

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1911**

---

**Field Office  
Distribution**

Notices are available on Internet at [www.fsa.usda.gov/dam/forms/notices.asp](http://www.fsa.usda.gov/dam/forms/notices.asp). Handbooks are available on the FSA Intranet Handbook and Notice Print Files page at [http://165.221.16.90/dam/handbooks/eds\\_index.htm](http://165.221.16.90/dam/handbooks/eds_index.htm) for EDS locations 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. Some handbooks are available in portable document format (PDF) on the FSA Intranet at <http://intranet.fsa.usda.gov/fsa/>.

---

**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-1269 8-29-02	2002 COC Election Outreach and Nominations	State and County Offices
BU-626 8-26-02	September 2002 Interest Rate Changes for Agricultural Credit Insurance Fund (ACIF) Program	State and County Offices
CP-547 8-23-02	Highly Erodible Land Conservation (HELIC) and Wetland Conservation (WC) Provisions	State and County Offices
DAP-136 8-28-02	2002 Cattle Feed Program (CFP)	CO, NE, SD, and WY State and County Offices
DCP-24 8-23-02	Assigning Direct Payment Yields to Crops for Direct and Counter-Cyclical Program (DCP) Payment Purposes	State and County Offices
DCP-25 8-29-02	Peanut Quota Buyout Program (QBOP)	State and County Offices
FI-2535 8-27-02	Screening Process for FLP Treasury Offset Program (TOP) Calendar Year 2002, Phase 2	State and County Offices
PF-192 8-23-02	Establishing Receivables Resulting From Requests for Reconstitutions	State and County Offices

Continued on the next page

**National Procedure Checklist No. 1911 (Continued)**

---

**Permanent Directives**

None

---

**Procedure Notices**

None

---

**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>
AO-1266	8-29-02	AO-1269
DCP-23	8-29-02	DCP-25

---

Continued on the next page

**National Procedure Checklist No. 1911 (Continued)**

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <sup>1/</sup>	Remarks
AD	1026	08-23-02	Appendix to Form for Highly Erodible Land Conservation (HELC) and Wetland Conservation (WC) Certification (Assembled as a component with AD-1026 Appendix)	AD1026.pdf	Electronic Form	MP/3	State and County Offices	1-CM, 7-PA, 25-AS, 9-TB(SCOAP), 10-TB(SCOAP), 12-AO, 6-CP, 1-CRP, 3-CM, 3-CM(SCOAP), 10-SU, 8-DF, 3-LD, 2-CRP, 1-LP, 1-PL, 1-ACP, 1-SIP, 2-CP, 61-FI, 1-CMA, 2-RM, 2-PF, 1-PF	HELC/WC3	This form was revised and is available electronically. Destroy old stock.
CCC	36	08-23-02	Assignment of Payment	CCC0036.pdf	Electronic Form	MP/2	County Offices	12-AO, 1-FI, 58-FI, 1-ACP, 2-CRP, 5-PA, 63-FI, 1-SIP, 7-PA, 1-CONSV, 14-CN, 2-LP(RICE), 1-COR, 2-DAP, 2-PF	CRP4, FM17-1, WRP5	This form was revised and is available electronically. Destroy old stock.
CCC	37	08-23-02	Joint Payment Authorization	CCC0037.pdf	Electronic Form	MP/2	Lenders	2-CRP, 12-AO, 58-FI, 63-FI, 7-PA, 2-LP(RICE), 1-COR, 2-DAP, 2-PF	FM17-2	This form was revised and is available electronically. Destroy old stock.
CCC	576	08-06-02	Notice of Loss and Application for Payment Noninsured Crop Disaster Assistance Program	CCC0576.pdf	Electronic Form	MP/2	County Offices	1-NAP, 2-NAP	N/A	This form was revised and is available electronically. Destroy old stock.
CCC	699	04-13-98	Reconcentration Agreement and Trust Receipt	CCC0699.PDF	Electronic Form	MP/2	County Office	12-AO, 2-LP(Grain and Oilseeds)		This form is available electronically in the PDF-Audio format.
FCI	74-B PEACH	07-99	Immature Peach Appraisal Worksheet	0074bpch.doc			RMA and applicable FSA State Offices that have NAP and sell crop insurance			This form is available electronically.
FSA	361	05-30-96	Area Correspondence Jacket (Green Jacket)	nofile.htm	WDC	Set/6	WDC	6-AS		This form is obsolete. Destroy all stock.

**Note:** Files saved in PDF Format must be opened in Adobe Acrobat Reader 5.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

<sup>1/</sup> Filing codes pertain only to State and County Offices.

**National Procedure Checklist No. 1911 (Continued)**

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
FSA	383	08-20-02	Lamb Meat Adjustment Assistance Program (LMAAP) Payment Application (Year 2, Year 3, or Year 4)	FSA0383.pdf	Electronic Form	MP/4	County Offices	10-LD, Notice LD-519	N/A	This form was revised and is available electronically. Destroy old stock dated 06-14-02.
FSA	622	08-23-02	Allotment Advice	FSA0622.doc	Electronic Form	Sheet	BUD, St. Louis Missouri Finance Office	N/A	N/A	This form was revised and is available electronically. Destroy old stock.
FSA	1927-1 ND	08-22-02	Mortgage for North Dakota	eFSA1927-0001-ND.FML	Electronic Form	MP/5 Head to Foot	North Dakota Office	Notice FLP-234	Position 5	This form is new and available electronically. Discontinue using RD 1927-1 ND. Read Notice FLP-234 for further information. PDF-Audio version will be forthcoming.
KC	227	05-24-00	Raw Sugar Acquisition Report and Invoice for Related Charges	KC0227.DOC	Electronic form	MP/2 Head to head	Sugar Industry, BCD-IMB			Now available in Microsoft Word fillable format; OMB clearance approval received.
KC	227-A	05-24-00	Refined Sugar Acquisition Report and Invoice for Related Charges	KC0227-A.DOC	Electronic Form	MP/2 Head to head	BCD-IMB			Now available in Microsoft Word fillable format; OMB clearance approval received.
KC	1042	08-26-02	Guide for Completing UGRSA Documents	KC1042.DOC	Electronic Form	MP/2 Head to head	BCD-SCB			Revised form to update contact references; destroy all previous files/stocks.
SU	2	08-12-02	Application for Nonrecourse Sugar Loan	SU0002.pdf	Electronic Form	Sheet	County Offices	10-SU, 12-AO		This form was revised and is available electronically. Destroy old stock.

**Note:** Files saved in PDF Format must be opened in Adobe Acrobat Reader 5.0 (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.

**National Procedure Checklist No. 1911 (Continued)****State Office  
Reports  
Calendar**

The reports due in September are listed in this table.

<b>Due Date</b>	<b>Title</b>	<b>Directive Requiring Report</b>
9-9-02	Cost-Share Requests Status Report (CEP-50R)	1-CONSV
9-9-02	Progress Report for ACP (ACP-305)(CEP-16R)	1-CONSV
9-9-02	Progress Report for ECP (ACP-305)(CEP-18R)	1-CONSV
9-9-02	Progress Report for RCWP (ACP-305)(CEP-25R)	1-CONSV
9-9-02	Progress Report for SIP (ACP-305)(CEP-46R)	1-CONSV
9-9-02	Progress Report for ECPHS (ACP-305)(CEP-52R)	1-CONSV
9-9-02	Progress Report for ECPHSF (ACP-305)(CEP-55R)	1-CONSV
9-9-02	Progress Report for ECPMWF (ACP-305)(CEP-56R)	1-CONSV
9-9-02	Progress Report for ECPMWF2 (ACP-305)(CEP-57R)	1-CONSV
9-9-02	Interim EQIP Progress Report (CEP-60R)	1-CONSV
9-9-02	Progress Report for EQIP (ACP-305) (CEP-60R)	1-CONSV
9-9-02	TAP Progress Report (AP-305) (CEP-62R)	1-CONSV
9-9-02	Progress Report for ECPMP (ACP-305) (CEP-63R)	1-CONSV
9-9-02	Progress Report for PRP (ACP-305) (CEP-65R)	1-CONSV
9-9-02	Progress Report for ECPCGF (ACP-305) (CEP-67R)	1-CONSV
9-10-02	Late Voucher Report (NAP-1R)	2-NAP
9-10-02	LA Interest Payment Report (NAP-2R)	2-NAP
9-30-02	NIR Annual Report	1-FLP