

For: State and County Offices

Correcting the Automated Farm Inspection Selection (AFIS) Register

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

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Background

A software error occurred that resulted in the printing of a high number of farms on the 2000 Random Selection Register. A memorandum dated July 20, 2000, advised State and County Offices not to process the Random Selection Register or, in cases where the register had already been processed, to delay spotchecking until further notice.

Notice CP-525 advised State and County Offices of options to rerun the Random Selection Register.

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Purpose

This notice advises State and County Offices:

- of other known problems concerning the AFIS software
- how to correct the problems.

Disposal Date	Distribution
March 1, 2001	State Offices; State Offices relay to County Offices

Notice CP-528

2 All Required Farms Not Displayed on Random Selection Register

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**Missing
Required
Farms**

In some instances, the software is not selecting all required farms for a person (committeemen, employee, etc.) flagged in the name and address file for required spotcheck.

County Offices shall ensure that all required farms are listed on the register for a required spotcheck producer. If all required farms are not listed, the farms must be entered on the register by adding the farm number through the Random Print Selection Screen MEALS102 and Additional Required Farm Screen MEALS103, according to the following table.

Step	Action	Result
1	On Screen MEALS102, according to 2-CP, paragraph 362: ENTER "Y" to the question, "Do you wish to enter additional farms to be spot checked?" PRESS "Enter".	Screen MEALS103 will be displayed.
2	On Screen MEALS103, according to 2-CP, paragraph 363: Enter FSN and PRESS "Field Exit". Enter all additional missing farms for the person required to be checked, and PRESS "Enter".	Screen MEALS109 will be displayed for execution, according to 2-CP, paragraph 362.

3 "OFAV" Versus "All Crops" on Required Farms

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**Spot Check All
Reported Crops
for Required
Farms**

In some instances, the Random Selection Register is displaying only "OFAV" for spotchecks on required farms. County Offices shall ensure that all reported crops are spot checked on required farms.

If the Random Selection Register is incorrectly displaying only "OFAV", correct the register according to paragraph 2, using Screen MEALS103.

Note: Using Additional Required Farm Screen MEALS103 rather than, Additional Farms/Crops Screen MEALS106 will save the task of entering each crop on the farm. This should result in the replacement of "OFAV" to "all reported crops", on the All Selected Farms Register.
