

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1958

Field Office Distribution

Notices are available on Internet at <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 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. Handbooks are also 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.

Short Reference and Effective Date	Title	For
AO-1284 7-25-03	Additional Information for 2003 COC Election Outreach and Nomination	State and County Offices
APP-35 7-28-03	Providing Review Rights in Adverse Decisions	State and County Offices
AS-2068 7-25-03	Convenience Check Policy Changes	FAS, RMA, and FSA Employees except County Office Employees
CM-472 7-25-03	Deadlines for Requesting, Initiating, and Updating FY 2003 Reconstitutions	State and County Offices
CM-473 7-25-03	Notice of Environmental Systems Research Institute (ESRI) ArcGIS-1 Training	State Offices
CRP-440 7-29-03	Correcting the Haying and Grazing Dates and Adjusting Primary Nesting and Broodrearing Season	State Offices and Service Centers
DAP-170 7-25-03	2001 and 2002 Sugar Beet Disaster Program (SBDP)	State and County Offices

National Procedure Checklist No. 1958 (Continued)

Temporary Directives (Continued)

Short Reference and Effective Date	Title	For
FI-2596 7-25-03	Officially Decreasing Credit Limit and Activating/Deactivating Government Travel Charge Cards	All FSA Offices and FAS National Office Employees
FLP-314 7-23-03	Debt Forgiveness and Eligibility for Direct Operating Loans	State and County Offices
GRP-2 7-29-03	Grassland Reserve Program (GRP) Rental Agreement Forms	State and County Offices
IRM-343 7-25-03	Information Technology (IT) and LAN/WAN/Voice (LWV) Related Acquisitions and Repairs	State and County Offices
LP-1935 7-18-03	Marketing Assistance Loan and LDP Violation Policies	State and County Offices and LSA's
LP-1936 7-25-03	Additional Information Regarding Pulse Crop Posted County Prices (PCP's)	FSA Offices
NAP-64 7-24-03	Updating 2003 and 2004 Grazed Forage Records on the National Crop Table (NCT)	State and County Offices
NAP-65 7-30-03	Rollover Updates for the National Crop Table (NCT)	State and County Offices
RM-233 7-25-03	RMA Identified/Probable Data (Download) Deficiencies for the 2001 and 2002 Crop Disaster Program (CDP)	State and County Offices

Permanent Directives

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

Short Reference and Effective Date	Title	For
3-CM (Rev. 3) Amend. 5 7-25-03	Farm, Tract, and Crop Data	State and County Offices
5-DAP Amend. 3 7-22-03	2001 and 2002 Crop Disaster Program	State and County Offices
1-DCP Amend. 18 7-21-03	Direct and Counter-Cyclical Program	State and County Offices

National Procedure Checklist No. 1958 (Continued)

Permanent Directives (Continued)

Short Reference and Effective Date	Title	For
1-NAP (Rev. 1) Amend. 18 7-25-03	Noninsured Crop Disaster Assistance Program for 2001 and Subsequent Years	State and County Offices
12-TB (Rev. 3) Amend. 17 7-30-03	Instructions for FSA Marketing Recorders, Tobacco Dealers, and Warehouse Operators	Flue-Cured Tobacco Marketing Recorders, Tobacco Dealers, and Warehouse Operators

Procedure Notices

Procedure notices issued since the last weekly checklist are listed in this table.

PN Issue No.	Date	For
PN Issue No. 168	7-16-03	State and County Offices

Obsolete Directives

Directives made obsolete since the last weekly checklist are listed in this table.

Short Reference	Date of Obsolescence	Made Obsolete By
APP-34	7-28-03	APP-35
CRP-439	7-29-03	CRP-440
FI-2583	7-25-03	FI-2596
LP-1929	7-18-03	LP-1935
4-PS	7-29-03	DACO Memo

Forms

Users can access the weekly checklist for forms at the FFAS Employee Forms site at <http://165.221.16.90/dam/ffasforms/Actionlist.asp>.

Forms actions are recorded daily in the Forms Management Database which controls the FFAS Employee Forms site. Changed or new data about forms is added to the database daily and these actions may be viewed at the URL listed above, or users may view a weekly compilation of activity by viewing the most recent checklist. If you have problems using this site or accessing the information, contact Angela Coln, Section Head, Forms and Graphics Section by telephone at 202-690-3798 or email to angela_coln@wdc.fsa.usda.gov.

National Procedure Checklist No. 1958 (Continued)

State Office Reports Calendar

The reports due in August are listed in this table.

Due Date	Title	Directive Requiring Report
8-7-03	Cost-Share Requests Status Report (CEP-50R)	1-CONSV
8-7-03	Progress Report for ACP (ACP-305)(CEP-16R)	1-CONSV
8-7-03	Progress Report for ECP (ACP-305)(CEP-18R)	1-CONSV
8-7-03	Progress Report for SIP (ACP-305)(CEP-46R)	1-CONSV
8-7-03	Interim EQIP Progress Report (CEP-60R)	1-CONSV
8-7-03	Progress Report for EQIP (ACP-305) (CEP-60R)	1-CONSV
8-7-03	Progress Report for ECPMP (ACP-305) (CEP-63R)	1-CONSV
8-7-03	Progress Report for PRP (ACP-305) (CEP-65R)	1-CONSV
8-7-03	Progress Report for ECPCGF (ACP-305) (CEP-67R)	1-CONSV
8-14-03	Late Voucher Report (NAP-1R)	2-NAP
8-14-03	LA Interest Payment Report (NAP-2R)	2-NAP
8-15-03	Low Pathogenic Avian Influenza Indemnity Payments	