### UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency Washington, DC 20250

### National Procedure Checklist No. 2378

### **Field Office Distribution**

Notices are available on the Internet at <a href="http://www.fsa.usda.gov/notices">http://www.fsa.usda.gov/notices</a>. Handbooks are available on the Electronic Distribution Handbook and Notice Print Files page at <a href="http://fsaintranet.sc.egov.usda.gov/dam/handbooks/eds\_index.htm">http://fsaintranet.sc.egov.usda.gov/dam/handbooks/eds\_index.htm</a> 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 the Internet. Handbooks are printed and distributed to the National Office. Handbooks are also available in portable document format (PDF) on the FSA Intranet at <a href="http://fsaintranet.sc.egov.usda.gov/fsa/">http://fsaintranet.sc.egov.usda.gov/fsa/</a>.

# **Temporary Directives**

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

Short Reference		
and Effective Date	Title	For
FI-3083	New Lease and Reimbursable Agreement Tracking	State Offices
1-4-12	(LRAT) System Enhancements	
FI-3084	Processing IRS Mandated Backup Withholding for	State and County
1-6-12	TTPP Payments	Offices
FSFL-82	New Policy for FSFL Program Approvals	State and County
1-6-12		Offices
TB-1276	Preparing for FY 2012 TTPP Annual Payments	Tobacco State and
1-6-12		County Offices

### **Permanent Directives**

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

<b>Short Reference and</b>		
Effective Date	Title	For
1-TAP (Rev. 3)	Tree Assistance Program for 2008 Through 2011	State and County
Amend. 5	Crop Years	Offices
1-4-12		

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## National Procedure Checklist No. 2378 (Continued)

Procedure Notices
None.
Obsolete Directives
None.
Forms

Users can access the weekly checklist for forms at the FFAS Employee Forms\Publications Online Website at <a href="http://fsaintranet.sc.egov.usda.gov/dam/ffasforms/Actionlist.asp">http://fsaintranet.sc.egov.usda.gov/dam/ffasforms/Actionlist.asp</a>.

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.

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