

For: State and County Offices

NAP Actual Production History and Approved Yield Record (CCC-452)

Approved by: Deputy Administrator, Farm Programs



1 Overview

A

Background

Notice NAP-28, issued on June 17, 1999, reminded County Offices to request production for NAP crops.

1999 APH software and the automated CCC-452 are currently not available.

Reports from some States indicate that many offices are using 1998 APH software to calculate 1999 approved yields.

B

Purpose

This notice informs State and County Offices:

- to use manual CCC-451 to record production of forage crops
- that a new form CCC-452 Manual is available on BBS

Note: See Exhibit 1 for instructions for completing CCC-452 Manual.

- that file corruption occurs if 1998 APH software is used to calculate 1999 approved yields.

<p>Disposal Date</p> <p>December 1, 1999</p>	<p>Distribution</p> <p>State Offices; State Offices FAX to County Offices</p>
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Notice NAP-31

2 Action

A

Using CCC-452 Manual

The CCC-452 Manual shall be used when calculating approved yields until the 1999 APH software and automated CCC-452 are available. The automated CCC-452 is expected to be in County Release No. 413.

State and County Offices shall discontinue using FCI-19A upon receipt of this notice.

Forage producers must certify their production on CCC-451, then transfer the Category 2 production to CCC-452 to calculate an approved yield.

Note: Data collected from producers on FCI-19A before receiving this notice or on CCC-452 Manual after receiving this notice shall be loaded when 1999 APH software becomes available. Provided that manual and automated calculations are the same, the producer's signature on the applicable manual instrument (FCI-19A or CCC-452) is sufficient. The manual FCI-19A or CCC-452 must be attached to the printout of the automated CCC-452 following dataload.

B

Manually Completing CCC-452 and CCC-451

County Offices shall assist producers to complete CCC-452's, according to Exhibit 1, until 1999 APH software is available.

Under no circumstances shall County Office personnel use the 1998 APH software for 1999 approved yield determinations. 1999 APH software will be provided in a future software release.

Completing CCC-452, Actual Production History and Approved Yield Record

A

Instructions for Completing CCC-452 Follow these instructions to complete CCC-452.

Item	Action
1	Enter crop year for which an approved yield is being calculated.
PART A - GENERAL INFORMATION	
2	Select "yes" when a mandatory review of production records, etc. is required according to 1-NAP, paragraph 303, or any statute, regulation, or other procedure. Otherwise, select "no".
3	Enter location (State and county code) of the crop acreage.
4	Enter producer's: <ul style="list-style-type: none"> • name and address, including zip code • telephone number • identification number.
5	Enter the administrative County Office: <ul style="list-style-type: none"> • name and address, including zip code • telephone number • State and county code.
PART B - UNIT AND CROP IDENTIFICATION	
6	Enter the unit number as determined according to 1-NAP, paragraph 27.
7	Enter the crop name according to 2-CP, Exhibit 10.
8	If applicable, enter the crop type according to 2-CP, Exhibit 10.
9	Enter the planting number as determined according to 1-NAP, paragraph 178.
10	Enter FSA practice (irrigated or non irrigated).
11	If applicable, enter FCIC practice as determined according to the Crop Insurance Handbook.
12	Enter the intended use according to 2-CP, Exhibit 10.
13	Enter the unit of measure according to 1-NAP, paragraph 2.
14	Select "yes" when yield limitation provisions (cups/caps) apply according to 1-NAP, subparagraph 254 H. Otherwise, select "no".
15	Enter the county expected yield for the crop year for which the approved yield is being calculated.
16	If applicable, enter the adjusted T-yield and applicable reason code according to 1-NAP, subparagraph 257 C. Explain the reason for the T-yield adjustment and enter the date of the COC or STC minutes documenting the determination in item 30, "Remarks".

Continued on the next page

Completing CCC-452, Actual Production History and Approved Yield Record (Continued)

**A
Instructions for
Completing
CCC-452
(Continued)**

Item	Action
PART C - ACTUAL PRODUCTION HISTORY	
<p>Note: To minimize duplication, if an automated CCC-452 was used to calculate a 1998 approved yield, County Offices may skip items 17 through 21 and 23 of CCC-452 Manual. Enter in item 22 the yield from the automated CCC-452 for those applicable APH crop years. County Offices will be required to complete items 17 through 23 for the additional 1998 production report. County Offices shall attach a copy of the 1998 automated CCC-452 to CCC-452 Manual for reference.</p>	
17	<p>Enter the applicable APH crop years, in ascending order, according to 1-NAP, paragraph 254. A minimum of 4 and up to 10 consecutive crops years must exist in the APH database period for all crops.</p> <p>Exception: Apples and peaches must have a minimum of 5 crop years.</p>
18	<p>Select "yes" when the producer indicates that records of production are available. Otherwise, select "no".</p>
19	<p>When production records are available, enter record type specified by the producer according to the table on reverse of form. Otherwise leave blank. Provide an explanation in "Remarks," or on a separate sheet of paper, of records specified by the producer for which there is not a record type.</p>
20	<p>Enter the quantity of actual production as determined according to 1-NAP, paragraph 305.</p>
21	<p>Enter the number of acres planted, taps placed, bee colonies, etc. as determined, according to 2-CP and 1-NAP, as applicable.</p>
22	<p>Enter either of the following:</p> <ul style="list-style-type: none"> • the calculated yield based on actual, assigned, or zero-credited yields • applicable T-yield based on the number of missing years in the APH database.
23	<p>Enter the yield type which corresponds to the yield entered in item 22, according to the identifiers found on the reverse side of form.</p>

Continued on the next page

Completing CCC-452, Actual Production History and Approved Yield Record (Continued)

**A
Instructions for
Completing
CCC-452
(Continued)**

Item	Action
PART D - APPROVED YIELD	
24	Enter the sum of all entries listed in item 22.
25	Enter the number of crop years with entries in item 22. (At least 4 years and no more than 10 years).
26	<p>Enter the result of dividing item 24 by item 25. This is the preliminary approved yield for the current crop year.</p> <p>Note: If area crop approval is requested and DAFP approves a county expected yield that is different from the county expected yield entered in item 15, the approved yield must be recalculated using DAFP's approved yield.</p>
27	Enter the previous year's approved yield. This field will be blank if the producer has never had an approved yield established.
28	Enter the result of dividing item 26 by item 27. This is the percent difference between the prior crop year approved yield and the preliminary approved yield. When yield limitations apply according to 1-NAP, subparagraph 254 H (item 14 is "yes"), the preliminary approved yield in item 26 may not be less than 90 nor more than 120 percent of the previous crop years approved yield. Attach a separate sheet of paper, tapes, etc. showing calculations when yield limitation provisions apply and approved yield adjustments are made.
29	Enter the approved yield for the current crop year.
PART E - REMARKS, ADDITIONAL INFORMATION, ETC.	
30	Describe any COC actions taken regarding adjustments of production, APH, T-yield, approved yield, etc., "Other" record types, etc. Continue on separate sheet of paper, if necessary.
PART F - PRODUCER CERTIFICATION	
31	Producer shall sign and date.
32	CCC representative shall sign, provide title, and date.

Continued on the next page

Completing CCC-452, Actual Production History and Approved Yield Record (Continued)

B
Example of
CCC-452
Manual

The following is an example of a completed CCC-452 Manual.

REPRODUCE LOCALLY. Include form number and date on all reproductions.						Form Approved -OMB No. 0560-0175	
CCC-452 Manual (06-18-99)				U.S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation		1. Crop Year 1999	
NAP ACTUAL PRODUCTION HISTORY AND APPROVED YIELD RECORD (See Reverse for Privacy Act and Public Burden Statements)							
PART A - GENERAL INFORMATION							
2. FSA Review Required? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				3. Location of Crop Acreage a. State Code 01 b. County Code 003			
4. Producer's Name and Address (Including ZIP Code) John Doe 123 Fourth Street Yourtown, USA 12345				5. FSA County Office Name and Address (Including ZIP Code) Your County Office 123 Country Road Anytown, USA 54321			
Telephone Number (123) 456-7890				State Code: 01 County Code: 003			
Identification Number: 123-45-6789				Telephone Number (789) 654-3210			
PART B - UNIT AND CROP IDENTIFICATION							
6. Unit Number 01		7. Crop Name (2-CP) Cabbage		8. Crop Type (2-CP) Red		9. Planting Number (1-NAP) 2	
10. FSA Practice Irr		11. FCIC Practice		12. Intended Use (2-CP) Fresh		13. Unit of Measure (1-NAP) CWT	
14. Do Yield Limitations Apply? (1-NAP) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				15. County Expected Yield 240		16. Adjusted "T" - Yield and Reason Code (See Reverse)	
PART C - ACTUAL PRODUCTION HISTORY (APH)							
17. APH Crop Year	18. Records of Production		19. Record Type (See Reverse)	20. Actual Production	21. Acres Planted (2-CP and 1-NAP)	22. Yield	23. Yield Type (See Reverse)
	Yes	No					
1998	✓		1	3,312.5	12.5	265	A
1997	✓		1	2,750	11.0	250	A
1996	✓		1	2,272	8.0	284	A
1995		✓			9.0	240	T
The 1998 approved yield was calculated on the basis of 2 years (1997 & 1996) of actual production and 2-years of T-yields.							
PART D - APPROVED YIELD							
24. Total Column Yield (Item 22)		25. Number of APH Crop Years (Item 22)		26. Preliminary Approved Yield (Divide Item 24 by Item 25)		27. Prior Crop Year Approved Yield	
1039 Div.		4 =		260 Div.		242 =	
						28. Percentage of Prior Crop Year Approved Yield (Divide Item 26 by Item 27)	
						107 %	
						29. Approved Yield 260	

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Completing CCC-452, Actual Production History and Approved Yield Record (Continued)

B
Example of
CCC-452
Manual
(Continued)

CCC-452 Manual (REVERSE) (06-18-99)

PART E - REMARKS, ADDITIONAL INFORMATION, ETC.

30. Remarks

APH Identifiers (The following codes are used to complete items 16, 19, and 23.)

Reason Codes	Yield Types
1 - Inconsistent farming/management practice	A - Actual yield
2 - Immature perennial crop acreage	B - Bypass year
3 - Elevation	E - 80% of the "T" yield
4 - Topography	I - 100% of the "T" yield for new producer of a crop
5 - Soil type.	L - Added land yield
	N - 90% of the "T" yield
	O - Zero yield credited
Record Types	P - 75% of previous year approved yield
1 - Production sold/commercial storage	S - 65% of the "T" yield
2 - On farm storage, recorded measurement	T - 100% of the "T" yield
3 - Livestock feeding records	X - 80% of the "T" yield for livestock feed producers
4 - FSA loan record	Z - Zero acres planted
5 - Appraisal	
6 - Other (see remarks)	

PART F - PRODUCER'S CERTIFICATION

I hereby certify that the information included on this form includes a complete and accurate record of actual production history. The actual production history is accurately identified to the unit, crop and crop years shown. I understand that the information on this form may be spot checked and failure to certify accurately may result in a loss of program benefits. Additionally, I direct the purchaser, warehouse operator, ginmer, or any person who otherwise stores or purchases crop production identified on this form to disclose the storage or purchase records of the identified crop to USDA representatives for the purpose of verification of production.

31A. Signature of Producer		31B. Date
/s/ John Doe		06-23-99
32A. Signature of CCC Representative	32B. Title	32C. Date
/s/ Al Smith	CED	06-23-99

NOTE: *The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a) and the Paperwork Reduction Act of 1995, as amended. The authority for requesting the following information is the Agricultural Act of 1996, as amended, the Commodity Credit Corporation Charter Act, the regulations promulgated thereunder (7 CFR Part 1437), and the Internal Revenue Code (26 USC 6109). The requested information is necessary for CCC to consider and process a request for assistance under the Noninsured Crop Disaster Assistance Program and to assist in determining eligibility. Furnishing the requested information is voluntary; however, failure to furnish correct information will result in rejection of the request. This information may be provided to other agencies, IRS, Department of Justice, or other State and Federal Law enforcement agencies, and in response to a court magistrate or administrative tribunal. Providing a false certification to the government is punishable by imprisonment, fines, and other penalties. All information provided herein is subject to verification by the Commodity Credit Corporation. The provisions of criminal and civil fraud statutes that apply to this certification, include 18 USC 286, 287, 371, 641, 651, 1001; and 1014; 15 USC 714m; 15 USC 714n; and 31 USC 3729.*

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0560-0175. The time required to complete this information collection is estimated to average 12 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.

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