

For: State and County Offices

2007 National HELC/WC Violation Database Updates

Approved by: Deputy Administrator, Farm Program



1 Producer Verification Form

A Background

Reviews have determined the national HELC/WC violation database is not up-to-date for many counties and States. 6-CP requires County Offices to complete FSA-493 for every conservation compliance violation and submit FSA-493's to the State Office for entry into the national HELC/WC violation database (see 6-CP, Part 8).

B Purpose

This notice:

- requires each County Offices to access the national HELC/WC violation database and review the data to ensure that it reflects all 2007 and previous calendar year HELC/WC violations for that county
- provides guidance for updating the national HELC/WC violation database to incorporate all violations for 2007 and previous calendar years.

2 County Office Action

A County Data Reviews

County Offices shall access the national HELC/WC database as a "Guest User", according to 6-CP, paragraph 850, and review the county data to ensure that all HELC/WC violations for 2007 and previous calendar years are included.

B Completing FSA-493 to Update Database

County Offices shall complete FSA-493's for each missing 2007 HELC/WC violation and missing violation data for previous calendar years. FSA-493's shall be submitted to the State Office for entry into the national HELC/WC violation database.

Disposal Date	Distribution
August 1, 2008	State Offices; State Offices relay to County Offices

Notice CP-622

2 County Office Action (Continued)

C Violations Included on FSA-493's

At least one FSA-493 shall be completed by County Offices according to 6-CP, paragraphs 802 and 803, for every FSA-569 received from NRCS indicating a violation. Complete separate FSA-493's for each violating producer. If a violation resulted in denial of program benefits for multiple program years, FSA-493's shall be completed for **each** year.

Be sure to complete FSA-493's for each violation, even if:

- program benefits were restored to the producer through a COC "Good Faith" determination or other approved relief
- the producer later regained eligibility for program benefits by implementing an approved conservation system on highly erodible land or restoring the converted wetland.

3 State Office Action

A HELC/WC Program Specialist Action

The HELC/WC program specialist shall:

- verify that each County Office has reviewed national HELC/WC violation database and submitted FSA-493 to the State Office to add missing data by **January 31, 2008**
- access the national HELC/WC violation database as a "State User", according to 6-CP, paragraph 850, and do the following:
 - review 2007 and previous calendar year data for **each** county within the State to ensure that the data reflects all HELC/WC violations
 - enter the data from each FSA-493 received from County Offices into the national HELC/WC violation database according to 6-CP, paragraph 850.