

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1914

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**Temporary
Directives**

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

Short Reference and Effective Date	Title	For
AO-1270 9-13-02	Queries for Year-end FY 2002 Work Measurement and Workload Automated Unit Counts and Work Item Comparisons and Information for Workload Review	State and County Offices
CN-942 9-16-02	Revised Calculations of Upland Cotton Loan Repayment and Loan Deficiency Payment (LDP) Rates	Cotton State and County Offices, CMA's, LSA's, and Cotton Clerks
CRP-415 9-13-02	Corrected CRP-1J Addendum	State and County Offices
FI-2538 9-11-02	Preparing Federal Employees' Travel Documents for End of FY 2002 and Beginning of FY 2003	FSA Offices
FI-2539 9-11-02	Frequently Asked Travel Questions and Answers	FSA Offices
FI-2540 9-12-02	Name and Address Accounting Flag Reset Process in County Release No. 494	State and County Offices
FI-2541 9-13-02	Reimbursing Employees for Official Local Travel	FSA Offices

Continued on the next page

National Procedure Checklist No. 1914 (Continued)

**Temporary
Directives
(Continued)**

Short Reference and Effective Date	Title	For
FI-2542 9-18-02	Change in Accounting Classification Code Structure for CO Employees	State and County Offices
FLP-269 9-17-02	Debt Forgiveness and Eligibility for Direct Operating Loans	State and County Offices
LP-1861 9-13-02	Accepting Peanut Warehouse Receipts for Marketing Assistance Loans and LDP's	State and County Offices
LP-1862 9-13-02	Additional Peanut Marketing Assistance Loan and LDP Program Provisions for Crop Year 2002	State and County Offices
LP-1863 9-17-02	End of Apple Market Loss Assistance Payment (AMLAP-II) Program Sign-Up	State and County Offices
PM-2317 9-11-02	2003 Graduate School, USDA Congressional Fellows Program	All FSA Federal Employees
PM-2318 9-13-02	2003 Aspiring Leader Program (ALP)	FAS National Office Employees and All FSA Federal Employees and County Office Employees
PM-2319 9-13-02	2003 LEGIS Fellows Program	All FAS National Office Employees
PM-2320 9-18-02	PC-TARE T&A's and the End of FY Changeover	State Office, County Offices with GS Employees, and APFO
TB-1055 9-13-02	Resubmitting Incorrectly Transmitted Reports	Flue-Cured Tobacco State and County Offices
TB-1056 9-16-02	2002 Burley Tobacco Designation Information: Changes and New Format	Burley Tobacco State and County Offices

Continued on the next page

National Procedure Checklist No. 1914 (Continued)

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

Short Reference and Effective Date	Title	For
1-NAP (Rev. 1) Amend. 13 9-13-02	Noninsured Crop Disaster Assistance Program for 2001 and Subsequent 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
TB-1048	9-16-02	TB-1056

Continued on the next page

National Procedure Checklist No. 1914 (Continued)

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
AD	2008	09-10-02	2003 LEGIS Fellows Program	AD2008.PDF	Electronic Form	Sheet	FAS National Office Employees	Notice PM-2319	N/A	This form was revised and is available electronically. Destroy old stock.
AD	2015	09-12-02	FY 2003 Graduate School, USDA Congressional Fellowship Program Nomination Form	AD2015.PDF	Electronic Form	Sheet	All FSA Federal Employees	Notice PM-2317	N/A	This form was revised and is available electronically. Destroy old stock.
AD	2021	09-12-02	2003 Aspiring Leader Program (ALP) Nomination Form	AD2021.PDF	Electronic Form	Sheet	FAS National Office Employees and All FSA Federal and County Office Employees	Notice PM-2318		This form was revised and is available electronically. Destroy old stock.
CCC	1200 Appendix	08-07-02	Appendix to Form CCC-1200, Environmental Quality Incentives Program Contract	CCC1200EQIPAPPENDIX.pdf	Electronic Form	MP/6	FSA County Offices	EQIP Manual		This form is new and is available electronically.
CCC	Cotton AA	09-09-02	Upland Cotton Producers Loan Deficiency Payment Application and Certification	CCCCOTTONAA.pdf	Electronic Form	MP/2	County Offices	12-AO, 7-CN, 14-CN, 21-CN, 22-CN	LP15-1	This form was revised and is available electronically. Destroy old stock.
CCC	Cotton G	06-06-01	Cotton Cooperative Loan Agreement	CCCCOTTONG.pdf	Electronic Form	MP/3	COOP	1-CMA,15-FI	N/A	This form is available electronically in the PDF-Audio format.
CRP	1-J Addendum	09-13-02	CRP-1 Modification to Certify to the Adjusted Gross Income Provision	CRP01JADDENDUM.pdf	Electronic Form	Sheet	State and County Offices	Notice CRP-415		This form was revised and is available electronically. Destroy old stock.
FSA	441-13	06-03-02	Division of Income and Nondisturbance Agreement	FSA0441-0013.pdf	Electronic Form	Sheet	County Offices	FSA Instruction 1941-A	Position 1	This form was revised and is available electronically. Destroy old stock dated 05-07-02. The FMI and FSA PN will be forthcoming.
KC	250	04-21-95	Truck Bill of Lading	KC0250.WPD KC0250.DOC	Electronic form	Set/5	FOD-SB, EOD-TMB			Now available in Microsoft Word fillable format; OMB clearance approval received.

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. 1914 (Continued)

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

Due Date	Title	Directive Requiring Report
10-4-02	County Office Work Measurement (4 th Quarter Report-Work Measurement Counties Only)	12-AO
10-4-02	Cost-Share Requests Status Report (CEP-50R)	1-CONSV
10-4-02	Progress Report for ACP (ACP-305)(CEP-16R)	1-CONSV
10-4-02	Progress Report for ECP (ACP-305)(CEP-18R)	1-CONSV
10-4-02	Progress Report for RCWP (ACP-305)(CEP-25R)	1-CONSV
10-4-02	Progress Report for SIP (ACP-305)(CEP-46R)	1-CONSV
10-4-02	Progress Report for ECPHS (ACP-305)(CEP-52R)	1-CONSV
10-4-02	Progress Report for ECPHSF (ACP-305)(CEP-55R)	1-CONSV
10-4-02	Progress Report for ECPMWF (ACP-305)(CEP-56R)	1-CONSV
10-4-02	Progress Report for ECPMWF2 (ACP-305)(CEP-57R)	1-CONSV
10-4-02	Interim EQIP Progress Report (CEP-60R)	1-CONSV
10-4-02	Progress Report for EQIP (ACP-305) (CEP-60R)	1-CONSV
10-4-02	TAP Progress Report (AP-305) (CEP-62R)	1-CONSV
10-4-02	Progress Report for ECPMP (ACP-305) (CEP-63R)	1-CONSV
10-4-02	Progress Report for PRP (ACP-305) (CEP-65R)	1-CONSV
10-4-02	Progress Report for ECPCGF (ACP-305) (CEP-67R)	1-CONSV
10-15-02	Late Voucher Report (NAP-1R)	2-NAP
10-15-02	LA Interest Payment Report (NAP-2R)	2-NAP
10-15-02	Appraisal Certification Program Semi-Annual Report (FLP-1)	1-FLP
10-30-02	Freedom of Information Requests (MS-271P)	2-INFO
10-31-02	Conversion of Federal Vacancies to Non-Federal Positions Report (PE 172-R)	27-PM