

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 2412**

**Field Office Distribution**

Notices are available on the Internet at <http://www.fsa.usda.gov/notices>. Handbooks are available on the Electronic Distribution Handbook and Notice Print Files page at [http://fsaintranet.sc.egov.usda.gov/dam/handbooks/eds\\_index.htm](http://fsaintranet.sc.egov.usda.gov/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 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 <http://fsaintranet.sc.egov.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>
AS-2241 8-28-12	Litigation Hold Questions and Answers (Q&A's)	FAS and FSA Employees and Contractors
AS-2242 8-30-12	USDA FFAS Purchase Card FY 2012 Yearend Guidance	FFAS Offices
BU-736 8-29-12	FY 2012 Outreach Allotments for Hispanic/ Women Farmers and Ranchers Claims Process (HWFRCP)	State Offices
FI-3115 8-28-12	Required Travel Reimbursement Submission Through GovTrip and Preparing FSA Employee TDY Travel Documents for End of FY 2012 and Beginning of FY 2013 in GovTrip	FSA Employees
FI-3116 9-4-12	September 2012 CCC, FSFL, SSFL, and TTPP Interest Rates	State and County Offices
PM-2868 8-28-12	RMA's Performance Management Program	RMA Employees
PM-2869 8-30-12	DAM FY 2012 Exemplary Service Award Nominations	FFAS Employees

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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>
1-DIS Amend. 1 8-23-12	Disaster Designations	State and County Offices
1-FSFL (Rev. 1) Amend. 7 8-28-12	Farm Storage Facility Loan Program	State and County Offices
1-NAP (Rev. 1) Amend. 70 8-29-12	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.

<b>Short Reference</b>	<b>Date of Obsolescence</b>	<b>Made Obsolete By</b>
AO-1536	9-1-12	Disposal Date
AO-1547	9-1-12	Disposal Date
AS-2226	9-1-12	Disposal Date
AS-2230	9-1-12	Disposal Date
AS-2233	9-1-12	Disposal Date
CM-691	9-1-12	Disposal Date
COR-116	9-1-12	Disposal Date
CRP-711	9-1-12	Disposal Date
DAP-329	9-1-12	Disposal Date
1-DP (Rev. 4)	8-23-12	1-DIS Amend. 1
ECP-67	9-1-12	Disposal Date
FI-3059	8-28-12	FI-3115
FI-3088	9-1-12	Disposal Date
FLP-600	9-1-12	Disposal Date
FmHA Instruction 1945-A	8-23-12	1-DIS Amend. 1
PM-2835	8-28-12	PM-2868
SEM-13	9-1-12	Disposal Date
SEM-16	9-1-12	Disposal Date

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### Forms

Users can access the weekly checklist for forms at the FFAS Employee Forms\Publications Online Website at <http://fsaintranet.sc.egov.usda.gov/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).