

# UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

## National Procedure Checklist No. 2237

### Field Office Distribution

Notices are available on Internet at <http://www.fsa.usda.gov/notices>. Handbooks are available on the Electronic Distribution 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 Management Analysis and 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
AS-2165 2-18-09	Contact Information for FFAS Meeting Coordination Services and the Transit Subsidy Benefit Program	FFAS National and Kansas City Offices
AS-2166 2-19-09	Mail Management Survey	State Offices
CM-629 2-13-09	State Acres for Wildlife Enhancement (SAFE) Acreage Software Modification	State and County Offices
CM-630 2-18-09	Farm Records and SCIMS Clean-up	State and County Offices
CM-631 2-19-09	Farm Records and SCIMS Clean-up	State and County Offices
CM-632 2-18-09	Policy for CCC-770 or FSA-770 Checklists	State and County Offices
FI-2891 2-11-09	Quarterly Screening Process for FLP Treasury Offset Program (TOP)	State and County Offices
FI-2892 2-17-09	Payment and Financial Services Centralization Training Availability	State and County Offices
FI-2893 2-19-09	First Annual Travel Charge Card Training	FSA Employees
FLP-523 2-5-09	Implementing the Food, Conservation, and Energy Act of 2008 (2008 Act) Loan Servicing Provisions	FSA Offices
FLP-524 2-19-09	Calculating Estimated Farm Program (FP) Payments for Use in Farm Business Plans (FBP's)	State and County Offices

**National Procedure Checklist No. 2237 (Continued)****Temporary Directives (Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
FSFL-53 2-18-09	Farm Storage Facility Loan (FSFL) Software Changes for Centralized Check Writing	State and County Offices
PL-188 2-18-09	New CCC-770 ELIG 2008 Eligibility Checklist	State and County Offices
PM-2701 2-11-09	2009 Service to America Medals (Sammies)	FFAS Employees
PM-2702 2-11-09	Updated Exit Interviews Process	FFAS Employees
PM-2703 2-12-09	Guidance on Temporary Hiring Controls	FFAS Employees
PM-2704 2-17-09	2009 Interest Rates for Service Credit Deposits and Redeposits	FFAS Employees
PM-2705 2-19-09	2009 FSA Administrator's Awards for Service to Agriculture (AASA)	FSA Employees

**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-FLP (Rev. 1) Amend. 20 2-19-09	General Program Administration	State and County Offices

**Procedures 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>
CM-630	2-19-09	CM-631
FI-2866	2-11-09	FI-2891

## National Procedure Checklist No. 2237 (Continued)

### Forms

Users can access the weekly checklist for forms at the FFAS Employee Forms\Publications Online Website 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 e-mail to [angela.coln@wdc.usda.gov](mailto:angela.coln@wdc.usda.gov).