crops have met the criteria outlined in this subparagraph and are eligible.

In addition, the producer must have either of the following:

- a portion of the SURE farm located in a natural disaster county designated by the Secretary, including contiguous counties
- an overall loss greater than 50 percent of the actual production on the farm compared to normal production for the farm for that crop year.

Notes: Farm is defined according to subparagraph 32 A and Exhibit 2.

Actual production and normal production are defined in Exhibit 2.

If any 2012 crop on the SURE farm suffered a 10 percent qualifying loss because of a disaster event and eligible cause through September 30, 2011, the SURE farm for the 2012 program year (and all 2012 crops within that SURE farm) is eligible for payment consideration.--*

***--3.6 Qualifying Loss for 2012 (Continued)**

B Identifying Crops on the SURE Application

At the time of filing the 2012 SURE application for payment, the producer will be required to identify and certify the crop or crops of economic significance on the SURE farm that suffered a qualifying loss because of the disaster occurring by September 30, 2011.

Notes: If the crop identified by the applicant as having suffered a 2012 qualifying loss is **not** listed on the 2012 FSA-682, Part A, the farm is **not** eligible for 2012 SURE.

Crops do **not** have to be harvested by September 30, 2011, to be included as a qualifying loss crop under this paragraph or to be included as part of the 2012 SURE farm application.

C Applying Quality Adjustments to Qualifying Loss

The following table provides guidance for determining when to apply quality adjustments to harvested production for the 10 percent loss and 50 percent loss eligibility requirements.

Note: The following table applies **only** to production for determining eligibility. It does **not** apply to production in determining total crop value for the total farm revenue calculation. Total crop value takes quality into account with an adjustment to NAMP rather than the production outlined in Part 8. **The quality adjustment factors only apply to harvested production.**

| IF the crop is... | AND harvested production is... | AND the crop... | THEN... |
|--------------------------|--|---|---|
| Insured | provided by SIR "L" (Loss) Record | is listed in Exhibit 17 with a "Yes" in the "Is there a Quality Adjustment" field | quality adjustments have already been applied and no further adjustments to production apply unless STC has established a separate quality adjustment factor for excessive moisture according to paragraph 66 and the producer certifies that the producer's average quality adjustment factor for excessive moisture met or exceeded the STC-established quality adjustment factor for excessive moisture according to subparagraph 233 G. |
| | | is listed in Exhibit 17 with a "No" in the "Is there a Quality Adjustment" field | apply the applicable quality adjustment factor according to paragraph 66 if the producer certifies that the producer's average quality adjustment met or exceeded the STC-established quality adjustment factor according to subparagraph 233 G. |
| | not provided by SIR "L" (Loss) Record | has been approved for a quality adjustment according to paragraph 66 | apply the applicable quality adjustment factor according to paragraph 66 if the producer certifies that the producer's average quality adjustment met or exceeded the STC-established quality adjustment factor according to subparagraph 233 G. |

--*

***--3.6 Qualifying Loss for 2012 (Continued)**

C Applying Quality Adjustments to Qualifying Loss (Continued)

| IF the crop is... | AND harvested production is... | AND the crop... | THEN... |
|---|--------------------------------|--|--|
| NAP or waived-in according to subparagraph 35 C | | has been approved for a quality adjustment in the county | apply the applicable quality adjustment factor according to paragraph 66 if the producer certifies that the producer's average quality adjustment met or exceeded the STC-established quality adjustment factor according to subparagraph 233 G. |

Note: See Exhibit 4.5 for examples of applying quality adjustments to qualifying loss.

D Insured Avocados Used for Qualifying Loss

Participants using insured avocados to meet the 10 percent production loss and/or 50 percent loss eligibility requirements according to subparagraph A may use CEY as the avocado yield.

Note: If the producer does **not** qualify for the 10 percent production loss and/or 50 percent loss eligibility using CEY, the producer may provide historical verifiable/reliable production records for the most recent 3 years. In these cases, County Offices must:

- determine the average avocado yield per acre based on the 3 prior years' acres and production
- use the calculated average yield in the 10 percent production loss and/or 50 percent loss eligibility calculation.

See subparagraph 310 B for the avocado price used to determine the value of the average and normal production, when calculating 50 percent loss for participants with multiple crops.

Note: This applies **only** to production for determining eligibility. It does **not** apply to production in determining total crop value for the total farm revenue calculation.--*

--3.6 Qualifying Loss for 2012 (Continued)*E Insured Pecans Used for Qualifying Loss**

Participants using insured pecans to meet the 10 percent production loss and/or 50 percent loss eligibility requirements according to subparagraph A may use CEY as the pecan yield.

Note: If the producer does **not** qualify for the 10 percent production loss and/or 50 percent loss eligibility using CEY, the producer may provide historical verifiable/reliable production records for the most recent 4 years. In these cases, County Office must:

- determine the average pecan yield per acre based on the 4 prior years' acres and production
- use the calculated average yield in the 10 percent production loss and/or 50 percent loss eligibility calculation.

See subparagraph 311 B for the pecan price used to determine the value of the average and normal production, when calculating 50 percent loss for participants with multiple crops.

Note: This applies **only** to production for determining eligibility. It does **not** apply to production in determining total crop value for the total farm revenue calculation.--*

4 Responsibilities

A DAFP Responsibilities

DAFP shall:

- establish NAMP for crops with 1 price nationwide
- develop all SURE regulations and policies
- ensure that SURE is administered according to 7 CFR Part 760, Subpart G.

B STC Responsibilities

Within the authorities and limitations in this part and 7 CFR Part 760, Subpart G, STC shall:

- direct the administration of SURE
- establish NAMP's for crops not established by DAFP
- approve quality adjustment factors
- ensure that State and County Offices follow SURE provisions
- handle suspected fraud cases according to applicable procedure
- thoroughly document all actions taken in STC meeting minutes
- provide DD with a copy of STC or DAFP determinations for appeals or misinformation/misaction cases
- handle appeals according to 1-APP and 7 CFR Parts 11 and 780
- review all FSA-682's executed by State Office employees, COC members, CED's, County Office employees, and their spouses
- require reviews be conducted by DD's according to paragraph 21 to ensure that SURE is being implemented according to SURE provisions

Note: STC's may establish additional reviews to ensure that SURE is administered according to SURE provisions.

- approve CEY's.

***--Note:** STC may develop additional guidelines to assist County Offices with implementing the SURE Program.--*

4 Responsibilities (Continued)

C SED Responsibilities

Within the authorities and limitations in this handbook and 7 CFR Part 760, Subpart G, SED's will:

- ensure that County Offices follow SURE provisions
- handle appeals according to 1-APP and 7 CFR Parts 11 and 780
- *--assist County Offices in researching 2012 crop coverage periods and final planting dates--*
- ensure that DD's conduct reviews according to paragraph 21

Note: SED may establish additional reviews to ensure that SURE is administered according to SURE provisions.

- ensure that **all** County Offices publicize SURE provisions according to paragraph 6

Important: Because of displaced producers, all County Offices in the State **must** publicize SURE provisions.

- immediately notify the National Office of problems, incomplete or incorrect procedures, and specific problems or findings.

SED equitable relief authority in 7-CP applies to SURE.

D DD Responsibilities

Within the authorities and limitations in this handbook and 7 CFR Part 760, Subpart G, DD's will ensure that COC's and CED's carryout SURE provisions as follows:

- conduct reviews according to paragraph 21 and any additional review established by STC or SED according to subparagraph B and C
- provide SED with report of all reviews according to paragraph 21
- ensure that County Offices publicize SURE provisions according to paragraph 6.

4 Responsibilities (Continued)

E General COC Responsibilities

Within the authority and limitation of this handbook and 7 CFR Part 760, Subpart G, COC's
--must:--

- adhere to all SURE provisions
- ensure that CED's administer SURE according to handbook and regulatory provisions
- follow paragraph 5 for redelegation of authority
- handle suspected misrepresentation, scheme or device, or fraud cases according to applicable procedure
- develop quality adjustment factors based on weather, crop conditions, etc., document their findings, and send recommendations to STC
- ensure that an applicant's claimed share reflects the participant's ownership interest in the crop at the time of loss

Note: If a person claiming a share of SURE has entered into any agreement or contract to grow or produce the crop for another, without retaining any ownership share and risk in the crop, the participant **cannot** be considered to have a valid claim to a share of SURE payment.

- process appeals according to 1-APP and 7 CFR Parts 11 and 780
- thoroughly document all actions taken in COC meeting minutes

Important: All of the following **must** be thoroughly documented for **all** SURE determinations made by COC:

- factors reviewed or considered
- documentation reviewed
- references to applicable handbooks, notices, and regulations
- sources of information obtained for review or consideration.

4 Responsibilities (Continued)

E General COC Responsibilities (Continued)

- notify participants in writing, if FSA-682 is disapproved

*--**Note:** Notifications must include the following information:--*

- reason for FSA-682 denial
 - factors reviewed or considered in making determination
 - appeal rights
 - copy of FSA-682.
- ensure that SURE general provisions and other important items are publicized as resources permit according to paragraph 6
 - ensure that a record of publicity efforts, including postings in the Service Center, is maintained
 - reduce CEY's according to paragraph 123, if necessary.

*--COC must ensure that the economically significant crop certified as having the 10 percent qualifying loss because of a disaster occurring on or before September 30, 2011, meets the following criteria:

- for insured crops, the insurance policy defines the coverage period as beginning on or before September 30, 2011
- for NAP crops, the coverage period begins on or before September 30, 2011
- the final planting date according to RMA for insured crops and FSA for NAP crops occur on or before September 30, 2011.

FSA must be satisfied that the claimed loss was because of a disaster occurring on or before September 30, 2011, to determine that a qualifying loss has triggered.--*

F Recording County Responsibilities

The recording county for SURE is the producer's recording county according to 3-PL. If the producer is involved in only 1 county, then that county is considered to be both the recording and administrative county for the purposes of this paragraph.

COC in a recording county is responsible for:

- producer eligibility determinations according to Part 1
- ensuring that FSA-217, if applicable, is completed according to 1-CM

4 Responsibilities (Continued)

F Recording County Responsibilities (Continued)

- *--ensuring that FSA-682 is completed according to Part 11 or 11.5, as applicable
- assuring producer signatures follow 1-CM procedure
- approving or disapproving for their county's data:
 - 2011 and prior year's FSA-682, Parts A through D
 - 2012 FSA-682 (02-10-14), Parts A through E
- adjusting production for crops in their county on:
 - 2011 and prior year's FSA-682, Part D
 - 2012 FSA-682 (02-10-14), Part E--*
- overall FSA-682 approval or disapproval
- ensuring that other administrative counties are notified when FSA-682 is approved or disapproved
- 2008 **only**, ensuring that FSA-683 is completed according to paragraph 353.

G Other Administrative County Responsibilities

COC's in nonrecording counties are responsible for:

- *--approving or disapproving for their county's data:
 - 2011 and prior year's FSA-682, Parts A through D
 - 2012 FSA-682 (02-10-14), Parts A through E
- adjusting production for crops in their county on:
 - 2011 and prior year's FSA-682, Part D
 - 2012 FSA-682 (02-10-14), Part E--*
- ensuring that recording county receives data from their county, including COC determinations.

4 Responsibilities (Continued)

H CED Responsibilities

Within the authority and limitation of this handbook and 7 CFR Part 760, Subpart G, CED's shall:

- adhere to and follow SURE program provisions and regulations
- ensure that County Office employees administer SURE provisions according to FSA directives
- handle and process appeals according to 1-APP and 7 CFR Parts 11 and 780
- ensure that data provided by an applicant is not modified unless the applicant initials and dates the modification
- *--research 2012 crop coverage periods and final planting dates along with the State Office--*
- immediately notify SED, through DD, of software problems and incomplete or incorrect procedures
- ensure that general provisions and other important items are publicized according to paragraph 6
- ensure that RMA data on SIR (Exhibit 4) for land administered in another county is sent to the applicable county.

I Program Technician Responsibilities

Within the authorities and limitations in this handbook and 7 CFR Part 760, Subpart G, program technicians shall:

- adhere to and follow established FSA procedures governing SURE provisions
- immediately notify CED of problems including incomplete or incorrect procedures.

*--Part 11 Applying for 2011 and Previous Years SURE Benefits

321 Applying for 2011 and Previous Years Benefits--***A Required Forms**

In addition to FSA-682, the following **must** be filed as indicated:

- AD-1026, according to 6-CP
- CCC-502, according to 1-PL for 2008
- CCC-526, or other acceptable document according to 1-PL, to determine compliance with average AGI provision for 2008
- applicable forms, according to 4-PL for 2009 and subsequent years
- FSA-217, if applicable
- FSA-578 for all crops in which producer has an interest
- for 2008 **only**, FSA-683, according to paragraph 353
- copy of contract growers contracts, if applicable
- production documentation according to Part 7.

Important: All required forms and production documentation must be submitted **before** the signup deadline for FSA-682 to be considered timely filed.

All supporting documentation in this subparagraph must be received in the applicable County Office **before** COC can approve or disapprove applicable parts. After signup deadline has passed, the applicable COC shall disapprove FSA-682, if documentation is incomplete.

See paragraphs 326 and 327 for determining County Office responsibilities for multi-county producers.

--321 Applying for 2011 and Previous Years Benefits (Continued)--**B Signing and Certifying FSA-682**

By signing FSA-682, item 46, the individual is:

- applying for SURE benefits for the participant listed on FSA-682, item 3A
- certifying **all** of the following:
 - information provided on FSA-682 is true and correct
 - claimed production losses were a direct result of an eligible adverse weather event
 - all supporting documentation provided are true and correct copies
- authorizing FSA officials to:
 - enter farm, inspect, and verify all applicable production in which the participant has an interest to confirm the accuracy of the information provided
 - review, verify, and authenticate all information provided on FSA-682 and supporting documents
 - contact other agencies, organizations, or facilities to verify data provided by a participant or third party from these agencies, organizations, or facilities
- acknowledging that:
 - failure to provide information requested by FSA is cause for disapproval of FSA-682
 - providing a false certification to FSA is cause for disapproval of FSA-682, and is punishable by imprisonment, fines, and other penalties.

--321 Applying for 2011 and Previous Years Benefits (Continued)--**C FSA-682 Approval or Disapproval**

The applicable COC is responsible for either approving or disapproving information on FSA-682's. In cases involving multi-county producers, FSA-682 cannot be acted on by the recording COC until all the producer's administrative COC's have acted and notified the recording county. See Exhibits 21, 22, and 23.

Important: FSA-682 shall be complete and contain all required information **before** requesting the producer to sign FSA-682. **No** entries shall be made on FSA-682 by FSA employees, except entries designated for COC use, **after** the producer signs FSA-682. Any additions or corrections by the producer shall be initialed and dated by the producer.

If COC determines the applicable FSA-682 should be disapproved, County Offices shall immediately notify the producer in writing of the disapproval. The letter to the producer shall include the following:

- notification that FSA-682 was disapproved
- reason or reasons for disapproval
- applicable appeal rights according to 1-APP.

D Late-Filed FSA-682's

Neither STC nor COC has authority to approve late-filed FSA-682's.

E Eligible Producers for SURE

See Part 2 for eligible producers for SURE. Each producer applying for SURE must sign FSA-682.

--321 Applying for 2011 and Previous Years Benefits (Continued)--

F General Signature Requirements

Signatures shall be accepted according to 1-CM.

Important: County Offices shall see 1-CM, Part 25 for signature requirements for general partnerships.

Note: General partnerships must have a permanent TIN to receive any FSA payment. FSA payments shall **not** be issued to individual members of a general partnership. FSA payments may be issued to:

- a joint venture with a permanent TIN
- the individual members of a joint venture, using the individual member's TIN, when the joint venture does **not** have a permanent TIN.

G Delegation of Authority Requirements

COC or CED must act on all completed and signed FSA-682's submitted.

Exception: **Only** COC has authority to act on (approve or disapprove) FSA-682's submitted that use producer certification of production.

Note: COC may delegate approval authority to CED for routine cases where producer provides acceptable verifiable production evidence according to Part 7 and producers did **not** enter data into FSA-682, Part A, items 6 through 10B. Delegation must be documented in COC minutes. CED's shall **not** be delegated authority to:

- disapprove any FSA-682
- approve any FSA-682 where producer entered data into Part A, items 6 through 10B
- approve any FSA-682 where producer certified production
- approve any FSA-682 where production is adjusted
- approve any FSA-682, Part A where producer did not have approved CCC-576 or a RMA Record of Loss on file that covers all crops.

Important: FSA-682 shall be approved or disapproved as certified by the participant.

--321 Applying for 2011 and Previous Years Benefits (Continued)--

H Withdrawing FSA-682's

An approved FSA-682 may be withdrawn at any time.

Note: Producers must repay all SURE payments received under any FSA-682 that is withdrawn.

322 FSA-682 Overview

A Overview

FSA-682 includes data for all of the crops in which the producer has an interest in all counties. This paragraph provides a general overview of FSA-682 parts and itemizes when a part has to be completed, by the producer, by the recording county, or by the administrative county.

Note: Producers have the flexibility to file FSA-682 in any administrative County Office in which they have a farming interest. If a producer chooses to file all data in 1 county, County Offices shall share SIR and any other supporting documentation.

B Parts of FSA-682 Applicable for Single County Producer

--Follow paragraph 341 and Part 16 or 17, as applicable, to complete FSA-682 for a-- producer with all land administered by 1 county.

| Part | | Purpose | Completed By |
|------|-----------------------------|--|--|
| A | Unaffected Crops | Identify SURE crops that did not suffer a loss. | Producer. |
| | Unreported Disaster Events | Record cause of loss and management practices for SURE crops without approved CCC-576 or RMA Record of Loss on file. | Producer. |
| B | Quality Reduction | <p>Producer’s certification that average of harvested production of SURE crop met or exceeded the applicable county quality reduction or reductions.</p> <p>Note: Entry is allowed only in either of the following items for a crop:</p> <ul style="list-style-type: none"> • 13A • 13B and/or 13C. | <p>Physical location county, by:</p> <ul style="list-style-type: none"> • producer (items 11 through 12C) • County Office (item 13A or 13B and/or 13C, as applicable). |
| C | Additional Revenue | Verify producer payments where FSA does not have automated record of payment amount. | County Office in SURE * * * Workbook based on producer information. |
| D | Crop Information | Verify eligible acres and production for SURE crops. Allow for entry of COC production adjustments. | County Office in SURE * * * Workbook based on producer information. |
| E | Administrative COC Approval | Record whether Secretarial or contiguous county designation applies. Subject to reconsideration and signature may be left blank for single county producer. | COC. |
| F | Producer Certification | Record of producer’s agreement with information on FSA-682 and request to participate. | Producer after entry of all data. |
| G | Recording COC Approval | Record of COC approval or disapproval of FSA-682. | COC. |

354 Completing Manual FSA-682's (Continued)

D Completing Manual FSA-682, Part E

Complete FSA-682, Part E according to this table **after** the producer has signed FSA-682.

| IF Part E is for... | THEN follow... |
|---|-----------------------|
| single county producer | subparagraph 341 E. |
| administrative county for multi-county producer | subparagraph 343 E. |
| recording county for multi-county producer | subparagraph 344 E. |

--355 FSA-682 Corrections--**A Certifying FSA-682 Information**

The producer must certify all of the data is true and correct on all pages of the FSA-682, whether a manual page or page generated by the SURE Workbook. Certifying incorrect information may result in a denial of program benefits.

B Correcting FSA-682 Information

If the producer's data on an originally signed FSA-682 must be corrected for any reason, the *--County Office must do either of the following:--*

- generate a new corrected FSA-682 and:
 - mark the old FSA-682, "Canceled"
 - mark the new FSA-682, "Revision"
 - have the producer sign and date the revision
 - include both the original and revised FSA-682's in the producer's SURE folder
 - if applicable, process according to this handbook
- line through the incorrect entry on the original FSA-682, enter the revised data, and :
 - ensure that both the producer and a County Office employee initial and date the revised entry
 - ensure that both the original and revised entries are legible
 - if applicable, process according to this handbook.

Note: Entries by COC do **not** require producer signature.

--355 FSA-682 Corrections (Continued)--

C Processing Corrected FSA-682

The following table provides examples of types of corrections.

| IF the only correction was... | THEN... | AND... |
|--|--|--|
| changing the yield, or other data element not printed on Page 2 | reprocess SURE Workbook according to Part 16 or 17, as applicable | follow Part 20 if payment changed. |
| buy-in crop was included on application, but producer now elects crop as <i>de minimus</i> | mark the old FSA-682 as canceled | producer completes applicable FSA-682 pages, reprocess FSA-682, SURE Workbook, and payments according to this handbook. |
| producer adds crop as unaffected in Part A | producer and a County Office employee initial and date revised entry | COC acts to assign production according to Part 7, if applicable. Reprocess FSA-682, SURE Workbook, and payments according this handbook, as needed. |
| changing either of the following: <ul style="list-style-type: none"> • total RMA indemnities • other payment in Part C | original Page 1 may be retained | reprocess FSA-682, SURE Workbook, and payments according to this handbook. |

--356 FSA-682 Cancellations Because of March 18, 2010, Quality Factor Changes--**A Background**

As of March 18, 2010, State Office may establish 1 of the following for SURE crops:

- total quality adjustment factor for all causes
- excessive moisture quality adjustment factor and other quality adjustment for quality adjustment other than excessive moisture.

To accommodate the change from the previous single quality factor (Approved Quality Reduction), FSA-682, Part B, Quality Reduction Information Section has been modified.

B Processing FSA-682's With Quality Factors That Changed

--County Offices must notify producers who had previously certified to a quality adjustment-- factor, if the State Office has changed the quality factors for the applicable crop. If the producer fails to complete a new FSA-682 within 45 calendar days of the notification, the COC shall disapprove the existing FSA-682.

The previous FSA-682 shall be marked "Canceled" and kept in the SURE folder. Follow this handbook for processing the new FSA-682, including SURE Workbook updates, all required COC determinations, and payment processing.

C Handling FSA-682's With Unchanged Quality Factors

No specific action is required if STC set a total quality adjustment factor for the crops to which the producer had previously certified to a quality reduction. The total quality percentage is considered equivalent, for SURE Program purposes, to the "Approved Quality Reduction" percentage on the previous FSA-682 version.

D Handling FSA-682's With No Quality Factors

No specific action is required if the producer had **no** entry in Part B, Quality Reduction Information, for a crop.

357-359 (Reserved)

--Part 11.5 Applying for 2012 SURE Benefits*360 Applying for 2012 Benefits****A Required Forms**

In addition to 2012 FSA-682, the following **must** be timely filed as indicated:

- AD-1026, according to 6-CP
- applicable forms, according to 4-PL
- FSA-217, if applicable
- FSA-578 for all crops in which producer has an interest
- copy of contract growers contracts, if applicable
- production documentation according to Part 7
- documentation sufficient to enable the responsible COC to determine whether a crop met all eligibility requirements for qualifying loss.

Important: All required forms and documentation must be submitted **before** the signup deadline for FSA-682 to be considered timely filed.

County Offices will **not** discourage any producer from signing FSA-682 at any time.

All supporting documentation in this subparagraph must be received in the applicable County Office **before** COC can approve or disapprove applicable parts. After signup deadline has passed, the applicable COC shall disapprove FSA-682, if documentation is incomplete.

See paragraphs 363 and 364 for determining County Office responsibilities for multi-county producers.--*

--360 Applying for 2012 Benefits (Continued)*B Signing and Certifying 2012 FSA-682**

By signing FSA-682, Part G, the individual is:

- applying for SURE benefits for the participant listed on FSA-682, item 3A
- certifying **all** of the following:
 - information provided on FSA-682 is true and correct
 - claimed production losses were a direct result of an eligible adverse weather event
 - all supporting documentation provided are true and correct copies
- authorizing FSA officials to:
 - enter farm, inspect, and verify all applicable production in which the participant has an interest to confirm the accuracy of the information provided
 - review, verify, and authenticate all information provided on FSA-682 and supporting documents
 - contact other agencies, organizations, or facilities to verify data provided by a participant or third party from these agencies, organizations, or facilities
- acknowledging that:
 - failure to provide information requested by FSA is cause for disapproval of FSA-682
 - providing a false certification to FSA is cause for disapproval of FSA-682, and is punishable by imprisonment, fines, and other penalties.

Note: A signature of a producer in FSA-682, Part G, is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.--*

--360 Applying for 2012 Benefits (Continued)*C 2012 FSA-682 Approval or Disapproval**

The applicable COC is responsible for either approving or disapproving the calculation of assistance based on the information certified by the applicant on FSA-682's.

Note: Only COC can act to approve or disapprove FSA-682.

In cases involving multi-county producers, FSA-682 cannot be acted on by the recording COC until all the producer's administrative COC's have acted and notified the recording county. See Exhibits 25, 26, and 27.

Important: FSA-682 must be complete and contain all required information **before** the producer signs FSA-682. **No** entries will be made on FSA-682 by FSA employees, except entries designated for COC use, **after** the producer signs FSA-682. Any additions or corrections by the producer must be initialed and dated by the producer.

If COC determines FSA-682 must be disapproved, County Offices will immediately notify the producer in writing of the disapproval. The letter to the producer must include the following:

- notification that FSA-682 was disapproved
- reason or reasons for disapproval
- appeal rights according to 1-APP.

D Late-Filed 2012 FSA-682's

Neither STC nor COC has authority to approve late-filed FSA-682's.

E Eligible Producers for SURE

See Part 2 for eligible producers for SURE. Each producer applying for SURE must sign FSA-682.--*

***--360 Applying for 2012 Benefits (Continued)**

F General Signature Requirements

Signature requirements and policy in 1-CM apply.

Important: See 1-CM, Part 25 for signature requirements for general partnerships.

Note: General partnerships must have a permanent TIN to receive any FSA payment. FSA payments will **not** be issued to individual members of a general partnership. FSA payments may be issued to:

- a joint venture with a permanent TIN
- the individual members of a joint venture, using the individual member's TIN, when the joint venture does **not** have a permanent TIN.

G Delegation of Authority Requirements

COC must act on all completed and signed FSA-682's submitted.

Important: FSA-682 certified by the participant will be approved or disapproved.

H Withdrawing 2012 FSA-682's

An approved FSA-682 may be withdrawn at any time.

Note: Producers must repay all SURE payments received under any FSA-682 that is withdrawn.--*

*--361 2012 FSA-682 Overview

A Overview

FSA-682 presented to a producer is intended to include data for all of the crops in which the producer has an interest in all counties. This paragraph provides a general overview of FSA-682 parts and itemizes when a part has to be completed by the producer, by the recording county, or by the administrative county.

Note: Producers have the flexibility to file FSA-682 in any administrative County Office in which they have a farming interest. If a producer chooses to file all data in 1 county, County Offices shall share SIR and any other supporting documentation.

B Parts of 2012 FSA-682 Applicable for Single County Producer

Follow paragraph 371 and Part 19.5 to complete FSA-682 for a producer with all land administered by 1 county.

| Part | | Purpose | Completed By |
|------|-----------------------------|---|--|
| A | Crops With Qualifying Loss | Identify crops, disaster events, and dates of disaster events for qualifying loss crops. | Producer. |
| B | Unaffected Crops | Identify SURE crops that did not suffer a loss. | Producer. |
| | Unreported Disaster Events | Record cause of loss and management practices for SURE crops without approved CCC-576 or RMA Record of Loss on file. | Producer. |
| C | Quality Reduction | <p>Producer’s certification that average of harvested production of SURE crop met or exceeded the applicable county quality reduction or reductions.</p> <p>Note: Entry is allowed only in either of the following items for a crop:</p> <ul style="list-style-type: none"> • 3A • 3B and/or 3C. | <p>Physical location county by:</p> <ul style="list-style-type: none"> • producer (items 1 through 2C) • County Office (item 3A or 3B and/or 3C, as applicable). |
| D | Additional Revenue | Verify producer payments where FSA does not have automated record of payment amount. | County Office in SURE Workbook based on producer information. |
| E | Crop Information | Verify eligible acres and production for SURE crops. Allow for entry of COC production adjustments. | County Office in SURE Workbook based on producer information. |
| F | Administrative COC Approval | Record whether Secretarial or contiguous county designation applies. Subject to reconsideration and signature may be left blank for single county producer. | COC. |
| G | Producer Certification | Record of producer’s agreement with information on FSA-682 and request to participate. | Producer after entry of all data. |
| H | Recording COC Approval | Record of COC approval or disapproval of FSA-682. | COC. |

--*

*--361 2012 FSA-682 Overview (Continued)

C Parts of 2012 FSA-682 Applicable for Multi-County Producer

Follow paragraphs 373 and 374 and Part 19.5 to complete FSA-682 for a producer with land administered by more than 1 county.

| Part | | Description | Completed By |
|------|----------------------------|---|--|
| A | Crops With Qualifying Loss | Identify crops, disaster events, and dates of disaster events for qualifying loss crops. | Producer. |
| B | Unaffected Crops | Record SURE crops that did not suffer a loss. | Producer for crops in each administrative county (item 1). |
| | Unreported Disaster Events | Record cause of loss and management practices for SURE crops without approved CCC-576 or RMA Record of Loss on file. | Producer for crops in each administrative county (items 2 through 4B). |
| C | Quality Reduction | Record producer's certification that average of harvested production of SURE crop met or exceeded the applicable county quality reduction or reductions. Note: Entry is allowed only in either of the following items for a crop: <ul style="list-style-type: none"> • 3A • 3B and/or 3C. | Each administrative County Office, by physical location county, by: <ul style="list-style-type: none"> • producer (items 1 through 2C) • County Office (item 3A or 3B and/or 3C, as applicable). |
| D | Additional Revenue | Verify producer payments where FSA does not have automated record of payment amount. | Each administrative County Office in SURE Workbook based on producer information. |
| E | Crop Information | Verify eligible acres and production for SURE crops. Allow for entering COC production adjustments. | Each administrative County Office in SURE Workbook based on producer information. |

--*

*--361 2012 FSA-682 Overview (Continued)

C Parts of 2012 FSA-682 Applicable for Multi-County Producer (Continued)

| Part | | Description | Completed By |
|------|-----------------------------|---|--|
| F | Administrative COC Approval | Record the following: <ul style="list-style-type: none"> • Secretarial or contiguous county designation • if COC determinations are subject to reconsideration • administrative COC approval or disapproval of Parts A through E for county. | Each administrative COC (except recording COC) after producer signs FSA-682. |
| G | Producer Certification | Producer's agreement with information on FSA-682 and request to participate. | Producer once for entire FSA-682. |
| H | Recording COC Approval | Record of COC approval or disapproval of FSA-682. | Recording COC after all administrative COC's have signed in Part F. |

D Qualifying Loss

The producer is responsible for:

- identifying the crops as a qualifying loss in Part A
- providing sufficient information to enable the responsible COC to determine the timing and cause of a loss.

Notes: The required information is established by the responsible COC.

RMA Record of Loss included on 2012 SIR is **not** considered sufficient supporting documentation as it does **not** provide cause of loss or date of disaster event.

See Part 7 and paragraph 369 for more information on COC determinations for eligible causes of loss, timing of qualifying loss, and other eligibility requirements for qualifying loss.--*

--361 2012 FSA-682 Overview (Continued)*E Crops Recorded on 2012 FSA-682**

As covered in Part 2, a crop for SURE is each unique combination of crop, crop type, and IU for the producer. With the exception of acreage listed in subparagraph F, all crops in which the producer has an interest for all counties should be on FSA-682. As covered in Part 2, these include the following:

- crop acreage that is planted or intended to be planted for harvest
- fish that are intended to be harvested for sale
- bees and beehives that are intended to be harvested for a honey crop
- inventory of value loss that suffered loss because of eligible disaster event.

F Acreage Not on 2012 FSA-682

Acreage that would **not** appear on FSA-682 includes acreage according to Part 4:

- in which the producer does **not** have an interest
- *de minimis* crops
- considered uninsurable
- considered subsequent.

G Production to Count on 2012 FSA-682

Production to count is recorded on FSA-682 at the physical location county, crop, crop type, IU, stage code, and share level. The production may need to be prorated or combined according to Part 7 if the RMA Record of Loss, NAP production records, or production evidence submitted by a producer is **not** provided for the crop, crop type, and IU in the physical location county.

Production that does **not** meet the requirements in Part 7 for verifiable and reliable is subject to the maximum loss calculation. See Part 7 for explanation of production to count.--*

*--361 2012 FSA-682 Overview (Continued)

H Producer Payments Included on 2012 FSA-682

Producer payments for which FSA does **not** have automated records available through County Office records must be provided by the producer. The producer is responsible for providing the amount of the following payments to their administrative county:

- RMA indemnities
- FSA settlements
- RMA settlements
- marketing loan gains
- guaranteed payments received by contract growers
- 2012 NAP frost/freeze payments
- except as may be provided for *de minimis* crops, information on any payment made to the producer for any crop shown or not shown on FSA-682.

Note: Payments for crops which the producer declared *de minimis* or in which the producer does **not** have an interest according to Part 2 are excluded.

I Timing of Producer Signature

The producer shall **not** sign FSA-682 until all Parts A through E are complete for all administrative counties. COC **cannot** act on any part of FSA-682 until the producer has signed Part G.--*

*--361 2012 FSA-682 Overview (Continued)

J Causes of Loss for Crops in Part B

The producer is responsible for providing sufficient information to enable the responsible COC to determine the cause of a loss recorded in Part B. The required information can be obtained:

- from a previously approved CCC-576 or RMA Record of Loss included on 2012 SIR (Exhibit 4)
- using data from Part B as entered by the producer on FSA-682.

See Part 7 and paragraph 369 for more information on COC determinations for eligible causes of loss.

K Quality Affected Production

The producer may choose to certify harvested production as quality affected by price adjustments equal to or greater than the quality reduction factor established by COC for that SURE crop for either of the following:

- total of all quality adjustment factors
- excessive moisture quality adjustment factor and/or other quality adjustment factor (cause other than excessive moisture).

On a SURE crop, the producer **cannot** certify to any of the following quality adjustment factor combinations:

- total and excessive moisture
- total and other
- total, excessive moisture, and other.

If selected for spot check, the producer is responsible for providing verifiable production evidence that the average quality reduction for all harvested production of the SURE crop met or exceeded the county average. See Part 8.--*

362 (Reserved)

***--363 Processing 2012 FSA-682's**

A Initial Contact With Multi-County Producers

When a producer contacts a County Office to apply for SURE, the County Office must determine all County Offices associated with the producer. If the producer is associated with:

- only 1 County Office, the producer completes all parts of FSA-682 in that County Office and the associated COC makes all determinations (subparagraph B)
- multiple County Offices, the County Office must determine whether the County Office is designated as the producer's recording county according to 3-PL (Rev. 1). If the County Office is:
 - **not** the recording county, then they only record and act on the portion of FSA-682 containing their county data (subparagraph C)
 - the recording county, then they have the additional responsibility for coordinating with the producer's other administrative counties, final review of FSA-682, and COC approval/disapproval of FSA-682 (subparagraph D).

B Processing 2012 FSA-682's for Producers Associated With Single County Offices

For each eligible producer associated with a single County Office, process FSA-682 according to the following table.

| Step | Action |
|-------------|---|
| 1 | Follow guidelines in Part 19.5 for assembling data for entry into the spreadsheet. |
| 2 | Follow paragraph 371 to complete FSA-682, Parts A, B, and C. |
| 3 | Enter applicable data into the spreadsheet as directed by the producer, according to Part 19.5. |
| 4 | Print FSA-682, page 3 according to Part 19.5. |
| 5 | Review data on FSA-682 and applicable FSA-682A pages with the producer. |
| 6 | Follow paragraph 371 for the producer signature on FSA-682. |
| 7 | COC acts on FSA-682 according to paragraph 371. |
| 8 | Retain copy of FSA-682. |
| | Note: Also retain copy of the 2008 FSA-683 and any applicable FSA-682A pages. |

--*

*--363 Processing 2012 FSA-682's (Continued)

C Processing 2012 FSA-682's in Other Administrative County of Multi-County Producers

For each eligible producer for which the administrative county is **not** the recording county, process FSA-682 according to the following table and Exhibit 25.

| Step | Action |
|-------------|---|
| 1 | Follow guidelines in Part 19.5 for assembling data for entry into the spreadsheet. |
| 2 | Follow paragraph 373 to complete FSA-682, Parts A, B, and C. |
| 3 | Enter applicable data into SURE Workbook as directed by the producer, according to Part 19.5. |
| 4 | Print FSA-682, page 2 according to Part 19.5. |
| 5 | Review data on FSA-682 with the producer. |
| 6 | Send copy of FSA-682, Parts A, B, and C and applicable FSA-682A pages to the recording county and follow Part 19.5 to send data from SURE Workbook. Note: Remember to follow PII guidelines when transferring documents. Ensure that recording county is aware of the number of pages being sent. |
| 7 | Retain copy of FSA-682. |
| 8 | Wait to receive notification from the recording county that the producer has signed FSA-682. |
| 9 | COC acts on FSA-682 according to paragraph 373 after the producer has signed FSA-682. |
| 10 | Update SURE Workbook with COC determinations and send updates to the recording county according to Part 19.5. |
| 11 | Send FSA-682, page 3 showing COC updates and signature showing approval/disapproval to the recording county. Note: Remember to follow PII guidelines when transferring documents. Ensure that the recording county is aware of the number of pages being sent. |
| 12 | Retain copy of FSA-682. Note: Also retain copy of 2012 SIR and any applicable FSA-682A pages. |

--*

*--363 Processing 2012 FSA-682's (Continued)

D Processing 2012 FSA-682's in Recording County of Multi-County Producers

For each eligible producer for which the county is the recording county, complete FSA-682 according to the following table and Exhibit 25.

| Step | Action |
|------|--|
| 1 | Follow guidelines in Part 19.5 for assembling data for the county for entry into the spreadsheet. |
| 2 | Follow paragraph 374 to complete FSA-682, Parts A, B, and C. |
| 3 | Enter applicable data into the spreadsheet for the producer's acreage in the recording county as directed by the producer, according to Part 19.5. |
| 4 | Print FSA-682, page 3 according to Part 19.5. |
| 5 | Confirm that the county has received all required spreadsheet data from the producer's other administrative counties and that data has been loaded according to Part 19.5. |
| 6 | Confirm that FSA-682, Parts A, B, and C have been received from all of the producer's administrative counties. |
| 7 | Review data on FSA-682 with the producer. |
| 8 | Follow paragraph 374 for the producer signature on FSA-682. |
| 9 | Notify the producer's other administrative counties that the producer has signed FSA-682. |
| 10 | Confirm with the producer's other administrative counties that their COC has acted on their FSA-682, updated their spreadsheet, and sent updates according to Part 19.5. |
| 11 | Confirm updated prints of FSA-682, page 3 showing COC updates and signature showing approval/disapproval from each of the producer's other administrative counties. |
| 12 | COC determines producer overall eligibility according to Parts 2 and 19.5. |
| 13 | COC acts on FSA-682 according to paragraph 374, signs, and dates in Part H. |
| 14 | Notify other administrative counties of approval or disapproval of FSA-682. |
| 15 | Retain copy of complete FSA-682 with all updates. |
| | <p>Note: Also retain copy of SIR for the recording county, any supporting documentation for qualifying loss, and any applicable FSA-682A pages.</p> |

--*

--364 Interaction Between Counties for Multi-County Producers*A Overview**

County Offices having multiple county producers must remain in close contact with other County Offices. This paragraph provides the interaction that must take place between County Offices for FSA-682 process.

B Recording County

The recording county for SURE shall be the producer's designated eligibility recording county according to 3-PL (Rev. 1). If the producer is involved in only 1 county, then that county is considered to be both the recording and administrative county for the purposes of this paragraph.

C Recording County Responsibilities

COC in a recording county is responsible for the following:

- producer eligibility determinations according to Part 1
- ensuring that FSA-682 is completed according to this part
- accepting producer signatures according to 1-CM
- approving or disapproving FSA-682, Parts A through E, for their county's data
- assigning production on FSA-682, Part E, for crops in their county
- overall approval or disapproval of FSA-682
- requesting additional information, as needed, from other administrative counties
- requesting additional information, as needed, from physical location counties
- ensuring that other administrative counties are notified of approval or disapproval of FSA-682.--*

***--364 Interaction Between Counties for Multi-County Producers (Continued)**

D Other Administrative County Responsibilities

COC's in other administrative counties are responsible for the following:

- approving or disapproving FSA-682, Parts A through E, for their county's data
- assigning production on FSA-682, Part E, for crops in their county
- requesting additional information, if necessary, from the physical location county to support qualifying losses
- providing additional information, if requested, to the recording county
- ensuring that the recording county receives data from their county, including COC determinations.

E No Transfer of COC Authority Between Counties

No COC may transfer authority to act on their behalf to another COC. While a producer may choose to record all of the information for FSA-682 in a single County Office, each applicable COC is required to act on their respective parts of FSA-682.--*

365 (Reserved)

*--366 Administrative Appeal Rights for SURE

A Applying 1-APP

See 1-APP for policy about administrative review rights.

B Unique Aspect of SURE - Recording COC Determinations and Administrative COC Determinations

Under SURE, a recording COC is responsible for issuing a SURE Program decision on a producer's FSA-682. That recording COC decision may be based on other decisions that were decided by 1 or more administrative COC's or administrative COC employees.

In some cases, an administrative COC will issue determinations on matters falling within its area of authority in response to a producer's FSA-682. In other cases, an administrative COC (or an administrative COC employee) may have already issued a decision on matters long before the producer ever filed FSA-682. Those decisions may or may not have been contested at the time (with either FSA, in mediation, or to NAD), and those decisions may or may **not** already be administratively final.

Participants have the right to challenge adverse decisions in administrative appeals according to 1-APP. SURE does **not** alter any of the administrative appeal rights discussed in 1-APP. Additionally, SURE does **not** give participants a new right to contest administrative decisions that have already become final according to 1-APP, paragraph 25.

Example: In 2012, a participant filed a notice of loss under NAP that resulted in an administrative COC assigning production for an ineligible cause of loss. The participant appealed the administrative COC decision at the time and the administrative COC decision to assign production was upheld on appeal. In 2014, the participant filed FSA-682. The participant **cannot**, in 2014 or later, contest FSA's basis for assigning the production just because the participant filed FSA-682.--*

--366 Administrative Appeal Rights for SURE (Continued)*B Unique Aspect of SURE - Recording COC Determinations and Administrative COC Determinations (Continued)**

In general, recording COC's will **not** do any of the following:

- review, reconsider, or comment on administrative determinations that were rendered by an administrative COC (or subordinate administrative COC employee decision that has become final)

Notes: This prohibition includes making any sort of recommendation that an administrative COC reopen a case or seek to reopen a case according to 1-APP, paragraph 25.

To the extent that a recording COC has questions about a matter falling under the authority of an administrative COC, recording COC's may communicate through appropriate channels, with the administrative COC, and make necessary inquiries.

- act on FSA-682 until **all** required administrative COC decisions are received, as applicable

Note: Regardless of whether a participant sought or seeks reconsideration, appeal, or mediation on an administrative COC decision (or COC employee decision), the recording COC may act on FSA-682 after recording COC has received all required administrative COC (or COC employee decisions) without regard to any subsequently filed reconsideration, appeal, or mediation. However, if an administrative COC decision is modified on reconsideration, mediation, or appeal, the recording COC must review whether the recording COC decision on the producer's FSA-682 has been impacted and, if so, to what extent.

- participate in, comment on, or provide any statement in any reconsideration, appeal, or mediation involving an issue or matter outside the recording COC's area of authority or about an administrative COC (including COC employee) decision without express written consent according to 1-APP, paragraph 26.

Administrative COC's or administrative COC employees, as applicable, are responsible for issuing necessary program determinations on matters falling under their geographical or regional authority that are necessary for completing the SURE Workbook. These matters include, but are not limited to, items such as eligible or ineligible causes of loss impacting a producer's crop, the need for assignments of production for any reason, decisions on whether a crop was prevented from being planted, etc.--*

--367 Restrictions and Limitations*A Restriction on Unapproved Forms**

State and County Offices shall **not** use unapproved forms, worksheets, applications, or other documents to obtain or collect the data required from participants to complete FSA-682.

B Limitations on Initiating 2012 FSA-682's

A producer can initiate or complete FSA-682 process in any county with which the producer has an association. A producer cannot complete any portion of FSA-682 in a county that does **not** administer any acreage of the producer's SURE farm.

C Restrictions on Completing Manual 2012 FSA-682, Parts D and E

A manual FSA-682, Parts D and E, shall be completed only if the producer intentionally files acreage and production for crops, crop types, and IU's that do **not** meet the Risk Management Purchase Requirements. In this case, the crop, crop type, and IU cannot be entered using the **SURE** Workbook according to Part 19.5. See paragraph 381 for instructions on completing manual FSA-682, Parts D through F.--*

368 (Reserved)

--369 Establishing Eligible Causes of Loss for SURE*A Establishing Eligible Causes of Loss for Qualifying Crops**

COC must make a determination about eligible cause of loss and other eligibility requirements for each unique combination of crop, crop type, and IU with eligible acreage for the producer in the county according to Part 2 for any 10 percent qualifying loss crop entered in FSA-682, Part A.

B General Requirement for Eligible Cause of Loss on Nonqualifying Crops

COC must make a determination about eligible cause of loss for each unique combination of crop, crop type, and IU with eligible acreage for the producer in the county. See Part 7 for ineligible causes of loss for assigning production. COC can determine that the producer met the reporting requirements for causes of loss for the crop, crop type, and IU for nonqualifying crops by any 1 of the following for nonqualifying loss purposes:

- approved CCC-576 is on file in the county
- RMA Record of Loss for the producer's acreage is on SIR
- producer completes FSA-682, Part B, "Unaffected Crops"
- producer completes FSA-682, Part B, "Unreported Disaster Events".

Note: RMA Record with "DC" Stage Code cannot be used to meet reporting requirements, unless COC determines the producer has met reporting requirements.

C Prevented Planting Restriction

Producers with prevented planting acreage that do **not** have an approved CCC-576 or an RMA Record of Loss shall follow 2-CP procedure to file CCC-576. FSA-682, Part B, "Unreported Disaster Events", shall **not** be used to claim prevented planting for SURE.

D CCC-576 Filed for a Unit

As with NAP, an approved CCC-576 previously filed by 1 producer on the unit covers all of the acreage of the crop, crop type, and IU for all producers on that unit for nonqualifying loss purposes.--*

--369 Establishing Eligible Causes of Loss for SURE (Continued)*E CCC-576 Filed on 1 or Multiple Units**

An approved CCC-576 for 1 or multiple units in an administrative county covers all of the acreage of the crop, crop type, and IU for the producer in the county. It does **not** apply to acreage in a different county.

Note: For nonqualifying loss purposes, COC has the discretion to allow an approved CCC-576 to cover **all** producers on the unit that have the same crop, crop type, and IU on other units within the county.

F Late-Filed CCC-576's

A late-filed CCC-576 that did **not** meet 1-NAP late-filed provisions, but met all other requirements, may be considered by COC to establish an eligible cause of loss for SURE acreage for nonqualifying loss purposes.

G Disapproved CCC-576's

CCC-576's disapproved by COC for reasons other than failure to meet late-filed provisions shall **not** be used to establish an eligible cause of loss for SURE. COC shall **not** reconsider previously disapproved CCC-576's.

H CCC-576's Filed for Different Crop, Crop Type, or IU

An approved CCC-576 for acreage of a different combination of crop, crop type, or IU shall **not** be used to establish an eligible cause of loss for SURE.

I RMA Record of Loss With "DC" Stage Code

A "DC" Stage Code in an RMA Record of Loss indicates a denied claim. The producer must provide additional information before COC can determine whether the producer met reporting requirements under subparagraph B.

J COC Request for Additional Information

COC has the authority and responsibility to request additional information from the producer for any qualifying 10 percent loss or eligible cause of loss.--*

370 (Reserved)

***--371 Completing 2012 FSA-682 for a Single County Producer**

A Completing 2012 FSA-682

Follow this paragraph and Part 19.5 to complete FSA-682 for a single county producer applying for SURE. See paragraph 373 for handling FSA-682's in an administrative county for a multi-county producer. See paragraph 374 for handling FSA-682's in a recording county for a multi-county producer.

See Part 19.5 for completing SURE Workbook and FSA-682, page 3.

B Completing 2012 FSA-682, Part A

Complete FSA-682, Part A according to this table.

| Item | Instruction |
|---|--|
| Page 1 Header | |
| 1 | Enter recording State and county code for the producer. Note: If the producer is not multi-county, the recording county and administrative county are the same. |
| 2 | 2012 crop year is prefilled. |
| 3A | Enter producer's name. |
| 3B | Enter producer's address. |
| 3C | Enter producer's telephone number. |
| 4 | Entry is optional because the recording county and administrative county are the same. |
| Part A – Crops With Qualifying Loss on or Before September 30, 2011 | |
| Notes: Items 1A through 2B are completed by the producer, or completed by the County Office on the producer's behalf based on information provided by the producer. | |
| The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682. | |
| Items 1A through 2B are completed for 1 or more crops, included in Part E, that the producer claims as meeting all 10 percent qualifying loss requirements according to Part 2. | |
| 1A | Producer provides physical location State and county for the crop, crop type, and IU in items 1B through 1D. |
| 1B-1D | Producer provides crop, crop type, and IU that were affected by an eligible disaster event in the State and county in item 1A. |
| 2A | Producer provides disaster event that caused the loss. |
| 2B | Producer provides date the disaster event occurred. |

--*

*--371 Completing 2012 FSA-682 for a Single County Producer (Continued)

C Completing 2012 FSA-682, Part B

Complete FSA-682, Part B according to this table.

| Item | Instruction |
|--|--|
| Page 2 Header | |
| 5 | Enter producer's name. |
| 6 | Enter administrative State and county. |
| 7 | 2012 crop year is prefilled. |
| Part B – Unaffected Crops and Unreported Disaster Events | |
| <p>Notes: Items 1A through 4B are completed by the producer, or completed by the County Office on the producer's behalf based on information provided by the producer.</p> | |
| <p>The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> | |
| <p>If applicable, the producer, or County Office on the producer's behalf based on information provided by the producer, completes items 1A and 1B only if the producer considers 1 or more of their crops that will be included in Part E as not affected by an eligible disaster event.</p> | |
| 1A | Producer provides physical location State and county for the crops in item 1B. |
| 1B | Producer provides crops that were not affected by an eligible disaster event in the State and county in item 1A. |
| <p>If applicable, the producer, or County Office on the producer's behalf based on information provided by the producer, completes items 2A through 4B for each physical location State and county/disaster event/crop combination that was not already on CCC-576 approved for FSA NAP covered crops or on RMA Record of Loss.</p> | |
| 2A | Producer provides State and county codes for the county in which the crop is physically located. |
| 2B | Producer provides disaster event that caused the loss. |
| 2C | Producer provides date the disaster event occurred. |
| 3A-3C | <p>Producer provides crop, crop type, and IU affected by the disaster event in item 2B.</p> <p>Note: If additional unrecorded causes of loss occurred, separate Part B's must be filed for each applicable event.</p> |
| 4A | Producer provides cultivation practices for expected crop production, before and after date of damage, on affected crop acreage, such as fertilizer amounts, cultivation, seeding rate and variety, pesticides, herbicide amounts, irrigation measures, etc. |
| 4B | Producer provides what has been done with the damaged crop acreage. |

--*

***--371 Completing 2012 FSA-682 for a Single County Producer (Continued)**

D Completing 2012 FSA-682, Part C

Complete FSA-682, Part C according to this table.

| Item | Instruction |
|---|---|
| Part C – Quality Reduction Information | |
| <p>Notes: Items are optional. Items 1 through 2C are completed by the producer, or completed by the County Office on the producer’s behalf based on information provided by the producer. Item 3 is completed by the County Office.</p> <p>The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> | |
| <p>Items 1 through 3 are completed only if the producer is certifying that a crop suffered an average quality reduction at least equal to the county’s average quality factor for the crop.</p> | |
| <p>Note: Part C is completed for each administrative county where the producer has an interest.</p> | |
| 1 | Producer provides physical location State and county for crop, crop type, and IU that will be entered in items 2A through 2C. |
| 2A-2C | Producer provides crop, crop type, and IU. |
| 3A | If producer is certifying to quality loss because of all factors, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |
| 3B | If producer is certifying to quality loss because of excessive moisture, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |
| 3C | If producer is certifying to quality loss because of any cause other than excessive moisture, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |

Note: Entry is allowed only in either of the following items for a crop:

- 3A
- 3B and/or 3C.--*

***--371 Completing 2012 FSA-682 for a Single County Producer (Continued)**

E Completing 2012 FSA-682, Parts D and E

Information in FSA-682, Parts D and E is entered and printed through the SURE Workbook process, **except** for cases outlined in paragraph 381. See Part 19.5 for instructions on entering data into SURE Workbook and printing FSA-682, page 3.

F Completing 2012 FSA-682, Part F

Complete FSA-682, Part F according to this table.

| Item | Instruction |
|---|--------------|
| Part F – Administrative COC Approval for Parts A, B, C, D, E | |
| COC does not take action until the producer has signed FSA-682. | |
| Note: For single county producers, COC is required to only sign in Part H. | |
| Check (✓) “Yes” if the State and county in item 9 had a secretarial designation or was contiguous to a secretarially designated county for the crop year in item 10; otherwise, check (✓) “No”. | |
| 1 | Leave blank. |
| 2 | Leave blank. |
| 3 | Leave blank. |
| 4 | Leave blank. |

--*

***--371 Completing 2012 FSA-682 for a Single County Producer (Continued)**

G Completing 2012 FSA-682, Part G

Complete FSA-682, Part G according to this table.

| Item | Instruction |
|---|---|
| Page 4 Header | |
| 11 | Enter producer's name. |
| 12 | Enter State and county name. Note: Recording and administrative State and county is the same. |
| 13 | 2012 crop year is prefilled. |
| Part G – Producer Certifications | |
| 1 | Producer signs FSA-682 after all required information in Parts A through E for all crops, crop types, and IU's with eligible acreage in which the producer has an interest in the county is complete. Note: The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682. |
| 2 | If: <ul style="list-style-type: none"> • the producer signing is not signing in the representative capacity, leave blank • anyone other than the producer is signing in a representative capacity, enter the title or relationship to the producer or applicant. |
| 3 | Enter date signed. |

H Completing 2012 FSA-682, Part H

Complete FSA-682, Part H according to this table.

| Item | Instruction |
|--|---|
| Part H – Recording COC Approval or Disapproval of Application | |
| Note: For single county producers, COC signs in Part H. | |
| 1A | Determination of approval or disapproval for FSA-682. |
| 1B | Signature of COC or designee. |
| 1C | Date signed by COC or designee |

--*

*--372 Examples of 2012 FSA-682 for 2012 (Continued)

D Example of 2012 FSA-682, Parts G and H

The following is an example of 2012 FSA-682, Parts G and H.

| | | |
|--|--|-----------------------|
| FSA-682 (02-10-14) | | Page 4 of 4 |
| 11. Producer's Name | 12 Recording State and County | 13. Crop Year 2012 |
| PART G- PRODUCER CERTIFICATIONS | | |
| <p>- My signature on the FSA-682 certifies that all information on the FSA-682 is accurate and correct. I certify that I have the authority to submit the FSA-682, and understand that it will be used to determine eligibility for the Supplemental Revenue Assistance Payments Program, but it is not a determination of an actual payment. I certify that I understand the eligibility requirements of the program.</p> <p>- While I recognize that this application must be filed in the appropriate administrative county, I understand that for purposes of calculating ultimate program eligibility my "farm" for the purposes of the Supplemental Revenue Assistance Payments Program, is the sum of all of the following in which I have an interest for all counties: eligible crop acreage that is planted or intended to be planted for harvest; fish that are intended to be harvested for sale; bees and beehives that are intended to be harvested for a honey crop; and value loss crops that suffered an inventory loss due to an eligible disaster event.</p> <p>- I certify that, depending upon the crop, I have obtained NAP coverage, an eligible (see instructions) policy or plan of insurance, purchased buy-in coverage, received relief, or elected de minimus exception for all crops for which NAP coverage is available or are insurable under the federal crop insurance program, excluding crop insurance pilot programs in which I have an interest in all counties; or I am applying for a waiver as a Socially Disadvantaged Producer, Limited Resource Producer, or Beginning Farmer or Rancher.</p> <p>- I certify that at least one crop of economic significance for which I am applying for 2012 SURE benefits has been included in Part A and suffered a qualifying loss due to disaster event that occurred on or before September 30, 2011.</p> <p>- I have reviewed Parts A-E of this form and certify by my signature below, that the information for all crops in each respective county is true and correct.</p> <p>- I understand that my payment eligibility will be initially determined based on my representations made on this application, regardless of how information was entered on this application or by whom. FSA is in no way responsible for the accuracy or inaccuracy of the information entered on this application once I have signed this application.</p> <p>- I certify that I have filed an acreage report for all crops in all counties nationwide in which I, as producer, have an interest.</p> <p>- I certify that I have reported all of my eligible production for all eligible commodities on my farm.</p> <p>- I certify that all information reported on this form is true and correct, and I understand that if any information is determined to be in error then the application may be disapproved or reevaluated and may result in a determination of ineligibility completely or in part and other criminal or civil penalties or sanctions.</p> <p>- I certify that all information provided to support this application, including marketing contract(s) or Community Supported Agriculture Agreements if applicable, is true and correct.</p> <p>- I understand that no person or legal entity, as defined and determined under the provisions of 7 CFR Part 1400 in effect for 2012, can receive directly and indirectly more than \$100,000 total in the crop year's payments, and that such limit may be a combined limit for all SURE, and other program payments as may be applicable for all counties. I certify that no person or legal entity with an interest in this payment will exceed the applicable limitation.</p> <p>- I understand that if I am unable to provide verifiable documentation at the time of a spot-check to support my average quality adjustment statements in Part B, I will be ineligible for quality adjustment on my harvested production and will repay any resulting overpayment.</p> <p>- I understand that USDA will be conducting spot-checks for this program and I authorize FSA access to any records held by elevators, processors, contractors, or any other agency or organization that maintains records or substantiating evidence for which I am basing this certification for the purposes of verifying such information contained in this form or is otherwise necessary to determine eligibility under this SURE program.</p> <p>- I understand that payments are subject to the provisions, including modifications, in the actual program regulations and statutory authorities, as may be amended.</p> | | |
| 1. Producer's Signature (By) | 2. Title/Relationship of the Individual Signing in a Representative Capacity | 3. Date (MM-DD-YYYY) |
| PART H - RECORDING COC APPROVAL OR DISAPPROVAL OF APPLICATION | | |
| 1A. COC Action on Application: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved | 1B. COC Signature | 1C. Date (MM-DD-YYYY) |
| <p>NOTE: The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a - as amended). The authority for requesting the information identified on this form is 7 CFR Part 760 and the Food, Conservation, and Energy Act of 2008 (Pub. L. 110-246). The information will be used to determine eligibility for program benefits. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated). Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility for program benefits. Payments may be made under the program to which the form applies only to the extent permitted by applicable authorities.</p> <p>This information collection is exempted from the Paperwork Reduction Act, as it is required for administration of the Food, Conservation, and Energy Act of 2008 (see Section 1601 of Pub. L. 110-246, Title I, Subtitle F - Administration).</p> <p>The provisions of criminal, civil, and privacy statutes may be applicable to the information provided. RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE</p> <p><small>The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) Persons with disabilities, who wish to file a program complaint, write to the address below or if you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 725-2600 (voice and TDD). Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint, please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).</small></p> <p><small>If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.aces.usda.gov/complaint_filing_civil.html or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov. USDA is an equal opportunity provider and employer.</small></p> | | |
| | | Page ___ of ___ |

--*

***--373 Completing 2012 FSA-682 in an Administrative County for a Multi-County Producer**

A Completing 2012 FSA-682

Follow this paragraph and Part 19.5 to complete FSA-682 for land administered in the county for a multi-county producer applying for SURE. See paragraph 371 for handling FSA-682's for a single county producer. See paragraph 374 for handling FSA-682's in a recording county for a multi-county producer.

See Part 19.5 for completing SURE Workbook and FSA-682, page 3.

B Completing 2012 FSA-682, Part A

Complete FSA-682, Part A according to this table.

| Item | Instruction |
|---|---|
| Page 1 Header | |
| 1 | Enter recording State and county code for the producer. Note: Items 1 through 4 and Part A are completed for each administrative county where the producer has an interest. |
| 2 | 2012 crop year is prefilled. |
| 3A | Enter producer's name. |
| 3B | Enter producer's address. |
| 3C | Enter producer's telephone number. |
| 4 | Entry is optional because the recording county and administrative county are the same. |
| Part A – Crops With Qualifying Loss on or Before September 30, 2011 | |
| Notes: Items 1A through 2B are completed by the producer, or completed by the County Office on the producer's behalf based on information provided by the producer. | |
| The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682. | |
| Items 1A through 2B are completed for 1 or more crops, included in Part E, that the producer claims as meeting all 10 percent qualifying loss requirements according to Part 2. | |
| 1A | Producer provides physical location State and county for the crop, crop type, and IU in items 1B through 1D. |
| 1B-1D | Producer provides crop, crop type, and IU that were affected by an eligible disaster event in the State and county in item 1A. |
| 2A | Producer provides disaster event that caused the loss. |
| 2B | Producer provides date the disaster event occurred. |

--*

***--373 Completing 2012 FSA-682 in an Administrative County for a Multi-County Producer (Continued)**

C Completing 2012 FSA-682, Part B

Complete FSA-682, Part B according to this table.

| Item | Instruction |
|--|---|
| Page 2 Header | |
| 5 | Enter producer's name. |
| 6 | Enter administrative State and county. |
| 7 | 2012 crop year is prefilled. |
| Part B – Unaffected Crops and Unreported Disaster Events | |
| <p>Notes: Items 1A through 4B are completed by the producer, or completed by the County Office on the producer's behalf based on information provided by the producer.</p> <p>Part B is completed for each administrative county where the producer has an interest.</p> <p>The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> | |
| <p>If applicable, the producer, or County Office on the producer's behalf based on information provided by the producer, completes items 1A and 1B only if the producer considers 1 or more of their crops that will be included in Part E as not affected by an eligible disaster event.</p> | |
| 1A | Producer provides physical location State and county for the crops in item 1B. |
| 1B | Producer provides crops that were not affected by an eligible disaster event in the State and county in item 1A. |

--*

***--373 Completing 2012 FSA-682 in an Administrative County for a Multi-County Producer (Continued)**

C Completing 2012 FSA-682, Part B (Continued)

| Item | Instruction |
|-------|---|
| | If applicable, the producer, or County Office on the producer's behalf based on information provided by the producer, completes items 2A through 4B for each physical location State and county/disaster event/crop combination that was not already on CCC-576 approved for FSA NAP covered crops or on RMA Record of Loss. |
| 2A | Producer provides State and county codes for the county in which the crop is physically located. |
| 2B | Producer provides disaster event that caused the loss. |
| 2C | Producer provides date the disaster event occurred. |
| 3A-3C | <p>Producer provides crop, crop type, and IU affected by the disaster event in item 2B.</p> <p>Note: If additional unrecorded causes of loss occurred, separate Part B's must be filed for each applicable event.</p> |
| 4A | Producer provides cultivation practices for expected crop production, before and after date of damage, on affected crop acreage, such as fertilizer amounts, cultivation, seeding rate and variety, pesticides, herbicide amounts, irrigation measures, etc. |
| 4B | Producer provides what has been done with the damaged crop acreage. |

--*

***--373 Completing 2012 FSA-682 in an Administrative County for a Multi-County Producer (Continued)**

D Completing 2012 FSA-682, Part C

Complete FSA-682, Part C according to this table.

| Item | Instruction |
|---|---|
| Part C – Quality Reduction Information | |
| <p>Notes: Items are optional. Items 1 through 2C are completed by the producer, or completed by the County Office on the producer’s behalf based on information provided by the producer. Item 3 is completed by the County Office.</p> <p>The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> | |
| <p>Items 1 through 3 are completed only if the producer is certifying that a crop suffered an average quality reduction at least equal to the county’s average quality factor for the crop.</p> | |
| <p>Note: Part C is completed for each administrative county where the producer has an interest.</p> | |
| 1 | Producer provides physical location State and county for crop, crop type, and IU that will be entered in items 2A through 2C. |
| 2A-2C | Producer provides crop, crop type, and IU. |
| 3A | If producer is certifying to quality loss because of all factors, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |
| 3B | If producer is certifying to quality loss because of excessive moisture, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |
| 3C | If producer is certifying to quality loss because of any cause other than excessive moisture, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |

Note: Entry is allowed only in either of the following items for a crop:

- 3A
- 3B and/or 3C.--*

***--373 Completing 2012 FSA-682 in an Administrative County for a Multi-County Producer (Continued)**

E Completing 2012 FSA-682, Parts D and E

Information in FSA-682, Parts D and E is entered and printed through the SURE Workbook process, **except** for cases outlined in paragraph 381. See Part 19.5 for instructions on entering data into SURE Workbook and printing FSA-682, page 3.

F Completing 2012 FSA-682, Part F

Complete FSA-682, Part F according to this table after the recording county sends notification that the producer has signed FSA-682.

| Item | Instruction |
|---|---|
| Part F – Administrative COC Approval for Parts A, B, C, D, E | |
| COC does not take action until the producer has signed FSA-682. | |
| Check (✓) “Yes” if the State and county in item 9 had a secretarial designation or was contiguous to a secretarially designated county for the crop year in item 10; otherwise, check (✓) “No”. | |
| 1 | Check (✓) “Approved” if COC approved Parts A through E; otherwise, check (✓) “Disapproved”. |
| 2 | Check (✓) “Yes” if any COC action for Parts A through E is subject to reconsideration; otherwise, check (✓) “No”. See paragraph 366 for further information on items subject to reconsideration, appeal, or mitigation. |
| 3 | COC signature. |
| 4 | Date COC signed FSA-682. |

Note: Notify recording county of COC action and send applicable pages and COC signature to the recording county.--*

***--374 Completing 2012 FSA-682 in Recording County for Multi-County Producer**

A Completing 2012 FSA-682

Follow this paragraph to complete FSA-682 in the recording county for a multi-county producer. See paragraph 371 for handling FSA-682's for a single county producer. See paragraph 373 and Exhibits 25, 26, and 27 for handling FSA-682's in an administrative county for a multi-county producer.

See Part 19.5 for completing SURE Workbook and FSA-682, page 3.

B Completing 2012 FSA-682, Part A

Complete FSA-682, Part A according to this table.

| Item | Instruction |
|---|--|
| Page 1 Header | |
| 1 | Enter recording State and county code for the producer. Note: If the producer is not multi-county, the recording county and administrative county are the same. |
| 2 | 2012 crop year is prefilled. |
| 3A | Enter producer's name. |
| 3B | Enter producer's address. |
| 3C | Enter producer's telephone number. |
| 4 | Entry is optional because the recording county and administrative county are the same. |
| Part A – Crops With Qualifying Loss on or Before September 30, 2011 | |
| Notes: Items 1A through 2B are completed by the producer, or completed by the County Office on the producer's behalf based on information provided by the producer. | |
| The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682. | |
| Items 1A through 2B are completed for 1 or more crops, included in Part E, that the producer claims as meeting all 10 percent qualifying loss requirements according to Part 2. | |
| 1A | Producer provides physical location State and county for the crop, crop type, and IU in items 1B through 1D. |
| 1B-1D | Producer provides crop, crop type, and IU that were affected by an eligible disaster event in the State and county in item 1A. |
| 2A | Producer provides disaster event that caused the loss. |
| 2B | Producer provides date the disaster event occurred. |

--*

*--374 Completing 2012 FSA-682 in Recording County for Multi-County Producer (Continued)

C Completing 2012 FSA-682, Part B

Complete FSA-682, Part B according to this table.

| Item | Instruction |
|--|--|
| Page 2 Header | |
| 5 | Enter producer's name. |
| 6 | Enter administrative State and county. |
| 7 | 2012 crop year is prefilled. |
| Part B – Unaffected Crops and Unreported Disaster Events | |
| <p>Notes: Items 1A through 4B are completed by the producer, or completed by the County Office on the producer's behalf based on information provided by the producer.</p> <p>The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> | |
| <p>If applicable, the producer, or County Office on the producer's behalf based on information provided by the producer, completes items 1A and 1B only if the producer considers 1 or more of their crops that will be included in Part E as not affected by an eligible disaster event.</p> | |
| 1A | Producer provides physical location State and county for the crops in item 1B. |
| 1B | Producer provides crops that were not affected by an eligible disaster event in the State and county in item 1A. |
| <p>If applicable, the producer, or County Office on the producer's behalf based on information provided by the producer, completes items 2A through 4B for each physical location State and county/disaster event/crop combination that was not already on CCC-576 approved for FSA NAP covered crops or on RMA Record of Loss.</p> | |
| 2A | Producer provides State and county codes for the county in which the crop is physically located. |
| 2B | Producer provides disaster event that caused the loss. |
| 2C | Producer provides date the disaster event occurred. |
| 3A-3C | <p>Producer provides crop, crop type, and IU affected by the disaster event in item 2B.</p> <p>Note: If additional unrecorded causes of loss occurred, separate Part B's must be filed for each applicable event.</p> |
| 4A | Producer provides cultivation practices for expected crop production, before and after date of damage, on affected crop acreage, such as fertilizer amounts, cultivation, seeding rate and variety, pesticides, herbicide amounts, irrigation measures, etc. |
| 4B | Producer provides what has been done with the damaged crop acreage. |

--*

***--374 Completing 2012 FSA-682 in Recording County for Multi-County Producer (Continued)**

D Completing 2012 FSA-682, Part C

Complete FSA-682, Part C according to this table.

| Item | Instruction |
|--|---|
| Part C – Quality Reduction Information | |
| <p>Note: Items are optional. Items 1 through 2C are completed by the producer, or completed by the County Office on the producer’s behalf based on information provided by the producer. Item 3 is completed by the County Office.</p> <p>The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> | |
| <p>Items 1 through 3 are completed only if the producer is certifying that a crop suffered an average quality reduction at least equal to the county’s average quality factor for the crop.</p> | |
| <p>Note: Part C is completed for each administrative county where the producer has an interest.</p> | |
| 1 | Producer provides physical location State and county for crop, crop type, and IU that will be entered in items 2A through 2C. |
| 2A-2C | Producer provides crop, crop type, and IU. |
| 3A | If producer is certifying to quality loss because of all factors, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |
| 3B | If producer is certifying to quality loss because of excessive moisture, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |
| 3C | If producer is certifying to quality loss because of any cause other than excessive moisture, the County Office enters approved quality factor set for the crop, crop type, and IU in the State and county in item 1. See Part 8. |

Note: Entry is allowed only in either of the following items for a crop:

- 3A
- 3B and/or 3C.--*

***--374 Completing 2012 FSA-682 in Recording County for Multi-County Producer (Continued)**

E Completing 2012 FSA-682, Parts D and E

Information in FSA-682, Parts D and E is entered and printed through the SURE Workbook process, **except** for cases outlined in paragraph 381. See Part 19.5 for instructions on entering data into SURE Workbook and printing FSA-682, page 3.

F Completing 2012 FSA-682, Part F

Complete FSA-682, Part F according to this table **after** the producer has signed FSA-682.

| Item | Instruction |
|---|--------------|
| Part F – Administrative COC Approval for Parts A, B, C, D, E | |
| COC does not take action until the producer has signed FSA-682. | |
| Note: The recording COC is required to only sign in Part H. | |
| Check (✓) “Yes” if the State and county in item 9 had a secretarial designation or was contiguous to a secretarially designated county for the crop year in item 10; otherwise, check (✓) “No”. | |
| 1 | Leave blank. |
| 2 | Leave blank. |
| 3 | Leave blank. |
| 4 | Leave blank. |

G Completing 2012 FSA-682, Part G

Complete FSA-682, Part G according to this table.

| Item | Instruction |
|---|------------------------------|
| Page 4 Header | |
| 11 | Enter producer’s name. |
| 12 | Enter State and county name. |
| Note: Recording and administrative State and county is the same. | |
| 13 | 2012 crop year is prefilled. |

--*

***--374 Completing 2012 FSA-682 in Recording County for Multi-County Producer (Continued)**

G Completing 2012 FSA-682, Part G (Continued)

| Item | Instruction |
|---|--|
| Part G – Producer Certifications | |
| 1 | <p>Producer signs FSA-682 after all required information in Parts A through E for all crops, crop types, and IU’s with eligible acreage in which the producer has an interest in the county is complete.</p> <p>Note: The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> |
| 2 | <p>If:</p> <ul style="list-style-type: none"> • the producer signing is not signing in the representative capacity, leave blank • anyone other than the producer is signing in a representative capacity, enter the title or relationship to the producer or applicant. |
| 3 | Enter date signed. |

Note: Notify administrative counties that producer has signed FSA-682, and wait for notification from administrative counties on their COC action.

H Completing 2012 FSA-682, Part H

Complete FSA-682, Part H according to this table.

| Item | Instruction |
|--|---|
| Part H – Recording COC Approval or Disapproval of Application | |
| Signed only after all applicable administrative COC’s have acted on information in Parts A through E, signed in Part F, and all Parts A through F are part of FSA-682. | |
| 1A | Determination of approval or disapproval for FSA-682. |
| 1B | Signature of COC or designee. |
| 1C | Date signed by COC or designee |

Note: Notify other administrative counties of approval or disapproval.--*

375 (Reserved)

***--376 Completing 2012 FSA-682A**

A When to Complete 2012 FSA-682A

2012 FSA-682A is completed only if producers require additional entry lines on FSA-682, Part A or B.

B Instructions for 2012 FSA-682A, Part A

Complete FSA-682A, Part A according to this table.

| Item | Instruction |
|--|--|
| Page 1 Header | |
| 1 | Enter recording State and county code for the producer. Note: If the producer is not multi-county, the recording county and administrative county are the same. |
| 2 | 2012 crop year is prefilled. |
| 3 | Enter producer's name. |
| 4 | Entry is optional because the recording county and administrative county are the same. |
| <p style="text-align: center;">Part A – Crops With Qualifying Loss on or Before September 30, 2011</p> <p>Notes: Items 1A through 2B are completed by the producer, or completed by the County Office on the producer's behalf based on information provided by the producer.</p> <p>The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> | |
| Items 1A through 2B are completed for 1 or more crops, included in Part E, that the producer claims as meeting all 10 percent qualifying loss requirements according to Part 2. | |
| 1A | Producer provides physical location State and county for the crop, crop type, and IU in items 1B through 1D. |
| 1B-1D | Producer provides crop, crop type, and IU that were affected by an eligible disaster event in the State and county in item 1A. |
| 2A | Producer provides disaster event that caused the loss. |
| 2B | Producer provides date the disaster event occurred. |

--*

*--376 Completing 2012 FSA-682A (Continued)

C Instructions for 2012 FSA-682A, Part B

Complete FSA-682A, Part B according to this table.

| Item | Instruction |
|--|--|
| Page 2 Header | |
| 5 | Enter producer's name. |
| 6 | Enter administrative State and county. |
| 7 | 2012 crop year is prefilled. |
| Part B – Unaffected Crops and Unreported Disaster Events | |
| <p>Notes: Items 1A through 4B are completed by the producer, or completed by the County Office on the producer's behalf based on information provided by the producer.</p> <p>The signature of a producer in Part G is an acknowledgement of all entries on FSA-682 regardless of whether or not the person or legal entity signing in Part G made the entry or entries on FSA-682.</p> | |
| <p>If applicable, the producer, or County Office on the producer's behalf based on information provided by the producer, completes items 1A and 1B only if the producer considers 1 or more of their crops that will be included in Part E as not affected by an eligible disaster event.</p> | |
| 1A | Producer provides physical location State and county for the crops in item 1B. |
| 1B | Producer provides crops that were not affected by an eligible disaster event in the State and county in item 1A. |
| <p>If applicable, the producer, or County Office on the producer's behalf based on information provided by the producer, completes items 2A through 4B for each physical location State and county/disaster event/crop combination that was not already on CCC-576 approved for FSA NAP covered crops or on RMA Record of Loss.</p> | |
| 2A | Producer provides State and county codes for the county in which the crop is physically located. |
| 2B | Producer provides disaster event that caused the loss. |
| 2C | Producer provides date the disaster event occurred. |
| 3A-3C | <p>Producer provides crop, crop type, and IU affected by the disaster event in item 2B.</p> <p>Note: If additional unrecorded causes of loss occurred, separate Part B's must be filed for each applicable event.</p> |
| 4A | Producer provides cultivation practices for expected crop production, before and after date of damage, on affected crop acreage, such as fertilizer amounts, cultivation, seeding rate and variety, pesticides, herbicide amounts, irrigation measures, etc. |
| 4B | Producer provides what has been done with the damaged crop acreage. |

--*

*--377 Examples of 2012 FSA-682A for 2012 (Continued)

B Example of 2012 FSA-682A, Page 2

The following is an example of 2012 FSA-682A, page 2.

| | | | | | |
|--|------------------|---|---|---|----------------------|
| FSA-682A (02-10-14) | | | | Page 2 of 2 | |
| 5. Producer's Name | | | 6. Recording State and County | | 7. Crop Year 2012 |
| PART B – UNAFFECTED CROPS AND UNREPORTED DISASTER EVENTS (Continued) | | | | | |
| Complete Items 2 through 4B only for any damaged crops that do not have an approved Notice of Loss or RMA Loss Record. Do not enter crops listed in Part A, Items 1A – 2B. | | | | | |
| 2A. Physical Location State and County | | 2B. What disaster event(s) caused the loss(es)? | | 2C. Disaster Event Date(s) | |
| The following crop, crop type, and intended use suffered low yields due to the disaster event in Item 2B during the 2012 crop year. | | | | | |
| 3A. Crop | 3B. Crop Type | 3C. Intended Use | 4A. What cultivation and management practices were employed on damaged/low yield crop acreage? | 4B. What was done with crop acreage? | |
| | | | | | |
| | | | | | |
| | | | | | |
| Complete Items 2 through 4B only for any damaged crops that do not have an approved Notice of Loss or RMA Loss Record. Do not enter crops listed in Part A, Items 1A – 2B. | | | | | |
| 2A. Physical Location State and County | | 2B. What disaster event(s) caused the loss(es)? | | 2C. Disaster Event Date(s) | |
| The following crop, crop type, and intended use suffered low yields due to the disaster event in Item 2B during the 2012 crop year. | | | | | |
| 3A. Crop | 3B. Crop Type | 3C. Intended Use | 4A. What cultivation and management practices were employed on damaged/low yield crop acreage? | 4B. What was done with crop acreage? | |
| | | | | | |
| | | | | | |
| | | | | | |
| Complete Items 2 through 4B only for any damaged crops that do not have an approved Notice of Loss or RMA Loss Record. Do not enter crops listed in Part A, Items 1A – 2B. | | | | | |
| 2A. Physical Location State and County | | 2B. What disaster event(s) caused the loss(es)? | | 2C. Disaster Event Date(s) | |
| The following crop, crop type, and intended use suffered low yields due to the disaster event in Item 2B during the 2012 crop year. | | | | | |
| 3A. Crop | 3B. Crop Type | 3C. Intended Use | 4A. What cultivation and management practices were employed on damaged/low yield crop acreage? | 4B. What was done with crop acreage? | |
| | | | | | |
| | | | | | |
| | | | | | |

The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) Persons with disabilities, who wish to file a program complaint, write to the address below or if you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 720-2800 (voice and TDD). Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint, please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).

If you wish to file a Civil Rights program complaint or discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov. USDA is an equal opportunity provider and employer.

Page ___ of ___

--*

378-380 (Reserved)

*--381 Completing Manual 2012 FSA-682's

A When to Complete a Manual 2012 FSA-682, Parts D and E

A manual 2012 FSA-682, Parts D and E shall be completed only if producer files acreage and production for crops, crop types, and IU's that do **not** meet the Risk Management Purchase Requirements. In this case, the crop, crop type, and IU cannot be entered using the SURE Workbook.

B Completing Manual 2012 FSA-682, Part D

Complete a manual FSA-682, Part D according to this table.

| Item | Instructions |
|--|--|
| Header | |
| 8 | Enter producer's name. |
| 9 | Enter administrative State and county. |
| 10 | 2012 crop year is prefilled. |
| Part D – Additional Revenue Information | |
| 1 | Enter total RMA indemnity payments (indemnity minus producer paid premium), calculated according to Part 9 for the producer in the State and county in item 9 for the crop year in item 10. If the producer did not purchase an eligible policy or plan of insurance under the Federal crop insurance in the State and county, enter zero. |
| 2 | Enter total FSA settlements (not including FLP settlements) for the producer in the State and county in item 9 for the crop year in item 10. FSA settlements include payments to the producer because of a court proceeding. This type of payment will not have a program code and will not appear on any Producer Payment History Report. If producer did not receive FSA settlement payments in the State and county, enter zero. |
| 3 | Enter total RMA settlement payments for the producer in the State and county in item 9 for the crop year in item 10. RMA settlements include payments to the producer as a result of arbitration. If producer did not receive RMA settlement payments in the State and county, enter zero. |
| 4 | Enter total guaranteed payments to contract growers for the producer in the State and county in item 9 for the crop year in item 10. If producer did not receive guaranteed payments to contract growers' payments in the State and county, enter zero according to Part 9. |
| 5 | Enter total market loan gain payments (Marketing Certificate Loan Gains Benefits) for the producer in the State and county in item 9 for the crop year in item 10. If producer did not receive market loan gain payments in the State and county, enter zero. |

Note: NAP payments received under 2012 Frost/Freeze Program may **not** be included on 2012 SIR and should be checked.--*

*--381 Completing Manual 2012 FSA-682's (Continued)

C Completing Manual 2012 FSA-682, Part E

Complete a manual FSA-682, Part E according to this table.

| Item | Instructions | |
|--|---|-----------------------------|
| Part E – Crop Information | | |
| Part E is completed for each unique combination of physical location State and county/crop, crop type, and IU in which the producer has an interest in the county. Do not enter data for crops/types/IU's that the producer declared <i>de minimis</i> according to Part 2, or has no eligible acreage according to Part 4. Repeat as needed. | | |
| 1 | Enter State and county codes for the county in which the crop is physically located. | |
| 2 | Enter name of the crop. | |
| 3 | Enter crop type. | |
| 4 | Enter IU of the crop. | |
| 5 | Enter total eligible acres, as defined in Part 4, as a number with up to 2 decimal places. | |
| 6 | Enter producer's share as a number with up to 4 decimal places. | |
| 7 | Enter stage code as: <ul style="list-style-type: none"> • "H" if all acreage was harvested • "UH" if all acreage was unharvested • "planting period" if all acreage was prevented planted. | |
| 8 | Enter coverage status for acres in item 5. | |
| | IF producer... | THEN... |
| | purchased insurance or NAP coverage | ENTER " Purchased ". |
| | was granted relief | ENTER " Relief ". |
| | requests waiver and qualifies as SDA/LR/BF | ENTER " SDA/LR/BF ". |
| did not have coverage | leave blank. | |

--*

*--381 Completing Manual 2012 FSA-682's (Continued)

C Completing Manual 2012 FSA-682, Part E (Continued)

| Item | Instruction |
|--|--|
| Part E - Crop Information (Continued) | |
| 9 | <p>Enter insurability status for acres in item 5. If crop, crop type, and IU in items 2 through 4 is:</p> <ul style="list-style-type: none"> • insurable, ENTER “INS” • not insurable, but NAP coverage is available, ENTER “NON”. <p>Note: If the acres of the crop/type/IU are not eligible for coverage according to Part 4, then acres are not entered on FSA-682.</p> |
| 10 | <ul style="list-style-type: none"> • Enter production type code: <ul style="list-style-type: none"> • “A” if the production for the line item was appraised according to Part 7 • “C” if any part of the production for the line item is producer certified. • Leave blank if the production in the line item was not appraised or certified. |
| 11 | <ul style="list-style-type: none"> • Enter applicable total production for the acres in item 5 according to Part 7. • Leave blank if crop is value loss. |
| 12 | <ul style="list-style-type: none"> • Enter total dollar value received for crop sold as salvage according to Part 7. • Leave blank if no part of the crop was sold for salvage. |
| 13A | <ul style="list-style-type: none"> • Enter the FMV A determined according to Part 6 for value loss. • Leave blank if crop is not value loss. |
| 13B | <ul style="list-style-type: none"> • Enter the FMV B determined according to Part 6 for value loss. • Leave blank if crop is not value loss. |

--*

*--381 Completing Manual 2012 FSA-682's (Continued)

C Completing Manual 2012 FSA-682, Part E (Continued)

| Item | Instruction |
|--|---|
| E – Crop Information – COC Use Only | |
| 14 | <ul style="list-style-type: none"> • Enter COC-assigned production, according to Part 7, that replaces (overrides) the production in item 11 if COC determines either of the following: <ul style="list-style-type: none"> • the production loss for acres in item 5 was entirely because of an ineligible cause of loss (Part 7) for ineligible causes of loss requiring COC to assign production <p style="margin-left: 40px;">Reminder: Wildlife damage is considered an eligible cause of loss and does not require the assignment of production for calculating SURE payment according to Part 7. However, it is considered an ineligible cause of loss for determining whether the requisite 10 percent loss can be met according to Part 2.</p> • the maximum loss calculation applies and result of calculation is greater than production in item 11. <ul style="list-style-type: none"> • Leave blank if COC did not assign production. |
| 15 | <ul style="list-style-type: none"> • Enter COC-assigned production according to Part 7 that is in addition to the production in item 11, if COC determines a portion of the production loss for acres in item 5 was because of an ineligible cause of loss. • Leave blank if COC did not assign production. |
| 16 | <ul style="list-style-type: none"> • Enter COC-determined total dollar value received for crop sold as salvage according to Part 9. • Leave blank if COC did not determine salvage value. |
| 17A | <ul style="list-style-type: none"> • Enter COC FMV A determined according to Part 6 for value loss. • Leave blank if crop is not value loss. |
| 17B | <ul style="list-style-type: none"> • Enter COC FMV B determined according to Part 6 for value loss. • Leave blank if crop is not value loss. |

D Completing Manual 2012 FSA-682, Part F

Complete a manual FSA-682, Part F according to this table **after** the producer has signed FSA-682.

| IF Part F is for... | THEN follow... |
|---|---------------------|
| single county producer | subparagraph 371 F. |
| administrative county for multi-county producer | subparagraph 373 F. |
| recording county for multi-county producer | subparagraph 374 F. |

--*

--383 2012 FSA-682 Corrections*A Certifying 2012 FSA-682 Information**

The producer must certify all of the data is true and correct on all pages of 2012 FSA-682, whether a manual page or page generated by the SURE Workbook. Certifying incorrect information may result in a denial of program benefits.

B Correcting 2012 FSA-682 Information

If the producer's data on an originally signed 2012 FSA-682 must be corrected for any reason, the County Office shall do either of the following:

- generate a new corrected FSA-682 and:
 - mark the old FSA-682, "Canceled"
 - mark the new FSA-682, "Revision"
 - have the producer sign and date the revision
 - include both the original and revised FSA-682's in the producer's SURE folder
 - if applicable, process according to this handbook

- line through the incorrect entry on the original FSA-682, enter the revised data, and:
 - ensure that both the producer and a County Office employee initial and date the revised entry
 - ensure that both the original and revised entries are legible
 - if applicable, process according to this handbook.

Note: Entries by COC do **not** require producer signature.--*

*--383 2012 FSA-682 Corrections (Continued)

C Processing Corrected 2012 FSA-682

This table provides examples of types of corrections.

| IF the only correction was... | THEN... | AND... |
|--|--|---|
| changing the yield, or other data element not printed on Page 3 | reprocess SURE Workbook according to Part 19.5 | follow Part 20 if payment changed. |
| buy-in crop was included on application, but producer now elects crop as <i>de minimus</i> | mark the old FSA-682 as canceled | producer completes applicable FSA-682 pages, reprocess FSA-682, SURE Workbook, and payments according to this handbook. |
| producer adds crop as unaffected in Part B | producer and a County Office employee initial and date revised entry | COC acts to assign production according to Part 7, if applicable. Reprocess FSA-682, SURE Workbook, and payments according to this handbook, as needed. |
| changing either of the following: <ul style="list-style-type: none"> • total RMA indemnities • other payment in Part D | original Pages 1 and 2 may be retained | reprocess FSA-682, SURE Workbook, and payments according to this handbook. |

--*

384-390 (Reserved)

Part 19.5 2012 SURE Automation

675 2012 SURE Qualifying Period

A Qualifying Loss Requirements for 2012 Crops

For 2012 SURE, there is an additional eligibility requirement that requires that a crop of economic significance must experience a 10 percent loss because of an eligible disaster occurring on or before September 30, 2011. The 2012 SURE Workbook will require that this eligibility requirement is met before a producer is eligible for a SURE payment.

***--Note:** See paragraph 3.6 for 2012 SURE eligibility requirements.--*

***--Section 1 SURE Intranet Web Site**

676 Accessing Software

A Basic Information

The SURE Intranet web site is designed to provide a single web location for all reports and tools needed for the SURE Program.

B Overview

The SURE Intranet web site contains reports and tools for 2008, 2009, 2010, 2011, and 2012 SURE program years. Each year's option will be different based on the reports and tools that were made available for the applicable program year.

C Accessing the SURE Intranet Site

Access the SURE Intranet Site Home Page from the FSA Applications Intranet web site at **<http://fsaintranet.sc.egov.usda.gov/fsa/applications.asp>**.

Note: Internet Explorer shall be used when accessing the SURE Intranet web site.--*

Reports, Forms, Abbreviations, and Redelegations of Authority

Reports

None

Forms

This table lists all forms that are referenced in this handbook.

| Number | Title | Display Reference | Reference |
|----------------------|--|--------------------------|--------------------------------------|
| AD-1026 | Highly Erodible Land Conservation (HELIC) and Wetland Conservation (WC) Certification (Assembled as a component with AD-1026 Appendix) | | 7, 321, 360, 706, 708, 721 |
| AD-1026A | Supplemental to AD-1026 (Continuation) | | 391, 512, 572, 612 |
| AD-2007 | FSA/RMA Compliance Referral Form | | 1, 92, 100, 201, 292, 392 |
| CCC-36 | Assignment of Payment | | 10, 702, 708 |
| CCC-37 | Joint Payment Authorization | | 10, 702, 708 |
| CCC-471 | Non-Insured Crop Disaster Assistance Program (NAP) Application for Coverage (2010 and Subsequent Crop Years) | | Ex. 4.5 |
| CCC-502 | Farm Operating Plan for Payment Eligibility Review | | 9, 321, 708 |
| CCC-509 | Direct and Counter-Cyclical Program (DCP) Contract and Average Crop Revenue Election (ACRE) Contract | | 31 |
| CCC-526 | 2008 Payment Eligibility Average Adjusted Gross Income Certification | | 321, 706, 708 |
| CCC-576 | Notice of Loss and Application for Payment Noninsured Crop Disaster Assistance Program | | Text |
| CCC-770 ELIG 2002 | Eligibility Checklist - 2002 Farm Bill | | 21 |
| CCC-770 ELIG 2008 | Eligibility Checklist - 2008 Farm Bill | | 21 |
| CCC-902 | Farm Operating Plan | | 31 |
| FSA-217 | Socially Disadvantaged, Limited Resource, and Beginning Farmer or Rancher Certification | | 4, 321, 360, 515, 575, 614, 664, 689 |
| FSA-321 | Finality Rule and Equitable Relief | | 35, 37 |
| FSA-325 | Application for Payments of Amounts Due Persons Who Have Died, Disappeared, or Have Been Declared Incompetent | | 10, 31 |
| FSA-570 | Waiver of Eligibility for Emergency Assistance | | 3 |
| FSA-578 | Report of Acreage | | Text, Ex. 4, 4.5 |

Reports, Forms, Abbreviations, and Delegations of Authority (Continued)

Forms (Continued)

| Number | Title | Display Reference | Reference |
|------------------------|--|-------------------|-----------------------------|
| FSA-682 (03-15-10) | Supplemental Revenue Assistance Payments Program Application | 354, 518, 578 | Text, Ex. 21-23 |
| FSA-682 (01-05-11) | 2009 Supplemental Revenue Assistance Payments Program Application | 617 | Text, Ex. 21-23 |
| FSA-682 (11-14-11) | Supplemental Revenue Assistance Payments Program Application | 342 | Text, Ex. 21-23 |
| FSA-682 (09-11-12) | Supplemental Revenue Assistance Payments Program Application for 2011 | 667 | Text, Ex. 21-23 |
| FSA-682 (02-10-14) | Supplemental Revenue Assistance Payments Program Application for 2012 | 372, 381, 692 | Text, Ex. 4.5, 21-23, 25-27 |
| FSA-682A (11-14-11) | Continuation Sheet for Supplemental Revenue Assistance Payments Program Application | 352 | 326, 351, Ex. 21-23 |
| FSA-682A (09-11-12) | Continuation Sheet for Supplemental Revenue Assistance Payments Program Application for 2011 | 352 | 326, 351, Ex. 21-23 |
| FSA-682A (02-10-14) | Continuation Sheet for Supplemental Revenue Assistance Payments Program Application for 2012 | 377 | 363, 376, Ex. 25-27 |
| FSA-683 | Statement of Compliance With Program Provisions of the 2008 Supplemental Revenue Assistance Payments (SURE) Program and Waiver of Finality of Payment Provisions | 353 | 4, 321, 326, 363, 516 |
| FSA-770 SURE | Supplemental Revenue Assistance Program (SURE) Program Checklist | 21 | |
| FSA-778 | SURE Compliance Worksheet | 391 | |
| I-551 | Permanent Resident Card or Resident Alien Card | | 31, Ex. 2 |

Abbreviations Not Listed in 1-CM

The following abbreviations are not listed in 1-CM.

| Approved Abbreviation | Term | Reference |
|-----------------------|---|----------------------|
| AGR | adjusted gross revenue | Text, Ex. 4 |
| ARH | Actual Revenue History | 162, 201, 313 |
| ARRA | American Recovery and Reinvestment Act (Pub. L. 111-005) (Stimulus) | Text |
| BF | beginning farmer or rancher | Text, Ex. 2, 4.5, 12 |
| CC | counter-cyclical | Text, Ex. 8 |
| CEY | county expected yield | Text, Ex. 12 |

Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)

Abbreviations Not Listed in 1-CM (Continued)

| Approved Abbreviation | Term | Reference |
|-----------------------|--|------------------------------|
| DBA | doing business as | 35 |
| FMV | Field Market Value | Text, Ex. 4 |
| FWADM | Financial Web Application Data Mart | 263, 583 |
| GRIP | Group Risk Income Protection | 121, 162, 201, 308, Ex. 2, 4 |
| HMP | historical marketing percentages | Text |
| HRW | hard red winter | 100, Ex. 6 |
| IU | intended use | Text, Ex. 2, 4 |
| LR | limited resource farmer or rancher | Text, Ex. 2, 4.5, 12 |
| MPCI | Multiple Peril Crop Insurance | 91, 162, 202, 304, Ex. 4 |
| NAMP | national average market price | Text, Ex. 5 |
| PRF | pasture, rangeland, forage | Text, Ex. 2, 12, 51 |
| RI | rainfall index | 162, 201, 263, 304 |
| RMPR | Risk Management Purchase Requirement | Text, Ex. 2, 4.5, 12 |
| SAF | share adjustment factor | 519, 579, 668, 693 |
| SBI | Substantial Beneficial Interest | 35, 513, 573, Ex. 4 |
| SIR | SURE Information Report Note: For 2008, SIR stood for SURE Interim Report. | Text, Ex. 4 |
| SWIMS | SURE Workbook Information Management System | 653, 678, Part 21 |
| SY | subsequent year | Text, Ex. 4, 4.5 |
| VI | vegetation index | 130, 162, 201, 304 |

Re delegations of Authority

This table lists redelegations of authority in this handbook.

| Redelegation | Reference |
|--|-----------|
| In routine cases, COC may redelegate, in writing, to CED the authority to act on, or sign, as applicable, FSA-682's. | 5 |

***--SURE Eligibility Examples for Crops of Economic Significance**

Example #1 - Eligible 2012 SURE Crop With NAP Coverage

County A has rye as an eligible NAP crop, with an application closing date and final planting date of September 30, 2011. Producer B filed CCC-471 for NAP coverage on August 15, 2011, for rye and planted the crop on September 15, 2011. NAP coverage attached on September 15, 2011. County A experienced a late season hailstorm on September 29, 2011. County A had a Secretarial Disaster Designation for 2012. Producer B filed a SURE application and filed rye as a crop of economic significance with a loss attributed to the September 29th hailstorm on FSA-682. Producer B's rye crop experienced a 15 percent qualifying loss. Producer B met the eligibility requirements for 2012 SURE.

Example #2 - Eligible 2012 SURE Crop Using BF/LR/SDA Status for RMPR Waiver

Producer C is also a rye producer in County A affected by the same hailstorm. Producer C did **not** have NAP coverage on the crop, but qualifies as a beginning farmer. The FSA-578 information provided that September 16, 2011, was the planting date for the crop. Producer C also filed FSA-682 for 2012 SURE and filed rye as the crop of economic significance along with the September 29th loss as the qualifying crop. Producer C's rye crop experienced an 11 percent qualifying loss. The RMPR requirement is waived and Producer C also met the eligibility requirements for 2012 SURE.

Example #3 - Not Eligible 2012 SURE Crop With NAP Coverage

Producer D, another rye producer in County A impacted by the September 29th hailstorm, inquired about 2012 SURE. Producer D planted the rye crop on September 17, 2011, and filed CCC-471 for NAP coverage on September 20, 2011. The NAP coverage did **not** attach until October 20, 2011. Because of the fact that the coverage period began after the September 30, 2011, qualifying date, Producer D is **not** eligible for 2012 SURE because the rye crop's loss from hail did **not** occur during the coverage period of the crop.

Example #4 - Eligible 2012 SURE Crop With Crop Insurance Coverage

In County A, nursery is covered by crop insurance as nursery (FG&C) (0073) under Dollar Plan 50. Producer B also plants spring-seeded grain crops and meets RMPR by having insurance coverage on all crops. Producer B's nursery crop meets the economically significant definition for SURE. Producer B submits an acceptable Plant Inventory Value Report and application for 2012 insurance by the May 1, 2011, sales closing date. The end of insurance date is May 31, 2012, for nursery. On August 5, 2011, a tornado destroys the majority of the producer's nursery, resulting in an 80 percent loss, as adjusted by FCIC. County A did **not** have a Secretarial Disaster Designation for 2011 or 2012. However, Producer B ends up with more than a 50 percent loss overall (for all crops on the SURE farm) and is otherwise eligible for 2012 SURE. Using nursery as the trigger crop for SURE eligibility, all crops on the SURE farm for this producer will be included for the 2012 SURE Program.--*

***--SURE Eligibility Examples for Crops of Economic Significance (Continued)**

Example #5 - Not Eligible 2012 SURE Crop With Crop Insurance Coverage

Using the same nursery scenario as in Example #4, if the tornado had struck Producer B's nursery on October 5, 2011, the nursery crop would **not** trigger eligibility for SURE. Further, other than nursery, Producer B only plants spring-seeded crops (or crops having a final planting date on October 1 or later) and, therefore, cannot be eligible for the 2012 SURE Program since the natural disaster event had to occur and affect the crop on or before September 30, 2011.

Example #6 - Not Eligible 2012 SURE Crop Considering Quality

County A had winter wheat with a sales closing date of September 30, 2011, and a final planting date of September 30, 2011, for crop insurance for the 2012 crop year. Producer B has 100 acres of cropland on the SURE farm. All acres were planted to hard red winter wheat on September 15, 2011. Producer B had continuous coverage. County A had a Secretarial Disaster Designation for 2012. Producer B applied for 2012 SURE and listed a crop of hard red winter wheat as the crop of economic significance that suffered a loss by September 30, 2011. The qualifying loss on FSA-682 was attributed to an earlier-than-normal killing freeze on September 25, 2011. A notice of loss was **not** filed. The producer certified to production from the SY records and was determined to have a 7 percent loss. Because of wet weather during the harvest period of 2012, low test weights were prevalent in the wheat crop in County A. The county established an average quality reduction factor because of this quality problem from this weather event. Producer B certified that it qualified for the quality reduction factor. Because there is **not** a loss record from RMA, the quality reduction factor applied to the wheat production for the loss calculation. Producer A suffered a 12 percent overall loss with the average quality reduction factor applied. However, because the average quality reduction factor is attributed only to a disaster event that occurred after September 30, 2011, Producer B's qualifying loss of 10 percent or more attributed to a disaster event through September 30, 2011, is **not** met, and the producer is **not** eligible for SURE for the 2012 crop year.

Example #7 - Eligible 2012 SURE Crop Considering Quality

Producer C, also from County A, has 150 acres of cropland all planted to hard red winter wheat. Producer C had continuous coverage with RMA and planted the crop on September 16, 2011, with coverage attaching on that date. Producer C applied for SURE claiming that a September 25, 2011, disaster event damaged the wheat. A notice of loss was **not** filed. The producer certified to its production from the SY records and was determined to have an 11 percent loss. Producer C also certified that it met the average quality reduction factor and suffered a 16 percent overall loss. Producer C met the eligibility requirements for 2012 SURE and the average quality reduction factor is applicable for all SURE calculations.--*

NASS U.S. Prices (Continued)

E 2012 NASS U.S. Prices

This table provides NASS U.S. prices for determining NAMF.

| Crop Code | Type Abbr | Crop Name | Type Name | Use | Meas | 2012 Price |
|------------------|------------------|-----------------------------|----------------------------|------------|-------------|-------------------|
| 0001 | | Tobacco Burley | | | LBS | 1.968 |
| 0002 | FCA | Tobacco Flue Cured | Flue Cured (012) | | LBS | 1.983 |
| | FCB | Tobacco Flue Cured | Flue Cured (013) | | LBS | 1.983 |
| | FCC | Tobacco Flue Cured | Flue Cured (014) | | LBS | 1.983 |
| | FCD | Tobacco Flue Cured | Flue Cured (11a) | | LBS | 1.983 |
| | FCE | Tobacco Flue Cured | Flue Cured (11b) | | LBS | 1.983 |
| 0003 | | Tobacco Virginia Fire Cured | | | LBS | 2.960 |
| 0004 | FRA | Tobacco Fire Cured | Flue Cured (022) | | LBS | 2.578 |
| | FRB | Tobacco Fire Cured | Flue Cured (023) | | LBS | 2.578 |
| 0005 | DAA | Tobacco Dark Air Cured | Dark Air Cured (035) | | LBS | 2.287 |
| | DAB | Tobacco Dark Air Cured | Dark Air Cured (036) | | LBS | 2.287 |
| 0008 | CBA | Tobacco Cigar Binder | Cigar Binder (051) | | LBS | 6.538 |
| 0010 | CGA | Tobacco Cigar Filler | Cigar Filler Tobacco (041) | | LBS | 1.950 |
| 0011 | HRS | Wheat | Hard Red Spring Wheat | GR | BU | 8.24 |
| | HRW | Wheat | Hard Red Winter Wheat | GR | BU | 7.55 |
| | HWR | Wheat | Hard White Winter Wheat | GR | BU | 7.55 |
| | HWS | Wheat | Hard White Spring Wheat | GR | BU | 8.24 |
| | SRW | Wheat | Soft Red Winter Wheat | GR | BU | 7.55 |
| | SWS | Wheat | Soft White Spring Wheat | GR | BU | 8.24 |
| | SWW | Wheat | Soft White Winter Wheat | GR | BU | 7.55 |
| 0016 | SPR | Oats | Spring | GR | BU | 3.89 |
| | WTR | Oats | Winter | GR | BU | 3.89 |
| 0018 | LGR | Rice | Long Grain | | LBS | *--.1450 |
| | MGR | Rice | Medium Grain | | LBS | .1450 |
| | SGR | Rice | Short Grain | | LBS | .1450--* |
| 0022 | | Cotton, ELS | | | LBS | 1.230 |
| 0031 | COM | Flax | Common | SD | BU | 13.80 |
| | LIN | Flax | Linola | SD | BU | 13.80 |
| 0038 | | Sugarcane | | PR | LBS | *--.3253 |
| 0039 | | Sugar Beets | | PR | TON | 54.16--* |

NASS U.S. Prices (Continued)

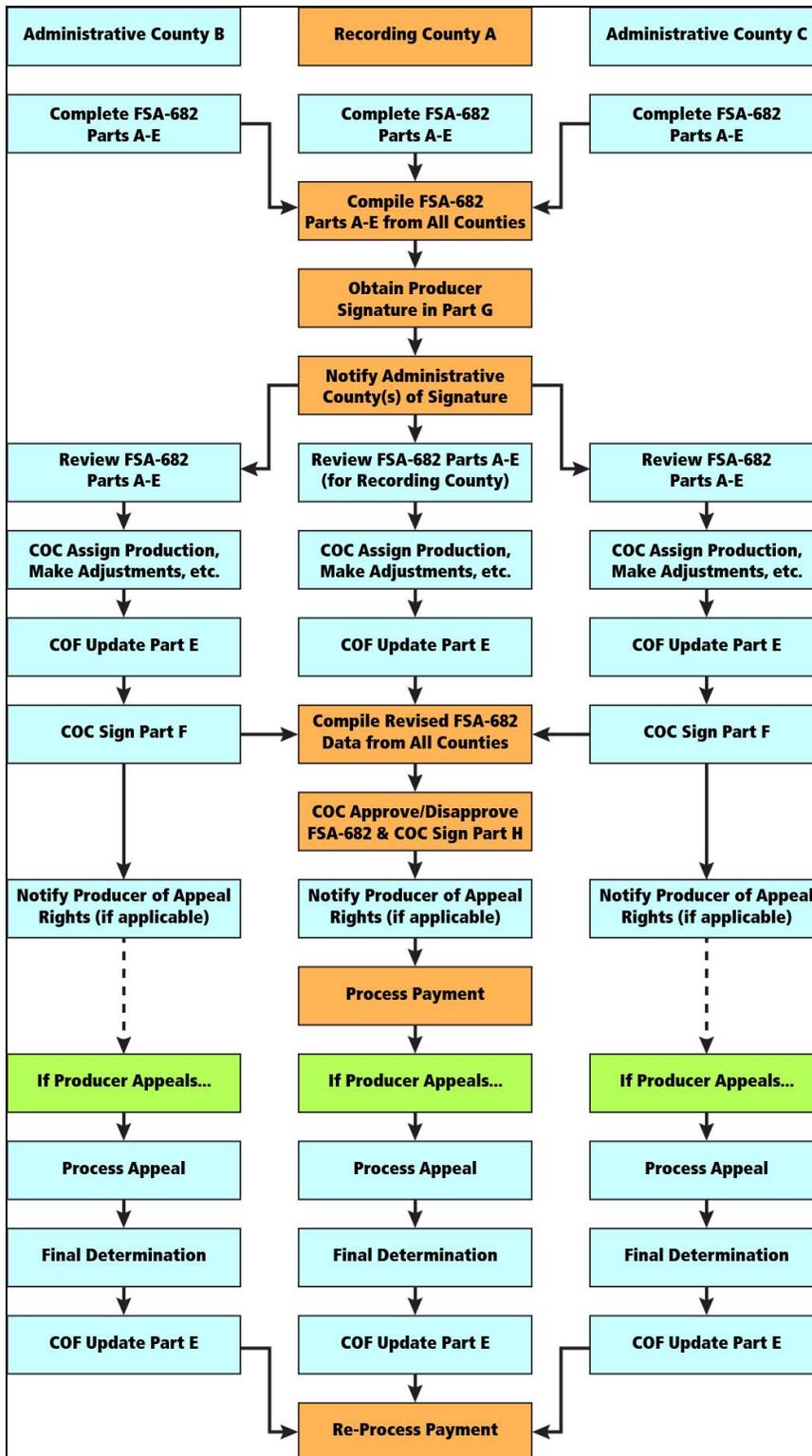
***--E 2012 NASS U.S. Prices (Continued)**

| Crop Code | Type Abbr | Crop Name | Type Name | Use | Meas | 2012 Price |
|------------------|------------------|------------------|-----------------------------|------------|-------------|-------------------|
| 0041 | YEL | Corn | Yellow | GR | BU | 6.89 |
| | YEL | Corn | Yellow | SD | BU | 6.89 |
| | YEL | Corn | Yellow (Certified Organic) | GR | BU | 13.98 |
| 0051 | GRS | Sorghum | Grain | GR | BU | 6.33 |
| | HIF | Sorghum | Hybrid Interplanting Fg | SD | BU | 6.33 |
| | HIG | Sorghum | Hybrid | SD | BU | 6.33 |
| | HSF | Sorghum | Hybrid Standardplant Fg | SD | BU | 6.33 |
| | HSG | Sorghum | Hybrid Standardplant Gr | SD | BU | 6.33 |
| | HSS | Sorghum | Hybrid Standardplant Su | SD | BU | 6.33 |
| 0058 | | Cranberries | | FH | BBL | N/A |
| | | Cranberries | | PR | BBL | N/A |
| 0067 | AUS | Peas | Austrian Peas | DE | LBS | 0.207 |
| 0075 | RUN | Peanuts | Runner Peanuts | NP | LBS | 0.301 |
| | SPE | Peanuts | Southeast Spanish Peanuts | NP | LBS | 0.301 |
| | SPW | Peanuts | Southwest Spanish Peanuts | NP | LBS | 0.301 |
| | VAL | Peanuts | Valencia Peanuts | NP | LBS | 0.301 |
| | VIR | Peanuts | Virginia Peanuts | NP | LBS | 0.301 |
| 0078 | NON | Sunflowers | Confectionery - Sunflower | GR | LBS | 0.2960 |
| | OIL | Sunflowers | Sunflower Oil | GR | LBS | 0.2440 |
| 0080 | DOP | Millet | Dove Proso | GR | BU | 15.20 |
| 0081 | COM | Soybeans | Common | GR | BU | 14.40 |
| | COM | Soybeans | Common (Certified Organic) | GR | BU | 26.59 |
| | EDA | Soybeans | Edamame Soybeans | GR | BU | 14.40 |
| | EDA | Soybeans | Edamame (Certified Organic) | GR | BU | 26.59 |
| | LER | Soybeans | Lerado | GR | BU | 14.40 |
| | LER | Soybeans | Lerado (Certified Organic) | GR | BU | 26.59 |
| 0091 | SPR | Barley | Spring Barley | GR | BU | 5.62 |
| | WTR | Barley | Winter Barley | GR | BU | 5.62 |
| 0094 | | Rye | | GR | BU | 7.67 |
| 0129 | | Rapeseed | | SD | LBS | 0.261 |
| 0469 | | Macadamia Nuts | | | LBS | N/A |
| 0711 | FAL | Canola | Fall Seeded | SD | LBS | 0.265 |
| | SPR | Canola | Spring Canola | SD | LBS | 0.265 |

Note: For all price entries with “N/A”, prices are not currently available and will be updated when the price becomes available.--*

***--Multi-County Producer 2012 FSA-682 Process**

The following is a flowchart of the steps administrative and recording counties follow to complete a multi-county producer's 2012 FSA-682.



--*

***--Multi-County Producer 2012 FSA-682 Page Order**

If FSA-682 is for a multi-county producer, the recommended FSA-682 page order in the recording county is as follows.

| |
|--|
| <p style="text-align: center;">Administrative County (A)</p> <p>FSA-682, pages 1 and 2. FSA-682A pages, as needed. FSA-682, page 2 from the SURE Workbook.</p> <p style="text-align: center;">Administrative County (B)</p> <p>FSA-682, pages 1 and 2. FSA-682A pages, as needed. FSA-682, page 2 from the SURE Workbook.</p> <p style="text-align: center;">Recording County (C)</p> <p>FSA-682, pages 1 and 2. FSA-682A pages, as needed. FSA-682, page 2 from the SURE Workbook. FSA-682, pages 3 and 4.</p> |
|--|

Note: Administrative or recording counties may use the “Page __ of __” in the lower-right corner of 2012 FSA-682 and FSA-682A to assist tracking the number of pages from each county.--*

***--Multi-County Producer 2012 FSA-682 FAX Cover Sheet**

The following is an example cover sheet that may be used for FAXes between the administrative county and the recording county.



**SURE Multi-County
FAX Cover Sheet**

To: _____

From: _____

Date: _____ FAX #: _____

Producers: _____

Total pages including cover: _____

| FSA Form | Pages Sent | Received |
|--|------------|----------|
| FSA-682, Pages 1 and 2 | _____ | _____ |
| FSA-682A, Page 1 | _____ | _____ |
| FSA-682A, Page 2 | _____ | _____ |
| FSA-682, Page 3 (Unsigned via Workbook) | _____ | _____ |
| FSA-682, Page 3 (COC Signed) | _____ | _____ |
| FSA-682, Page 3 (Signed) | _____ | _____ |
| Other _____ | _____ | _____ |
| Other _____ | _____ | _____ |

Comments: _____
