

For: Cotton CMA's and LSA's

**Processing Automated Cotton Reporting System (ACRS) Requests Represented
by CCC-734 When Cotton Systems Are Not Fully Operational**

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

According to 7-CN, paragraph 50, CMA's and LSA's may use CCC-734 to establish a record with CCC of a requested transaction at times when National Information Technology Center (NITC) and associated CCC electronic systems are not operational.

When the systems become operational, CCC will use CCC-734 as the basis for establishing effective rates for the requested cash redemptions, certificate exchanges, or LDP requests.

B Purpose

This notice provides CMA's and LSA's with:

- rules for using CCC-734
- instructions for submitting CCC-734
- expansion of CCC-734 policy to include ACRS processing delays
- applicable loan repayment policy.

C Contact

Cotton CMA's and LSA's shall direct questions about this notice to Julie Floriani by:

- telephone at 202-720-8374
- e-mail to julie_floriani@wdc.usda.gov.

Disposal Date	Distribution
February 1, 2006	Cotton State Offices; State Offices relay to CMA's and LSA's

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2 Processing ACRS Transactions Requested by CCC-734

A CCC-734 Policy

CCC-734 process shall be implemented when:

- NITC or Cotton Management Systems are not operational
- ACRS is unable to process transactions before midnight on Thursday and CMA's and LSA's are advised to delay file submissions.

Kansas City - Price Support and Commodity Applications Office (KC-PSCAO) shall:

- advise PSD that applicable systems are not operational or there will be ACRS processing delays
- authorize CCC-734 process
- notify CMA's and LSA's:
 - that for processing delays; file submission may be delayed until after the normal submission deadline of 10 p.m. c.s.t.
 - of the authorization

Note: If KC's e-mail systems are down, the National Office shall be requested to send notification.

- when the systems become fully operational, request CMA or LSA to transmit the file.

CMA's and LSA's shall:

- FAX a completed CCC-734 for each tape number to FAX numbers shown on CCC-734 when advised to do so by KC-PSCAO, or when CMA's or LSA's feel CCC-734 is justified
- for loan repayments:
 - contact Jan Delancey at 816-926-2638 to obtain a manual authorization code for repayments
 - initiate wire transfer of funds for the calculated amount of repayment on date of CCC-734

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2 Processing ACRS Transactions Requested by CCC-734 (Continued)

A CCC-734 Policy (Continued)

- for LDP's:
 - contact Jan Delancey at 816-926-2638 to obtain a manual authorization code for LDP disbursement
 - initiate wire transfer of funds for the calculated amount of LDP using LDP rate applicable to CCC-734.

B ACRS Business Rules

The following business rules, to be incorporated into 21-CN, apply to ACRS repayments or LDP requests represented by CCC-734.

- Each ACRS transmission will require a separate CCC-734; the bale count in the transmission must equal the bale count on CCC-734.
- AWP applicable to CCC-734 will apply to valid bales only; rejected bales will require a new transmission based on AWP effective at the time of the new transmission.
- CCC-734's are binding for valid bales and cannot be cancelled.
- A file must be submitted for each CCC-734 request.

Note: CCC-734's are binding for valid bales and cannot be cancelled.

- CCC approval is not automatic and requests may be rejected.