UNITED STATES DEPARTMENT OF AGRICULTURE
Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1724

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
AS-1988 12-4-98	Postal Rate, Fee, and Classification Changes	All Field Offices
CM-402 11-30-98	Rekeying Global Positioning System (GPS) Units	State and County Offices
CRP-332 12-3-98	Postsignup Information for CRP Signup 18	State Offices and Service Centers
FI-2341 12-3-98	Processing FLP Collections on County Office System/36 Cash Receipts Application	State and County Offices
FI-2342 12-3-98	New Codes for Processing Administrative Offsets for Farm Loan Debts	State and County Offices
FLP-9 12-1-98	Establishing Applicant's Normal Year Production	FSA Offices
FLP-10 12-4-98	Statutory Changes Because of FY 1999 Appropriations Legislation	State and County Offices

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Temporary Directives (Continued)

Short Reference and Effective Date	Title	For
FLP-11 12-7-98	Approval Authority for Settlement of Nonprogram Loans	State and County Offices
FLP-12 11-25-98	FLP Orientation and Credit and Financial Analysis Training	State and County Offices
IRM-287 12-4-98	Eliminating FTSMail User ID's	State and County Offices
PM-2090 12-7-98	Voluntary Early Retirement	FAS Civil Service Employees
PM-2091 12-8-98	Pay Period 25 Annual Leave Accruals	State Offices, Federal Employees in County Offices, and APFO
PM-2092 12-8-98	Preparing Pay Period 26 T&A's	State Offices, Federal Employees in County Offices, and APFO
PN-628 12-7-98	Peanut Automation Software Changes in County Release No. 396	Peanut State and County Offices
PS-293 12-3-98	Manually Recording Final Production Evidence on APSS Loan and LDP's Summary Report for Silage LDP's	State and County Offices

Permanent Directives

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

Short Reference and Effective Date	Title	For
12-AO (Rev. 15) Amend. 1 12-3-98	County Office Work Measurement and Fund Allocation System for FY 1999	All Offices Except APFO, KCCO, AK, HI, and PR
2-CRP (Rev. 3) Amend. 13 12-3-98	Agricultural Resource Conservation Program	State and County Offices

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Permanent Directives (Continued)

Short Reference and Effective Date	Title	For
1-PF Amend. 20 12-3-98	Agricultural Market Transition Program	State and County Offices
1-PL (Rev. 1) Amend. 38 12-4-98	Payment Limitations	State and County Offices
22-PM (Rev. 1) Amend. 86 12-8-98	County Office Personnel Management	State and County Offices

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
12-AO (Rev. 13)	12-3-98	12-AO (Rev. 15) Amend. 1

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Prefix	Form No.	Edition Date	Form Title	Unit of Issue	Stocked By	Fillable	Filename	Used By	WDC Directives	File Code
* The following form has been revised. Destroy old stock. This form will be uploaded to the BBS on 12-10-98.										
CCC	0029-02	11-19-98	Schedule of Rates (Supplement to the Processed Commodities Storage Agreement No. ____)	MP/2 Head to Head	RPL/WP RPL/PDF	Y	CC0029-2.WPD CC0029-2.PDF	KCCO	1-IM	N/A
* The following forms are obsolete. Destroy all stock.										
CCC	0406	02-23-94	Integrated Farm Management (IFM) Program Option Agreement	Sheet	KC	N		Counties	12-AO, 5-PA, 7-PA	PA3-4
CCC	0406 Appendix	01-26-95	Appendix to Form CCC-406, Integrated Farm Management (IFM) Program Option Agreement	MP/4	RPL/WP KC	N		Counties	12-AO, 5-PA, 7-PA	PA3-4
* The following form has been revised. Destroy old stock. This form was uploaded to the BBS on 12-09-98.										
FCI	0074-A (Prune)	12-98	Appraisal Worksheet (Prune)	MP/2 Head to Head	RPL/WP RPL/PDF	Y	0074APRU.WPD 0074APRU.PDF	RMA and applicable FSA State offices that have NAP and sell crop insurance	5-CP, 30380 Prune Handbook	N/A
* The following form is new. This form was uploaded to the BBS on 12-09-98.										
FCI	0074-A California Avocado	11-98	California Avocado Appraisal Worksheet	MP/2 Head to Head	RPL/WP RPL/PDF	Y	074ACAVO.WPD 074ACAVO.PDF	RMA and applicable FSA State offices that have NAP and sell crop insurance	N/A	N/A
* The following form has been reprinted. Order from "Stocked By" location. Tentative delivery date is 01-04-99.										
FMHA	1940-17 State	04-92	Promissory Note (Generic Version)	MP/3	KC	N	N/A	FSA	FMI 9-30-93, 1901-C, 1940-G, 1941-A, 1941-B, 1943-A, 1943-B, 1945-D, 1951-S, 1-COR	N/A
* The following form has been reprinted. Order from "Stocked By" location. Tentative delivery is 12-31-98.										
FSA	0021	10-11-96	PUBLIC VOUCHER - COMMODITY PROGRAMS (Agricultural Commodities and Related Services)	Set/3	KC	N	N/A	KCMO	N/A	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.

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* The following form has been revised. Destroy old stock. This form will be uploaded to the BBS on 12-10-98.										
FSA	0367	12-07-98	1999 Leave Record	MP/2 Head to Head	RPL/WP RPL/PDF	Y	FSA0367.WPD FSA0367.PDF	All offices	115-FI, 6-PM, 22-PM	N/A
* The following form has been revised. Destroy old stock. This form will be uploaded to the BBS on 12-10-98.										
MQ	0053	12-08-98	Application for Review of Farm Marketing Quota	MP/2 Head to Head	RPL/WP RPL/PDF	Y	MQ0053.WPD MQ0053.PDF	Counties	2-PA	PA13-1
* The following form has been revised. Destroy old stock. This form will be uploaded to the BBS on 12-10-98.										
MQ	0076-01	12-07-98	Request for Authorization to Retain Producers' Tobacco Marketing Cards	Sheet	RPL/PDF	Y	MQ0076-1.PDF	Counties	12-TB, 13-TB, 9-TB(SCOAP), 10-TB(SCOAP)	N/A
* The following form has been revised. Destroy old stock. This form was uploaded to the BBS on 12-09-98.										
MQ	0079 (Suppl.)	12-09-98	Supplemental MQ-79 Listing Sheet No Net Cost Tobacco Account and Tobacco Marketing Assessment for Producer Nonauction Purchases	MP/2 Head to Foot	RPL/WP	Y	MQ79SUPP.WPD	Tobacco States	1-TB(SCOAP), 9-TB(SCOAP), 10-TB(SCOAP), 12-TB, 13-TB	PA7-14
* The following form has been revised. Destroy old stock. Order from "Stocked By" location. Tentative delivery date is 01-16-99.										
MQ	0108-01	12-07-98	Report of Unmarketed Tobacco	Card	KC	N/A	N/A	Counties	20-AS, 2-PA(SCOAP), 12-AO, 2-CP, 1-TB(SCOAP), 9-TB(SCOAP), 10-TB(SCOAP)	N/A
* The following form has been converted to PDF. This form will be uploaded to the BBS on 12-10-98.										
SF	0001	07-79	Printing and Binding Requisition	Sheet	GSA RPL/PDF	Y	SF0001.PDF	All offices except counties	15-AS, 21-AS	N/A
* The following form has been revised. Destroy old stock. This form was uploaded to the BBS on 12-09-98.										
SIP	0211	11-30-98	Stewardship Incentive Program Power of Attorney	Sheet	RPL/WP RPL/PDF	Y	SIP0211.WPD SIP0211.PDF	Counties	12-AO, 25-AS, 1-SIP	SIP5-6

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