

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

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**Loans and Loan Deficiency  
Payments for Rice  
2-LP Rice (Revision 9)**

**Amendment 17**

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**Approved by:** Acting Deputy Administrator, Farm Programs



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**Amendment Transmittal**

**A Reasons for Amendment**

Subparagraph 176:

- A has been amended to require that producers indicate whether quantities on rice EWR's are from farms enrolled in the Average Crop Revenue Election (ACRE) Program
- C has been amended to provide contact information for questions on EWR provider responsibilities.

Paragraph 177 has been amended to provide:

- new logon procedure
- updated examples of screens and menu options in FSA's EWR web-based system.

Paragraph 178 had been amended to:

- modify procedure for submitting EWR requests
- provide an example of the updated **Request Receipts Screen**.

Paragraph 179 has been amended to:

- provide an updated example of the **Search Receipts to Send to APSS Screen**
- clarify the "File Selection Criteria" description.

12-PS will be amended to provide additional information on warehouse-stored loan processing.

**Amendment Transmittal (Continued)**

**A Reasons for Amendment (Continued)**

Paragraph 181 has been amended to:

- clarify the action to take when releasing receipts for repayment
- provide an example of the updated **Search Receipts for Release Screen**.

Subparagraph 182:

- A has been amended to clarify the availability of the **View Report** option
- B has been amended to provide an example of the updated **View Receipts Screen**.

<b>Page Control Chart</b>		
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**Par. 176**

**\*--176 Responsibilities**

**A Producer Responsibilities**

The producer shall:

- deliver the commodity to the warehouse
- instruct the warehouse to issue EWR as “loanable”, if producer intends to apply for price support benefits

**Note:** A “loanable” indicator does **not** make CCC the holder of EWR but enables CCC to access EWR when the producer applies for price support benefits.

- obtain a list of EWR’s.

**Note:** At a minimum, the EWR list shall include:

- producer name
- warehouse code
- commodity type
- commodity class
- EWR number
- \*--ACRE enrollment indicator.

**Note:** County Offices shall determine the producer’s ACRE enrollment status manually.--\*

**B Warehouse Responsibilities**

The warehouse shall:

- accept the commodity delivered by the producer
- subscribe to a provider system approved to issue rice EWR’s
- issue and cancel EWR’s through the selected provider.

**Note:** EWR’s **must** be issued through the provider CFS according to the Provider Agreement with DACO.

## 176 Responsibilities (Continued)

### C Provider Responsibilities

The provider shall:

- sign a Provider Agreement with DACO
- maintain EWR's on behalf of the warehouse
- handle and maintain EWR's in CFS in a secure manner
- enter into an agreement with CCC on handling EWR data used to obtain price support benefits
- implement instructions issued by authorized holder of EWR's
- \*--contact Patricia Barrett, Warehouse Operations Program Manager at 202-720-3877, with questions on EWR provider responsibilities.--\*

### D FSA County Office Responsibilities

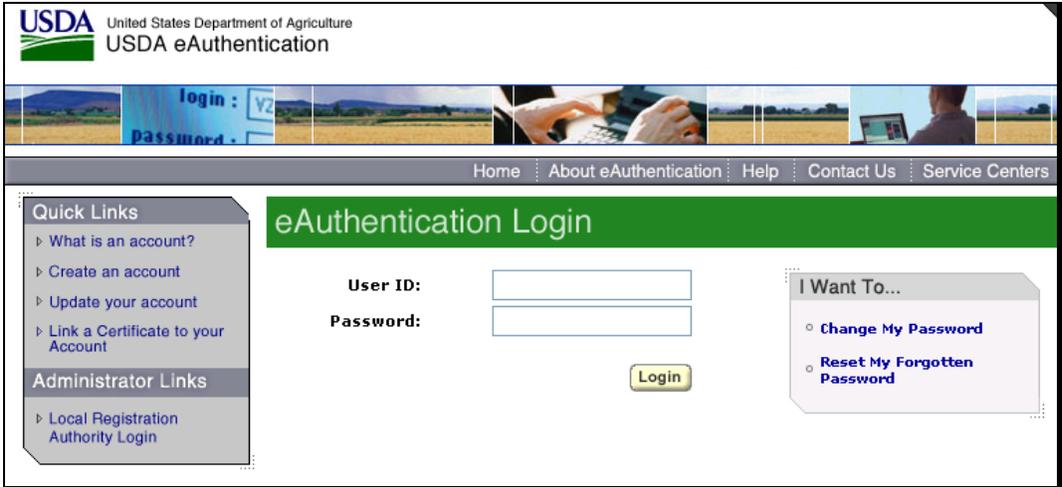
County Offices shall:

- use FSA's EWR web-based system to:
  - download and process EWR's for price support activity
  - verify the downloaded EWR that goes with the loan/LDP request
  - transfer EWR's to APSS to complete the loan/LDP application
  - release EWR to the authorized holder at liquidation
  - return EWR to CFS, when applicable
  - print "printer friendly" pages to include in the loan/LDP file
- complete loan/LDP applications using EWR's in APSS
- record liquidation transactions associated with loan/LDP's in APSS **before** releasing EWR.

177 Using FSA’s EWR System for Rice

A Accessing FSA’s EWR Web-Based System

The following table provides steps to access FSA’s EWR web-based system.

Step	Action
1	<p>*--Access the web application by selecting FSA Application link on the FSA Intranet Home Page at <a href="https://fsaintranet.sc.egov.usda.gov/fsa/">https://fsaintranet.sc.egov.usda.gov/fsa/</a></p> <p>Under Price Support, CLICK “EWR-Electronic Warehouse Receipts”.--*</p>
2	<p>The eAuthentication Login Screen will be displayed to enter the appropriate credentials. See 6-IRM, Exhibits 16.5 through 16.8 for guidelines.</p> <p>The following is an example of the eAuthentication Login Screen.</p> 

\*--B State, County, Commodity and Crop Year Selection

Upon completing the log-in process, the system defaults to the user’s State and county.

Select the appropriate commodity to process from the drop-down box. For rice, select 1 of the following:

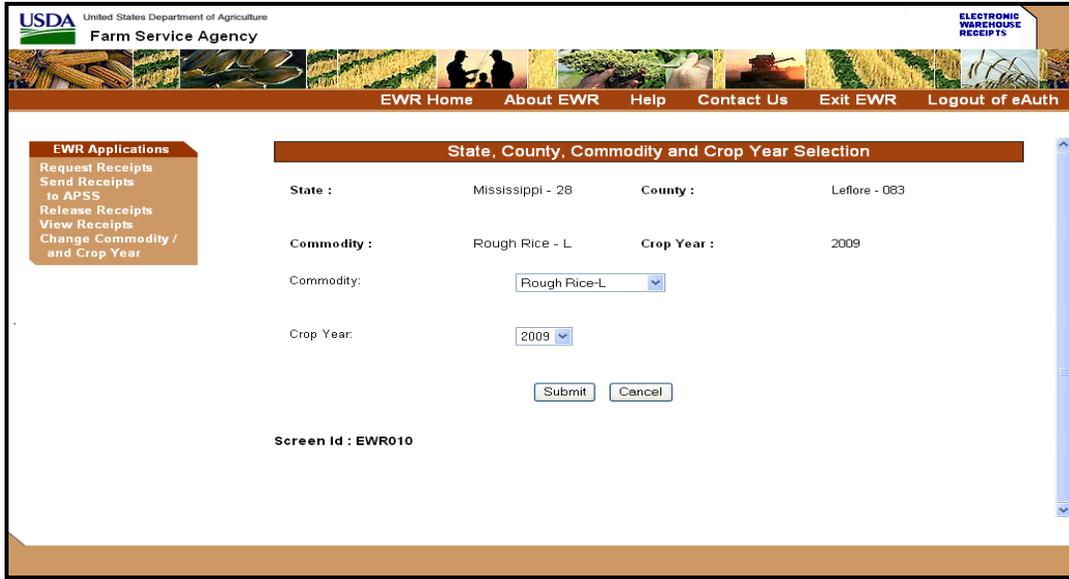
- Rough Rice – L
- Rough Rice – M
- Rough Rice – S.

**Note:** Other commodity selections are applicable to peanuts.

177 Using FSA’s EWR System for Rice (Continued)

\*--B State, County, Commodity and Crop Year Selection (Continued)

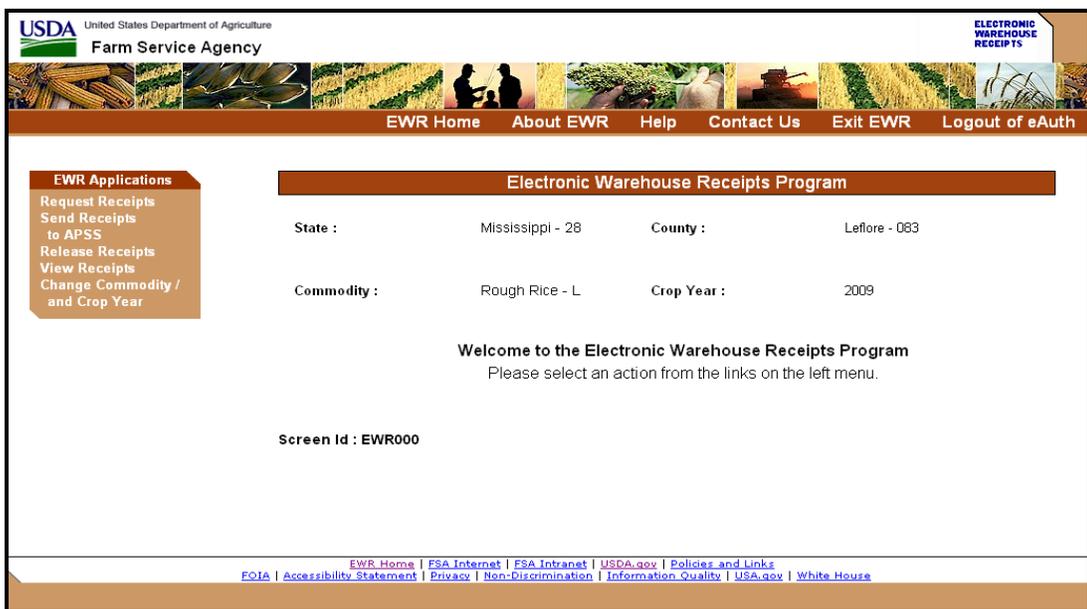
The following is an example of the State, County, Commodity and Crop Year Selection Screen.



Select the applicable crop year and CLICK “Submit”. The Welcome to the Electronic Warehouse Receipts Program Screen will be displayed.

C Welcome to the Electronic Warehouse Receipts Program Screen

The following is an example of the Welcome to the Electronic Warehouse Receipts Program Screen.



177 Using FSA’s EWR System for Rice (Continued)

**\*--D EWR Applications Menu Options**

The EWR application provides the following menu options displayed on the left navigation bar:

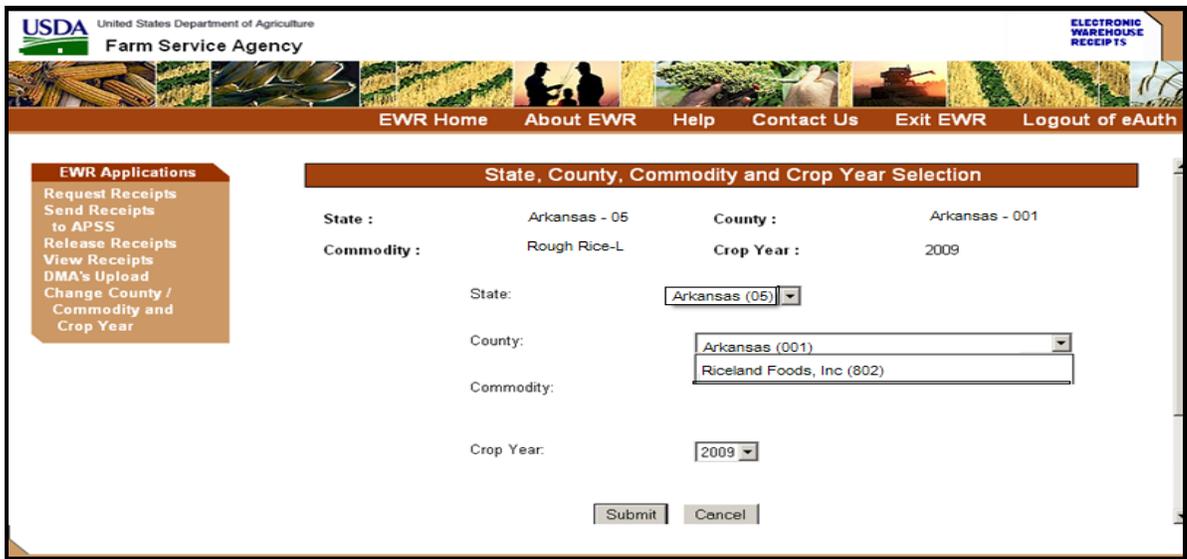
- Request Receipts
- Send Receipts to APSS
- Release Receipts
- View Receipts
- Change State/County/Commodity and Crop Year, if applicable.

**Note:** The “Change County/Commodity and Crop Year” option will be displayed if the County Office has multiple counties, or a CMA Service Center.

**E Change County Option**

County Offices with multiple counties, including County Offices acting as CMA Service Centers, shall be provided with a drop-down box to select the applicable State and county where the loan/LDP will be processed.

The following is an example of the **State, County, Commodity and Crop Year Selection** Screen with the drop-down box for selecting the applicable State and county for loan/LDP processing.



Select the applicable State, county, commodity, and crop year from the drop down box. This should be the State and county where the loan request is to be processed.--\*

**\*--178 Requesting EWR's**

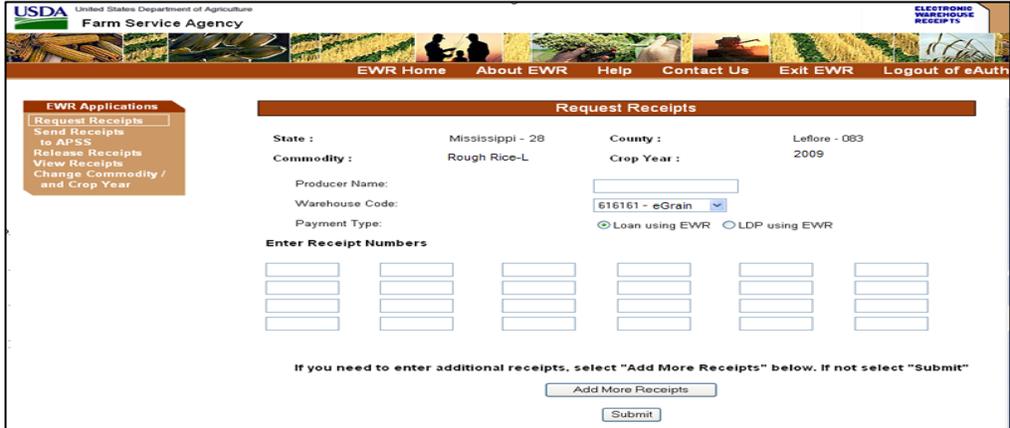
**A Submitting Requests for EWR's**

Producers requesting loans or LDP's shall provide County Offices with basic loan or LDP application requirements. In addition to the producer and farm information, the applicant shall at a minimum, provide the following information:

- \*--producer name
- warehouse code
- commodity type
- commodity class
- list of EWR numbers
- ACRE indicator.

**Note:** County Offices shall request receipts from ACRE and non-ACRE farms separately--\*.

County Office can accept the information from producers by either FAX or e-mail. The following table provides steps for requesting EWR's from the provider CFS.

Step	Action
1	<p><b>CLICK "Request Receipts" from the left navigation bar to request EWR data associated with producer's application.</b></p> <p>The following is an example of a Request Receipt Screen.</p> <p>*--</p>  <p>Beginning with the 2009 crop year, loans/LDP request on quantities from ACRE and non-ACRE enrolled farms <b>must</b> be processed separately.--*</p>

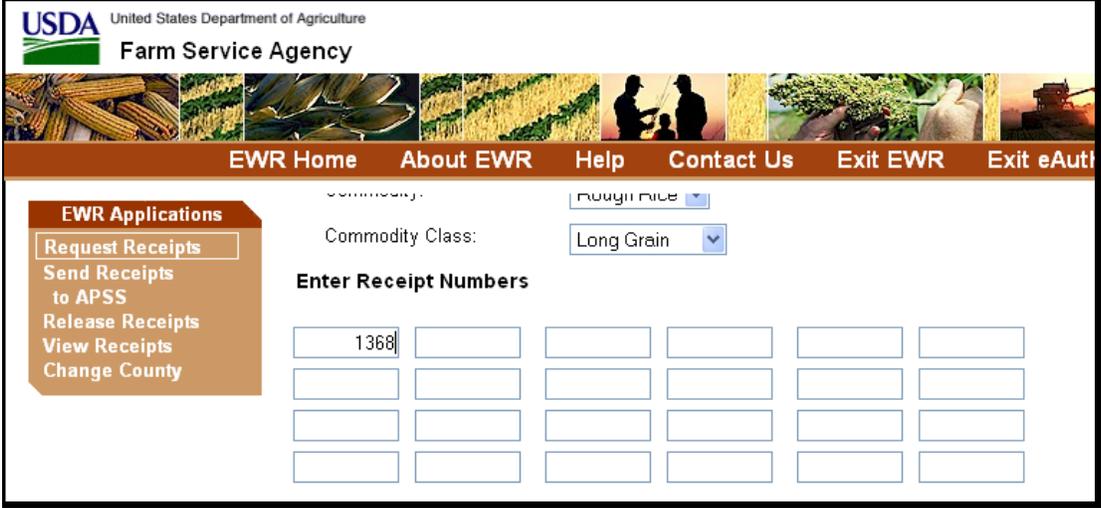
178 Requesting EWR's (Continued)

A Submitting Requests for EWR's (Continued)

Step	Action
2	<p>On the Request Receipts Screen, select the appropriate crop year from the drop-down menu and complete the following required data:</p> <ul style="list-style-type: none"> <li>• producer name</li> </ul> <p><b>Note:</b> This will be used to identify the request, but does <b>not</b> have to exactly match the name in SCIMS name and address file.</p> <ul style="list-style-type: none"> <li>• warehouse code</li> </ul> <p><b>Note:</b> A list of participating warehouses will be displayed in the drop-down menu.</p> <ul style="list-style-type: none"> <li>•*--payment type (CLICK "radio button" corresponding to the type of request--*)</li> <li>• EWR numbers.</li> </ul> <p><b>Note:</b> The Request Receipt Screen will allow users to enter 24 EWR's per screen.</p>

\*--178 Requesting EWR's (Continued)

A Submitting Requests for EWR's (Continued)

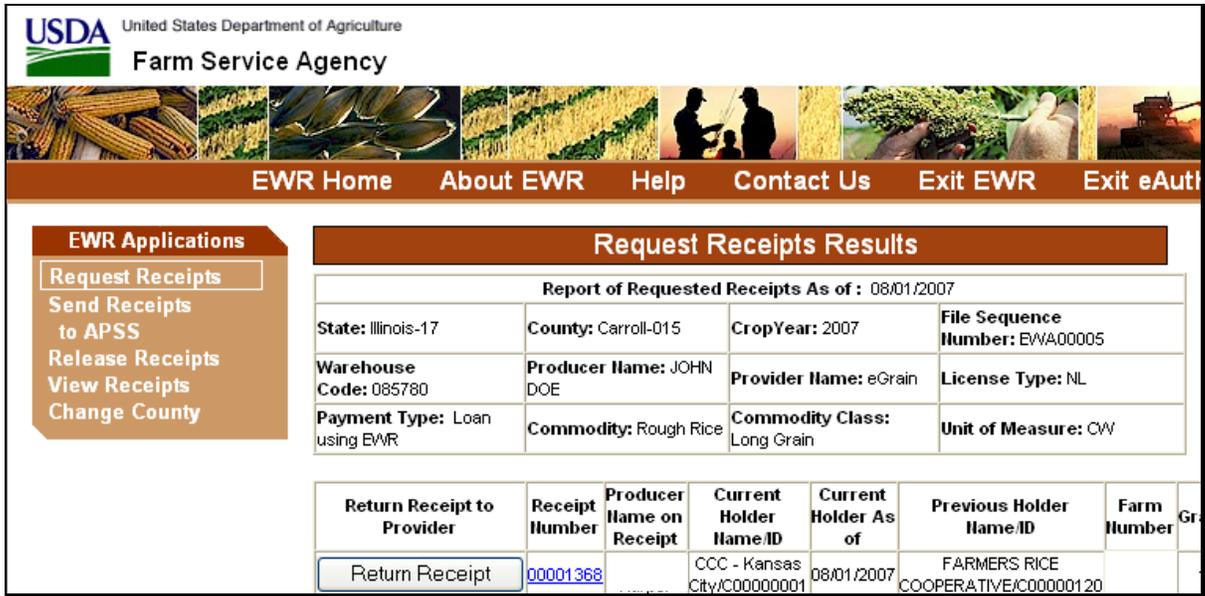
Step	Action
3	<p>If entering more than 24 EWR's, on the Request Receipt Screen, CLICK <b>“Add More Receipts”</b>. A Request Receipt Continuation Screen will be displayed that allows users to enter additional EWR numbers for the request.</p> 
4	<p>CLICK <b>“Submit”</b> to send the request for EWR's. FSA's EWR web-based system will retrieve the requested EWR's from Provider's system used by the warehouse to issue EWR's.</p>

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\*--178 Requesting EWR's (Continued)

**B Requesting EWR Results**

FSA's EWR web-based system will retrieve the information from Provider's system and display the Request Receipts Results Screen.



The upper portion of the Request Receipts Results Screen will be displayed with the:

- data submitted with the request, according to subparagraph 177, with the Provider's name, license type, and unit of measure
- File Sequence Number assigned to the request.

**Note:** FSA's EWR web-based system assigns an 8-character alphanumeric file sequence number according to this table.

Position	Format	Description	Comments
1-2	EW	Indicates it is an EWR.	Assigned to all EWR's.
3	A to Z	Crop year indicator.	Starts with A for 2007 crop year and is incremented by 1 year for subsequent letters (B for 2008, C for 2009, etc).
4-8	Number	File sequence counter.	Starts with 00001 each crop year.

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178 Requesting EWR's (Continued)

**B Request EWR Results (Continued)**

The lower portion of the Request Receipts Results Screen will be displayed with the Report of Requested Receipts providing a list of valid EWR's, EWR's with the errors, and the corresponding error description, if applicable.

A "printer friendly" page will be available. Print the data and the Report of Requested \*--Receipts and file in the loan folder. The following is an example of the Report of--\* Requested Receipts.

Report of Requested Receipts As of : 08/01/2007								
State: Illinois-17		County: Carroll-015		CropYear: 2007		File Sequence Number: EWA00005		
Warehouse Code: 085780		Producer Name: JOHN DOE		Provider Name: eGrain		License Type: NL		
Payment Type: Loan using EWR		Commodity: Rough Rice		Commodity Class: Long Grain		Unit of Measure: C/W		
Receipt Number	Producer Name	Current Holder Name/ID	Current Holder As of	Previous Holder Name/ID	Farm Number	Grade	Storage Paid Thru	Weight
00001368	Mavis Harper	CCC - Kansas City/C00000001	08/01/2007	COOPERATIVE/C00000120		1	05/31/2008	12345.67
<b>Total Valid Receipts: 1</b>						<b>Total Weight: 12,345.67</b>		
Receipt Number	Reason Code		Reason Description					
<b>Total Receipts Returned: 0</b>								
Screen Id : EWR024						close window		

178 Requesting EWR's (Continued)

C Validating EWR's

Review the results of the request for accuracy and consistency with the loan or LDP application submitted by the producer.

Each request must have the same:

- aromatic indicator
- commodity
- commodity class
- crop year
- producer name
- type of payment request
- warehouse code.

**\*--Note:** Beginning with the 2009 crop year, each file requested must have the same ACRE enrollment status.--\*

The following table provides the steps to validate EWR's.

Step	Action						
1	<p>On the Receipt Number column, click the applicable EWR number to display the detail EWR data.</p> <p><b>Note:</b> EWR data is also available on the “printer friendly” page.</p> <table border="1" data-bbox="386 1121 938 1234"> <tr> <td data-bbox="386 1121 938 1163"><b>IF...</b></td> <td data-bbox="938 1121 1490 1163"><b>THEN go to Step...</b></td> </tr> <tr> <td data-bbox="386 1163 938 1205">all entries are valid</td> <td data-bbox="938 1163 1490 1205">*--3.</td> </tr> <tr> <td data-bbox="386 1205 938 1234">EWR's were downloaded in error</td> <td data-bbox="938 1205 1490 1234">2.--*</td> </tr> </table>	<b>IF...</b>	<b>THEN go to Step...</b>	all entries are valid	*--3.	EWR's were downloaded in error	2.--*
<b>IF...</b>	<b>THEN go to Step...</b>						
all entries are valid	*--3.						
EWR's were downloaded in error	2.--*						
2	<p>CLICK “<b>Return Receipt</b>” to return EWR's to the Provider.</p> <p><b>Notes:</b> The Return Receipt option shall be used when EWR's are downloaded in <b>error</b> and <b>must</b> be removed from the File Sequence Number. The returned EWR will be reset to its pre-download status.</p> <p>A Confirm Return Receipt Screen will be displayed with selected EWR's to be returned.</p>						
***	***						
3	<p>CLICK “<b>Submit</b>”. FSA's EWR web-based system will:</p> <ul style="list-style-type: none"> <li>• remove EWR's with errors from the file, if applicable</li> <li>• process and complete the file for transfer to APSS according to paragraph 179.</li> </ul>						

179 Sending EWR’s to APSS

**A General Information**

The requested EWR’s shall be identified by the File Sequence Number and can be transferred to APSS to process the:

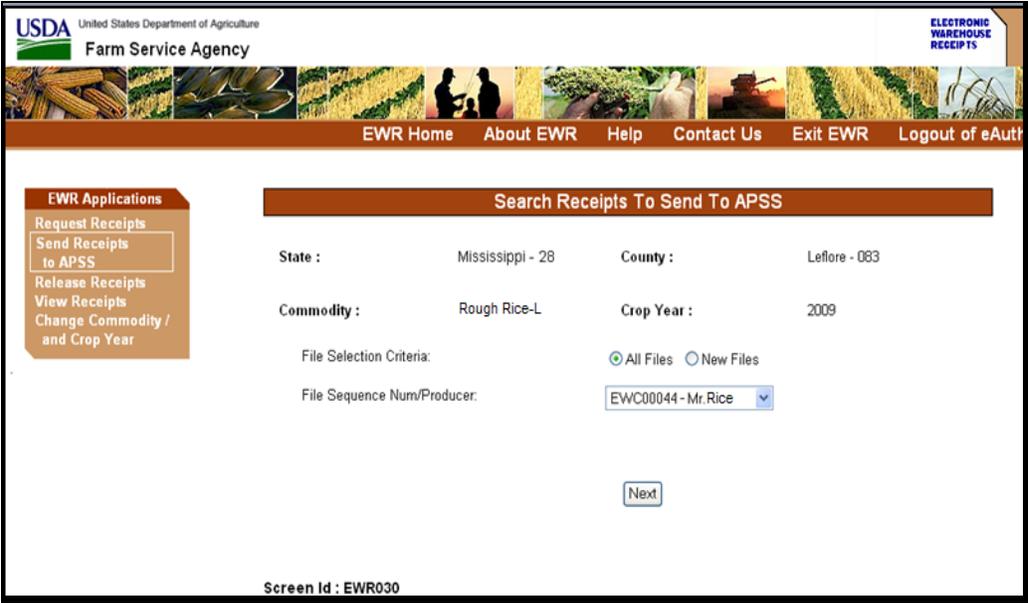
- loan or LDP request of the producer
- re-entry of a corrected loan or LDP.

**Note:** Files that have been transferred to APSS **must** be used to process loans or LDP’s on the **same day** or the files will have to be re-sent to APSS to be available for processing in APSS.

**B Searching for EWR’s and Sending EWR’s to APSS**

Files that have been requested according to paragraph 178 are ready for transfer to APSS. The following table provides steps for search for EWR’s and sending EWR’s to APSS.

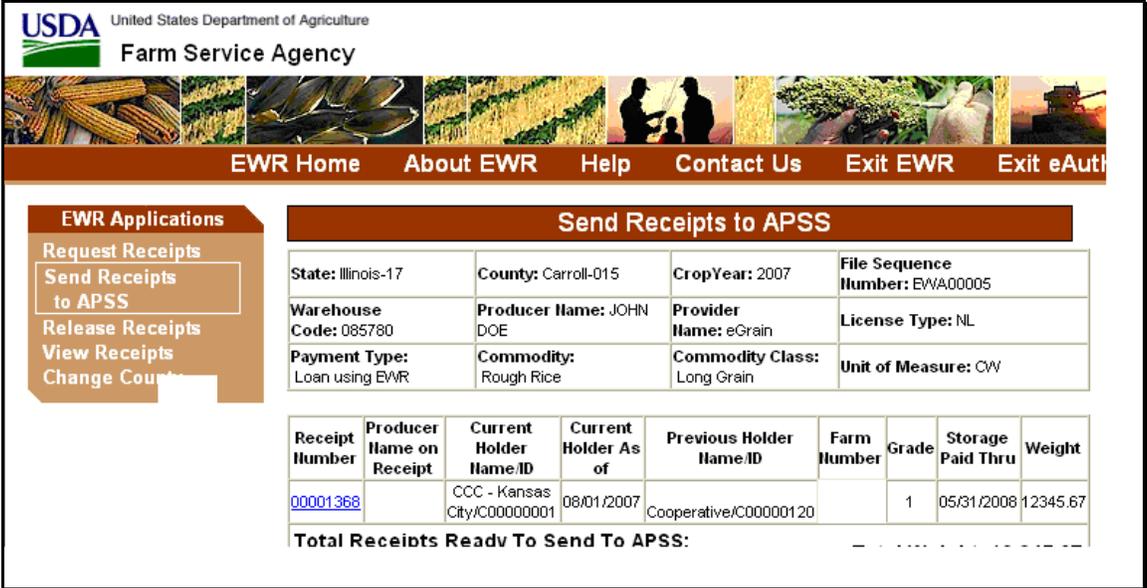
\*--

Step	Action
1	<p>CLICK “Send Receipts to APSS” on the left side of the navigation menu to transfer completed EWR’s to APSS. The Search Receipts to Send to APSS Screen will be displayed, select the appropriate crop year from the drop-down menu, and go to Step 2.</p>  <p style="text-align: center;">Screen Id : EWR030</p>

--\*

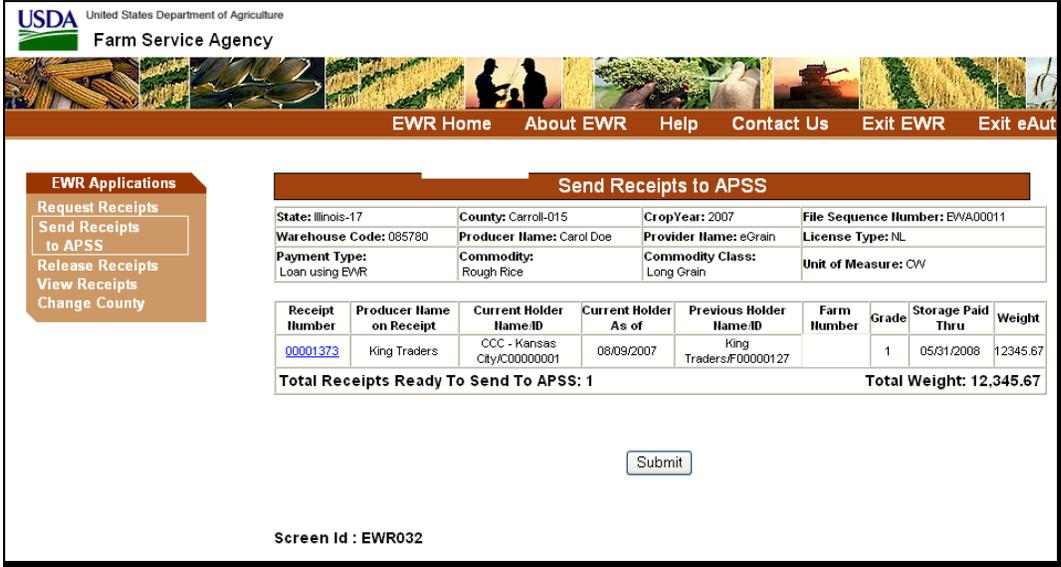
179 Sending EWR's to APSS (Continued)

B Searching for EWR's and Sending EWR's to APSS (Continued)

Step	Action
2	<p>For File Selection Criteria, CLICK “radio button” indicating the appropriate EWR *--files as follows:</p> <ul style="list-style-type: none"> <li>• New Files; lists the requested EWR File Sequence Numbers of EWR's that have <b>not</b> been previously transferred to APSS</li> <li>• All Files; lists the requested EWR File Sequence Numbers of all EWR's that--* are included in the new files as well as files previously transferred to APSS.</li> </ul>
3	For Select File Sequence Num/Producer, select from the drop-down menu.
4	<p>CLICK “Next”, the Send Receipts to APSS Screen will be displayed.</p> 
5	<p>Under the Receipt Number column, click the specific EWR number to display the detail data.</p> <p><b>Note:</b> A “printer friendly” page is also available.</p>

\*--179 Sending EWR's to APSS (Continued)

**B Searching for EWR's and Sending EWR's to APSS (Continued)**

Step	Action
6	<p>CLICK “<b>Submit</b>”, to transfer EWR's in the file to APSS. The Send Receipts to APSS Results Screen will be displayed with confirmation that EWR's have been sent to APSS and the option to access and print a “printer friendly” list. This is an example of the Send Receipts to APSS Results Screen.</p> 
7	CLICK “printer friendly” page, print the report, and file the report in the loan folder.

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**\*--180 Processing Rice EWR's in APSS**

**A Warehouse-Stored Loans Using EWR's**

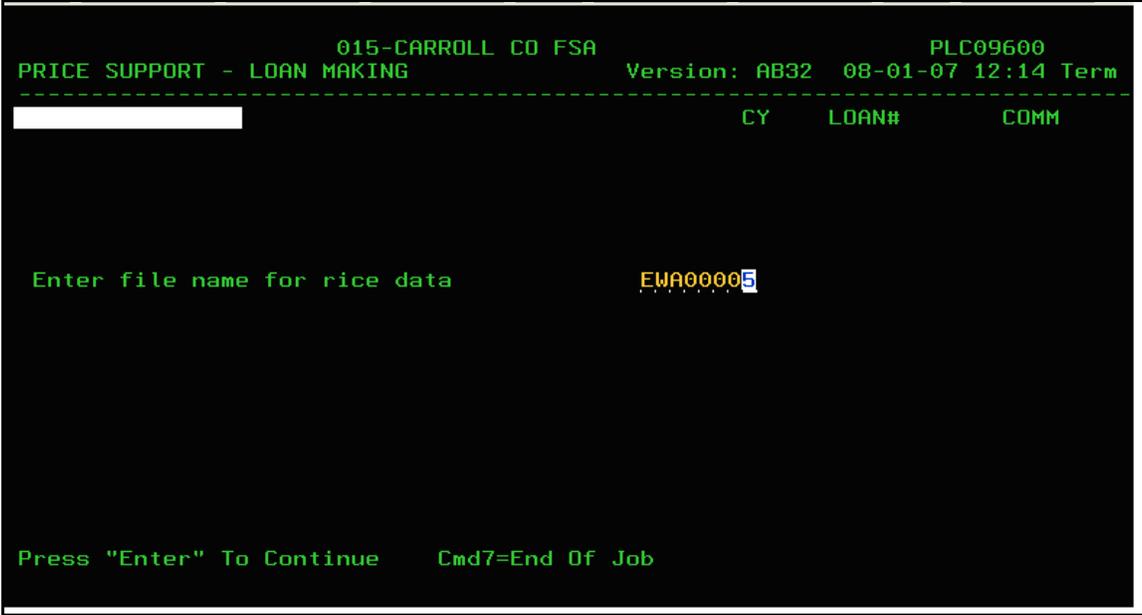
EWR's that have been transferred to APSS are ready to be used to process warehouse-stored loan applications. APSS has been enhanced to add the ability to use EWR's to process warehouse-stored loans. The following table provides steps for loan making.

Step	Action
1	On System 36/AS400, APSS, Price Support Main Menu, PCA005, ENTER "2", "Perform Loan Making Functions", and PRESS "Enter".
2	Perform the normal loan and producer verification routines.
3	<p data-bbox="391 579 1481 688">From the Price Support - Loan Making Menu, PLA000, ENTER "10", "Warehouse Rice Loans Using Preprocessed Data", and PRESS "Enter". This is an example of Screen PLA000.</p> <div data-bbox="391 726 1458 1318" style="border: 1px solid black; background-color: black; color: green; padding: 10px;"> <pre> COMMAND                                PLA000                                YH PRICE SUPPORT - LOAN MAKING MENU -----           1.  Farm Stored Regular Certified           2.  Farm Stored Regular Measured          * 3.  Farm Stored Reserve           4.  Warehouse Stored Regular          * 5.  Warehouse Stored Reserve           6.  Distress Certified           7.  Distress Measured           8.  Form A Cotton Loans Using Preprocessed Bale Data           9.  Warehouse Peanut Loans Using Preprocessed Data          10.  Warehouse Rice Loans Using Preprocessed Data  Enter the number of your selection and press the "Enter" key.  Cmd3=Previous Menu           </pre> </div>

--\*

180 Processing Rice EWR's in APSS (Continued)

A Warehouse-Stored Loans Using EWR's (Continued)

Step	Action
4	<p>Screen <b>PLC09600</b> will be displayed. Enter the File Sequence Number of the rice EWR file that will be used to process the loan.</p> <p>This is an example of Screen <b>PLC09600</b>.</p>  <p>The screenshot shows a terminal window with the following text:          015-CARROLL CO FSA (top right)          PRICE SUPPORT - LOAN MAKING (top left)          Version: AB32 08-01-07 12:14 Term (top right)          CY LOAN# COMM (top right)          Enter file name for rice data (center)          EWA00005 (input)          Press "Enter" To Continue Cmd7=End Of Job (bottom)</p>
5	<p>PRESS <b>“Enter”</b>.</p> <p>The system will retrieve and display the producer name associated with the transferred rice EWR file.</p>
6	<p>ENTER <b>“Y”</b> or <b>“N”</b> to the question, <b>“Is this the correct file?”</b></p> <p><b>Notes:</b> The producer name displayed after answering the question may not exactly match the SCIMS name and address record. APSS will process the loan for the person/entity displayed on the upper left hand corner of the screen and not the name shown on the completed EWR file.</p>
7	<p>Continue with the warehouse-stored loan making process according to 12-PS, Part 4. Verify the pre-filled information on the screen when completing the loan-making process.</p>

181 Releasing EWR's

A General Information

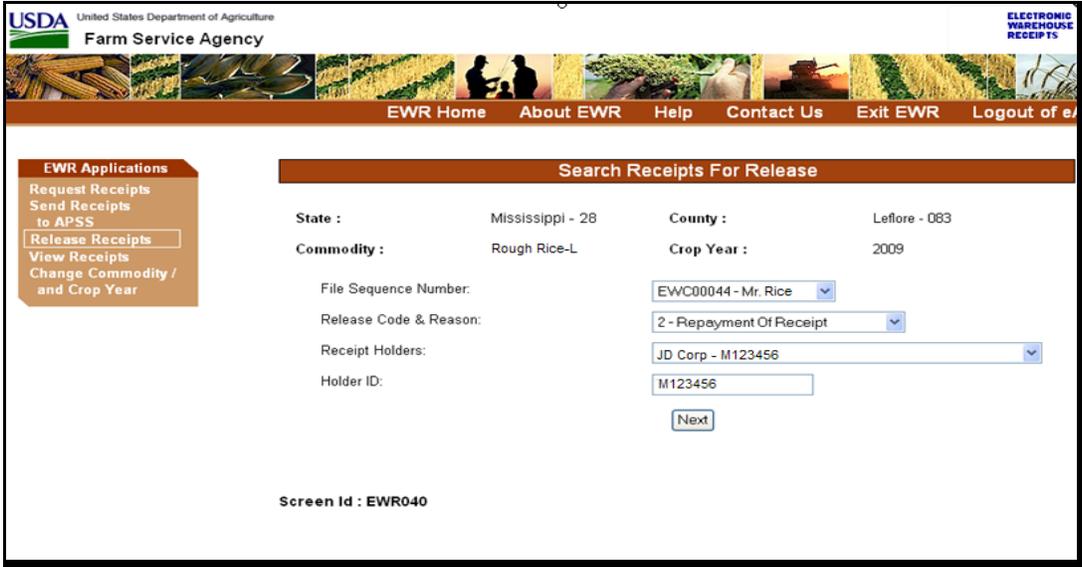
EWR's that have been downloaded by County Offices may be released for the following reasons.

Release Code/Reason	Condition	Action/Result
2 – Repayment of Receipts	Receipt under loan is being redeemed.	<p>*--Select the new Holder ID and Holder Name Information from the drop-down box or enter a new Holder ID. This should match the Holder ID provided by the--* person or entity redeeming the loan.</p> <p>Receipt will be released to the new receipt holder through the Provider system.</p> <p><b>Note:</b> If the new holder is invalid, the receipt will be returned to the County Office with an error message.</p>
4 – Reconciliation/Split	<p>Receipt:</p> <ul style="list-style-type: none"> <li>• has been approved for reconciliation</li> <li>• needs to be split on request of the producer or FSA.</li> </ul>	<p>Receipt will be returned to the shipping warehouse through the Provider system.</p> <p><b>Note:</b> See paragraph 183 for additional instructions on reconciliation using EWR's.</p>
5 – Receipt Data Error	There is an error in the receipt data.	<p>Receipt will be automatically returned to the previous holder through the Provider system.</p> <p><b>Note:</b> Needs correction by the receipt issuer.</p>
6 – Downloaded in Error	Receipt was downloaded by the County Office by mistake.	<p>Receipt will be returned to the previous holder through the Provider system.</p> <p><b>Note:</b> Receipt may be requested by any County Office.</p>
9 – Forfeiture	Receipt under loan is forfeited.	Receipt will be released to KCCO and included in CCC inventory.

181 Releasing EWR's (Continued)

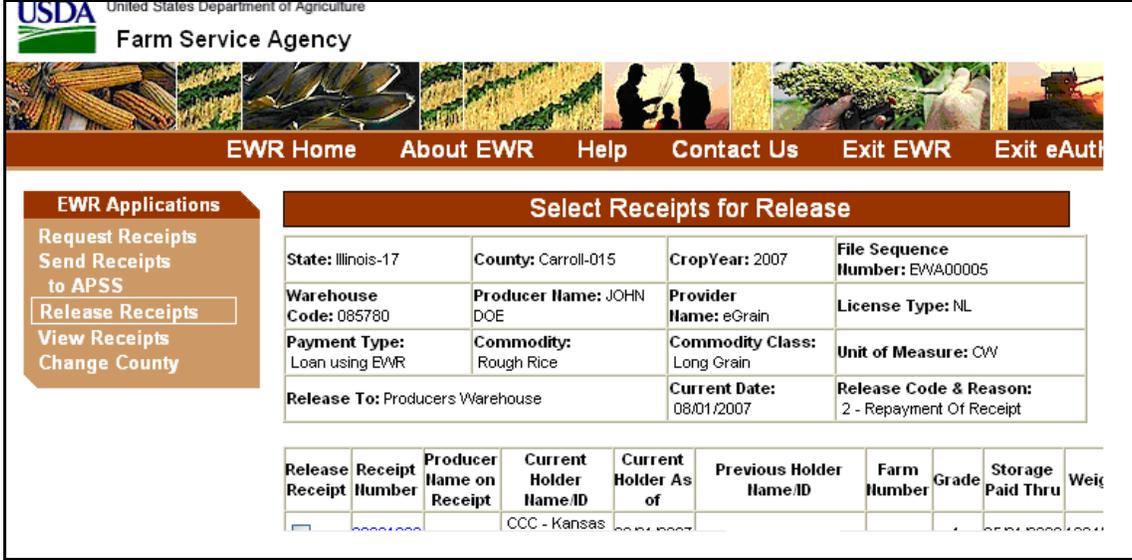
B Selecting EWR's to Release

This table provides steps for releasing EWR's.

Step	Action
1	<p>CLICK <b>“Release Receipts”</b> on the left side of the navigational menu to access the release EWR's functions. The following is an example of the Search Receipts for the Release Screen that will be displayed.</p> <p>*..</p>  <p>..*</p> <p>The file sequence Number drop-down list will display the File Sequence Number and the producer name of all the files that have been completely processed.</p>

181 Releasing EWR's (Continued)

B Selecting EWR's to Release (Continued)

Step	Action
2	<p>The <b>Release Code &amp; Reason</b> drop-down list will display the different release reasons as described in subparagraph A.</p> <p>If the Release Code &amp; Reason selected is “<b>2-Repayment of Receipts</b>”, the user shall ENTER the holder ID and name provided by the person or entity redeeming the loan. * * *</p> <p><b>Note:</b> The person or entity authorized to redeem the loan shall be responsible for providing the new Holder information to the County Office.</p>
3	<p>CLICK "Next". The Select Receipts for Release Screen will be displayed.</p> 
4	<p>Verify the “<b>Release To</b>” and the “<b>Release Code &amp; Reason</b>” displayed on the upper portion of the screen.</p>
5	<p>The Total Receipts Ready for Release will be displayed. CLICK the box corresponding to EWR number to be released in the Release Receipt column.</p>
6	<p>CLICK “<b>Next Page</b>” to view additional EWR's, if applicable.</p>
7	<p>CLICK “<b>Continue</b>” to go to the next screen. EWR's that have been selected for release will be displayed.</p>
8	<p>Confirm your chosen EWR and CLICK “<b>Cancel</b>” to undo the selection and re-display all EWR's ready for release.</p>

181 Releasing EWR's (Continued)

B Selecting EWR's to Release (Continued)

Step	Action																																
9	<p>CLICK “<b>Submit</b>” to complete the release process. The “<b>Release Receipt Results</b>” will be displayed. This is an example a Release Receipt Results Screen.</p>  <table border="1" data-bbox="618 684 1422 871"> <tr> <td><b>State:</b> Illinois-17</td> <td><b>County:</b> Carroll-015</td> <td><b>CropYear:</b> 2007</td> <td><b>File Sequence Number:</b> EWA00005</td> </tr> <tr> <td><b>Warehouse Code:</b> 085780</td> <td><b>Producer Name:</b> JOHN DOE</td> <td><b>Provider Name:</b> eGrain</td> <td><b>License Type:</b> NL</td> </tr> <tr> <td><b>Payment Type:</b> Loan using EWR</td> <td><b>Commodity:</b> Rough Rice</td> <td><b>Commodity Class:</b> Long Grain</td> <td><b>Unit of Measure:</b> CW</td> </tr> <tr> <td colspan="2"><b>Current Holder Name/Id:</b> Warehouse/C00000117</td> <td><b>Current Date:</b> 08/01/2007</td> <td><b>Release Code &amp; Reason:</b> 2 - Repayment Of Receipt</td> </tr> </table> <table border="1" data-bbox="618 898 1422 982"> <thead> <tr> <th>Receipt Number</th> <th>Producer Name on Receipt</th> <th>Previous Holder Name/ID</th> <th>Previous Holder As of</th> <th>Farm Number</th> <th>Grade</th> <th>Storage Paid Thru</th> <th>Weight</th> </tr> </thead> <tbody> <tr> <td><a href="#">00001368</a></td> <td></td> <td>CCC - Kansas City/C00000001</td> <td>08/01/2007</td> <td></td> <td>1</td> <td>05/31/2008</td> <td>12345.67</td> </tr> </tbody> </table>	<b>State:</b> Illinois-17	<b>County:</b> Carroll-015	<b>CropYear:</b> 2007	<b>File Sequence Number:</b> EWA00005	<b>Warehouse Code:</b> 085780	<b>Producer Name:</b> JOHN DOE	<b>Provider Name:</b> eGrain	<b>License Type:</b> NL	<b>Payment Type:</b> Loan using EWR	<b>Commodity:</b> Rough Rice	<b>Commodity Class:</b> Long Grain	<b>Unit of Measure:</b> CW	<b>Current Holder Name/Id:</b> Warehouse/C00000117		<b>Current Date:</b> 08/01/2007	<b>Release Code &amp; Reason:</b> 2 - Repayment Of Receipt	Receipt Number	Producer Name on Receipt	Previous Holder Name/ID	Previous Holder As of	Farm Number	Grade	Storage Paid Thru	Weight	<a href="#">00001368</a>		CCC - Kansas City/C00000001	08/01/2007		1	05/31/2008	12345.67
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10	CLICK “ <b>printer friendly</b> ” page to print the data and file this report in the loan/LDP folder.																																

## 182 Viewing EWR's

### A General Information

EWR system provides the user the ability to inquire on EWR's using the following options:

- view EWR's
- view reports.

\*--Note: The View Reports option is available to PSD and State Office users only.--\*

### B "View Receipts" Option

"View Receipts" option:

- provides users the ability to view receipt by:
  - warehouse
  - file sequence number
- allows users to view and print EWR details as they appear in the:
  - EWR system
  - Provider's system.



182 Viewing EWR's

B "View Receipts" Option (Continued)

Select a specific EWR from the View Receipts Screen to display or print the Receipt Detail Report.

The following is an example of the View Receipts Screen.

\*--

--\*

EWR's in:

- **FSA's** system will include EWR's that have been requested by County Offices for price support purposes
- **Provider's** system will include **all** EWR's issued by warehouses; some EWR's may **not** have been downloaded by County Offices.

**\*--183 Reconciliation of Warehouse-Stored Loans Using EWR's****A General Information**

8-LP, Part 8, Section 3 provides guidelines on reconcentrating loan collateral. Currently, APSS does not have the ability to process a warehouse-to-warehouse transfer using EWR automatically. Warehouses electing to issue EWR's on the commodity being reconcentrated shall complete the reconcentration process according to this paragraph.

**B Releasing EWR's**

Upon approval of CCC-699, County Offices shall:

- print the **original** EWR using the rice EWR web-based system and attach the report to the original CCC-699
- release the **original** EWR using the rice EWR web-based system, selecting Release Code 4 - Reconcentration/Split
- notify the warehouse that EWR has been released for reconcentration.

**C Distributing CCC-699**

County Offices shall:

- keep original CCC-699 in County Office security file
- send warehouse operator's copy to the warehouse
- send producer's copy to producer or CMA
- file a copy of EWR in the producer's loan folder and file folder in suspense file
- follow up to ensure that:
  - the commodity is reconcentrated
  - new EWR's are received by County Offices within 30 calendar days from the date of approval
  - County Offices receive replacement EWR numbers and warehouse information from receiving warehouses.--\*

**Exhibit 1  
Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)**

**Abbreviations Not Listed in 1-CM**

The following abbreviations are not listed in 1-CM.

<b>Approved Abbreviation</b>	<b>Term</b>	<b>Reference</b>
ACRE	Average Crop Revenue Election	57, 58, 151, 176
CFS	central filing system	58, 175, 176, 178
CMA	Cooperative Marketing Association	Text
cwt.	hundredweight	68
EWR	electronic warehouse receipt	35, 58, Part 6
MAL	marketing assistance loan	151, 174
SCIMS	Service Center Information Management System	178, 180
UGRSA	Uniform Grain and Rice Storage Agreement	35, 57, 58, 125, 126, 142

**Re delegations of Authority**

None

