

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1856

Field Office Distribution All directives are sent to BBS for State Offices and KCAO 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/forms/notices.asp.

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

Short Reference and Effective Date	Title	For
AO-1249 8-6-01	2001 County Office Work Measurement and Workload Training	State and County Offices
CONSV-77 8-7-01	Processing Supplemental Environmental Quality Incentives Program (EQIP) Funds	State and County Offices
DAP-113 8-1-01	2000 Crop Disaster Program (CDP) Spot Check Deadline	State and County Offices
FI-2492 8-1-01	August 2001 CCC and Farm Storage Facility Loan (FSFL) Program Interest Rates	State and County Offices
PF-161 8-7-01	2001 PFC Payment Reduction Report (PF-4R)	State and County Offices
TB-1009 8-1-01	Flue-Cured Tobacco Marketing Card Report	Flue-Cured Tobacco State and County Offices
TB-1010 8-7-01	Combining Flue-Cured Tobacco Marketing Cards at Market Locations	Flue-Cured Tobacco State and County Offices

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

Short Reference and Effective Date	Title	For
8-CM (Rev. 1) Amend. 1 7-27-01	Common Land Unit	State and County Offices
7-CN (Rev. 15) Amend. 5 8-1-01	Cotton Loans and Loan Deficiency Payments	KC Offices, and Cotton State and County Offices
8-LP Amend. 13 7-24-01	Marketing Assistance Loans and Loan Deficiency Payments for 1999 and Subsequent Crop Years	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
8-CM	7-27-01	8-CM (Rev. 1) Amend. 1

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Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
CCC	Cotton A-5	07-27-01	Statement of Eligibility and Information Worksheet	eCCCcottona5.FML	Electronic Form	Sheet	County Offices	12-AO, 7-CN, 14-CN	N/A	This form was revised and is available electronically. Destroy old stock. The PDF-audio is forthcoming.
CCC	Cotton AA	06-26-01	Upland Cotton Producer's Loan Deficiency Payment Application and Certification	eCCCcottonaa.FML CCCCotAA.PDF	Electronic Form	MP/2 Head to Head	County Offices	12-AO, 7-CN, 14-CN, 21-CN, 22-CN	LP15-1	This PDF-audio is now available electronically.
CCC	Cotton G-4	07-13-01	Cotton Reconcentration Agreement	eCCCOTTON-0000-G4.FML CCCCOTG4.PDF	Electronic Form	MP/3 Head to Head	COOP	21-CN, 1-CMA	N/A	The PDF-Audio is now available electronically.
FSA	808	03-28-01	Designation of Burley Tobacco Sales and Request for Marketing Cards	nofile.htm	CG	MP/2 Head to Head	County Offices	10-TB Scope, 12-AO	N/A	This computer-generated form is new. It is available on County Office Release No. 460.
FSA	1956-21	07-16-01	List of Currently Not Collectible (CNC) Debts Eligible to Be Referred to Treasury for Cross-Servicing	eFSA1956-0021.FML 1956-21.PDF	Electronic Form	Sheet	State Offices	Notice FLP-213	N/A	This form is now available in PDF-audio format. No revision was made to the contents of the form.
FSA	1956-22	07-16-01	Update to TOP and Cross-Servicing Information	eFSA1956-0022.FML 1956-22.PDF	Electronic Form	Sheet	State Offices	Notice FLP-213	N/A	This PDF-audio is now available electronically.
FSA	2661	06-29-01	Request for Emergency Loan for Seed Producers Program Assistance	eFSA2661.FML FSA2661.PDF	Electronic Form	MP/2 Head to Head	State and County Offices	6-FLP. FMI 07-10-01, Referenced in FSA PN No. 119 dated 07-10-01.	N/A	The PDF-Audio is now available electronically.
KC	204-A	07-25-01	Scope of Work	KC0204-A.DOC	RPL/DOC	Sheet	ASD	N/A	N/A	Updated and made fillable in Microsoft Word; destroy all previous editions.
KC	208	10-09-91	Task Assignment Sheet	KC0208.DOC KC0208.WPD	RPL/WP/DOC	Sheet	All systems divisions	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	212	06-26-85	Unit Training Plan	KC0212.DOC KC0212.WPD	RPL/WP/DOC	Sheet	All Kansas City Offices	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.

Note: Files saved in PDF 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.

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
KC	228	05-05-95	Grain Acquisition Report and Invoice for Related Charges	KC0228.DOC KC0228.WPD	KC, RPL/WP/ DOC	Cont./5 and Sheet	BCD-IMB, EOD-TMB, FOD	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	OS	09-29-00	Standard Instructions - Offshore Shipments	KC-OS.DOC	RPL/DOC	MP/Sheet	D&DOD	N/A	N/A	Consignee Address #172 and #272 of file revised to reflect change in address block. Edition date for these is 8-7-01; destroy older editions.
MQ	5(Sale) (FL 2001)	07-20-01	Flue-Cured Tobacco Sale of Quota Across County Lines	nofile.htm	Florida	Pad/50	County Offices	N/A	N/A	This form is new. A distribution has been made. The printed form will be available in the Florida State Office on or about 8-20-01.
MQ	5(Sale) (GA 2001)	07-20-01	Flue-Cured Tobacco Sale of Quota Across County Lines Ballot	nofile.htm	Georgia	Pad/50	County Offices	N/A	N/A	This form is new. A distribution has been made. The printed form will be available in the Georgia State Office on or about 8-20-01.
MQ	76 Burley	07-09-99	Burley Tobacco Marketing Card	nofile.htm	KC	Plastic Card	KC, States, Counties	12-AO, 13-TB, 10-TB(SCOAP), 12-TB, 1-COR	N/A	This form was reprinted to replenish stock in the KC Whse. Tentative delivery date is 08-21-01.
MQ	76-C Burley	05-18-01	Burley Tobacco Marketing Card (for Contract Tobacco)	nofile.htm	KCAO	Plastic Card	Burley State and County Offices, and Burley Tobacco Receiving Stations	14-TB	N/A	This card was revised. It replaces MQ-76-C (Pilot). Destroy old stock. A distribution was made to the KC Whse. Tentative delivery date is 08-21-01.

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