

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1788**

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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-1210 3-8-00	Recommendations for Improving the COWM System	State Offices (Except AK, HI, and PR) and Work Measurement County Offices
AO-1211 3-13-00	Using Query/36 for Second Quarter Work Measurement and Midyear FY 2000 Workload Automated Unit Counts	State and County Offices
CONSV-68 3-9-00	CRES Software Enhancements in County Release No. 429 for the Pasture Recovery Program (PRP)	State Offices and Service Centers
DAP-71 3-13-00	LAP and LIP Factor and Payments	State and County Offices
DF-323 3-9-00	Administering the Pasture Recovery Program (PRP)	State Offices and Service Centers

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**Temporary  
Directives  
(Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
FI-2422 3-8-00	Travel Management Center (TMC) Transaction Fee Payment Methods	State Offices, KCMO, KCCO, and APFO
FLP-116 3-8-00	Requirements for Rural Youth Project Loans	State and County Offices
LP-1727 3-14-00	Beneficial Interest Requirement Changes for 1999 and Subsequent Crop Year Marketing Loan Gains and LDP's	State and County Offices
PS-345 3-10-00	Processing Commodity Certificate Exchanges for Commodity Loans in APSS Using Software in County Release No. 429	Cotton State and County Offices
TB-958 3-8-00	2000 Burley Tobacco Quotas	Burley Tobacco State and County Offices and KCMO
TB-959 3-9-00	Establishing Farm and Tract Crop Records for a Nonquota Farm Involved in a 2000 Special Tobacco Combination	Tobacco State and County Offices
TB-960 3-9-00	2000 Special Tobacco Combinations	Tobacco 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>
2-DAP Amend. 4 3-9-00	Crop Disaster Program	State and County Offices
23-PM (Rev. 3) Amend. 4 3-9-00	Career Enhancement Program	FAS, RMA, and FSA Offices, Except County Offices
9-TB SCOAP Amend. 50 3-8-00	Flue-Cured Tobacco Automation and Marketing	Flue-Cured State and County Offices, and KCMO

**Procedure Notices**                      None

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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>
LP-1725	3-14-00	LP-1727

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USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename pdf	Filename wpd	Stock By	Unit Issue	Fillable	Used By	WDC Directives	File Code	Remarks
AD	245(PRP)	02-10-00	Request for Payment - Pasture Recovery Program	nofile.htm	nofile.htm	CG	MP/3	N	Counties	Notices CONSV-68 and DF-323	N/A	This computer-generated form is new. It is available on County Office Release No. 429.
CCC	466	03-09-00	Crop Disaster Program District Director Review Worksheet	CCC0466.PDF	nofile.htm	RPL/PDF	MP/2 Head to Head	Y	Counties	2-DAP	N/A	This form is new. It was uploaded to the BBS on 3-13-00.
CCC	467	03-09-00	Crop Disaster Program Second Party Review Worksheet	CCC0467.PDF	nofile.htm	RPL/PDF	Sheet	Y	Counties	2-DAP	N/A	This form is new. It was uploaded to the BBS on 3-13-00.
FAS	835	06-91	AGR Report Log	nofile.htm	nofile.htm	FFH	Sheet	N	FAS/F	RF&DH	N/A	This form is obsolete. Destroy all stock.
FAS	942	01-83	FAS Cooperator Authorized Signature Card	nofile.htm	nofile.htm	Orig. Div.	Card	N	Cooperators, Orig. Div.	11 FASG 801.3	N/A	This form is obsolete. Destroy all stock.
FSA	419	03-09-00	Routing Sheet for Federal Register Document	FSA0419.PDF	nofile.htm	RPL/PDF	Sheet	Y	WDC	21-AS	N/A	This form was revised and uploaded to the BBS on 3-13-00. Destroy old stock.
KC	95-A	08-27-98	Business Reply Label - 4 x 6"	nofile.htm	nofile.htm	KC	Label	N	WLED (KCMO and KCCO Only)	N/A	N/A	This label was reprinted to replenish stock at the "Stocked By" location. Tentative delivery date is 3-15-00. Back orders will be filled automatically. Order only if needed.

**Notes:** 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.

Filing codes pertain only to State and County Offices.

NOFILE.HTM indicates that there is no electronic file available.

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**State Office Reports**      The reports due in April are listed in this table.  
**Calendar**

<b>Due Date</b>	<b>Title</b>	<b>Directive Requiring Report</b>
4-7-00	Cost-Share Requests Status Report (CEP-50R)	1-CONSV
4-7-00	Progress Report for ACP (ACP-305)(CEP-16R)	1-CONSV
4-7-00	Progress Report for ECP (ACP-305)(CEP-18R)	1-CONSV
4-7-00	Progress Report for RCWP (ACP-305)(CEP-25R)	1-CONSV
4-7-00	Progress Report for SIP (ACP-305)(CEP-46R)	1-CONSV
4-7-00	Progress Report for ECPHS (ACP-305)(CEP-52R)	1-CONSV
4-7-00	Progress Report for ECPHSF (ACP-305)(CEP-55R)	1-CONSV
4-7-00	Progress Report for ECPMWF (ACP-305)(CEP-56R)	1-CONSV
4-7-00	Progress Report for ECPMWF2 (ACP-305)(CEP-57R)	1-CONSV
4-10-00	Late Voucher Report (NAP-1R)	2-NAP
4-10-00	LA Interest Payment Report (NAP-2R)	2-NAP
4-14-00	Livestock Feed Program, EFP and EFAP Program (FSA-646) (EIP-54R)	8-DF
4-14-00	RCWP Status Report (CEP-28R)	1-RCWP
4-14-00	Appraisal Certification Program Report (FSA-1922-17)	1-FLP
4-14-00	Report on Creditor Agency Off-Set Requests (FM-592R)	58-FI
4-21-00	Reconciliation of Peanut Basic and Effective Quota (PA-126 R)	1-PN

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