

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1735**

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**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>
CMA-25 2-18-99	Important CMA Process Issues	CMA's, LSA's, and State and County Offices Except AK, HI, and PR
CMA-26 2-22-99	Processing CCC-732's for CMA and LSA PLM Requests	CMA's, LSA's, and State and County Offices Except AK, HI, and PR
FLP-26 2-17-99	Notification Procedure in Conjunction With the Class Action Consent Decree	State and County Offices
FLP-27 2-19-99	Clarifying Family Farm Definition	State and County Offices
FLP-28 2-19-99	Farm Loan Funding	State and County Offices
FLP-29 2-23-99	Limited Liability Companies (LLC) Eligibility for FLP Loans	State and County Offices
FLP-30 2-23-99	Using 1999 Uniform Standards of Professional Appraisal Practice (USPAP)	State Offices

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**Temporary Directives (Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
LP-1671 2-22-99	1999 Mohair Recourse Loan Program	State and County Offices
LP-1672 2-22-99	1998 Honey Recourse Loan Program	State and County Offices
PM-2100 2-18-99	New Performance Management Program	FSA Offices
PM-2101 2-18-99	Eliminating FSA-607, Request for Training	National Office FSA Employees
PS-299 2-22-99	Important SHOP Program Information	State and County Offices

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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>
12-AO (Rev. 15) Amend. 2 2-17-99	County Office Work Measurement and Fund Allocation System for FY 1999	All Offices Except APFO, KCCO, AK, HI, and PR
1-CMA Amend. 3 2-22-99	CMA and LSA Loan and LDP Procedures	State and County Offices, KCMO, CMA's, and LSA's
1-DAP Amend. 10 2-18-99	Disaster Assistance Programs	State and County Offices

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**Permanent Directives (Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
2-NAP Amend. 1 2-10-99	Loss Adjuster and Crop Appraisal	State and County Offices
1-PF Amend. 21 2-18-99	Agricultural Market Transition Program	State and County Offices
32-PM Amend. 1 2-19-99	Pay Administration	FAS including Overseas, FSA except CO Employees, and RMA

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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. 54	2-17-99	State and County Offices
FSA Issue No. 55	2-17-99	State and County Offices
FSA Issue No. 56	2-24-99	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>
FC-182	2-23-99	FLP-29
FC-183	2-19-99	FLP-27
3 FASR 53 3 FASR 54 3 FASR 58 3 FASR 59 FCIC M.4-P2-C531	2-19-99	32-PM Amend. 1

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Prefix	Form No.	Edition Date	Form Title	Filename	Unit of Issue	Stocked By	Fillable	Used By	WDC Directives	File Code
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\*The following form has been revised. Destroy old stock. This form was uploaded to the BBS on 02-24-99. This form is also available on the FAS Fastnet.

AD	0121	02-18-99	Passport Request	AD0121.WPD/ PDF	Sheet	RPL/PDF RPL/WP	Y	All offices except counties	FSA Suppl. to ATR	N/A
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\*The following form has been revised. Destroy old stock dated 02-19-99. This form was uploaded to the BBS on 02-23-99. This form is also available on the FSA Internet. \*CCC-543 dated 02-19-98 was uploaded to BBS on 02-20-99. This form has since been revised. Destroy this version.

CCC	0543	02-23-99	1998 Crop Loss Disaster Loss Calculation Worksheet (Yield Based Crops)	CC0543.PDF	Sheet	RPL/PDF	Y	Counties	1-DAP	N/A
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\*The following form is new. This form was uploaded to the BBS on 02-20-99. This form is also available on the FSA Internet.

CCC	0544	02-19-99	1998 Crop Loss Disaster Payment Calculation Worksheet (Yield Based Crops)	CC0544.PDF	MP/2 Head to Head	RPL/PDF	Y	Counties	1-DAP	N/A
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\*The following form is new. This form was uploaded to the BBS on 02-23-99.

CCC	0634	02-03-99	American Indian Livestock Feed Program Spot Check Form	CC0634.PDF	Sheet	RPL/PDF	Y	Counties	1-DAP	N/A
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\*The following form has been reprinted. Order from "Stocked By" location. Tentative delivery date is 03-22-99.

CCC	0683	03-10-93	Commodity Loan Seal	N/A	Tag	KC	N	Counties	6-LP, 1-LP, 5-LP, 7-CN	N/A
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\*The following form is new. This form was uploaded to the BBS on 02-19-99.

CCC	0741	02-17-99	Livestock Assistance Program (LAP) Calculation Worksheet	CC0741.PDF	MP/2 Head to Head	RPL/PDF	Y	Counties	1-DAP	N/A
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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 does not allow you to save your completed form to disk.**

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2-24-99

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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 440-32. Remove FMI dated 06-30-93. This form was uploaded to the BBS on 02-18-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	0440-32	02-17-99	Verification of Debts and Assets	0440-32.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP. Referenced in FSA PN No. 55 dated 02-17-99.	N/A
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\*The following form is new. This form was uploaded to the BBS on 02-19-99.

FSA	0578D	02-11-99	Acreage Report for Disaster Purposes Only	FSA0578D.PDF	Sheet	RPL/PDF	Y	Counties	1-DAP, 12-AO	N/A
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\*The following forms are new. These forms were uploaded to the BBS on 02-18-99.

FSA	1962-21	02-17-99	Confirmed Regorization Plan Worksheet and Cancellation of Unsecured Debt	1962-21.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	FMI dated 2-17-99. Referenced in FSA PN No. 55 dated 2-17-99 and RD Instruction 1980-A.	N/A
FSA	1962-21A	02-17-99	Continuation Sheet for Confirmed Reorganization Plan Worksheet and Cancellation of Unsecured Debt	1962-21A.PDF	Sheet	RPL/PDF	Y	FSA	FMI dated 2-17-99. Referenced in FSA PN No. 55 dated 2-17-99 and RD Instruction 1980-A.	N/A

\*The following form is new. This form was uploaded to the BBS on 02-24-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-03	02-17-99	Annual File Review Checklist for SEL and CLP Lenders	1980-03.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form is new. This form was uploaded to the BBS on 02-20-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-04	02-17-99	Annual File Review Checklist for PLP Lenders	1980-04.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following forms are new. These forms were uploaded to the BBS on 02-20-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-05	02-17-99	Debt Writedown Review Checklist	1980-05.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
FSA	1980-06	02-17-99	Guaranteed Estimated Loss Review Checklist for SEL and CLP Lenders	1980-06.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A

\*The following form is new. This form was uploaded to the BBS on 02-24-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-07	02-17-99	Guaranteed Loan Final Loss Review Checklist	1980-07.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 1980-24. This form was uploaded to the BBS on 02-20-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-24	02-17-99	Request for Interest Assistance Payment	1980-24.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form has been revised. Destroy old stock. This form was uploaded to the BBS on 02-22-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-25	02-22-99	Application for Guarantee	1980-25.PDF	MP/6 Head to Foot	RPL/PDF	Y	FSA	2-FLP, RD Instruction 1980-A	Position 3
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\*The following form has been revised. Destroy old stock. This form was uploaded to the BBS on 02-20-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-26	02-17-99	Report on Collection Activities on Liquidated Accounts	1980-26.PDF	Sheet	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 1980-27. This form was uploaded to the BBS on 02-19-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-27	02-18-99	Loan Guarantee	1980-27.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	Position 5
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\*The following form is new. This form was uploaded to the BBS on 02-24-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-36	02-23-99	Assignment of Guarantee	1980-36.PDF	MP/3 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 1980-37. This form was uploaded to the BBS on 02-20-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-37	02-18-99	FSA Purchase of a Guaranteed Loan Portion	1980-37.PDF	Sheet	RPL/PDF	Y	FSA	2-FLP	Position 2
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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 1980-38. This form was uploaded to the BBS on 02-23-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-38	02-22-99	Lender's Agreement	1980-38.PDF	MP/6 Head to Foot	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form has been revised. Destroy old stock. This form was uploaded to the BBS on 02-19-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-44	02-17-99	Guaranteed Farm Loan Default Status Report	1980-44.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	Position 2
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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 1980-24. This form was uploaded to the BBS on 02-19-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-64	02-18-99	Interest Assistance Agreement	1980-64.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form is obsolete. Destroy all stock. This form was replaced by FSA-1980-44.

FmHA	1980-85	10-95	Modification of Existing Contract Relating to Farm Credit Programs Guaranteed Loan/Line of Credit.	N/A	Sheet	KC	N/A	FSA	FMI 10-13-95, 1980-B	N/A
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\*The following form has been revised. Destroy old stock. This form was uploaded to the BBS on 02-20-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-88	02-17-99	Farm Loan Programs Guaranteed Writedown Worksheet	1980-88.PDF	MP/2 Head to Head	RPL/PDF	F	FSA	2-FLP	Position 2
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\*The following form is new. This form was uploaded to the BBS on 02-19-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-89	02-17-99	Shared Appreciation Agreement for Guaranteed Loans	1980-89.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 1905-12. Order from "Stocked by" location. Tentative delivery date is 03-18-99.

RD	1905-12	12-98	Monthly Expirations	N/A	MP/2 Card	KC	N	FSA, RD	FMI 02-17-99 and RD Instruction 1905-A. Referenced in FSA PN No. 54 dated 02-17-99.	N/A
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\*The following form has been revised. Destroy old stock. A distribution has been made. Tentative delivery date is 03-15-99. This form was referenced in FSA PN No. 54 dated 02-17-99.

RD	1927-01 AZ	11-98	Real Estate Deed of Trust for Arizona With Assignment of Rents	N/A	MP/4	Arizona	N	Arizona	RD Instruction 1927-B	N/A
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\*The following form has been revised. Destroy old stock. Remove FMI dated 07-08-85. This form was formerly FmHA 1955-47. This form was uploaded to the BBS on 02-18-99.

RD	1955-47	10-98	Bill of Sale "A" (Sale of Government Property)	1955-47.PDF	Sheet	RPL/PDF	Y	FSA, RD	FMI 02-17-99, RD Instruction 1955-C, Referenced in FSA PN No. 54 dated 02-17-99.	N/A
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\*The following form has been revised. Destroy old stock. Remove FMI dated 09-03-86. This form was formerly FmHA 1955-49. This form was uploaded to the BBS on 02-18-99.

RD	1955-49	10-98	Quitclaim Deed (Generic Version)	1955-49.PDF	MP/2 Head to Foot	RPL/PDF	Y	FSA, RD	FMI 2-17-99, RD Instruction 1955-C, RD Handbook HB-I-3350, and FSA PN No. 54 dated 2-17-99.	Position 5
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\*The following form is obsolete. Destroy all stock. Remove FMI dated 06-17-87.

FmHA	1980-40	05-87	Reverse a Report of Liquidation Expense (Transaction 4940)	N/A	Set/2	KC	N/A	FSA	FMI 06-17-87, 1980-A, 1980-B	N/A
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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 1980-84. This form was uploaded to the BBS on 02-24-99. The FSA Procedure Notice is forthcoming with additional instructions.

FSA	1980-84	02-17-99	Modification of New Contract Relating to Farm Credit Programs Guaranteed Loan/Line of Credit	1980-84.PDF	Sheet	RPL/PDF	Y	FSA	2-FLP	N/A
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\*The following form has been revised. Destroy old stock. This form was formerly FmHA 1980-49. This form was uploaded to the BBS on 02-24-99. The FSA Procedure is forthcoming with additional instructions.

FSA	1980-49	02-10-99	Guaranteed Loan Status Update Adjustment (Transaction 4048)	1980-49.PDF	MP/2 Head to Head	RPL/PDF	Y	FSA	2-FLP	N/A
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