

For: State and County Offices

**Updated Instructions for Processing  
Dairy Market Loss Assistance (DMLA-III) Corrections and Payments in APSS**

Approved by: Acting Deputy Administrator, Farm Programs



**1 Overview**

**A  
Background**

Notice:

- PS-377 provided APSS instructions for processing DMLA-III batch payments
- PS-384 provided APSS instructions for processing DMLA-III corrections and payments for new applications in real time
- LD-505 provided DMLA-III sign-up information
- LD-506 provided policy authorization for making DMLA payments to:
  - **new** producers and producers who **did not** sign up for DMLA-I or DMLA-II
  - producers who were correctly paid in previous DMLA cycles, but for **less** than 12 months of production
- LD-507 provided new policy for making DMLA-I and DMLA-II **corrections**.

PSD has received several requests from State and County Offices for clarification on processing each of the conditions listed in this subparagraph through APSS.

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<b>Disposal Date</b>	<b>Distribution</b>
July 1, 2001	State Offices; State Offices relay to County Offices

## Notice PS-387

### 1 Overview (Continued)

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#### B

#### Purpose

This notice provides updated APSS instructions for processing DMLA:

- corrections, see subparagraph 2 A
  - payments to:
    - new producers and to producers who did not sign up for DMLA-I or DMLA-II, see subparagraph 2 B
    - producers who received payments for less than 12-months production, see subparagraph 2 C.
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### 2 Processing DMLA Corrections and Payments

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#### A

#### Corrections

For dairy producers who signed up for DMLA-I or DMLA-II, who were either underpaid or not paid at all because of error or oversight, corrections can be processed according to this subparagraph.

Each DMLA-I and DMLA-II correction **must** be:

- requested according to Notice LD-507
- authorized by PSD.

Because:

- DMLA-I and DMLA-II corrections **cannot** be processed by County Offices without assistance, County Offices shall process these corrections on a case-by-case basis with assistance from the National Help Desk (NHD)

**Important:** After the correction request is made and authorized, each respective County Office will be contacted by NHD, and NHD personnel will talk the County Office through the correction process for DMLA-I and DMLA-II. Wait to be called. **Do not** call NHD.

- DMLA-III corrections **can** be processed by County Offices; therefore, those corrective actions shall be processed at the County level according to Notice PS-384, paragraph 5, **after** NHD corrective action has been completed for DMLA-I and DMLA-II payments for the same operation.
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## Notice PS-387

### 2 Processing DMLA Corrections and Payments (Continued)

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#### B

##### New Producers

For producers new to dairying in FY 2000, or for producers who were eligible but choose not to sign up for either DMLA-I or DMLA-II who now want to participate, County Offices shall:

- manually complete CCC-1040's according to Notice LD-505, Exhibit 1
  - process DMLA-III application and payment in APSS in 1 real time function according to Notice PS-377, paragraph 7.
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#### C

##### Less Than 12-Months Production

For producers who have already received a DMLA-III "batch" payment, but who were paid on less than 12 months of production, County Offices shall:

- manually complete CCC-1040's according to Notice LD-505, Exhibit 1
- process DMLA-III correction in APSS and disburse additional funds according to Notice PS-384, paragraph 5, by entering on Screen PMB51000 the "**total** pounds of milk marketed commercially during October 1, 1999, through September 30, 2000" from CCC-1040, item 14a.

**Note:** Although Notice PS-384, subparagraph 5 A, step 4, uses the term "increased" production, the Screen PMB51000 entry should be the "total" production. APSS will automatically subtract the production for which DMLA-III "batch" payment was calculated from the **total** production entered in the correction, and issue producer an additional payment for the difference at DMLA-III payment rate. This process provides the producer with a full year's production payment at DMLA-III payment rate, but **does not** adjust the DMLA-I or DMLA-II payment.

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