

For: State and County Offices

Deadline for Submitting 2003 Problem Cases and Preparing for 2007 Rollover

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

Notice CM-530, issued on November 29, 2005, provided a process for County Offices to submit 2003 problem cases to the National Office for assistance with resolving 2003 subsidiary and farm record problems for the following:

- Crop Disaster Program (CDP)
- Livestock Assistance Program (LAP)
- Trade Adjustment Assistance (TAA)
- Ewe Lamb Replacement and Retention Program (ELRRP)
- other 2003 programs, if applicable.

The National Office has received 451 problem cases requesting assistance in resolving 2003 subsidiary and farm record problems. This means that all the producers on the applications have waited 1 to 2 years for their payments. Resources of 10 National Office, 1 State Office, and several Kansas City Office personnel have been reassigned from National programs to research and resolve these problem cases. Even though Notice CM-530 was issued in November 2005, requesting that cases be submitted, cases are still being received in the National Office.

Disposal Date

December 1, 2006
6-23-06

Distribution

State Offices; State Offices relay to County Offices

Notice CM-544

1 Overview (Continued)

B Purpose

This notice provides a:

- deadline for State Offices to submit all remaining 2003 problem cases to the National Office according to Notice CM-530
- reminder to County Offices of the importance of ensuring that permitted entity and combined producer record files for 2004 are updated before 2007 subsidiary file rollover
- deadline for updating 2004 permitted entity and combined producer files before completing 2007 subsidiary file rollover.

2 2003 Problem Worksheet for Subsidiary and Farm Records

A Submitting 2003 Problem Cases

State Offices shall submit packages for 2003 subsidiary and farm record problems to the National Office according to Notice CM-530 **no later than COB July 14, 2006**. There will no longer be resources devoted to these cases in the National Office after cases received by July 14, 2006, are resolved.

Note: There is not a process available to update 2003 subsidiary and farm records problems after 2007 rollover occurs.

3 2007 Rollover

A Overview

Each year County Offices are reminded numerous times to review and correct all subsidiary files before rollover. As in the past, software will automatically perform rollover of subsidiary and farm maintenance files.

Generally before issuing payments, the applicable payment process reads subsidiary files to determine producer eligibility, payment limitation amounts, members of a joint operation or entity, the SCIMS entity code, and whether individuals are combined with other producers for payment limitation purposes.

Once rollover for 2007 occurs, County Offices will **not** have the capability to create, delete, or update 2004 permitted entity or combined entity file records; therefore, **it is very important that these records be updated before rollover occurs**.

Resources will **not** be devoted to resolve problem cases resulting from County Offices not timely updating permitted entity and combined producer files before the 2007 rollover.

Notice CM-544

3 2007 Rollover (Continued)

B Combined Producer, Joint Operations, and Entity Files

County Offices shall immediately:

- verify the correctness of combined producer, entity, and joint operation file data
- update 2004 subsidiary files to ensure that both of the following are properly updated:
 - joint operation and entity file records, including share information for members
 - combinations of individuals or entities as 1 person, or decombinations, if applicable.

Note: County Offices shall determine when to update entity files for producers who are to earn program benefits according to 2-PL, paragraph 366.

Once rollover for 2007 is completed, County Offices will be:

- locked out of 2004 combined entity and permitted entity file records on the System 36
- unable to correct, change, or delete 2004:
 - joint operation and entity file records, including share information for members
 - combinations of individuals or entities as 1 person, or decombinations, if applicable.

C Updating Combined Producer, Joint Operations, and Entity Files

County Offices shall record changes to the combined producer, entity, and joint operations files **no later than COB September 8, 2006**. Any recorded changes submitted after September 8, 2006, are not guaranteed to be completed.

Note: Record changes to the combined producer, entity, or joint operations files take upload and download processing. Time needs to be allowed for this turn around of data, which can take a week or more.