

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1718**

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**Field Office Distribution** All directives are sent to BBS for State Offices and KCMO to access for local printing and distributing. To inquire about the transmission of directives, call the Directives Section at 202-690-0594.

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**National Office Distribution** Notices are available on Internet. Handbooks are printed and distributed to the National Office.

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**Directives on Internet** Notices are available on Internet at [www.fsa.usda.gov/dam/msd/notices/fsa.htm](http://www.fsa.usda.gov/dam/msd/notices/fsa.htm).  
**Note:** FAS and RMA employees replace "fsa" in the Internet address to access notices for their agency.

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**Temporary Directives** Temporary directives issued since the last weekly checklist are listed in this table.

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
AO-1176 10-20-98	Delegation of Authority to Approve Exigencies of Public Business	FSA Offices
BU-540 10-26-98	FY 1999 Interim Funding for County Offices	State Offices
CONSV-60 10-22-98	CRES Software in County Release No. 392 and State Release No. 315	State and County Offices
CONSV-61 10-22-98	CRES File Edit in County Release No. 393	State and County Offices
CRP-327 10-26-98	Commercial Activity on CRP Acreage	State Offices and Service Centers
DAP-7 10-23-98	TAP Payment Factor Download	State and County Offices
FI-2334 10-23-98	Final Regulation Implementing EFT Requirements of the Debt Collection Improvement Act of 1996 (DCIA)	State and County Offices

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**Temporary Directives (Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
PM-2081 10-9-98	Using Annual Leave to Avoid Forfeiture	FSA, RMA, and FAS Employees, Except Overseas Employees
PM-2082 10-23-98	1999 Secretary's Honor Awards Program	FAS, FSA, and RMA Employees
PM-2083 10-26-98	Cancellation of Voluntary Separation Incentive Payments (VSIP's)	FSA Employees

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**Permanent Directives**

Permanent directives issued since the last weekly checklist are listed in this table.

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
1-PF Amend. 19 10-21-98	Agricultural Market Transition Program	State and County Offices

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**Procedure Notices**

Procedure notices issued since the last weekly checklist are listed in this table.

<b>PN Issue No.</b>	<b>Date</b>	<b>For</b>
FSA Issue No. 48	10-21-98	State and County Offices

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**Obsolete Directives**

Directives made obsolete since the last weekly checklist are listed in this table.

<b>Short Reference</b>	<b>Date of Obsolescence</b>	<b>Made Obsolete By</b>
BU-537	10-26-98	BU-540
PM-2068 PM-2077	10-26-98	PM-2083

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**USDA/FSA**

Prefix	Form No.	Edition Date	Form Title	Unit of Issue	Stocked By	Upload Date	Fillable	Filename	Used By	WDC Directives	File Code
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\*The following form has been revised. Destroy old stock. Order from "Stocked By" location. Tentative delivery date is 11-22-98.

CCC	0685	04-13-98	Authorization to Release Warehouse Receipts	Set/3	KC	N/A	N	N/A	Counties	12-AO, 2-LP(HONEY), 2-LP(RICE), 7-LP	N/A
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\*The following form has been revised. Destroy old stock.

FAS	0438	10-22-98	Foreign Service Member's Supervisory Assessment	MP/2 Head to Head	RPL/WP	10-28-98	Y	FAS0438.WPD	FAS Foreign Service Employees	N/A	N/A
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\*The following form is new.

FFAS	0012	10-23-98	Electronic Funds Transfer (EFT) Hardship Waiver Request	Sheet	RPL/WP RPL/PDF	10-26-98	Y	FFAS0012.WPD FFAS 0012.PDF	States and Counties	Notice FI-2334	N/A
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\*The following form has been revised. Destroy old stock.

FSA	0375 S&P Adden.	10-20-98	Addendum to FSA-375 S&P, Sale and Purchase of Tobacco Quota	Sheet	RPL/WP RPL/PDF	10-28-98	N/A	FS0375sp.WPD FS0375sp.PDF	Counties in Tobacco States	12-AO, 9-TB(SCOAP), 10-TB(SCOAP)	PA7-7
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\*The following form has been revised. Destroy old stock.

FSA	0415	10-13-98	Directives Clearance and Approval Sheet	Sheet	RPL/WP	10-13-98	Y	FSA0415.WPD	WDC, KC	1-AS, 21-AS	N/A
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\*The following form has been revised. Destroy old stock. Order from "Stocked By" location. Tentative delivery date is 11-30-98.

MQ	0080 Flue & Bur.	10-14-98	Daily Warehouse Sales Summary	BKST	KC	N/A	N	N/A	Counties in Tobacco States	12-TB, 13-TB, 9-TB(SCOAP), 10-TB(SCOAP)	PA7-13
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\*The following form has been revised. Destroy old stock.

MQ	0092 Tobacco	05-28-98	Estimate of Tobacco Production	MP/2 Head to Head	RPL/WP RPL/PDF	10-28-98	Y	MQ092TOB.WPD MQ092TOB.PDF	Counties in Tobacco States	2-CP, 2-PA, 1-TB(SCOAP), 12-AO, 10-TB(SCOAP), 9-TB(SCOAP)	PA7-7
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**NOTE: Files saved in PDF format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader dates not allow you to save your completed form to disk.**

**1/ Filing codes pertain only to State and County Offices.**

10-28-98