

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

CCC Automated Cotton Loan Reporting for CMA's and LSA's 21-CN (Revision 3)	Amendment 12
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Approved by: Acting Deputy Administrator, Farm Programs



Amendment Transmittal

A Reasons for Amendment

Subparagraph 66 D has been amended to provide a new contact for requesting NITC user ID and password.

Subparagraph 67 A has been amended to modify the record descriptor for fields 96 through 99.

Subparagraph 120 A has been amended to provide additional rules for completing Field 33.

Subparagraph 127 B has been amended to add an example of loan rate calculations for ELS cotton.

Subparagraph 142 A has been amended to add an example of an interest rate entry.

Subparagraph 146 C has been amended to provide additional instructions for Field 59.

Paragraph 183 has been added to provide instructions for Field 96.

Paragraph 184 has been added to provide instructions for Field 97.

Paragraph 185 has been added to provide instructions for Field 98 and 99.

Subparagraph 216 B has been amended to provide rules for CCC-719's.

Subparagraph 248 B has been amended to modify the name for Field 1.

Subparagraphs 329 A and 357 A have been amended to add field rules.

Subparagraph 338 A has been amended to modify the field rule.

Subparagraph 433 C has been amended to provide instructions for transaction code "S".

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Part 4 Electronic Records

Section 1 System Requirements

66 Electronic Communications Requirements

A Overview

The TCP/IP protocol using FTP is used to electronically exchange data between CMA’s or LSA’s and ACRS processed by the USDA NITC. CMA’s and LSA’s will obtain TCP/IP connectivity by contracting with a private ISP or other means. Once a valid TCP/IP connection is established, an FTP session to the FSA FTP server is started to exchange data with ACRS.

Users are responsible to scan, detect, and disinfect any files they retrieved by FTP. The FSA FTP server does not perform any virus scan, detection, or disinfection on files or data transported by customers.

Technical support for CMA’s or LSA’s using the FSA FTP server is provided by FSA as indicated in the following table.

Item	Data
National Help Desk	1-800-255-2434 *--select option 2 , “Hardware”--* * * *
Technical Support Hours	Monday through Friday 8 a.m. to 6 p.m. e.t.
ACRS Availability	7 days a week, 24 hours a day, except for the following NITC scheduled down times: <ul style="list-style-type: none"> • Sunday 1 a.m. through 9 a.m. e.t. • Sunday 5 p.m. through Monday 6 a.m. e.t. <p>There may periodically be additional down time on Sundays. These will be communicated as they occur.</p>

66 Electronic Communications Requirements (Continued)**B ACRS Input File**

When creating the bale detail input file:

- create the archive filename: “ACRSDATA” as the get file
- transmit file via internal script to IZBLEDTL file described in subparagraph H.

C TCP/IP Connection Requirements

To establish a TCP/IP session, the following is required:

- ID and password issued by ISP
- modem standards according to ISP
- circuits or telephone lines supported by ISP
- TCP/IP software:
 - such as Telnet and FTP, any IP-based applications
 - capable of connecting via point-to-point protocol or serial line Internet protocol.

D ID and Password Information

Once the TCP/IP connection has been made, the following information applies to ID's and passwords used by NITC and the FSA FTP server. New users must obtain an NITC user ID and a temporary password (good 1 time only) by accessing COPS at www.fsa.usda.gov/cotton or by calling Jan DeLancey at 816-926-2638.

If experiencing password difficulties, contact the ADP security office at 800-255-2434, option 5.

Passwords must follow these guideline standards:

- must be 6 to 8 alpha and/or numeric characters
- must be changed every 35 calendar days
- must be in effect at least 4 calendar days before a new password is accepted
- cannot be repeated for 1 year.

67 Record Descriptor

A Data Requirements

The following table provides a summary of data requirements for fields recorded on ACRS.

Field	Name	Position	Size	Type	Format	Transaction Code														
						A	C	T	N	R	F	I	U	D	UD					
[1]	CMA or LSA Code	1	6	N	9(06)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
2	ACOF's State Code	7	2	N	9(02)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
3	ACOF's County Code	9	3	N	9(03)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
4	Farm ID Number	12	7	N	9(07)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
5	Producer ID	19	9	N	9(09)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
6	Transmission Number	28	3	N	9(03)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
7	Correction Indicator	31	1	A	X	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
8	Transaction Code	32	1	A	X	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
9	Batch Sequence Number	33	4	N	9(04)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
[10]	Crop Year	37	2	N	9(02)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
[11]	Commodity Code	39	1	A	X	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
[12]	Loan/LDP Number	40	5	N	9(05)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
[13]	Current Warehouse	45	6	N	9(06)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
[14]	Warehouse Receipt Number	51	7	N	9(07)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
15	Warehouse Receipt Code	58	1	A	X	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
[16]	Gin Code	59	5	N	9(05)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
[17]	Gin Tag Number	64	7	N	9(07)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
18-19	Reserved	71	16		Spaces															
[20]	Net Bale Weight	87	3	N	9(03)	•	•		•	•								•		
21	Tare Weight	90	2	N	9(02)	•						•								
22	*--Reserved	92	2	N	9(02)															
23	Reserved	94	2	N	9(02)															
24	Reserved	96	2	N	9(02)															
25	Reserved	98	3	N	9(03)															
26	Reserved	101	1	N	9															
27	Reserved	102	2	N	9(02)															
28	Reserved--*	104	2	N	9(02)															
29	Module Number	106	10	X	9(10)														•	•
	Reserved	116	1		Space															
30	Storage Start Date	117	6	N	MMDDYY	•	•		•	•	•			•			•			
31	Advance/LDP Date	123	6	N	MMDDYY	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
32	Document Received/Gin Date	129	6	N	MMDDYY	•	•	•	•					•			•		•	•
33	Redemption/Forfeiture Date	135	6	N	MMDDYY		•	•	•			•	•	•						
34	Storage Stop Date	141	6	N	MMDDYY		•		•									•		
35	Unqualified Redemption/Forfeiture Date	147	6	N	MMDDYY													•		•
36	R/O Date	153	6	N	MMDDYY		•			•								•		
37	Correction Date	159	6	N	MMDDYY	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
38-39	Reserved	165	12		Spaces															
40	Adjusted Loan Rate	177	5	N	S9(03)V99	•	•	•	•								•			
41	Loan Principal	182	5	N	S9(03)V99	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
42-47	Reserved	187	25		Spaces															

Note: [#] designates a key field. See subparagraph B.

67 Record Descriptor (Continued)

A Data Requirements (Continued)

Field	Name	Position	Size	Type	Format	Transaction Code									
						A	C	T	N	R	F	I	U	D	UD
48	R/O Charge	212	4	N	S9(02)V99		•	•	•	•	•	•	•		
49	Compression Charge	216	4	N	S9(02)V99		•	•	•	•	•	•	•		
50-53	Reserved	220	18		Spaces										
54	Outstanding Loan Principal	238	5	N	S9(03)V99	•	•	•	•	•	•	•	•		
55	Loan Interest Rate	243	5	N	S9(02)V999		•	•	•			•	•		•
56	Principal + Interest	248	5	N	S9(03)V99		•	•	•			•	•		
57	Allowable CCA	253	4	N	V9(04)		•		•				•	•	
58	Reserved	257	4		Spaces										
59	AWP Bale Value	261	5	N	S9(03)V99		•		•				•	•	•
60	Storage Forgiven	266	4	N	S9(02)V99		•		•						
61	Other Charges Forgiven	270	4	N	S9(02)V99		•		•						
62	Interest Forgiven	274	4	N	S9(02)V99		•		•						
63-64	Reserved	278	7		Spaces										
65	Principal Forgiven	285	5	N	S9(03)V99		•		•						
66	Reserved	290	3	N	Spaces										
67	Denied Benefits	293	5	N	S9(03)V99		•						•	•	•
68	Reserved	298	3		Spaces										
69	Net Market Gain	301	5	N	S9(03)V99		•		•				•	•	•
70	Interest Collected	306	4	N	S9(02)V99		•	•	•			•	•		
71	Reserved	310	4	N	9(04)										
72	Interest Penalty	314	4	N	S9(02)V99								•		•
73	Reserved	318	4		Spaces										
74	Net Repayment/Liquidation Amount	322	5	N	S9(03)V99		•	•	•			•	•		•
75	LDP	327	5	N	S9(03)V99								•	•	•
76	Reserved	332	4	N	9(04)										
77	Liquidated Damages	336	4	N	S9(02)V99							•	•		•
78	Net Correction Amount	340	5	N	S9(03)V99	√	√	√	√	√	√	√	•	√	•
79-83	Reserved	345	20		Spaces										
84	Prior Warehouse Code	365	6	N	9(06)					•					
85	Prior Warehouse Receipt Number	371	7	N	9(07)					•					
86	New Bale Weight	378	3	N	9(03)					•					
87-90	Reserved	381	16		Spaces										
91	CCC-709 Flag	397	2	N	9(02)									•	
92	Compression Code	399	2	A	XX	•				•	•				
93	“U” Transaction Indicator	401	1	A	X								•		•
94	Reserved	402	1		Spaces										
95	Reserved	403	2	N	9(02)										
*--96	Reserved	405	3	N	9(03)										
97	Transmission Number	408	5	N	9(05)	•	•	•	•	•	•	•	•	•	•
98-99	Reserved	413	38		Spaces--*										

120 Field 33, Redemption/Forfeiture Date

A Completion Instructions

The following table provides instructions and information on how to complete Field 33.

Contents	Date a bale is either redeemed or forfeited to CCC.	
Action	IF the Transaction Code [8] is...	THEN enter...
	“C”, “N”, “T”, or “I”	date of “C”, “N”, “T”, or “I” transaction.
	“F”	last day of loan maturity month
	“U”	date of original “C”, “N”, “D”, or “F” record.
	“A”, “D”, “S”, or “P”	zeros.
Rules	<ul style="list-style-type: none"> Forfeitures may only occur on the loan’s maturity date. Transmission may be sent to ACRS on Friday or Monday when month-end falls on a weekend. However, this field must reflect the last day of the month. *--Redemptions on loans that mature on weekends or holidays may only be redeemed on the maturity date or the next workday. <p>Note: If not redeemed on the next workday, the redemption must be redeemed at principal plus interest.--*</p>	

121 Field 34, Storage Stop Date

A Completion Instructions

The following table provides instructions and information on how to complete Field 34.

Contents	The date of anticipated release of warehouse receipts whenever the release date is after the “C” or “N” transaction date.		
Action	Step	Action	
	1	IF the Transaction Code [8] is...	THEN...
		“C” or “N”	go to step 2.
		“U” for which “C” or “N” was previously submitted	report the date recorded on the “C” or “N” transaction.
		other than “C” or “N” or other than “U” for which “C” or “N” was previously submitted	enter zeros.
	2	IF the date of anticipated release of warehouse receipts is...	THEN...
		the same day as the “C” or “N” transaction	enter the date of the “C” or “N” transaction.
within 6 workdays of the “C” or “N” transaction		enter the date of anticipated release of warehouse receipts.	
longer than 6 workdays from the “C” or “N” transaction		rerun the “C” or “N” transaction later so that it falls within the 6-workday limit.	
Rules	<ul style="list-style-type: none"> The day of the “C” or “N” transaction is included in the 6-workday limit. For EWR’s, enter the date EWR is amended to show the redeemer as the holder. 		

122 Field 35, Unqualified Redemption/Forfeiture Date

A Completion Instructions

The following table provides instructions and information on how to complete Field 35.

Contents	Date of the “U” transaction.	
Action	IF the Transaction Code [8] is...	THEN enter...
	“U”	the date of the “U” transaction.
	other than “U”	zeros.
Rules		

123 Field 36, R/O Date

A Completion Instructions

The following table provides instructions and information on how to complete Field 36.

Contents	*--The date authorization code is obtained from ACRS to pay applicable R/O warehouse charges.--*	
Action	IF the Transaction Code [8] is...	THEN enter...
	“C”, “R”, or “U”	*--date authorization code obtained from ACRS.--*
	other than “C”, R”, or “U”	zeros.
Rules		

127 Field 40, Adjusted Loan Rate

A Completion Instructions

The following table provides instructions and information on how to complete Field 40.

Contents	CCC's loan rate per pound for the warehouse where the cotton is stored adjusted for the particular bale's classing quality.	
Action	IF the Transaction Code [8] is...	THEN...
	"A"	go to subparagraph B.
	"C", "N", "T", or "I"	enter the "A" transaction's loan rate.
	other than "A", "C", "N", "T", or "I"	enter zeros.
Rules	See 7-CN for specific warehouse loan rates.	

B Calculation

The following table provides instructions on how to calculate Field 40 for upland cotton.

Step	Action	Example
1	Adjust the bale's warehouse per pound loan rate for: <ul style="list-style-type: none"> • color grade, leaf, and staple • extraneous matter (other) • micronaire • strength • uniformity. 	0.5310 - 0.0400 0.0000 - 0.0180 0.0030 <u>0.0000</u> 0.4760
2	This is a signed field. Enter step 1 result: <ul style="list-style-type: none"> • without the decimal point • with the appropriate final alpha character. 	476{

The following table provides instructions on how to calculate Field 40 for ELS cotton.

Step	Action	Example
1	Determine the bale's loan rate per the schedule in 7-CN, Exhibit 10 for color grade, leaf, and staple	0.6545
2	Adjust the premiums/discounts as follows: <ul style="list-style-type: none"> • extraneous matter (other) • micronaire • strength. 	0.0000 - 0.0330 <u>- 0.0500</u> *--0.5715--*
3	This is a signed field. Enter step 1 and 2 results: <ul style="list-style-type: none"> • without the decimal point • with the appropriate final alpha character. 	571E

128 Field 41, Loan Principal

A Completion Instructions

The following table provides instructions and information on how to complete Field 41.

Contents	Loan advance proceeds received by CMA or LSA.	
Action	IF the Transaction Code [8] is...	THEN...
	“A”	go to subparagraph B.
	“D”	enter zeros.
	other than “A” or “D”	report the amount shown in this field on the “A” record.
Rules	Do the following for correction transmissions.	
	IF correcting...	THEN enter...
	non-money errors	zeros.
	money errors	full correct amount that should have been reported on the original redemption record.

B Calculation

The following table provides instructions and information on how to complete Field 41.

Step	Action	Example
1	Multiply: <ul style="list-style-type: none"> Net Bale Weight [20] not to exceed 600 pounds, times Adjusted Loan Rate [40]. 	530 *--x 0.4760 252.28
2	This is a signed field. Enter step 1 result: <ul style="list-style-type: none"> without the decimal point with the appropriate final alpha character. 	2522H--*
***	***	***

129 Fields 42 Through 47, Reserved

A Completion Instructions

The following table provides instructions and information on how to complete Fields 42 through 47.

Contents	Reserved for future use.
Action	Fill field with spaces, not nulls.
Rules	

130-134 (Reserved)

142 Field 55, Loan Interest Rate

A Completion Instructions

The following table provides instructions and information on how to complete Field 55.

Contents	CCC's loan interest rate in effect on the Advance/LDP Date [31]. Note: MD provides CMA's and LSA's the applicable interest rate.	
Action	IF the Transaction Code [8] is...	THEN enter...
	"C", "N", "I", "T", or "U"	applicable interest rate.
	"P"	the interest rate applicable to the later of: <ul style="list-style-type: none"> • CCC-732 rejection • date payment limitation was exceeded.
	other than "C", "N", "I", "T", "P", or "U"	zeros.
Rules	<ul style="list-style-type: none"> • Field is not changed to reflect CCC's annual January 1 interest rate changes on outstanding loans. •*--interest rates must be entered with no decimals. <p>Example: 5.0000 must be entered as 05000.--*</p>	

143 Field 56, Principal + Interest

A Completion Instructions

The following table provides instructions and information on how to complete Field 56.

Contents	The current bale's outstanding loan principal plus interest due for the loan period.	
Action	IF the Transaction Code [8] is...	THEN...
	*--"C", "N", "I", "T", or "U"	go to subparagraph B.
	other than "C", "N", "I", "T", or "U"--*	enter zeros.
Rules	Must equal the sum of Fields 54, 62, and 70.	

143 Field 56, Principal + Interest (Continued)

B Interest Calculations

The following table provides instructions and information on how to calculate interest due on a CCC loan.

*--

Step	Action	Example
1	Multiply: <ul style="list-style-type: none"> • Loan Principal [41], times • Loan Interest Rate [55]. 	$\begin{array}{r} 252.28 \\ \times 0.0225 \\ \hline 5.6763 \end{array}$
2	Round step 1 result to 4 decimal places.	5.6763
3	Divide: <ul style="list-style-type: none"> • step 2 result, by • 365. 	$\begin{array}{r} 5.6763 \\ \div 365 \\ \hline 0.0155515 \end{array}$
4	Round step 3 result to 4 decimal places for daily interest rate.	0.0156
5	Figure the number of days in loan during year 1. From the earlier of: <ul style="list-style-type: none"> • Redemption Date [33] • year-end (December 31 Julian +1; i.e., 366), minus • the Advance/LDP Date [31]. 	$\begin{array}{r} 366 \\ - 283 \\ \hline 83 \end{array}$
6	Multiply: <ul style="list-style-type: none"> • year 1 loan days (step 5), times • daily interest rate (step 4). 	$\begin{array}{r} 83 \\ \times 0.0156 \\ \hline 1.2948 \end{array}$
7	Round step 6 result to 2 decimal places.	1.29
8	IF January 1 is...	THEN...
	included in the loan period	go to step 9.
	not included in the loan period	interest equals amount in step 7.

--*

146 Field 59, AWP Bale Value (Continued)

B Calculations for “C” and “N” Transactions

The following table provides instructions and information on how to calculate AWP bale value for “C” and “N” transactions.

Notes: CMA’s shall use AWP in effect when CMA authorizes CCB to transfer funds to CCC.

LSA’s shall use AWP in effect when funds are received by LSA.

*--

Step	Action	AWP Bale Value
1	Adjust AWP for: <ul style="list-style-type: none"> • premiums and discounts • location differential (warehouse base loan rate minus NALR) • allowable CCA [57]. Note: If result is negative, enter zeros.	0.3245 + 0.0550 + 0.0110 - <u>0.0000</u> 0.2805
2	Multiply: <ul style="list-style-type: none"> • step 1 result, times • Net Bale Weight [20] not to exceed 600 pounds. 	0.2805 x <u>530</u> 148.665
3	This is a signed field. Enter step 2 result: <ul style="list-style-type: none"> • without the decimal point • with the appropriate final alpha character. 	1486G

--*

146 Field 59, AWP Bale Value (Continued)

C Calculations for “D” Transactions

The following table provides instructions and information on how to calculate AWP bale value for “D” transactions.

Notes: LSA’s shall use AWP on Document Received/Gin Date [32] for all “D” transactions.

CMA’s shall for:

- “gin direct” LDP, use AWP on Document Received/Gin Date [32].
- other than “gin direct” LDP, use AWP on Advance/LDP Date [31].

Step	Action	Example
1	Subtract: <ul style="list-style-type: none"> • AWP, minus • Allowable CCA [57]. 	$\begin{array}{r} 0.3245 \\ - 0.0000 \\ \hline 0.3245 \end{array}$
2	Subtract: <ul style="list-style-type: none"> • NALR, minus • step 1 result. 	$\begin{array}{r} 0.5200 \\ - 0.3245 \\ \hline 0.1955 \end{array}$
3	Multiply: <ul style="list-style-type: none"> • step 2 result, times • Net Bale Weight [20] not to exceed 600 pounds. 	$\begin{array}{r} 0.1955 \\ \times 530 \\ \hline 103.615 \end{array}$
4	*--This is a signed field. Enter step 3 results only if lower than the loan rate figured in Field 75. If the loan rate is lower, the loan rate should be entered:--* <ul style="list-style-type: none"> • without the decimal point • with the appropriate final alpha character. 	1036B

181 Field 94, Reserved

A Completion Instructions

The following table provides instructions and information on how to complete Field 94.

Contents	Reserved for future use.	
Action	Fill field with spaces, not nulls.	
Rules		

182 Field 95, Classing Remarks

A Completion Instructions

The following table provides instructions and information on how to complete Field 95.

Contents	Remarks reported by AMS on the bale’s classing record.	
Action	IF the Transaction Code {8} is...	THEN...
	“A”, “C”, “D”, “F”, “I”, “N”, “R”, “T”, “U”, or “UD”	enter zeros.
Rules	COPS receives classing directly from AMS.	

*--183 Field 96, Uniformity

A Complete Instructions

The following table provides instructions and information on how to complete Field 96.

Contents	Uniformity reported by AMS on the bale’s classing record	
Action	If the Transaction Code {8} is...	THEN...
	“A”, “C”, “D”, “F”, “I”, “N”, “R”, “T”, “U”, or “UD”	enter zero.
Rules	COPS receives classing directly from AMS.	

--*

***--184 Field 97, Transmission Number**

A Complete Instructions

The following table provides instructions and information on how to complete Field 97.

Contents	Identification number assigned by CMA or LSA to a single transmission
Action	Enter the next sequential number.
Rules	<p>Numbers shall:</p> <ul style="list-style-type: none"> • begin with “00001” on June 1 for each crop year • continue in unbroken sequence until the next crop year. <p>Multiple crop years may be reported on a single transmission.</p> <p>Transmission with duplicate numbers will be rejected.</p> <p>A file transmission number cannot be used more than once during the same crop year. The file transmission number for rejected files cannot be reused as in the past.</p> <p>If using field 97, space fill field 6. If using field 6, space fill field 97.</p> <p>Note: When end of crop year (May 31) falls on a weekend or holiday, contact PSCAO for instructions.</p>

185 Fields 98 and 99, Reserved

A Complete Instructions

The following table provides instruction and information on how to complete Fields 98 through 99.

Contents	Reserved for future use.
Action	Fill field with spaces, not nulls.
Rules	

--*

186-195 (Reserved)

Section 4 (Reserved)

196-215 (Reserved)

Section 5 CCC-719 Trailer Record Requirements

216 CCC-719 Trailer Record Descriptors

A Completion

The following table provides a summary of data requirements for CCC-719 submissions processed by ACRS. The rules in subparagraph 67 B apply.

Field	Name	Position	Size	Type	Format	Transaction Code	
						S	P
1	CMA or LSA Code	1	6	N	9(06)	•	•
2	Transmission Number	7	3	N	9(03)		
3	Crop Year	10	2	N	9(02)	•	•
4	Transaction Date	12	6	N	MMDDYY	•	•
5	Transaction Code	18	2	A	X(02)	•	•
6	Batch Sequence Number	20	4	N	9(04)		
7	Number of Records	24	7	N	9(07)		
8	Loan Quantity	31	7	N	S9(07)		
9	Loan Principal	38	11	N	S9(09)V99		
10	Loan Principal-Cash	49	11	N	S9(09)V99		•
11	Loan Principal-Certificate	60	11	N	S9(09)V99		
12	Loan Principal-Forfeiture	71	11	N	S9(09)V99		
13	CCC Payment	82	9	N	S9(07)V99		
14	Charges	91	9	N	S9(07)V99	•	
15	Interest	100	9	N	S9(07)V99		
16	Damages	109	9	N	S9(07)V99		
17	Reserved	118	5	N	zeros		
18	Total Certificate Amount	123	11	N	S9(09)V99		
19	Reserved	134	9	N	zeros		
20	“U” Transaction Indicator	143	1	A	X		
21	Net Correction Amount	144	9	N	S9(07)V99	•	•
22	CCC-719 Trailer Indicator	153	6	A	X(06)	•	•
23	Invoice Number	159	13	N	9(13)	•	
24	Reserved	172	279		Spaces		

B Rules

*--CCC-719 trailers are **not** required in ACRS with **except** for “P” and “S” transactions. When submitting CCC-719 trailers for “P” and “S” transactions, a Bale Detail Record is **required** to accompany the CCC-719 trailer. The Bale Detail Record will be processed and ACRS will generate a Transmission Report for valid bales with the authorization code and money amount to be wired. An e-mail is **required** to be sent to Diana Johnson at diana.johnson@kcc.usda.gov providing the transmission number, batch number, amount, and date banked for “P” and “S” transactions.--*

217 Field 1, CMA/LSA Code

A Completion Instructions

The following table provides instructions and information on how to complete Field 1.

Contents	Code number assigned to CMA or LSA by CCC.
Action	Enter the individual CMA's or LSA's code number.
Rules	* * *

218 Field 2, Transmission Number

A Completion Instructions

The following table provides instructions and information on how to complete Field 2.

Contents	Identification number assigned by CMA or LSA to a single transmission.
Action	Enter a number.
Rules	<p>* * *</p> <ul style="list-style-type: none"> • Multiple crop years may be reported on a single transmission. • Must match Transmission Number [6] on bale detail record. • *--Numbers restart at 1 with the first submission each crop year. • Continue in unbroken sequence until the first submission in the next crop year.--*

219 Field 3, Crop Year

A Completion Instructions

The following table provides instructions and information on how to complete Field 3.

Contents	Crop year in which the cotton was produced.
Action	Enter the last 2 digits of the crop year of production.
Rules	<p>* * *</p> <p>Must match Crop Year [10] on bale detail record.</p>

Section 6 AWP Lock-In Trailer Record Requirements

248 AWP Lock-In Trailer Record

A Reporting Requirements

Producers may submit an AWP Lock-In Trailer to lock in the current AWP (at time of receipt) for the purpose of a subsequent LDP calculation for harvested 1999 and subsequent crop years upland seed cotton stored in modules, ricks, or trailers before ginning.

- An AWP Lock-in Trailer record must be transmitted before the Bale Detail record to receive benefits based on an earlier AWP.
- Once an AWP Lock-In Trailer has been submitted to ACRS, production evidence must be provided on associated module bales. If not, liquidated damages shall be assessed.
- All LDP requests for bales from 1 module must be transmitted in the same batch.
- Production evidence shall not exceed 20 bales per module.

B Record Descriptor

The following table provides a summary of data requirements for fields related to the AWP Lock-In Trailer record. The rules in subparagraph 67 B apply.

Field	Name	Position	Size	Type	Format
1	*--CMA/LSA Code/Check Digit--*	1	6	N	9(06)
2	Gin Code	7	5	N	9(05)
3	Module Number	12	10	X	X(10)
4	Lock-In Date	22	8	N	yyyymmdd
5	Reserved	30	101		spaces

249 Field 1, CMA/LSA Code

A Completion Instructions

The following table provides instructions and information on how to complete Field 1.

Contents	Number assigned to CMA or LSA by CCC.
Action	Enter the individual CMA's or LSA's code number.
Rules	

250 Field 2, Gin Code

A Completion Instructions

The following table provides instructions and information on how to complete Field 2.

Contents	USDA’s code for the gin where the cotton will be baled.
Action	Enter the applicable code.
Rules	*--Cotton must be baled at this gin. This gin code number must match the gin code reported on the Bale Detail record for subsequent LDP requests.--*

251 Field 3, Module Number

A Completion Instructions

The following table provides instructions and information on how to complete Field 3.

Contents	The number assigned by gins for 1999 and subsequent crop year upland seed cotton stored in modules, ricks, or trailers before ginning.
Action	*--Enter the gin-assigned number (alpha/numeric) right justified with leading spaces or zeros.
Rules	This module number must be used on the Bale Detail record [29] when submitting production evidence on subsequent LDP requests.--*

329 Field 4, ID Type

A Completion Instructions

The following table provides instructions and information on how to complete Field 4.

Contents	Records the producer’s ID number type.
Action	Enter the producer’s ID type from the CMA process.
Rules	*--ID Type (E or S only).--*

330 Field 5, Last Name

A Completion Instructions

The following table provides instructions and information on how to complete Field 5.

Contents	Producer’s last name.
Action	Enter the producer’s last name.
Rules	<ul style="list-style-type: none"> • Use abbreviations and drop punctuation to make name fit space. • Business names must have part of the name in this field. <p>Example: “City of Lubbock” would be reported by entering “City of” in the “First Name” field and “Lubbock” in the “Last Name” field.</p>

331 Field 6, First Name

A Completion Instructions

The following table provides instructions and information on how to complete Field 6.

Contents	Producer’s first name.
Action	Enter the producer’s first name.
Rules	Use abbreviations and drop punctuation to make name fit space.

332 Field 7, Second Name**A Completion Instructions**

The following table provides instructions and information on how to complete Field 7.

Contents	Producer's middle name or initial.
Action	Enter the producer's middle name or initial.
Rules	Use abbreviation and drop punctuation to make name fit space.

333 Field 8, Name Suffix**A Completion Instructions**

The following table provides instructions and information on how to complete Field 8.

Contents	Producer's name title.
Action	Enter the producer's name suffix, if applicable.
Rules	Use abbreviation or drop punctuation to make suffix fit space.

334 Field 9, Street Address-One**A Completion Instructions**

The following table provides instructions and information on how to complete Field 9.

Contents	The producer's street, P.O. Box, or route address.
Action	Enter the producer's street, P.O. Box, or route address.
Rules	<ul style="list-style-type: none"> • Use address to which CCC's income statement is mailed. • Use abbreviation or drop punctuation to make address fit space.

335 Field 10, Street Address-Two

A Completion Instructions

The following table provides instructions and information on how to complete Field 10.

Contents	Used to continue street address, if needed.
Action	Enter portion of address that exceeds Field 9.
Rules	Use abbreviation or drop punctuation to make address fit space.

336 Field 11, City

A Completion Instructions

The following table provides instructions and information on how to complete Field 11.

Contents	Producer's city name.
Action	Enter the producer's city name.
Rules	Use abbreviation or drop punctuation to make city fit space.

337 Field 12, State

A Completion Instructions

The following table provides instructions and information on how to complete Field 12.

Contents	Standard abbreviation for the State in producer's address.
Action	Enter the 2-letter abbreviation for the State in producer's address.
Rules	

338 Field 13, ZIP Code

A Completion Instructions

The following table provides instructions and information on how to complete Field 13.

Contents	Producer's address ZIP Code.
Action	Enter the producer's address ZIP Code.
Rules	*--If only using the 5-digit zip code, trailing zeros must be entered.--*

339 Field 14, Reserved

A Completion Instructions

The following table provides instructions and information on how to complete Field 14.

Contents	Reserved for future use.
Action	Fill field with spaces.
Rules	

340-349 (Reserved)

357 **Field 7, Transaction Date**

A Completion Instructions

The following table provides instructions and information on how to complete Field 7.

Contents	Date documents are received at CCB	
Action	IF the Transaction Code is...	THEN enter...
	“C” or “F”	Redemption/Forfeiture Date [33] in the bale detail record.
	“D”	Advance/LDP Date [31] or Document Received/Gin Date [32] in the bale detail record.
	“U”	Unqualified Redemption/Forfeiture Date [35] in the bale detail record.
	“P”	Date funds are received by CCB.
Rules	*--Transaction date format mmddyy.--*	

358 **Field 8, Farm Number**

A Completion Instructions

The following table provides instructions and information on how to complete Field 8.

Contents	USDA’s code assigned to the farm where the cotton was grown.
Action	Enter ID number for the farm where the cotton was grown.
Rules	Add zeros to farm numbers of less than 7 digits in front of number to fill field.

359 **Field 9, ID Number**

A Completion Instructions

The following table provides instructions and information on how to complete Field 9.

Contents	ID number for producer receiving a share of loan or LDP proceeds.	
Action	IF loan or LDP has...	THEN enter the ID number...
	multiple producers	for each producer associated with loan or LDP.
	only 1 producer	from field 5 of the bale detail record.
Rules	<ul style="list-style-type: none"> Field is repeated for each producer up to 14 until all producers have been reported. Producer ID number must match that submitted in the name and address file. 	

360 Field 10, ID Type

A Completion Instructions

The following table provides instructions and information on how to complete Field 10.

Contents	*--Records the producer's ID number type from the CMA process.
Action	Enter the ID type for each producer associated with the loan or LDP.
Rules	Field is repeated for each producer up to 14 until all producers have been reported.--*

361 Field 11, Amount Reported to IRS

A Completion Instructions

The following table provides instructions and information on how to complete Field 11.

Contents	Net market gain or LDP for each producer on a specific loan or LDP.	
Action	IF Field 2 or 3 is...	THEN enter applicable amount related to...
	"C"	Field 69 of the bale detail record.
	"D"	Field 75 of the bale detail record.
	"F"	Field 54 of the bale detail record.
	"P" or "U"	applicable transaction code reported on CCC-719.
	"U"	<ul style="list-style-type: none"> • Field 69 of the bale detail record for prior "C" transactions. • Field 75 on the bale detail record for prior "D" transactions.
	"X"	bale detail correction amount.
Rules	<ul style="list-style-type: none"> •*--Field is repeated for each producer up to 14 until all producers have been reported. • For multiple producers, each producer must be reported individually and the sum for all producers reported must equal the applicable ACRS bale detail data.--* 	

433 Loan Forfeiture Charges, Transaction Code “S”

A Introduction

Loan forfeiture charges are any unpaid storage charges for the time period before the cotton was pledged for loan. They occur when loan bales have been forfeited. COPS will send the applicable CMA or LSA an e-mail notification that a statement of charges due is on the COPS web site.

Note: LSA’s should refer to 1-CMA for additional information on how to collect these funds from producers.

B Timing of Payment

Payment shall be made within 3 workdays of when:

- CMA’s receive the e-mail from COPS
- LSA’s receive payment from producers.

C Submissions

The following table provides instructions for CMA’s and LSA’s to follow when preparing and submitting loan forfeiture warehouse repayment records.

Step	Action
1	If automated, transmit the CCC-719 Trailer record with another Bale Detail record to NITC. Include the COPS Invoice Number [23] obtained from the COPS web site.
2	Obtain authorization code (either manual or automated) for repayment of *--producer collection warehouse charges.
3	FAX a completed CCC-719 to Diana Johnson, FMD/FSC/FCMO, at 816-926-5940 and e-mail diana.johnson@kcc.usda.gov , when the automated or manual authorization is provided, with the following information:--* <ul style="list-style-type: none"> • authorization code • Producer Collection Invoice number • charges to be repaid as indicated on the COPS Producer Collection Invoice • number of bales forfeited • date of wire transfer.

434 PL, Transaction Code “P”

A Introduction

PL repayments arise when CMA and LSA producers exceed their payment limit.

B Timing of Payment

Payment shall be made within 5 workdays when:

- * * * the final payment limitation for the producer assigned through CMA has been determined
- LSA’s receive payment from producers.

Note: 1-CMA provides procedures for CMA’s and LSA’s to follow related to obtaining and monitoring producer payment limitations.

C Submissions

The following table provides instructions for CMA’s and LSA’s to follow when *--preparing and submitting PL repayment records.

Step	Action
1	If automated, transmit the CCC-719 Trailer record with another Bale Detail record to NITC.--*
2	Obtain authorization code (either manual or automated) for PL repayment.
3	*--FAX a completed CCC-719 to KCFO, FAD with the following information: <ul style="list-style-type: none"> • PL repayment amount • authorization code • date of wire transfer.--*

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

Abbreviations

This table lists all abbreviations used in this handbook.

Approved Abbreviation	Term	Reference
ACOF	Administrative County Office	67, 89, 90
ACRS	Automated Cotton Reporting System	Text, Ex. 2
ADP	automated data processing	35
AMS	Agricultural Marketing Service	109-115, 118
AWP	adjusted world market price	Text, Ex. 2
CCA	coarse count adjustment	67, 144, 146, Ex. 2
CCB	Cotton Commercial Bank	Text, Ex. 2
CCC	Commodity Credit Corporation	Text, Ex. 2
CFR	Code of Federal Regulations	1, Ex. 2
CLG	Commodity Loan Group, KC-ADC/PSCAO	Text, Ex. 2
CLIB	Commodity Loan and Inventory Branch, FAD, KCFO	418
CMA	Approved Cooperative Marketing Association	Text, Ex. 2
COPS	Cotton On-line Processing System	66, 230, 239, 419, 433
CPARB	Corporate Programs Analysis and Reports Branch	418
CPU	central processing unit	35
CRTS	Cotton Receipt Tracking System	102
CSA	Contract Service Agreement	135
DAFP	Deputy Administrator, Farm Programs	2
DSN	data set name	66
ELS	extra long staple	Text
e.t.	eastern time	66, 146

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

Abbreviations (Continued)

Approved Abbreviation	Term	Reference
EWR	electronic warehouse receipt	Text, Ex. 2
FAD	Financial Accounting Division, KCFO	Text
FAX	facsimile	Text
FMD	Financial Management Division	2, 142, 419
FRB	Federal Reserve Bank	2, 419
FSA	Farm Service Agency	1, 21, 66, 154, 418
FSN	farm serial number	Ex. 2
FTP	file transfer protocol	66
GDG	generation data group	66
ID	identification	Text
IRS	Internal Revenue Service	Text
ISDN	Integrated Services Digital Network	66
ISP	Internet Service Provider	66
KC-ADC	Kansas City Application Development Center	Text, Ex. 2
KCCO	Kansas City Commodity Office	2, 428
KCFO	Kansas City Finance Office	Text
LDP	loan deficiency payment	Text, Ex. 2
LSA	Authorized Loan Servicing Agent	Text, Ex. 2
NALR	national average loan rate	Text, Ex. 2
NITC	National Information Technology Center	Text