

For: State and County Offices

Reconstitution Reports for Current FY and Previous FY's

Approved by: Deputy Administrator, Farm Programs



1 Overview

A

Background

According to reports run on data uploaded from County Offices, there are a number of counties that have partial and pending reconstitutions that were initiated from FY 1997 to FY 1999 and were not updated. The current reconstitution report software prints pending, partial, and pending partial reconstitution reports for the current FY only.

Software to print reconstitution reports for pending, partial, and pending partial reconstitutions initiated during or after FY 1997 will be issued in County Release No. 439. These reconstitution reports:

- will automatically print when County Release No. 439 is installed
- may be reprinted from Reconstitution - Reports Main Menu MIRR00 according to 2-CM, Part 17.

With the eventual move of data from the A/36 to the new platform, efforts are being made to clean up data and records before the move. This will help provide for an uneventful move of that data.

B

Purpose

This notice provides instructions on how to handle the pending, partial, and pending partial reconstitutions that have not been completed.

<p>Disposal Date</p> <p>August 1, 2001</p>	<p>Distribution</p> <p>State Offices; State Offices relay to County Offices</p>
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2 County Office Action

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Current FY Reconstitutions

County Offices shall clear the current FY reconstitutions by following the procedure in:

- 2-CM, Part 14 for pending reconstitutions
- 2-CM, Part 15 for partial and pending partial reconstitutions.

Note: Partial and pending partial reconstitutions are applicable to tobacco and peanut counties only.

Current FY reconstitutions shall be updated or deleted, as applicable, before farm record rollover is processed this fall. Farm record rollover will be stopped if any current FY pending, partial, or pending partial reconstitutions are detected on the system.

B

Previous FY Pending Reconstitutions

As time permits, County Offices should research the previous FY's pending reconstitutions listed on the report and clear them.

County Offices shall not delete any of the pending reconstitutions listed for a previous FY unless the reconstitution was:

- initiated in error and should be deleted based on County Office research
- disapproved by COC.

Note: Deleting pending reconstitutions will delete the resulting farm and all data associated with that farm through the current FY. After a farm is deleted, it cannot be recovered.

C

Previous FY Partial and Pending Partial Reconstitutions

As time permits, County Offices should research the previous FY's partial and pending partial reconstitutions listed on the reports and clear them.

Partial and pending partial reconstitutions are applicable to tobacco and peanut counties only.

The ineffective crop on the partial reconstitution for a previous FY must be brought forward and updated using procedure in 2-CM, Part 15. Process the reconstitutions in numerical order from the oldest to the newest.

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2 County Office Action (Continued)

D

Error Messages

If an error message is received during the process of clearing the reconstitution reports, send the following documents to the State Office reconstitution specialist:

- a screen print of the session status printed **before** the error message is cleared

Note: Access and print the session status information as follows:

- PRESS “SysRq Attn”
 - ENTER “5”, “Display Session Status”, and PRESS “Enter”
 - screen print the displayed information
 - PRESS “Cmd1”.
- a screen print of the error message
 - diagnostic reports for the parent and resulting farms associated with that particular reconstitution, printed according to 2-CM, paragraph 525
 - FSA-156EZ for the parent and resulting farms. The parent farm FSA-156’s should be in the reconstitution paperwork package.

Do not contact TAB for these reconstitution problems.

3 State Office Action

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Forwarding Documentation

The State Office reconstitution specialist shall FAX the documents specified in subparagraph 2 D to PECD, Common Provisions Branch at 202-720-0051.

Do not contact TAB for these reconstitution problems.
