

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1887**

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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-1257 3-13-02	Annual National County Office Work Measurement Committee Meeting Is Cancelled	State (Except AK, HI, and PR) and Work Measurement County Offices
AS-2037 3-6-02	Contracting Officer Training	State Offices
AS-2038 3-6-02	State Office Equipment Allotments for FY 2002	State Offices
CONOP-13 3-11-02	Environmental Quality Incentives Program (EQIP) Contract EOA Funding Procedure	State and County Offices
PM-2294 3-8-02	FY 2002 Cross-Cultural Exchange Program (CCEP)	FFAS National Office Employees
PM-2295 3-6-02	53 <sup>rd</sup> Annual William A. Jump Memorial Award	RMA, FAS, and FSA Employees, Except Non- Federal County Office Employees
PM-2296 3-11-02	CO Vacancy Announcements	State and County Offices
PS-425 3-6-02	Price Support Eligibility Query Enhancements Software Provided in County Release No. 479	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>
1-CM (Rev. 3) Amend. 2 3-8-02	Common Management and Operating Provisions	All Offices
1-TB SCOAP Amend. 22 3-12-02	Allotments and Marketing Quotas for All Tobacco Except Burley and Flue-Cured	CT, IN, KY, MA, MD, MN, OH, PA, TN, VA, and WI State and County Offices

**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>
5-CP (Rev. 1)	3-13-02	PECD
9-DF	3-13-02	PECD
3-LP (Rev. 2)	3-13-02	PSD
6-LP	3-13-02	PSD
7-LP	3-13-02	PSD
1-RM	3-13-02	PECD
1-RM (Rev. 1)	3-13-02	PECD

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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	452 Manual	03-06-02	NAP Actual Production History and Approved Yield Record	eCCC0452-0000-Manual.FML	Electronic Form	MP/2 Head to Head	County Offices	1-NAP	N/A	This form was revised and is available electronically. Destroy old stock. PDF-Audio version will be forthcoming.
CCC	913	03-06-02	Revised Contract Modification Request Form	eCCC0913.FML	Electronic Form	Sheet	State and County Offices	Notice CONOP-13		This form is new and is available electronically. PDF-Audio version will be forthcoming.
CCC	914	03-06-02	Contract Modification Report Form	eCCC0914.FML	Electronic Form	Sheet	State and County Offices	Notice CONOP-13		This form is new and is available electronically. PDF-Audio version will be forthcoming.
CRP	1-D Addendum	03-11-02	Successor-In-Interest Agreement	eCRP0001-0000-D-Adde.FML	Electronic Form	Sheet	County Offices	12-AO, 25-AS, 1-CRP, 2-CRP	CRP4	This form was revised and is available electronically. Destroy old stock. PDF-Audio version will be forthcoming.
CRP	15	08-20-01	Agreement for Reduction of Bases, Allotments and Quotas	eCRP0015.FML	Electronic Form	Sheet	County Offices	1-TB (SCOAP), 9-TB (SCOAP), 10-TB (SCOAP), 12-AO, 5-PA, 1-CRP, 2-CM, 25-AS, 3-CM, 2-CRP, 1-COR, 2-DAP, 1-PF	CRP4	This form has been reinstated.
CRP	15-1	08-20-01	Allotments and Quotas Extension Agreement	eCRP0015-0001.FML	Electronic Form	Sheet	County Offices	2-CRP	CRP4	This form has been reinstated.
KC	624	09-21-00	Document Transmittal (CADE Conversion)	KC0624.DOC	RPL/DOC	Sheet	IMPD-KCAO, FOD-KCFO			Corrected a typo on KC-624-10; edition date remains unchanged. File provides for a blank form, plus several pages with preprinted information.
KC	1500	09-28-98	County Office Administrative Expense NFC Adjustment Record Thrift Plan (CADE Entry)	KC1500.DOC KC1500.WPD	RPL/WP/DOC	Sheet	FAD			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1506	02-26-02	Review of Deductible on Insurance Policy	KC1506.DOC	RPL/DOC	Sheet	BCD, CRD			Revised form; destroy all previous files/stocks.

**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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Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
KC	1507	07-25-72	Card Punching Guide for Recording County Community Code Changes	KC1507.DOC KC1507.WPD	RPL/WP/DOC	Sheet	FOD			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1513	05-20-91	Access Training Center Schedule	KC1513.DOC KC1513.WPD	RPL/WP/DOC	Sheet	HRD-KC-EDB			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1513-B	09-19-94	Equipment Usage Log	KC1513-B.DOC KC1513-B.WPD	RPL/WP/DOC	Sheet	ASD			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1514	10-06-92	Quantity Control Worksheet	KC1514.DOC KC1514.WPD	RPL/WP/DOC	Sheet	BCD, DMD			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1519	09-18-72	Tobacco Sales Research Request - Data Sheet	KC1519.DOC KC1519.WPD	RPL/WP/DOC	Sheet	FOD			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1546	07-12-94	Plastic Card Embossing - Manual Input (Expedited Service) and Correction Cards	KC1546.DOC	RPL/DOC	Sheet	FOD			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1547	06-24-73	Computer Schedule Input Data	KC1547.DOC KC1547.WPD	RPL/WP/DOC	Sheet	IMPD			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1549	08-02-95	Verbal Declination Record	KC1549.DOC KC1549.WPD	RPL/WP/DOC	Sheet	HRD-KC-EB			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1567	12-05-95	Application for Advertised Vacancy	KC1567.DOC KC1567.WPD	KC and RPL/WP/DOC	Sheet	All Offices			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1575	06-19-95	Request for Cleaning Service	KC1575.DOC KC1575.WPD	RPL/WP/DOC	Sheet	ASD			Now available in Microsoft Word fillable format; no changes made to content of form.
KC	1617	04-07-77	Authorization Control	KC1617.DOC KC1617.WPD	RPL/WP/DOC	Sheet	BCD			Now available in Microsoft Word fillable format; no changes made to content of form.

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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
KC	STL-1	05-20-96	Advertised Vacancy Certification	STL0001.DOC STL0001.WPD	KC and RPL/WP/DOC	Sheet	LAD, LOD, FCAD only			Now available in Microsoft Word fillable format; no changes made to content of form.
MQ	5 (2002) CF&B	01-30-02	Cigar-Filler and Binder Tobacco Marketing Quota Referendum Ballot	eMQ0005-0000-CF&B.FML MQ5-CF&B.PDF	OH, MN, and WI State Offices	Pad	County Offices	1-PA	TBD	This form has been revised and is available electronically. Destroy old stock.

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