

For: State and County Offices

**Entering 2011 Compliance Review and Spot Check Results in the
National Compliance Review Database**

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

According to 2-CP, paragraphs 360 and 361, County Offices are to access the National Compliance Review Database and enter compliance review results. In Notice CP-676, County Offices were advised that modifications were being made to the National Compliance Review Database and that County Offices should maintain written documentation of 2011 compliance review and spot check findings until the database was ready for deployment.

Modifications to the National Compliance Review Database have been completed and County Offices shall begin loading 2011 compliance review and spot check results.

B Purpose

This notice:

- advises State and County Offices that the National Compliance Review Database is available for data entry
- provides the web address to access a listing of 2011 survey codes for producers selected for compliance review and spot check
- provides the web address to access the National Compliance Review Database.

C Contact Information

For any problems or concerns with the National Compliance Review Database or this notice:

- County Offices shall contact their State Office compliance specialist
- State Office specialists shall contact Melonie Sullivan by either e-mail to melonie.sullivan@wdc.usda.gov or telephone at 202-690-1003.

Disposal Date	Distribution
February 1, 2012	State Offices; State Offices relay to County Offices

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2 2011 Survey Codes

A Accessing Survey Codes for Selected Producers

According to 2-CP, subparagraph 360 A, each producer selected for spot check and review has been assigned a unique survey code. County Offices must enter the assigned survey code for the producer to access the 2011 compliance review and spot check results.

A list of survey codes for producers selected for spot check and review has been posted on the Common Provisions Branch web page on the intranet at <http://fsaintranet.sc.gov.usda.gov/ffas/farmbill/ccc/default.htm>.

B Survey Codes for Multi-State/County Producers

Producers have a different survey code for each State and/or county in which they have farming interests. County Offices shall ensure that they use the survey code listed by the applicable State or county for which the spot check was conducted.

Example: Any Producer was selected for 2011 compliance review and spot check. Any Producer farmed in County 1 and County 2. Compliance reviews and spot checks were conducted in both counties. County Office employees in County 1 shall use the survey codes listed for Any Producer in County 1. Likewise, County Office employees in County 2 shall use the survey code listed for Any Producer in County 2 to enter spot check results for that county.

2011 Survey Codes				
State Code	County Code	County Name	Producer Name	Survey Code
01	001	County 1	Any Producer	01-480000011-ABC123
01	003	County 2	Any Producer	01-480000012-DEF456

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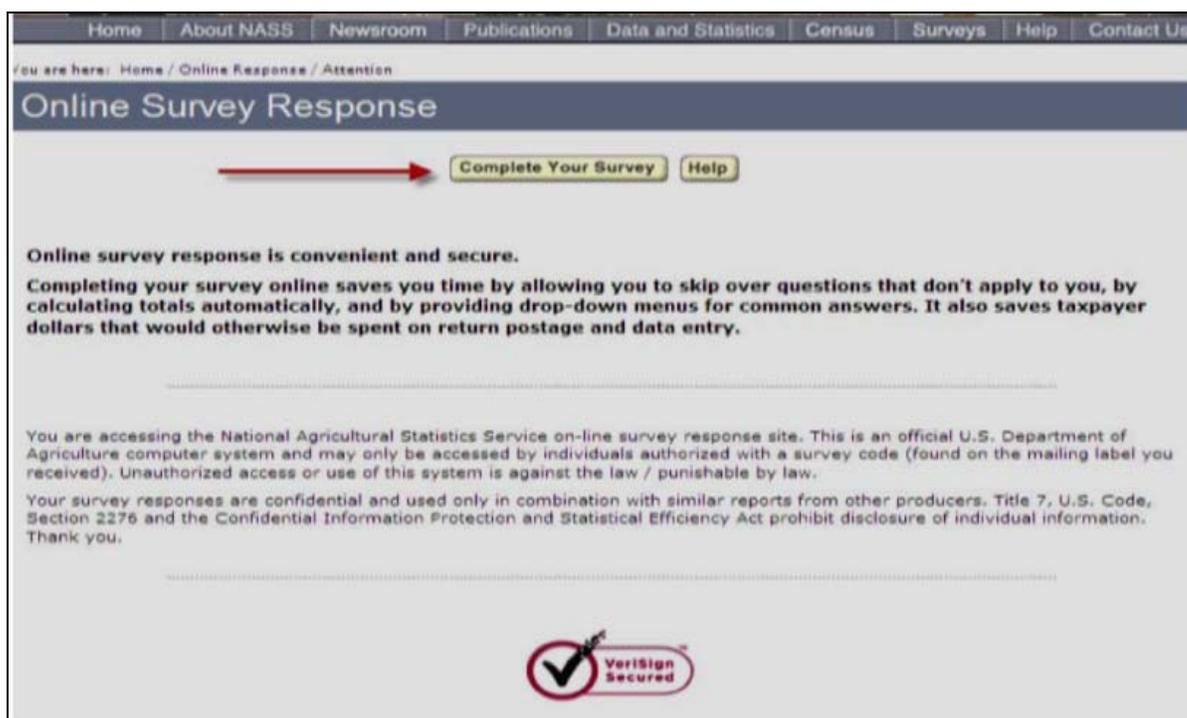
3 Accessing the National Compliance Review Database

A Web Address

County Offices can access the National Compliance Review Database on the NASS Survey Site at <http://www.agcounts.usda.gov>.

B NASS Survey Screens

The following NASS Online Survey Response Screen will be displayed. CLICK “**Complete Your Survey**”.



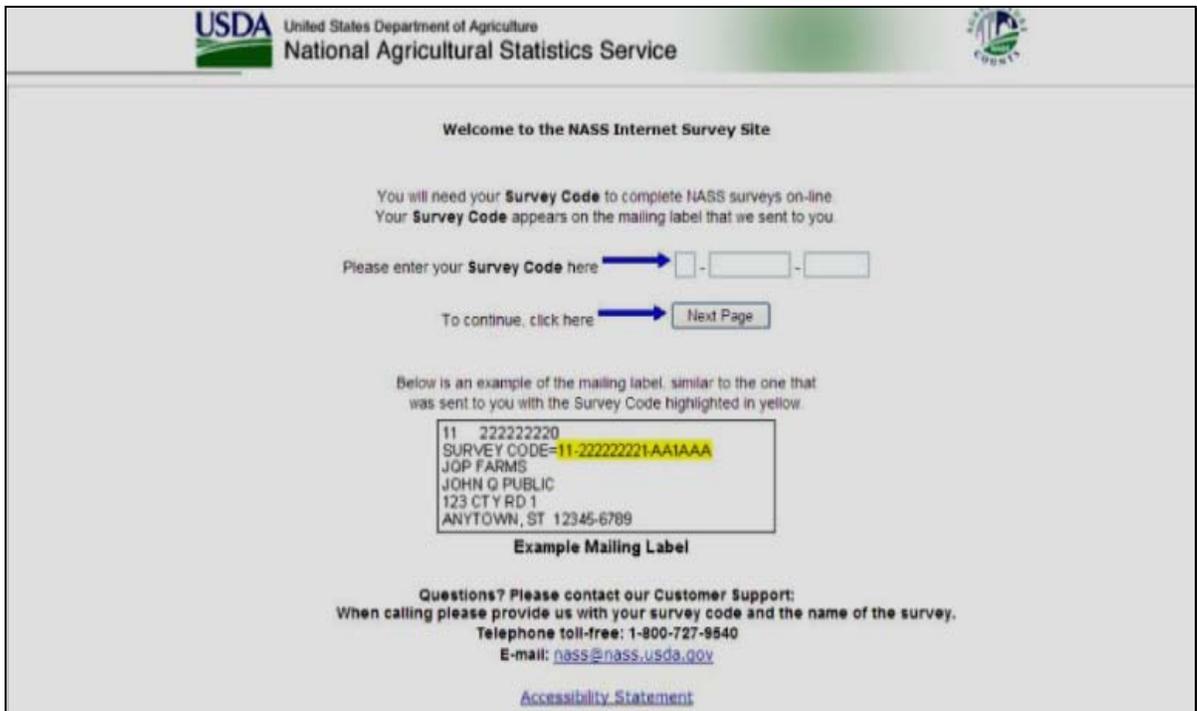
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3 Accessing the National Compliance Review Database (Continued)

B NASS Survey Screens (Continued)

The following Welcome to the NASS Internet Survey Site Screen will be displayed. Enter applicable survey code and **CLICK** “Next Page”. A list of available surveys will be displayed.

County Offices shall follow instructions in 2-CP, paragraphs 360 and 361 for navigating through the surveys and entering data.



The screenshot shows the NASS Internet Survey Site Welcome screen. At the top, the USDA logo and text "United States Department of Agriculture National Agricultural Statistics Service" are visible. Below this, the heading "Welcome to the NASS Internet Survey Site" is centered. The main text reads: "You will need your Survey Code to complete NASS surveys on-line. Your Survey Code appears on the mailing label that we sent to you." Below this, there is a form field for the Survey Code, with a blue arrow pointing to it from the text "Please enter your Survey Code here". To the right of the form field is a "Next Page" button, with a blue arrow pointing to it from the text "To continue, click here". Below the form field and button, there is an example of a mailing label with the Survey Code highlighted in yellow. The mailing label text is: "11 222222220 SURVEY CODE=11-222222221-AA1AAA JGP FARMS JOHN Q PUBLIC 123 CTY RD 1 ANYTOWN, ST 12345-6789". Below the mailing label, the text "Example Mailing Label" is centered. At the bottom, there is contact information: "Questions? Please contact our Customer Support: When calling please provide us with your survey code and the name of the survey. Telephone toll-free: 1-800-727-9540 E-mail: nass@nass.usda.gov [Accessibility Statement](#)".