

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1770**

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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/forms/notices.asp](http://www.fsa.usda.gov/dam/forms/notices.asp).

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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-1206 11-3-99	Organization and Functions of the Operations Review and Analysis Staff	FSA Employees
APP-25 11-2-99	Additional Mediation Funding for FY 2000	State and County Offices
APP-26 11-8-99	Clarifying Appeal and Mediation Procedures	FSA Offices
DAP-53 11-8-99	Closeout of the 1998 Crop Loss Disaster Assistance Program (CLDAP)	FSA Offices
ECP-26 11-5-99	Implementing ECP When Funds Are Unavailable	State Offices and Service Centers
FLP-93 11-3-99	PC-PRCH and Digital Signature Requirements	State and County Offices
FLP-94 11-8-99	Updating Assignments of Income	State and County Offices

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**National Procedure Checklist No. 1770 (Continued)**

**Temporary  
Directives  
(Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
LP-1705 11-4-99	Supplemental Payment for 1999-Crop Rice Harvested on or Before August 4, 1999	State and County Offices
LP-1706 11-8-99	Policy and Procedure Change for Locking in Repayment Rates	State and County Offices
LP-1707 11-9-99	Changes in Calculating Posted County Price (PCP) for Sunflower Seed, Other Type	State and County Offices
LP-1708 11-9-99	Filing Deadline Extended for Requesting Karnal Bunt Compensation	State and County Offices
NAP-38 11-4-99	Loss Adjuster Voucher for CLDAP	State and County Offices
PM-2138 11-2-99	Responsibility for Career Transition and Career Management Services Transferred to Each Agency	All FFAS Employees
PM-2139 11-5-99	Personnel Designation of Acting Director, ITSD	All FFAS Offices
PM-2140 11-4-99	Foreign Service Employees Using Annual Leave to Avoid Forfeiture	FAS Overseas Employees
PM-2141 11-8-99	Using Annual Leave to Avoid Forfeiture and Exigency/Year 2000 (Y2K) Regulations	FSA, RMA, and FAS Employees, Except Overseas Employees
PS-327 11-9-99	APSS Modifications and Enhancements Included in County Release No. 420	State and County Offices
PS-328 11-9-99	APSS Software in County Release No. 420 for Recording 2 <sup>nd</sup> Small Hog Operation Payment (SHOP-II) Program Overpayments and Underpayments	State and County Offices
SU-56 11-9-99	FY 2000 Tariff-Rate Quotas (TRQ) Announced	Sugar State and County Offices
TB-950 11-5-99	Lease and Transfer of Burley Quota Across County Lines--Referendum	IN, KY, and OH State and County Offices

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**National Procedure Checklist No. 1770 (Continued)**

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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. 16) Amend. 2 11-4-99	County Office Work Measurement and Fund Allocation System for FY 2000	All Offices Except APFO, KCCO, AK, HI, and PR
1-CM (Rev. 2) Amend. 72 11-3-99	Common Management and Operating Provisions	All Offices
1-CM (Rev. 2) Amend. 73 11-4-99	Common Management and Operating Provisions	All Offices
1-DAP Amend. 31 11-9-99	Disaster Assistance Programs	State and County Offices
2-NAP Amend. 3 11-10-99	Loss Adjuster and Crop Appraisal	State and County Offices

**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. 80	11-10-99	State and County Offices

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Prefix	Form No.	Edition Date	Form Title	Filename pdf	Filename wpd	Stock By	Unit Issue	Fillable	Used By	WDC Directives	File Code	Remarks
CCC	174-A (County)	03-06-92	CCC Commodity Certificate Envelope Format - First Class (For County Office Use Only)	nofile.htm	nofile.htm	States/ Counties	Envelope	N	Counties	5-AS	N/A	This form is obsolete. Destroy all stock.
CCC	174-B (County)	03-06-92	CCC Commodity Certificate Envelope Format Presort-First Class Mail (For County Office Use Only)	nofile.htm	nofile.htm	States/ Counties	Envelope	N	Counties	5-AS	N/A	This form is obsolete. Destroy all stock.
CCC	174-C (County)	05-08-92	CCC Commodity Certificate Envelope Format Single Placa Non-Imprint Mailings (For County Office Use Only)	nofile.htm	nofile.htm	States/ Counties	Envelope	N	Counties	5-AS	N/A	This form is obsolete. Destroy all stock.
CCC	654	01-27-93	Livestock Feed Program County Feed Loss Assessment Report	CC0654.PDF	nofile.htm	CG and RPL/PDF	MP/3 and MP/2 Head to Head	Y	Counties	12-AO, 8-DF, 25-AS, SCOAP Release #303, 1-DAP	LFP1	This form is now available in PDF fillable format for manual processing, only when the computer-generated version (System 36) is not available. This form was uploaded to the BBS on 11-8-99.
CCC	877	10-31-96	Seed Cotton Loan Worksheet	CCC0877.PDF	nofile.htm	RPL/PDF	MP/2 Head to Head	Y	Counties	12-AO, 5-LP, 7-CN	N/A	This form has been converted to PDF fillable format. It was uploaded to the BBS on 11-4-99.
FAS	534	01-90	AIMS Registration Form for Foreign Buyers	nofile.htm	nofile.htm	Orig Div	Sheet	N	Ag. Exp.	AIMS Attache Handbook	N/A	This form is obsolete. Destroy all stock.

**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.

**NOTE:** NOFILE.HTM indicates that there is no electronic files available.

Prefix	Form No.	Edition Date	Form Title	Filename pdf	Filename wpd	Stock By	Unit Issue	Fillable	Used By	WDC Directives	File Code	Remarks
FMHA	2006-03	07-91	Instruction and Form Justification	2006-03.PDF	nofile.htm	RPL/PDF	MP/2	N	FSA, RD	FMI 3-23-83, 2006-B	N/A	This form is obsolete for FSA ONLY. Destroy all stock. Remove entire FMI. Replaced by FSA-415, FSA Directives Clearance and Approval Sheet. Referenced in FSA PN No. 79.
FSA	62	09-23-91	Receipt of Goods or Services by State and County Offices	nofile.htm	nofile.htm	WDC	Sheet	N	All offices except counties	27-AS, 28-AS	N/A	This form is obsolete. Destroy all stock.
FSA	187	09-19-88	Administrators Award for Service to Agriculture	nofile.htm	nofile.htm	WDC/KC	MP/6	N	All offices except counties	7-PM, 22-PM	N/A	This form is obsolete. Destroy all stock.
MQ	5LT (IND 2000)	11-05-99	Burley Tobacco Lease and Transfer of Quota Across County Lines Ballot	nofile.htm	nofile.htm	Indiana	Pad/50	N	Counties	Notice TB-950	N/A	This form is new. A distribution has been made. Tentative delivery date is 12-2-99.
MQ	5LT (KY 2000)	11-05-99	Burley Tobacco Lease and Transfer of Quota Across County Lines Ballot	nofile.htm	nofile.htm	Kentucky	Pad/50	N	Counties	Notice TB-950	N/A	This form is new. A distribution has been made. Tentative delivery date is 12-2-99.
MQ	5LT (OH 2000)	11-05-99	Burley Tobacco Lease and Transfer of Quota Across County Lines Ballot	nofile.htm	nofile.htm	Ohio	Pad/50	N	Counties	Notice TB-950	N/A	This form is new. A distribution has been made. Tentative delivery date is 12-2-99.

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