

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1720

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.

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

Directives on Internet Notices are available on Internet at 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.

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

Short Reference and Effective Date	Title	For
FSA Memo No. 45 11-5-98	1998 Federal Employees Health Benefits (FEHB) Open Season	FAS, FSA, and RMA Employees
AO-1177 11-10-98	FY 1999 Farm Loan Program Work Measurement Reporting	State and Work Measurement County Offices, Except AK, HI, PR
AS-1985 11-6-98	Metropolitan Transit Promotion Program (MTPP)	FSA and RMA National Office Employees
BU-541 11-10-98	FY 1999 Full-Year County Office Allotments	State Offices
FLP-5 11-6-98	FY 1999 FLP Commercial Credit Reports	State and County Offices
FI-2338 11-4-98	Nations Bank-Visa Card Distribution Date	FSA Offices

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Temporary Directives (Continued)

Short Reference and Effective Date	Title	For
IRM-285 11-4-98	Requests for Year 2000 Certification	FSA Offices
PF-103 11-5-98	1999 CCC-478 Enhancements	State and County Offices
PM-2085 11-2-98	Expanded Work Schedule Alternatives for RMA Field Offices, Except Kansas City	RMA Field Office Employees except Kansas City
PM-2086 11-20-98	1999 National Public Service Awards	FSA, RMA, and FAS Employees

Permanent Directives

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

Short Reference and Effective Date	Title	For
15-PM Amend. 25 11-5-98	Employee Relations and Services	All Offices (Except Counties)

Procedure Notices

None

Obsolete Directives

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

Short Reference	Date of Obsolescence	Made Obsolete By
AS-1974	11-1-98	Disposal Date
AS-1975	11-1-98	Disposal Date
BU-536	11-1-98	Disposal Date
BU-538	11-1-98	Disposal Date

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National Procedure Checklist No. 1720 (Continued)

**Obsolete
Directives
(Continued)**

Short Reference	Date of Obsolescence	Made Obsolete By
BU-540	11-10-98	BU-541
CM-389	11-1-98	Disposal Date
CN-889	11-1-98	Disposal Date
CONSV-55	11-1-98	Disposal Date
CONSV-56	11-1-98	Disposal Date
CONSV-57	11-1-98	Disposal Date
FC-156	11-1-98	Disposal Date
FC-160	11-1-98	Disposal Date
FCIC 4620	11-2-98	PM-2085
FI-2253	11-1-98	Disposal Date
FI-2254	11-1-98	Disposal Date
FI-2286	11-1-98	Disposal Date
FI-2289	11-1-98	Disposal Date
FI-2312	11-1-98	Disposal Date
IRM-274	11-1-98	Disposal Date
NAP-22	11-1-98	Disposal Date
PF-83	11-1-98	Disposal Date
PF-84	11-1-98	Disposal Date
PF-85	11-1-98	Disposal Date
TB-931	11-1-98	Disposal Date

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Prefix	Form No.	Edition Date	Form Title	Unit of Issue	Stocked By	Upload Date	Fillable	File Name	Used By	WDC Directives	File Code
* The following forms have been revised. Destroy old stock.											
FCI	0012	10-98	Crop Insurance Application	MP/2 Head to Head	RPL/WP RPL/PDF	11-10-98	Y	FCI0012.WPD FCI0012.PDF	RMA and applicable FSA State offices that have NAP and sell crop insurance	12-AO, 1-RM	RM2
FCI	0544	10-98	Nursery Underwriting Inspection Report	MP/2 Head to Head	RPL/WP RPL/PDF	11-10-98	Y	FCI0544.WPD FCI0544.PDF	RMA and applicable FSA State offices that have NAP and sell crop insurance	30280 Nursery Crop Handbook	N/A
* The following provision has been revised. This provision replaces 0098-001, Arizona-California Citrus Crop Provisions.											
FCIC Prov.	0000-126		Arizona-California Citrus Crop Provisions	MP/4 Head to Head	RPL/PDF	11-10-98	N	00126ACC.PDF	Insurance Providers and Producers	N/A	N/A
* The following provision is obsolete. Destroy all stock. This provision is replaced by 0098-015, Canola/Rapeseed Crop Provisions.											
FCIC Prov.	0097-015		Canola/Rapeseed Pilot Crop Provisions	MP/6	RPL/PDF	N/A	N		Insurance Providers and Producers	N/A	N/A
* The following provision has been revised. Destroy provision 97-015, Canola/Rapeseed Pilot Crop Provisions.											
FCIC Prov.	0098-015	12-97	Canola/Rapeseed Crop Provisions	MP/4 Head to Head	RPL/PDF	11-10-98	N	98015CAN.PDF	Insurance Providers and Producers	N/A	N/A
* The following provision is new.											
FCIC Prov.	0098-018		Rice Crop Provisions	MP/5 Head to Head	RPL/PDF	11-12-98	N	98018RIC.PDF	Insurance Providers and Producers	N/A	N/A
* The following provision has been reissued.											
FCIC Prov.	0098-019		Avocado Pilot Crop Provisions	MP/4 Head to Head	RPL/PDF	11-12-98	N	98019AVO.PDF	Insurance Providers and Producers	N/A	N/A
* The following form is new.											
FFAS	0013	11-09-98	Metropolitan Transit Promotion Program Metrochek Application	MP/2 Head to Head	RPL/WP	N/A	Y	FFAS0013.WPD	FSA, RMA IN WDC	Notice AS-1985	N/A

NOTE: Files saved in PDF format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.
11-12-98

National Procedure Checklist No. 1720 (Continued)

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* The following form is new.

FFAS	0956B	10-26-98	RMA Field Office Work Schedule Request	Sheet	RPL/WP RPL/PDF	11-04-98	Y	FFAS00956B.WPD FFAS00956B.PDF	RMA Field Offices except KC	Notice PM-2085	
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* The following form is obsolete. Destroy all stock.

FSA	0513	04-05-94	County Personal Claim on Unit Rate Basis/Travel Claim	Sheet	RPL/WP	N/A	N	FSA0513.WPD	Counties	22-PM, 25-AS, 115-FI	FM12
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* The following form has been revised. Destroy old stock.

MISC	FORM 4804	04-97	Transmittal of Information Returns Reported Magnetically/Electronically	MP/2 Head to Head	RPL/WP RPL/PDF	11-10-98	N	FORM4804.WPD FORM4804.PDF	KCMO-IMPD	N/A	N/A
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* The following form has been revised. Destroy stock of FmHA-1927-7 (Utah). A distribution has been made. Tentative delivery date is 11-27-98.

RD	1927-7 UT	09-98	Real Estate Deed of Trust for Utah	MP/4	Utah	N/A	N/A	N/A	FSA, RD	1927-B, 1944-A, 2033-A, Referenced in FSA PN No. 49	N/A
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* The following form has been revised. Destroy old stock. Remove FMI dated 12-23-96. Order from "Stocked By" location. Tentative delivery date is 12-14-98.

RD	1980-47	11-98	Guaranteed Loan Borrower Adjustments	Set/2	KC	N/A	N/A	N/A	FSA, RD	FMI 11-25-98, RD-1980-A, RD-1980-E, RD-4287-B, RD-1980-I, Referenced in FSA PN No. 49	
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* The following form has been revised. Destroy old stock.

MQ	0079-2A Instructions	11-05-98	Instructions for Completing the Tobacco Dealer's Application and Agreement (Burley and Flue-Cured Tobacco)	Sheet	RPL/WP RPL/PDF	11-12-98	N	MQ792AIN.WPD MQ792AIN.PDF	Tobacco States and County Offices	9-TB(SCOAP), 10-TB(SCOAP)	
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