

For: State and County Offices

Purge of Expired CRP Contracts From CRP Contract File

Approved by: Deputy Administrator, Farm Programs



1 File Clean Up

A Background

Instructions are provided in 1-CRP, paragraphs 575 and 576, for an annual purge of certain expired CRP contracts. A review of records indicates that many County Offices have not been performing this purge. In preparation for the future migration of CRP data files to the Common Computing Environment (CCE), expired CRP contracts must be purged from the contract file.

B Purpose

This notice informs State and County Offices that the instructions provided in 1-CRP, paragraphs 575 and 576, shall be completed by August 31, 2004, in all County Offices with CRP contracts that expired between 1995 and 1998. The software will save to a tape cartridge and then purge any contracts that expired over 5 years ago.

C County Office Action

County Offices with CRP contracts that expired in 1998 or earlier shall follow provisions of this notice and 1-CRP to purge those contracts from the CRP contract file. If a County Office is uncertain if expired contracts between 1995 and 1998 exist in the contract file, report EPEC99-R001, prepared according to 1-CRP, paragraph 575 E, for each year 1995 through 1998, will provide a listing of existing expired contracts. The purge shall be completed no later than August 31, 2004.

D State Office Action

State Offices shall ensure that all affected County Offices complete the provisions of this notice by August 31, 2004.

Disposal Date December 1, 2004 7-15-04	Distribution FSA Offices, State Offices relay to County Offices
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