

For: Cotton State and County Offices

CCC-Cotton A-1 Retention After Partial Loan Redemptions

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

When cotton loan redemptions are processed in County Offices, APSS automatically prints CCC-Cotton A-1 and CCC-500. CCC-Cotton A-1's list the bales remaining on the loan.

Because many cotton loans are redeemed a few bales at a time, multiple APSS partial redemption transactions generate many CCC-Cotton A-1's that generally serve no purpose.

B Purpose

This notice provides policy about CCC-Cotton A-1 disposal after cotton loan partial redemption processing.

C Contact

The following table provides contacts if there are questions about this notice.

IF questions are about...	THEN contact...
automation	Shanita Hines by either of the following: <ul style="list-style-type: none"> • e-mail to shanita.hines@wdc.usda.gov • telephone at 202-720-9888.
policy	Gene Rosera by either of the following: <ul style="list-style-type: none"> • e-mail to gene.rosera@wdc.usda.gov • telephone at 202-720-8481.

Disposal Date	Distribution
June 1, 2008	Cotton State Offices; State Offices relay to applicable County Offices

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2 CCC-Cotton A-1 Disposal Policy

A Policy

When processing cotton loan partial redemptions, APSS automatically prints CCC-Cotton A-1's that list bales remaining under loan.

County Offices:

- **must** retain CCC-Cotton A-1's printed when the original loan disbursement is processed, but subsequent partial loan redemption CCC-Cotton A-1's, that are automatically printed, do **not** need to be retained in the loan folder
- do **not** need to keep CCC-Cotton A-1's already in the folder that were automatically printed during previous partial redemption processing
- shall retain **all** CCC-500's and applicable CCC-500-1's in the loan folder.

B APSS Modification

APSS will be modified to print CCC-Cotton A-1's during partial loan redemption processing, if applicable.