

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1997**

**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](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.

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
DAP-197 4-30-04	2001/2002 Crop Disaster Program (CDP) Spot Check Deadline	State and County Offices
DAP-198 5-3-04	California Livestock Indemnity Program (LIP)	California State and Kern, Los Angeles, Riverside, Santa Barbara, San Bernardino, San Diego, Tulare, and Ventura County Offices
DCP-109 4-29-04	2003 Advance Counter-Cyclical Overpayments	State Offices and Service Centers
FI-2635 5-3-04	May 2004 CCC and Farm and Sugar Storage Facility Loan (FSFL/SSFL) Program Interest Rates	State and County Offices
PS-491 5-6-04	2004 Price Support Eligibility Query Enhancements	State and County Offices
PM-2417 5-3-04	Designation of Director, HRD	All FFAS Offices
TB-1104 5-4-04	2004 Burley Tobacco Designation Information	Burley Tobacco State and County Offices
TB-1105 5-4-04	Revised Submission Dates for Burley Tobacco Reports	Burley Tobacco 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>
15-AS (Rev. 8) Amend. 2 5-5-04	Publishing Services	All FFAS Offices Except County Offices
14-CN (Rev. 10) Amend. 24 5-3-04	Procedures for Cotton Clerks	Cotton Clerks and Cotton State and County Offices
10-TB SCOAP Amend. 45 4-30-04	Burley Tobacco Quota Program	Automated Burley State and County Offices and KCMO

**Procedure Notices**

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

<b>PN Issue No.</b>	<b>Date</b>	<b>For</b>
PN Issue No. 198	4-29-04	State and County Offices

**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-1297	5-1-04	Disposal Date
BU-664	5-1-04	Disposal Date
CM-483	5-1-04	Disposal Date
CMA-76	5-1-04	Disposal Date
CP-575	5-1-04	Disposal Date
CRP-453	5-1-04	Disposal Date
CRP-454	5-1-04	Disposal Date
DAP-162	5-1-04	Disposal Date
DAP-196	5-3-04	DAP-197
DCP-100	5-1-04	Disposal Date
FI-2580	5-1-04	Disposal Date
FI-2591	5-1-04	Disposal Date

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### Obsolete Directives (Continued)

Short Reference	Date of Obsolescence	Made Obsolete By
FLP-250	5-1-04	Disposal Date
INFO-24	5-1-04	Disposal Date
LD-538	5-1-04	Disposal Date
LD-539	5-1-04	Disposal Date
LP-1920	5-1-04	Disposal Date
LP-1921	5-1-04	Disposal Date
LP-1922	5-1-04	Disposal Date
LP-1935	5-1-04	Disposal Date
PL-113	5-1-04	Disposal Date
PM-2372	5-1-04	Disposal Date
PM-2395	5-1-04	Disposal Date
PM-2409	5-1-04	Disposal Date
PS-485	5-1-04	Disposal Date
PS-486	5-1-04	Disposal Date
TB-1094	5-1-04	Disposal Date
TB-1096	5-1-04	Disposal Date

### 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 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](mailto:angela_coln@wdc.fsa.usda.gov).