

For: State and County Offices

Yield Errors on Reconstituted Farms

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

Farm Records Management System (FRS) stores all of the farm records data on a database. This database contains many tables, and each table contains information, such as crops, yields and acres. Each row in these tables is linked to a specific farm. Sometime in January, the numbering used in the linking process for 1 of the tables changed. This occurred during the height of the network problems, and the database was affected because of 1 of these problems. The change has caused some farm level yields in the database to be incorrectly linked to an unrelated farm during the reconstitution process.

The errors are limited to farms that were reconstituted after the database linking error occurred in January. These yield errors were not caused by anything the County Office did during the reconstitution process or the reconstitution software. The database has been fixed.

B Purpose

This notice provides the following:

- notifies State and County Offices of possible errors with respect to reconstitutions
- instructions to State and County Offices on how to access a list of farms that need to be researched
- instructions on how to correct these farm records
- State and County Office actions.

Disposal Date

September 1, 2007

4-4-07

Distribution

State Offices; State Offices relay to County Offices

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2 Accessing List of Possible Yield Errors on Reconstituted Farms

A Accessing Excel Spreadsheet

An Excel spreadsheet containing the list of resulting farms from reconstitutions that need to be reviewed may be accessed by following this table.

Step	Action
1	Open Internet Explorer.
2	ENTER “http://dc.ffasintranet.usda.gov/farmbill/ccc/default.htm” on the address line and PRESS “Enter”.
3	CLICK “Possible Yield Errors on Reconstituted Farms”.
4	CLICK “Open”.

B Finding Appropriate State and County

This file is an Excel spreadsheet that contains a worksheet of all resulting farms from reconstitutions performed since January 1, 2007, through 9 a.m. c.t. on April 4, 2007. The worksheet is:

- in numerical order by State and county codes
- made up of the following 3 columns:
 - State code
 - county code
 - farm number .

3 Action

A State Office Action

State Offices shall:

- ensure that County Offices are notified of the contents of this notice
- ensure that County Offices complete all necessary corrections in FRS
- direct any questions to Jeremy Nalder, PECD, by either of the following:
 - e-mail at jeremy.nalder@wdc.usda.gov
 - telephone at 202-720-4173.

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3 Action (Continued)

B County Office Action

County Offices shall:

- research all farms on the list to determine the correct farm level yields

Note: Once the correct yields are determined, the County Office shall correct the farm level yield for each crop according to the following table.

IF the farm level yields for the crop...	THEN...	
are correct	no action is required.	
are incorrect	perform the following steps.	
	Step	Action
	1	Access the Select Crops Screen according to 3-CM, paragraph 169.
	2	Select the crop that has the incorrect yield.
	3	CLICK "Base Data".
	4	Enter the correct farm level yields.
	5	CLICK "Submit".
6	Click the "Crops" link and repeat steps 2 through 5 for any additional crops that require corrections.	
contain yields for crops that do not have base acres	provide the State Office with the farm number and crop. The State Office will relay the information to PECD so an edit can be run to delete the yield.	

- make all necessary corrections in FRS
- contact the State Office if there are any problems making the corrections.