

For: State and County Offices

Updating Common Land Unit (CLU) Acreage to the System 36

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

3-CM, paragraph 29 provides procedure on updating CLU acreage to the System 36 farm records. The recording of certified acres is a manual process.

Several States have contacted the National Office indicating that automated processes have been developed to automatically update certified CLU acres directly from the CLU to the System 36 farm records. No automated processes have been tested and approved by the National Office and therefore shall **not** be used in State or County Offices.

B Purpose

This notice informs State and County Offices that unapproved automated processes to update certified CLU acreage to the System 36 farm records shall **not** be used. At this time, there are no approved automated processes. Before automated processes can be approved to change records in the System 36 they must be tested. This ensures that the processes do not impact other files and are compatible with changes that are currently in development for a future web-based environment.

The data contained in farm record files is used by payment systems to make billions of dollars of payments each FY, therefore, we need to ensure that our files are not corrupted by processes that are not tested and approved.

2 Action

A County Office Action

County Offices shall immediately discontinue the use of all automated processes that update certified CLU acreage directly from the CLU to the System 36 farm records.

Disposal Date	Distribution
February 1, 2006	State Offices; State Offices relay to County Offices

Notice CM-515

2 Action (Continued)

B State Office Action

State Offices shall:

- immediately stop advising County Offices to use all automated processes that update certified CLU acreage directly from the CLU to the System 36 farm records
- provide all automated processes developed to the National Office for testing and approval
- **not** use automated processes until approved by the National Office.