

For: State and County Offices

Farm Records Data Upload

Approved by: Acting Deputy Administrator, Farm Programs



1 Farm Records Data Upload

A Background

County Release No. 547 will include software that will upload all 2005 farm records data into the centralized database. On the day after County Release No. 547 is installed, all 2005 farm records data will be uploaded to the centralized database. Changes to 2005 farm records and reconstitutions that are completed on the day the upload occurs and the following day will not update to the centralized database but instead will be placed in a hold file on the System/36. On the third day after County Release No. 547 is installed, all changes to 2005 farm records and reconstitutions generated by the County Office in the previous 2 days will be uploaded to the centralized database when the County Office accesses either:

- farm, tract, and crop record maintenance
- farm reconstitutions.

There is no need for the County Office to update any data within these applications to get the farm records changes to upload. After this initial process is completed, all changes to farm records data will be uploaded to the centralized database immediately.

The uploaded farm records data will be used by:

- 2005 DCP contract software
- forthcoming subsidiary web application.

Disposal Date	Distribution
December 1, 2004	State Offices; State Offices relay to County Offices

Notice CM-504

1 Farm Records Data Upload (Continued)

B County Office Action

County Offices shall ensure that County Release No. 547 is installed immediately upon receipt. If County Release No. 547 is not timely installed, neither 2005 DCP contract software nor subsidiary software will be accessible.

On the third day following release installation, the County Office shall access Option 1, "Farm, Tract, and Crop Record Maintenance", or Option 3, "Farm Reconstitutions", on Screen MC0097 to upload changes to farm records and reconstitutions completed since County Release No. 547 was installed.

All farm records updates made after the first 3 days will be updated to the centralized database in real-time.

C Example 1

County Office A installs County Release No. 547 immediately upon receipt on Friday, October 1, 2004. The farm records data upload will occur on Saturday, October 2. If any farm records and reconstitution changes are made on Saturday, October 2 and Sunday, October 3, they will be placed into a hold file on the System/36. On Monday, October 4, the County Office shall access farm maintenance or reconstitutions to upload all farm records changes from the hold file to the centralized database.

D Example 2

County Office B waits until Monday, October 4 to install County Release No. 547. The farm records data upload will occur on Tuesday, October 5. All changes to farm records and reconstitutions completed on Tuesday, October 5 and Wednesday, October 6 will be placed into a hold file on the System/36. On Thursday, October 7 the County Office shall access farm maintenance or reconstitutions to upload all farm records changes from the hold file to the centralized database.