

For: State and County Offices

Processing Extended Milk Income Loss Contract (MILC-X) Payments Through the Intranet

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

The Farm Security and Rural Investment Act of 2002, Section 1502 directs the Secretary of Agriculture to provide monthly assistance to dairy producers who continue to suffer economic losses from December 2002 through September 30, 2005.

The Agricultural Reconciliation Act of 2005, Section 1101 authorizes the extension of the MILC program from October 1, 2005, through September 30, 2007.

B Purpose

This notice provides instructions to State and County Offices for processing MILC-X applications and payments using the FSA Intranet.

Important: MILC-X:

- requires **eAuthentication** access, see subparagraph 2 A
- payments are supported by **National Financial Services** (NFS) and **National Payment Services** (NPS), see Notice FI-2697.

Disposal Date

March 1, 2007

Distribution

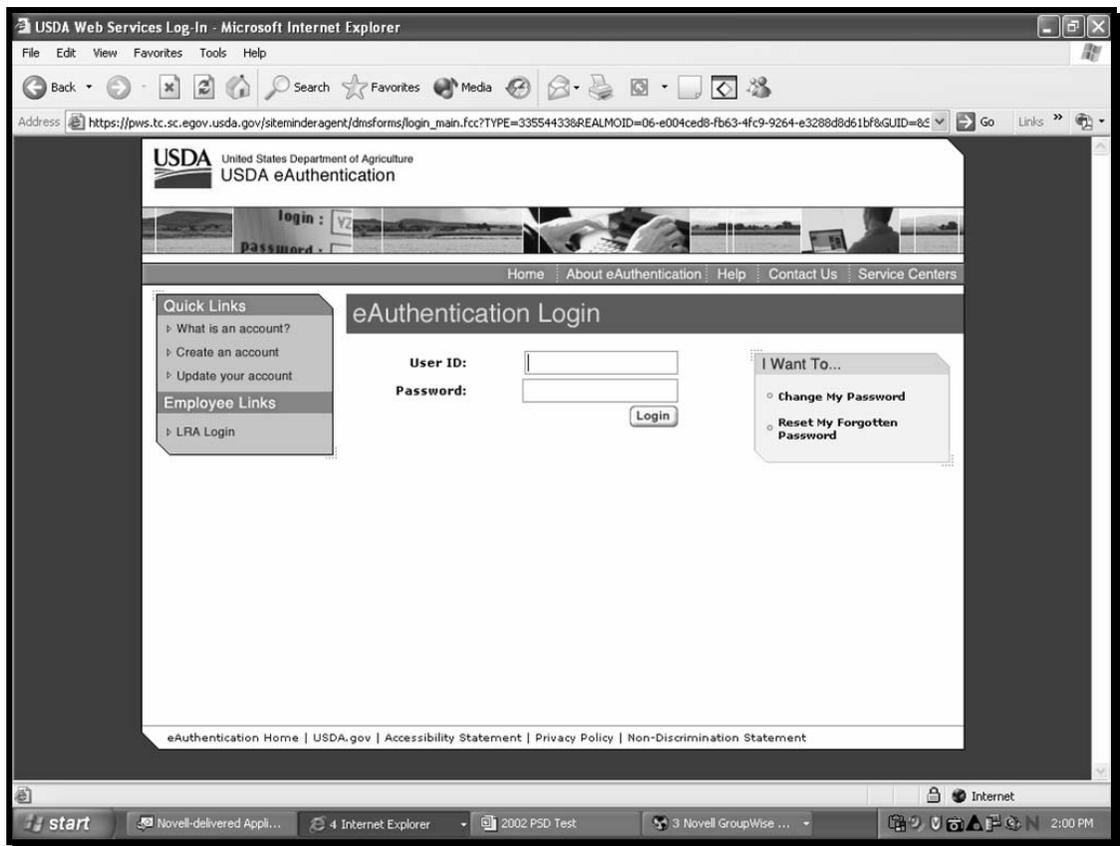
State Offices; State Offices relay to County Offices

2 Getting Started

A eAuthentication Login

County Offices shall access MILC-X functions from the FSA Intranet Home Page at <http://intranet.fsa.usda.gov/fsa/>. Select the "FSA Applications" link from the left navigation bar. Under "Price Support" heading, click on "Milk Income Loss Contract Program Extension". The eAuthentication Warning Screen will be displayed. Click "Continue". The eAuthentication Login Screen will be displayed to enter the appropriate credentials. See eAuthentication guidelines in 6-IRM, Exhibits 16.5 through 16.8.

The following is an example of the eAuthentication Login Screen.



Enter the appropriate user ID and password, and click "Login". After successful access, the MILC-X Select County Screen will be displayed.

Notice PS-546

2 Getting Started (Continued)

B Select County Screen

The following is an example of the Select County Screen in a multi-county service center.

Sel	County	State
EL PASO SERVICE CENTER EL PASO-HUDSPETH-CULBERSON COUNTY FARM SERVICE AGENCY SERVICE CENTER OFFICE		
<input type="radio"/>	Culberson	Texas
<input type="radio"/>	El Paso	Texas
<input type="radio"/>	Hudspeth	Texas

The MILC-X Select County Screen lists all counties serviced by the FSA Service Center. After selecting a County Office, click “**Submit**”. The MILC-X Home Page will be displayed.

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2 Getting Started (Continued)

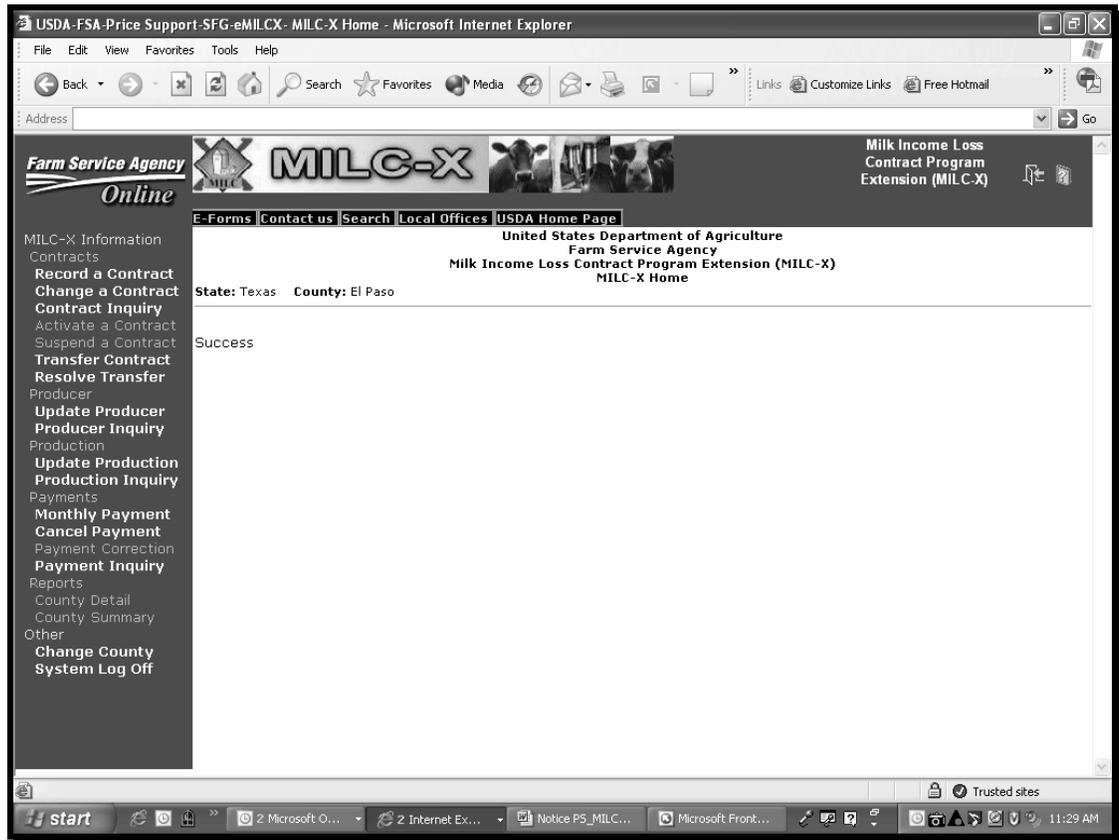
B MILC-X Home Page

The MILC-X Home Page allows access to options to update and process the following:

- contracts
- producer
- production
- payments
- reports
- other

Note: The grayed-out link will be made available in a future release.

The following is an example of the MILC-X Home Page.

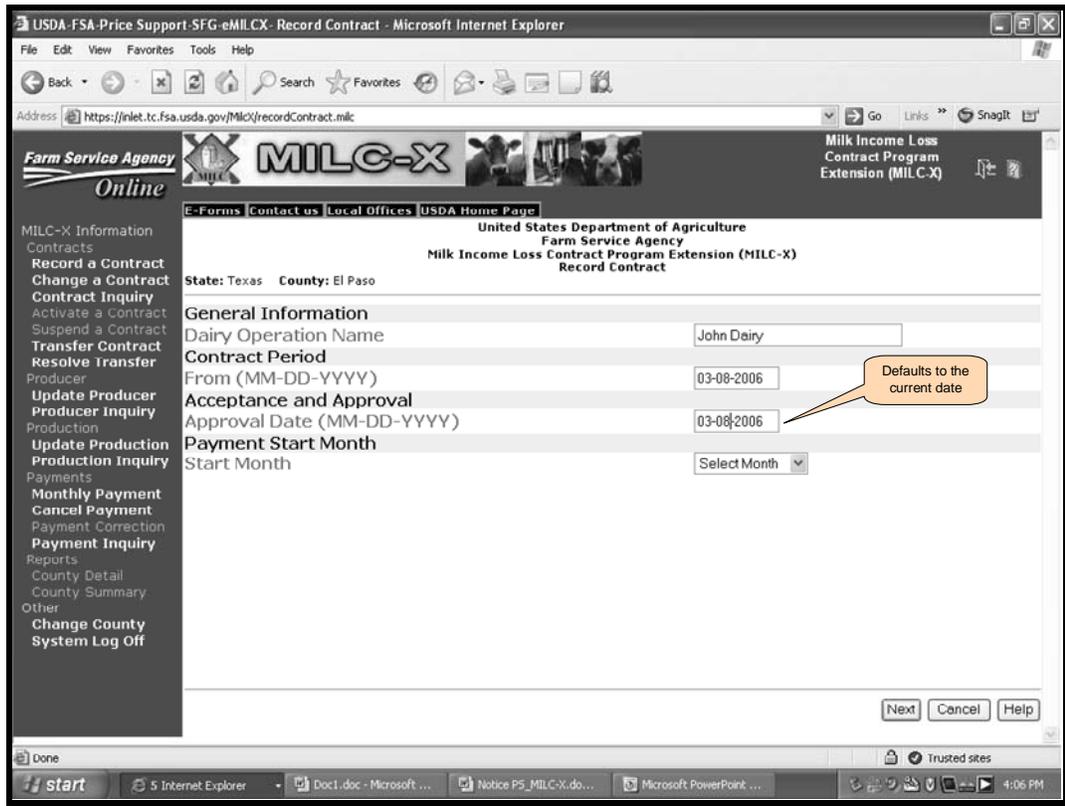


After successful county selection, the message, “Success” will be displayed.

3 Contracts

A Recording a Contract

To record a new contract, click **“Record a Contract”**. The following is an example of the MILC-X Record Contract Screen.



On the MILC-X Record Contract Screen, enter the following information:

- dairy operation name
- contract period “from” date
- approval date
- payment start month

For the definition and description of data elements, click **“Help”**.

Note: To return to the MILC-X application, click the **“Back”** button on the browser or use **Alt-Left Arrow**.

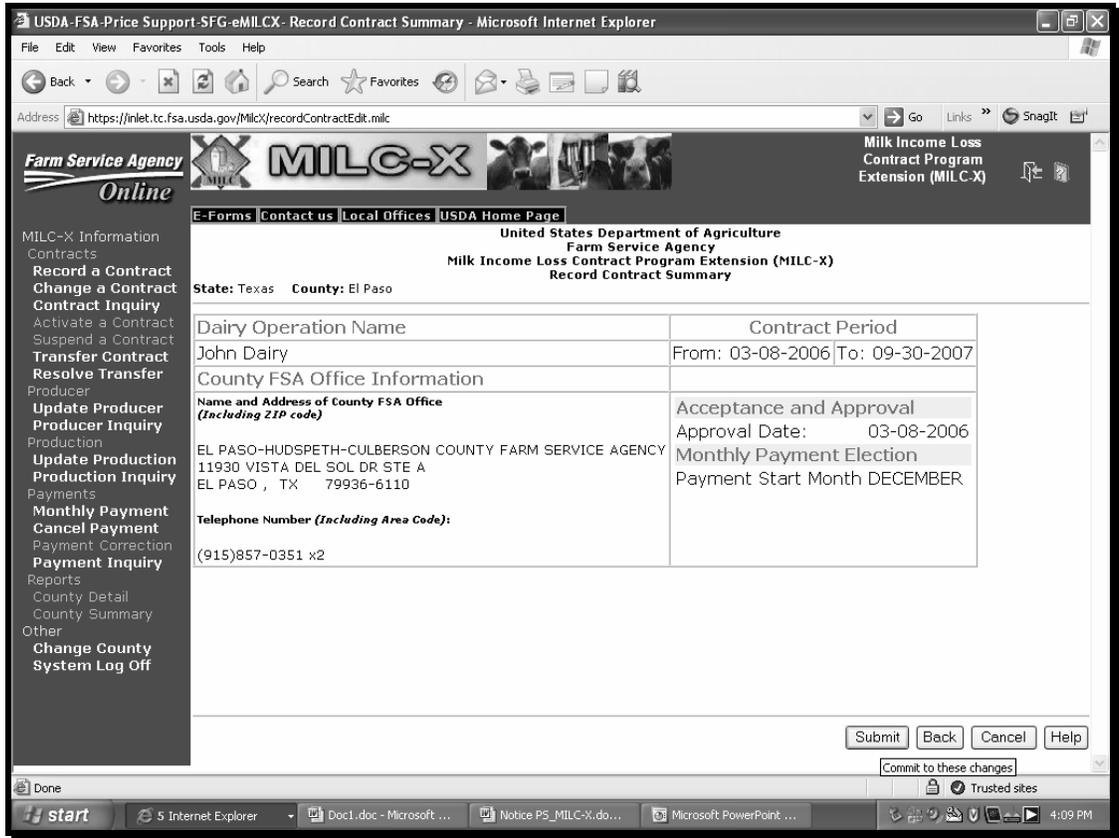
Caution: Closing the “Help” window will close the MILC-X application.

After all entries have been completed, click **“Next”**. The MILC-X Record Contract Summary Screen will be displayed.

3 Contracts (Continued)

A Recording a Contract (Continued)

The following is an example of MILC-X Record Contract Summary Screen.



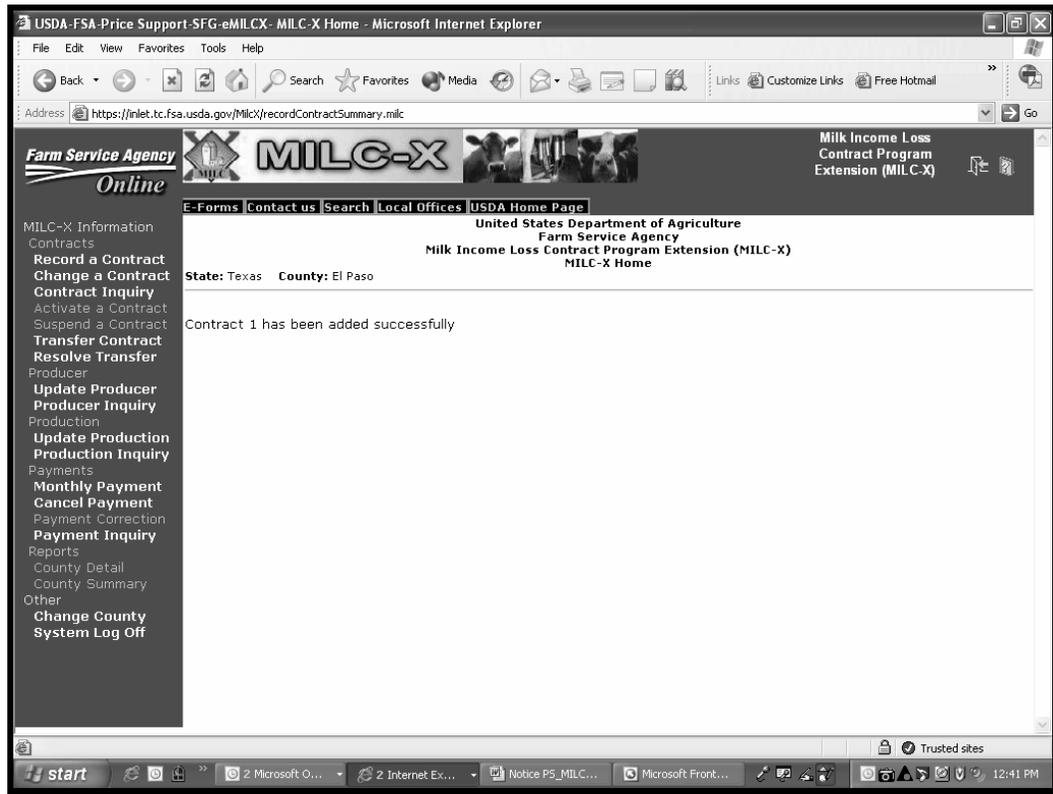
After verifying the contract information, click “**Submit**” to accept information. The MILC-X Home Page will be displayed with the new message, “Contract # has been added successfully” if update is successful.

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3 Contracts (Continued)

A Recording a Contract (Continued)

The following is an example of the MILC-X Home Page that will display the message, “Contract # has been added successfully,” if a new contract has been added successfully.



B Changing a Contract

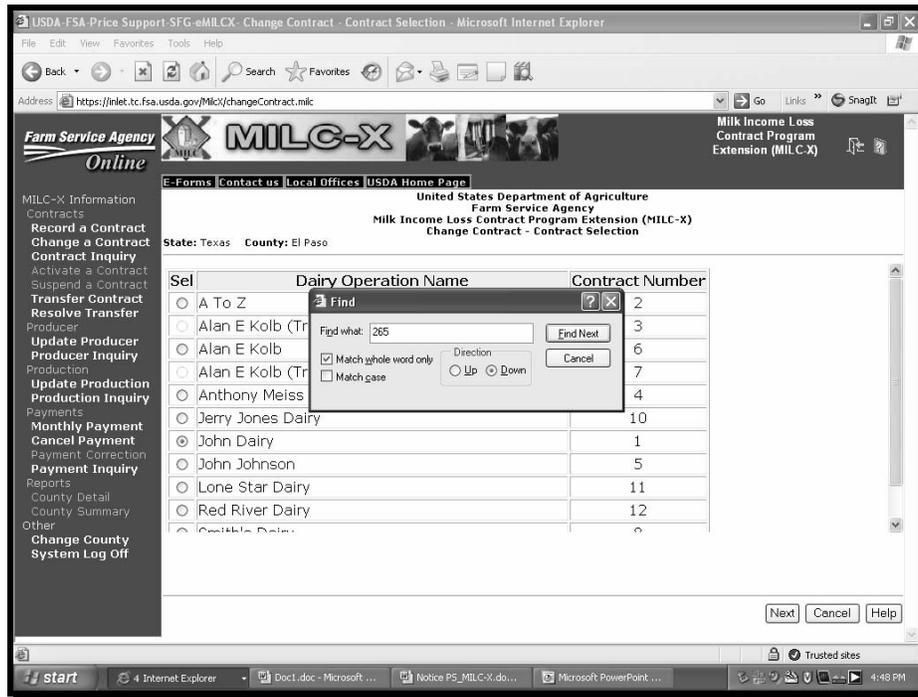
To modify contract information, click “**Change a Contract**”. The MILC-X Change Contract - Contract Selection Screen will be displayed with the dairy operation names and the contract numbers for the County.

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3 Contracts (Continued)

B Changing a Contract (Continued)

The following is an example of the MILC-X Change Contract – Contract Selection Screen.



Select the Dairy Operation from the list and click “Next”.

Hint: Press **Ctrl + F** keys to display a “Find” dialog box. Enter a dairy operation’s name or contract number to quickly locate the contract to be changed. To get an exact match, especially when entering contract number, check “Match whole word only”. This search method may be used in any of the software functionality.

The original contract information is displayed to allow changes to be made to any of the data elements before payment is made on the contract. Only the following data elements are available to be modified once payment is made.

- dairy operation name
- approval date
- start months for fiscal years that have not had a payment, yet.

Follow the screen flow to successfully complete the contract change.

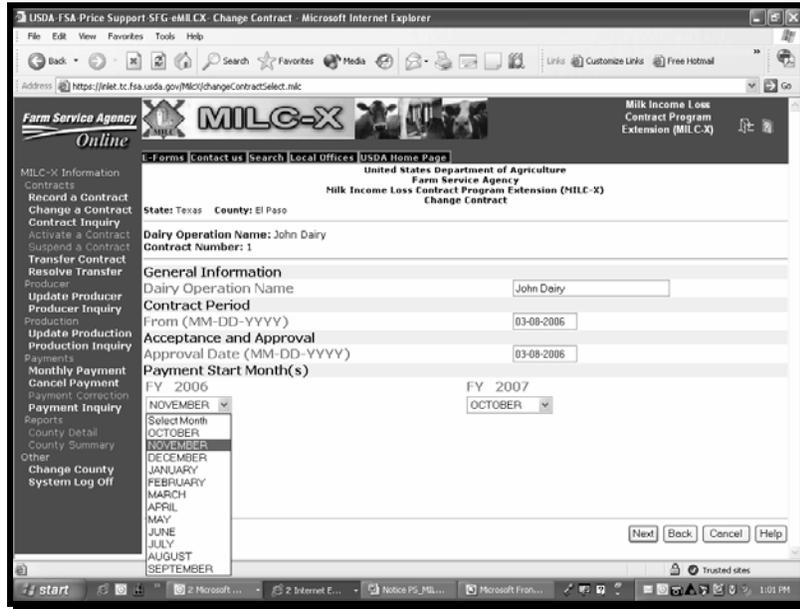
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3 Contracts (Continued)

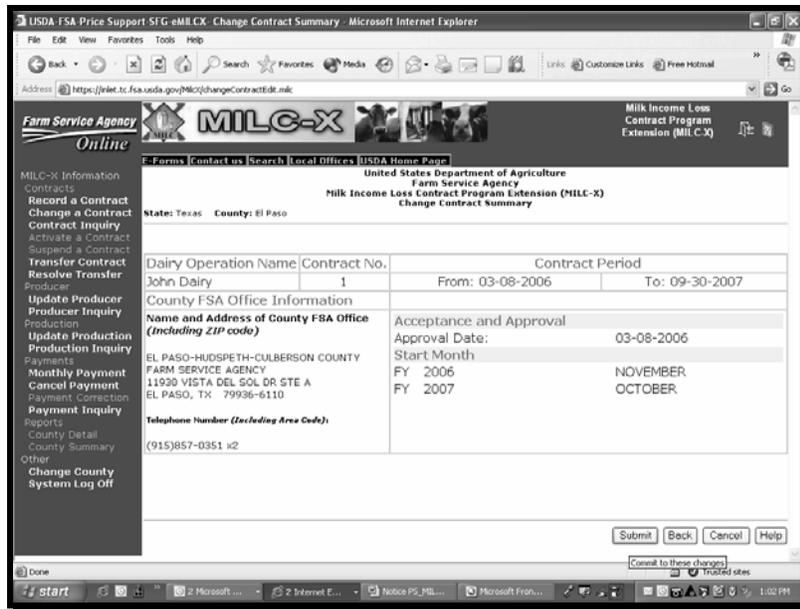
B Changing a Contract (Continued)

The following are examples of the screen flow to successfully change a contract:

- make changes to the data as needed and click “Next”



- the Change Contract Summary Screen will be displayed, click “Submit” to accept the changes



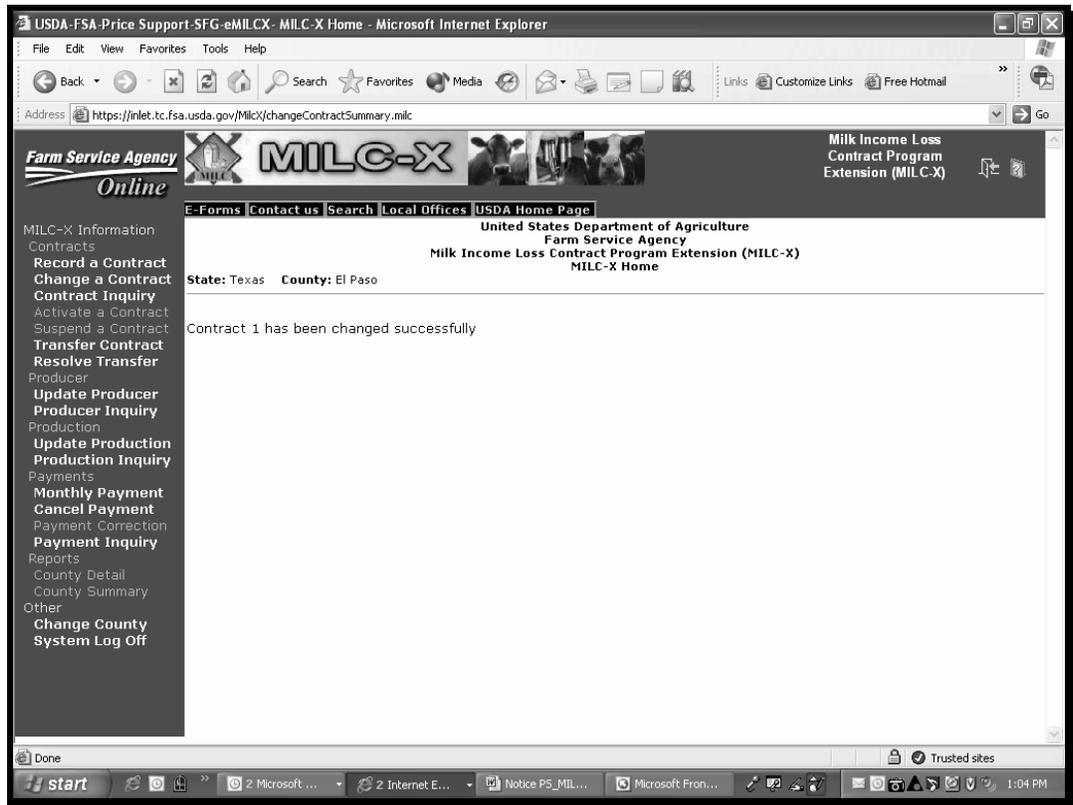
Note: For definition and description of data elements, click “Help”.

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3 Contracts (Continued)

B Changing a Contract (Continued)

- the message, “Contract has been changed successfully” will be displayed.



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3 Contracts (Continued)

C Contract Inquiry

To inquire on a contract, click “**Contract Inquiry**”. The MILC-X Inquire Contract - Contract Selection Screen will be displayed with the dairy operation names and the contract numbers for the selected County.

The following is an example of the MILC-X Inquire Contract-Contract Selection Screen.

Sel	Dairy Operation Name	Contract Number
<input type="radio"/>	A To Z	2
<input type="radio"/>	Alan E Kolb (Transferred)	3
<input type="radio"/>	Alan E Kolb	6
<input type="radio"/>	Alan E Kolb (Transfer pending from another office)	7
<input type="radio"/>	Anthony Meiss	4
<input type="radio"/>	Jerry Jones Dairy	10
<input checked="" type="radio"/>	John Dairy	1
<input type="radio"/>	John Johnson	5
<input type="radio"/>	Lone Star Dairy	11
<input type="radio"/>	Red River Dairy	12
<input type="radio"/>

Select the dairy operation to inquire about and click “**Next**”. MILC-X Inquire Contract Summary Screen will be displayed.

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3 Contracts (Continued)

C Contract Inquiry (Continued)

The following is an example of Inquire Contract Summary Screen.

USDA-FSA-Price Support-SFG-eMILCX- Contract Inquiry Summary - Microsoft Internet Explorer

Address: https://inlet.tc.fsa.usda.gov/MilcX/changeContractSelect.milc

Farm Service Agency Online

MILC-X

Milk Income Loss Contract Program Extension (MILC-X)

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United States Department of Agriculture
Farm Service Agency
Milk Income Loss Contract Program Extension (MILC-X)
Contract Inquiry Summary

State: Texas County: El Paso

Dairy Operation Name	Contract No.	Contract Period	
John Dairy	1	From: 03-08-2006	To: 09-30-2007

County FSA Office Information

Name and Address of County FSA Office (Including ZIP code)	Acceptance and Approval
EL PASO-HUDSPETH-CULBERSON COUNTY FARM SERVICE AGENCY 11930 VISTA DEL SOL DR STE A EL PASO, TX 79936-6110	Approval Date: 03-08-2006
	Start Month
	FY 2006 NOVEMBER
	FY 2007 OCTOBER

Telephone Number (Including Area Code):
(915)857-0351 x2

Back Cancel Help

D Activating a Contract

The “Activate a Contract” function will be available in a future version release

E Suspending a Contract

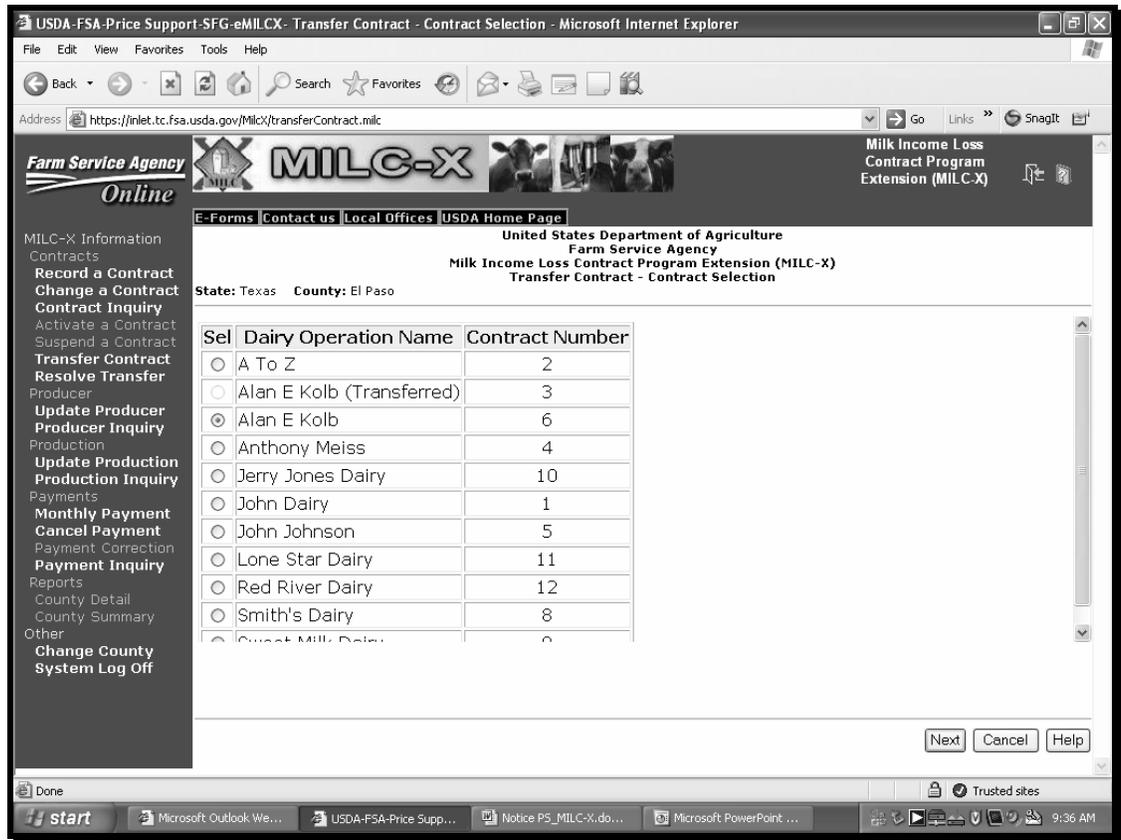
The “Suspend a Contract” function will be available in a future version release.

3 Contracts (Continued)

F Transferring a Contract

To transfer a contract from one county to another, click on the “**Transfer Contract**”. The MILC-X Transfer Contract –Contract Selection Screen will display the Dairy Operation names and the contract numbers for the selected County.

The following is an example of the MILC-X Transfer Contract – Contract Selection Screen.



Select the dairy operation to transfer and click “**Next**”. The MILC-X Transfer Contract Summary Screen will be displayed.

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3 Contracts (Continued)

F Transferring a Contract (Continued)

The following is an example of the MILC-X Transfer Contract Summary Screen.

USDA-FSA-Price Support-SFG-eMILC-X - Transfer Contract Summary - Microsoft Internet Explorer

Address: https://inlet.tc.fsa.usda.gov/MILC/changeContractSelect.milc

Farm Service Agency Online **MILC-X** Milk Income Loss Contract Program Extension (MILC-X)

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United States Department of Agriculture
Farm Service Agency
Milk Income Loss Contract Program Extension (MILC-X)
Transfer Contract Summary

State: Texas County: El Paso

State and county to receive this contract:
Texas - El Paso

Select the receiving State and County office from the drop down list.

Dairy Operation Name	Contract No.	Contract Period	
Alan E Kolb	6	From: 03-06-2006	To: 09-30-2007

County FSA Office Information

Name and Address of County FSA Office (Including ZIP code)

EL PASO-HUDSPETH-CULBERSON COUNTY
FARM SERVICE AGENCY
11930 VISTA DEL SOL DR STE A
EL PASO, TX 79936-6110

Telephone Number (Including Area Code):

Acceptance and Approval

Approval Date: 03-08-2006

Start Month

FY 2006 OCTOBER
FY 2007 OCTOBER

Submit Back Cancel Help

Commit to these changes

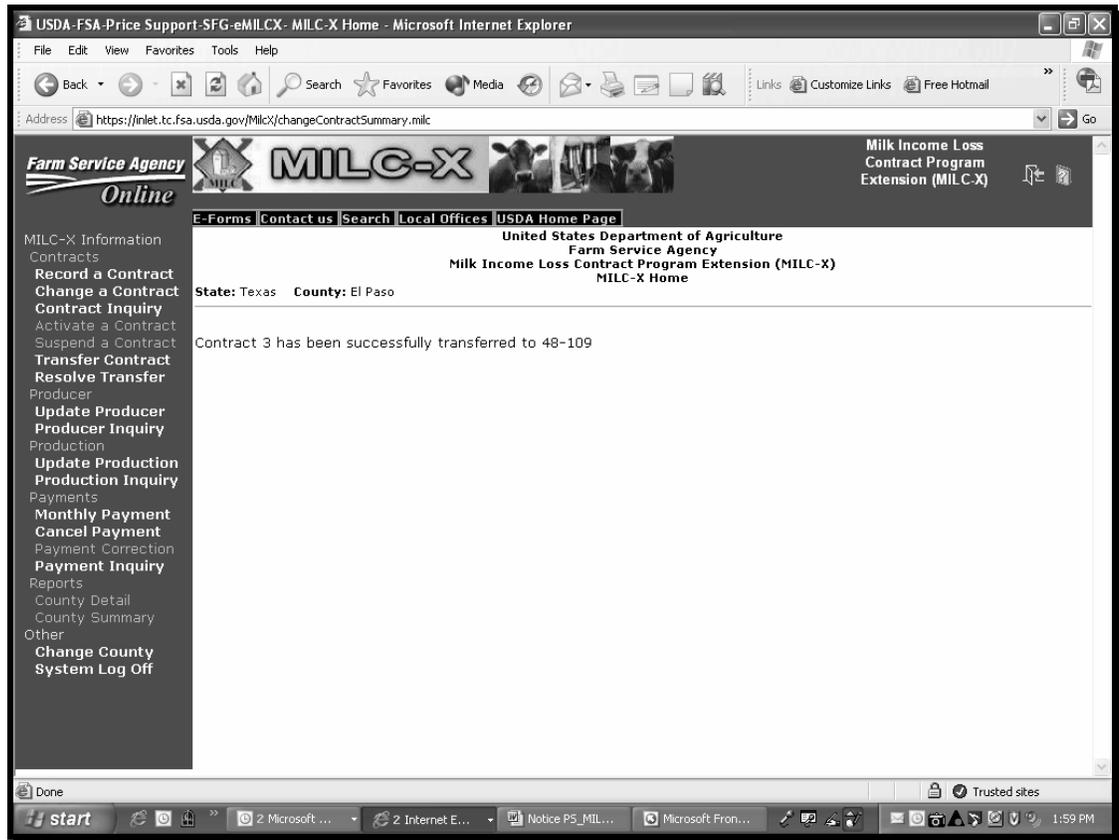
Select the State and county to receive the contract and click “**Submit**”. The message, “Contract # has been successfully transferred to ##-###”, will be displayed with the State and county code.

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3 Contracts (Continued)

F Transferring a Contract (Continued)

The following is an example of the MILC-X Home Page which displays that a contract has been successfully transferred.



Note: After a contract has been successfully transferred, the transferring county may inquire and view the contract, **but will not** be able to perform any other function.

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3 Contracts (Continued)

G Resolving a Transfer

To receive a transferred contract from another county, click **“Resolve Transfer”**. The MILC-X Resolve Contract - Contract Selection Screen will be displayed with the dairy operation names and the contract numbers for the selected county.

The following is an example of the MILC-X Resolve Contract – Contract Selection Screen.

The screenshot shows the MILC-X Resolve Transfer - Contract Selection screen. The page title is "USDA-FSA-Price Support-SFG-eMILCX- Resolve Transfer - Contract Selection". The address bar shows "https://inlet.tc.fsa.usda.gov/MILC/resolveContractTransfer.milc". The page header includes "Farm Service Agency Online" and "MILC-X". The main content area displays "United States Department of Agriculture Farm Service Agency Milk Income Loss Contract Program Extension (MILC-X) Resolve Transfer - Contract Selection". Below this, it shows "State: Texas County: Culberson". A table lists dairy operations with columns for "Sel", "Dairy Operation Name", and "Contract Number". One entry is selected: "Alan E Kolb (Transfer pending from another office)" with contract number "1". At the bottom right, there are "Next", "Cancel", and "Help" buttons. The Windows taskbar at the bottom shows the start button, Internet Explorer, and several open applications.

Sel	Dairy Operation Name	Contract Number
<input checked="" type="radio"/>	Alan E Kolb (Transfer pending from another office)	1

Select the dairy operation to resolve and click **“Next”**. MILC-X Resolve Contract Summary Screen will be displayed.

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3 Contracts (Continued)

G Resolving a Transfer (Continued)

The following is an example of the Resolve Transfer Summary Screen.

USDA-FSA-Price Support-SFG-eMILC-X- Resolve Transfer Summary - Microsoft Internet Explorer

Address: https://inlet.tc.fsa.usda.gov/MILC-X/changeContractSelect.milc

Farm Service Agency Online **MILC-X** Milk Income Loss Contract Program Extension (MILC-X)

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United States Department of Agriculture
Farm Service Agency
Milk Income Loss Contract Program Extension (MILC-X)
Resolve Transfer Summary

State: Texas County: El Paso

Resolution (Originating from El Paso, Texas):
 Accept Reject

Dairy Operation Name	Contract No.	Contract Period	
Alan E Kolb	6	From: 03-06-2006	To: 09-30-2007

County FSA Office Information

Name and Address of County FSA Office (Including ZIP code)
EL PASO-HUDSPETH-CULBERSON COUNTY
FARM SERVICE AGENCY
11930 VISTA DEL SOL DR STE A
EL PASO, TX 79936-6110

Telephone Number (Including Area Code):

Acceptance and Approval
Approval Date: 03-08-2006
Start Month
FY 2006 OCTOBER
FY 2007 OCTOBER

Submit Back Cancel Help

Commit to these changes

After reviewing of the information, click either **“Accept”** or **“Reject”** the resolution and click **“Submit”**. The MILC-X Home Page will be displayed with the message, **“Contract # has been successfully accepted (rejected).”**

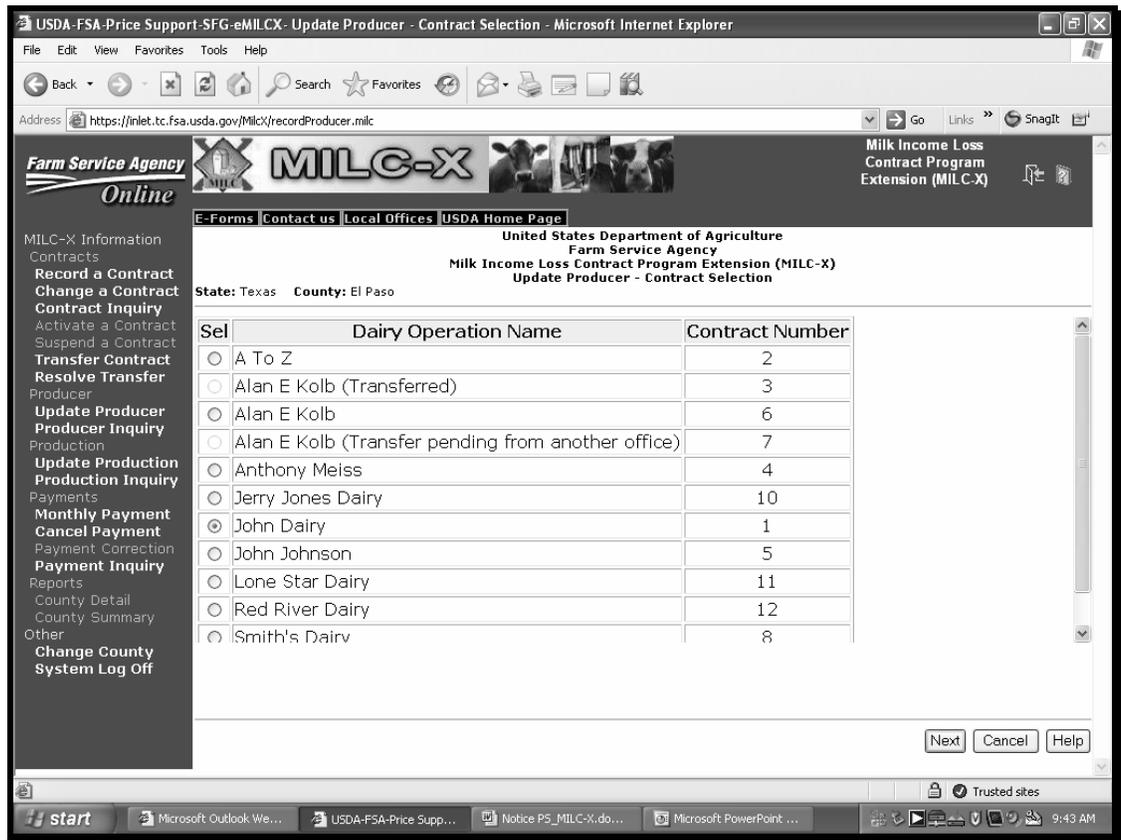
4 **Producer (Continued)**

A **Updating a Producer**

The Update Producer Screen provides the capability to record the producers for a contract and to modify existing producer records if a payment has not yet been made for the month. Select a FY and month (contract period) to perform any of the following functions as applicable:

- **Copy** – copies all the producer information of an existing contract period (selected record), including share percentage, contract signed date, accept payment indicator, and POC (point of contact) for a new contract period
- **Add** – displays a new page to enter a producer record for the selected contract period
- **Edit** – allows the user to change the contract signed date
- **Remove** – removes the selected producer from the specified contract period.

To update or add a producer, click **“Update Producer”**. The following is an example of the MILC-X Update Producer – Contract Selection Screen.

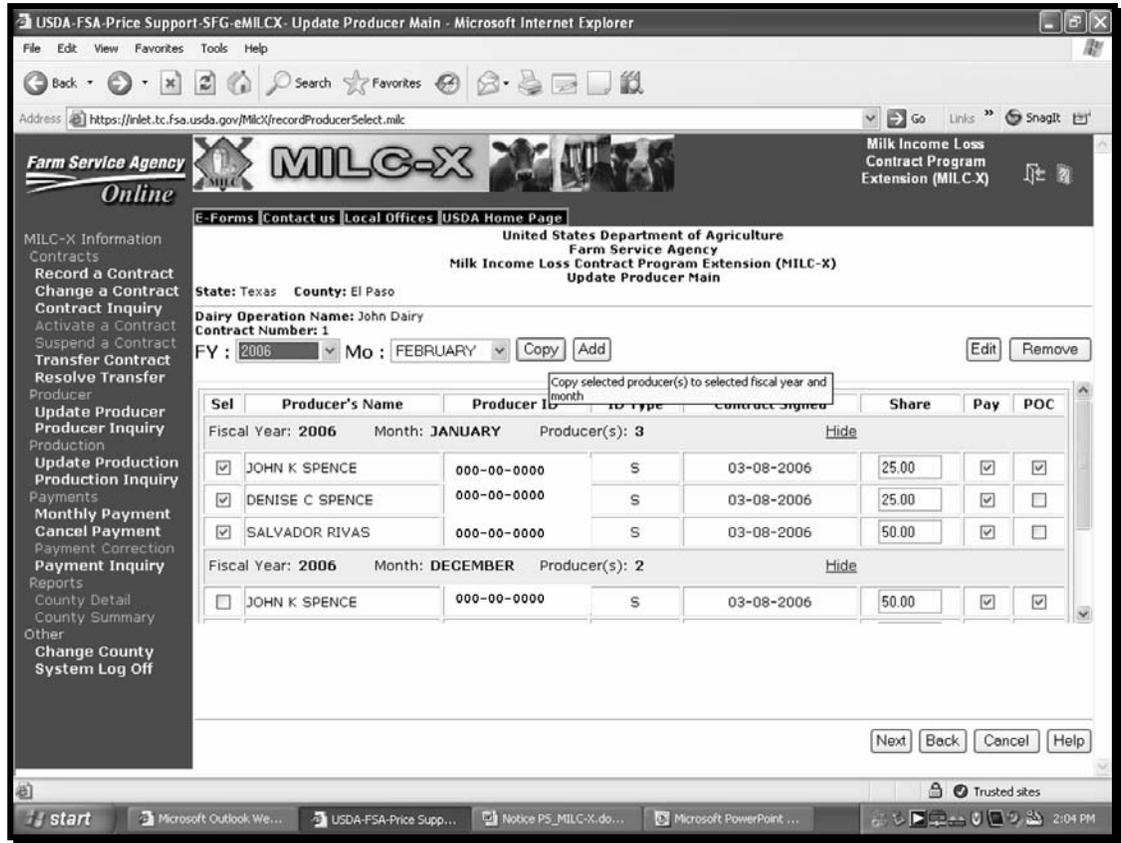


Select the dairy operation to update and click **“Next”**.

4 Producer (Continued)

A Updating a Producer (Continued)

The following is an example of the Update Producer Screen. To update or copy an existing producer record, click “Unhide” if necessary, to display the producer information for the contract period of interest before proceeding with any of the functions. Select the record to update.



To copy producers, select the:

- FY
- month
- producers
- click “copy”.

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4 Producer (Continued)

A Updating a Producer (Continued)

Click “Copy” or “Edit” and proceed according to the screen flow to successful completion:

Note: For each function, the user must ensure the following:

- shares are entered correctly and total 100 percent for that month
 - “Pay” is checked if the producer is to receive his portion of the payment
 - POC (Point of Contact) is indicated by a check mark for **only 1 producer per contract period month.**
- the following is an example of the Update Producer Screen after user clicks “Copy”

USDA-FSA-Price Support-SFG eMILCX- Update Producer Main - Microsoft Internet Explorer

Address: https://nlet.tc.fsa.usda.gov/MILCX/recordProducerEdit.milc

Farm Service Agency Online

MILC-X Information

Contracts

Record a Contract

Change a Contract

Contract Inquiry

Activate a Contract

Suspend a Contract

Transfer Contract

Resolve Transfer

Producer

Update Producer

Producer Inquiry

Production

Update Production

Production Inquiry

Payments

Monthly Payment

Cancel Payment

Payment Correction

Payment Inquiry

Reports

County Detail

County Summary

Other

Change County

System Log Off

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United States Department of Agriculture
Farm Service Agency
Milk Income Loss Contract Program Extension (MILC-X)
Update Producer Main

State: Texas County: El Paso

Dairy Operation Name: John Dairy
Contract Number: 1

FY : 2006 Mo : FEBRUARY Copy Add Edit Remove

Sel	Producer's Name	Producer ID	ID Type	Contract Signed	Share	Pay	POC
Fiscal Year: 2006 Month: FEBRUARY Producer(s): 3 Hide							
<input type="checkbox"/>	JOHN K SPENCE	000-00-0000	S	03-08-2006	25.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	DENISE C SPENCE	000-00-0000	S	03-08-2006	25.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	SALVADOR RIVAS	000-00-0000	S	03-08-2006	50.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fiscal Year: 2006 Month: JANUARY Producer(s): 3 Hide							
<input type="checkbox"/>	JOHN K SPENCE	000-00-0000	S	03-08-2006	25.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Next Back Cancel Help

Go to the next page

Trusted sites

start Microsoft Outlook We... USDA-FSA-Price Supp... Notice PS_MILC-X.do... Microsoft PowerPoint ... 2:09 PM

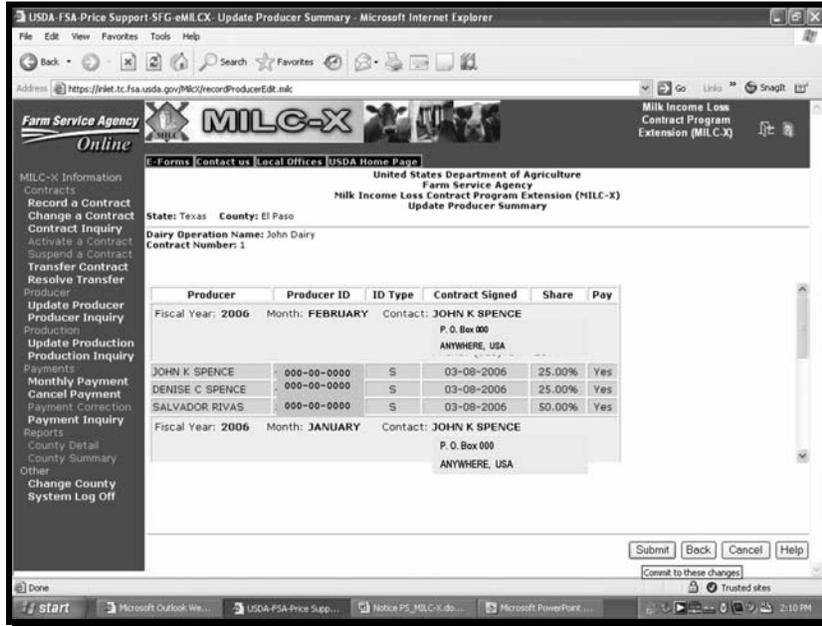
- after copying, click “Next”, the Update Producer Summary Screen will be displayed

Notice PS-546

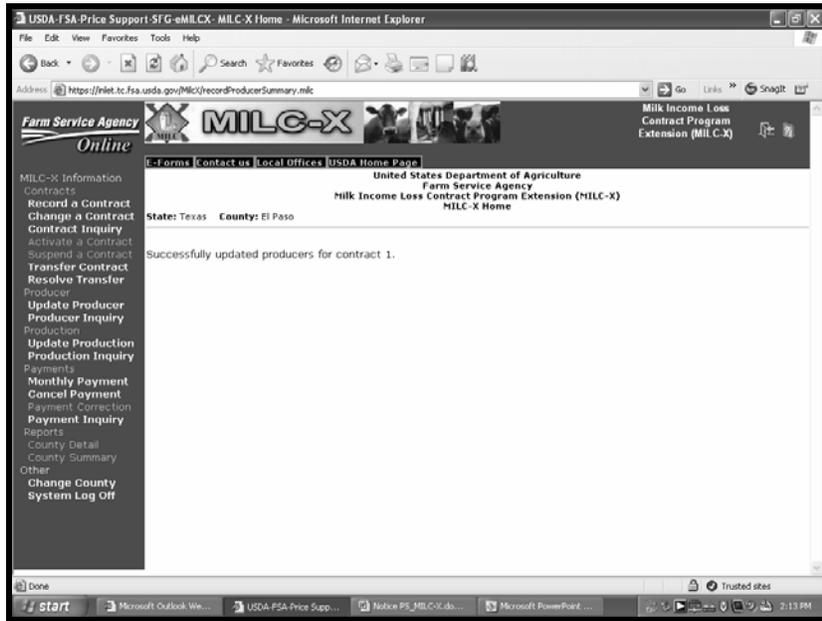
4 Producer (Continued)

A Updating a Producer (Continued)

- the following is an example of the Update Producer Summary Screen, click “Submit” to accept updates



- the message, “Successfully updated producers for contract #” will be displayed

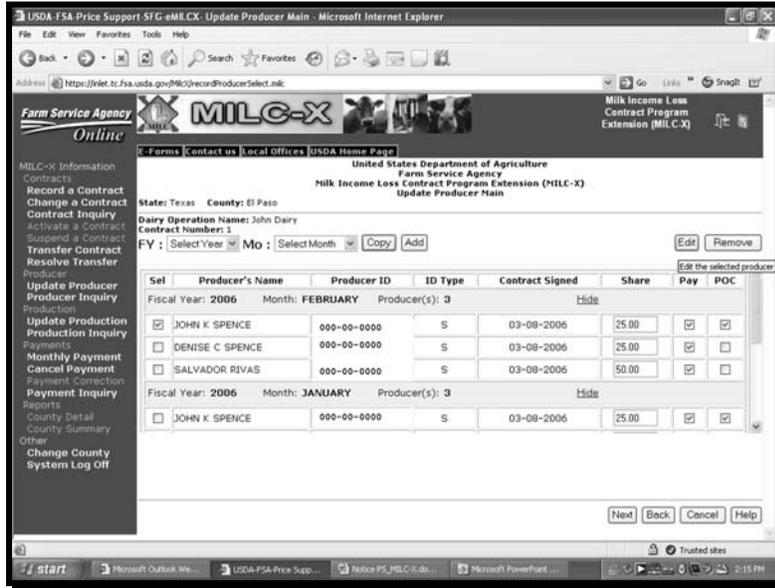


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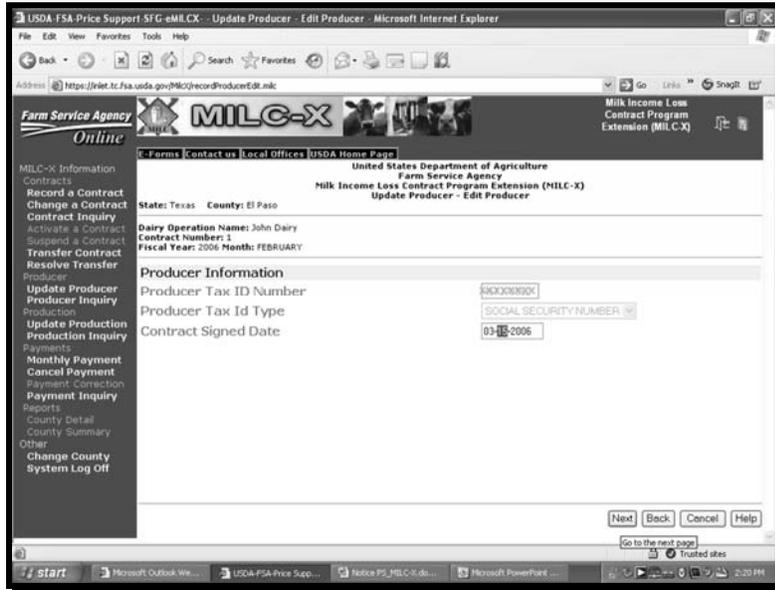
4 Producer (Continued)

A Updating a Producer (Continued)

- the following is an example of the Update Producer Screen if user clicks “Edit”, select producers to edit and click “Next”



- the following is an example of the Update Producer - Edit Producer Screen that will be displayed



Note: Only the Contract Signed Date is editable;

- click “Next” to continue

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4 Producer (Continued)

A Updating a Producer (Continued)

- the following is an example displaying the “Contract Signed” data updated, click “Next” to continue

USDA FSA Price Support SFG eMILCX Update Producer Main

State: Texas County: El Paso

Dairy Operation Name: John Dairy
Contract Number: 1

FY : 2006 Mo : FEBRUARY Copy Add Edit Remove

Sel	Producer's Name	Producer ID	ID Type	Contract Signed	Share	Pay	POC
Fiscal Year: 2006 Month: FEBRUARY Producer(s): 3 hide							
<input type="checkbox"/>	JOHN K SPENCE	000-00-0000	S	03-15-2006	25.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	DENISE C SPENCE	000-00-0000	S	03-09-2006	25.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	SALVADOR RIVAS	000-00-0000	S	03-08-2006	50.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fiscal Year: 2006 Month: JANUARY Producer(s): 3 hide							
<input type="checkbox"/>	JOHN K SPENCE	000-00-0000	S	03-15-2006	25.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Next Back Cancel Help

- the following is an example of the Update Producer Summary Screen, click “Submit” to accept update

USDA FSA Price Support SFG eMILCX Update Producer Summary

State: Texas County: El Paso

Dairy Operation Name: John Dairy
Contract Number: 1

Producer	Producer ID	ID Type	Contract Signed	Share	Pay
Fiscal Year: 2006 Month: FEBRUARY Contact: JOHN K SPENCE P. O. Box 000 ANYWHERE, USA					
JOHN K SPENCE	000-00-0000	S	03-15-2006	25.00%	Yes
DENISE C SPENCE	000-00-0000	S	03-09-2006	25.00%	Yes
SALVADOR RIVAS	000-00-0000	S	03-08-2006	50.00%	Yes
Fiscal Year: 2006 Month: JANUARY Contact: JOHN K SPENCE P. O. Box 000 ANYWHERE, USA					

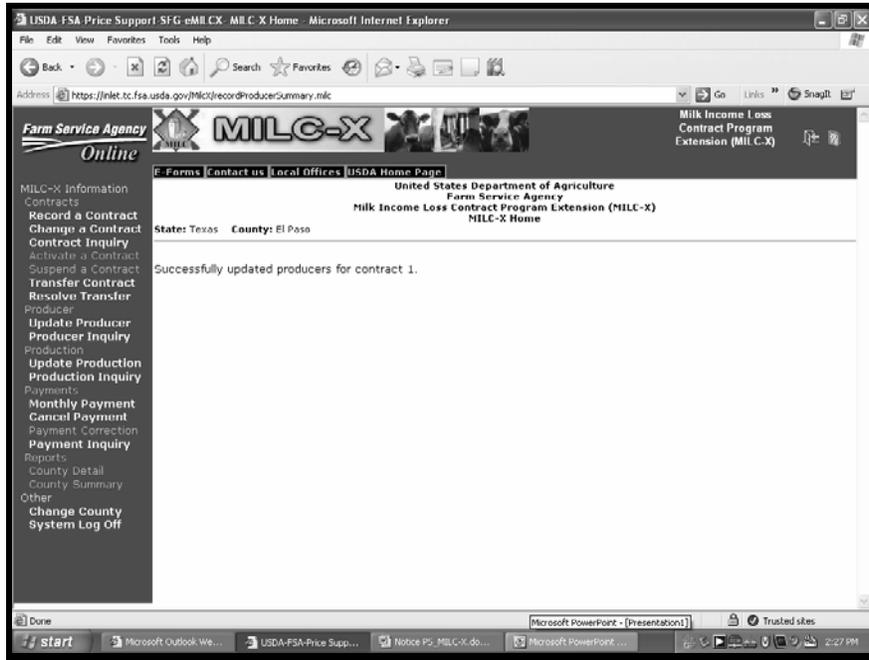
Submit Back Cancel Help

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4 Producer (Continued)

A Updating a Producer (Continued)

- the message, “Successfully updated producers for contract #” will be displayed



Notice PS-546

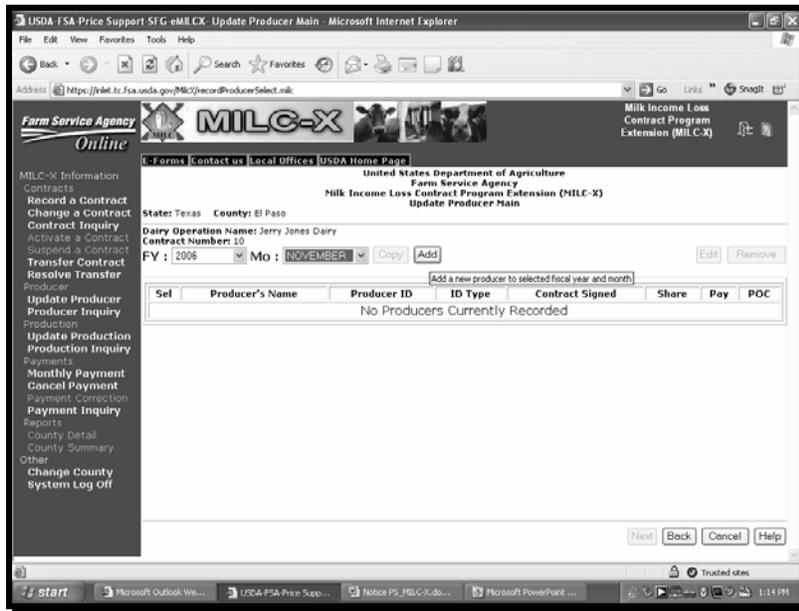
4 Producer (Continued)

A Updating a Producer (Continued)

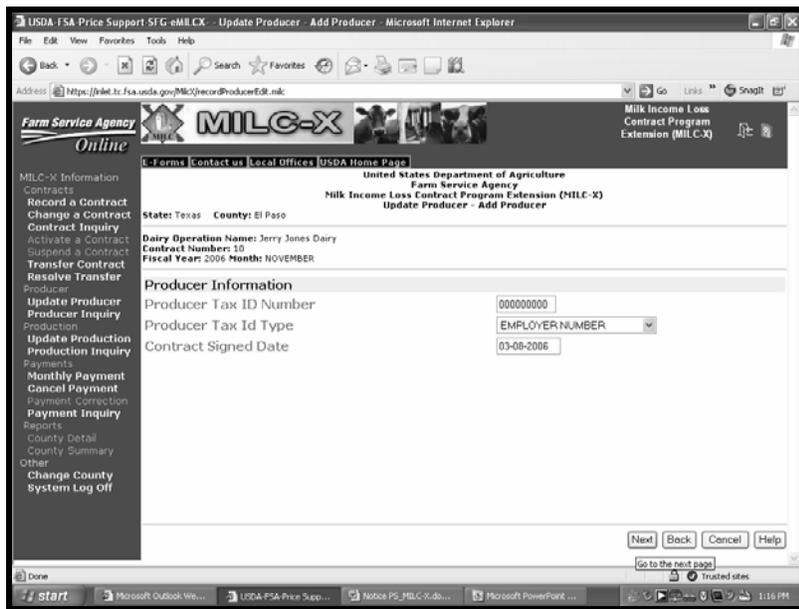
The following are examples of screens to “add” a producer:

Note: Click “Next”/“Submit” to continue the process to a successful completion.

- select the FY and month, and click “Add”, the Update Producer - Add Producer Screen will be displayed



- enter the producer tax ID number, ID type, contract signed date, and click “Next”

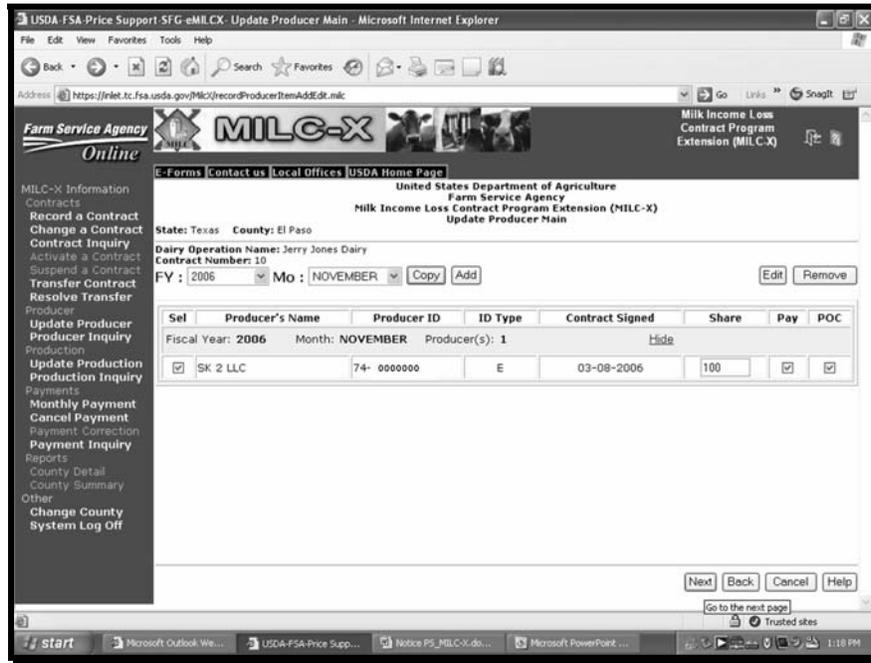


Notice PS-546

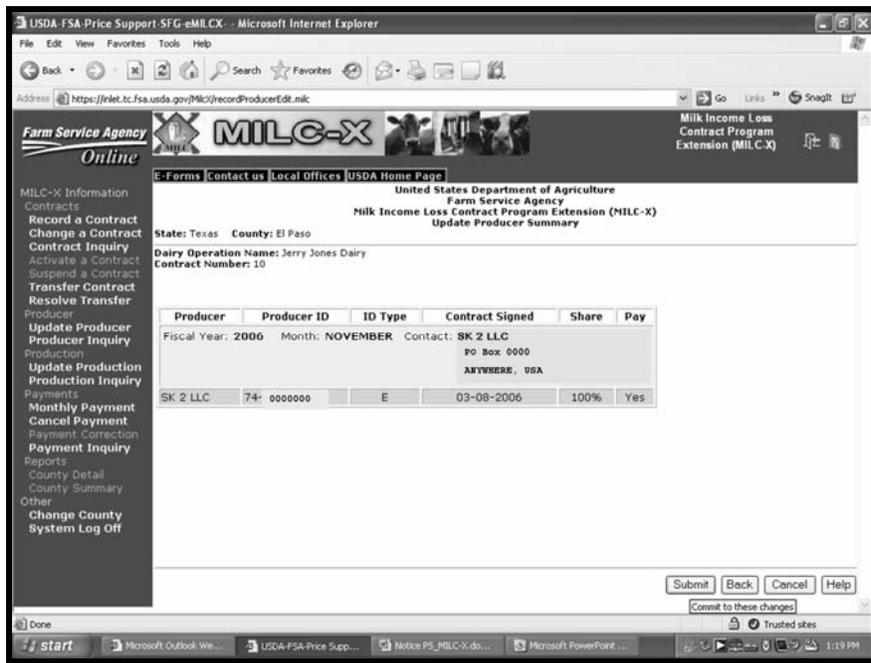
4 Producer (Continued)

A Updating a Producer (Continued)

- the following is an example of the producer information displayed on the screen, click “Next” to continue, the Update Producer Summary Screen will be displayed



- after reviewing the displayed information for accuracy, click “Submit”

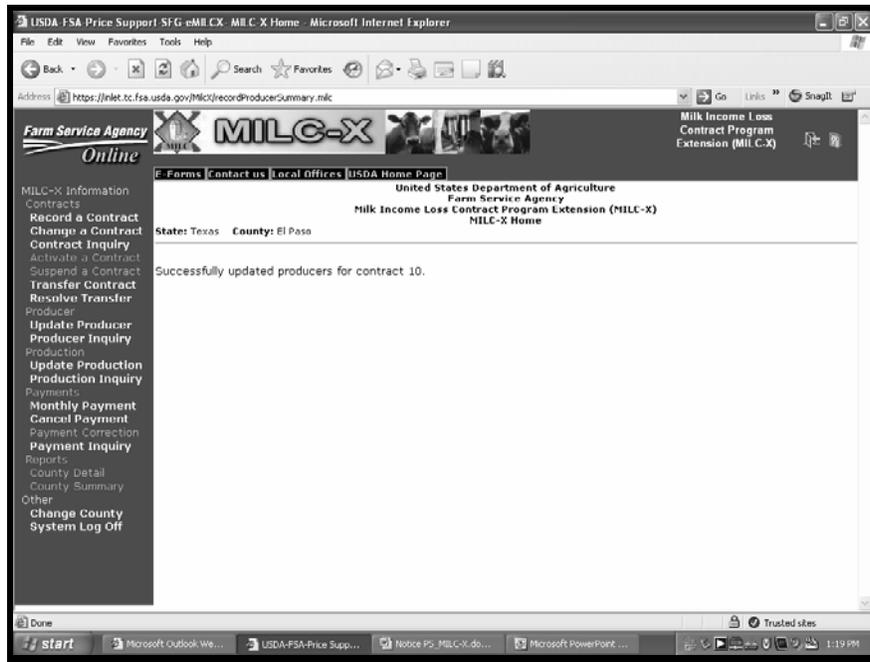


Notice PS-546

4 Producer (Continued)

A Updating a Producer (Continued)

- the message, “Successfully updated producers for contract #” will be displayed



Notice PS-546

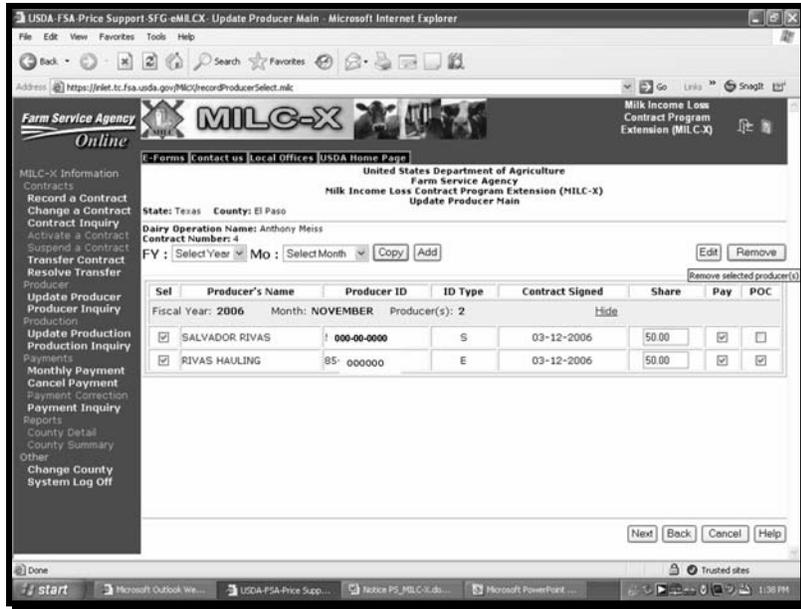
4 Producer (Continued)

A Updating a Producer (Continued)

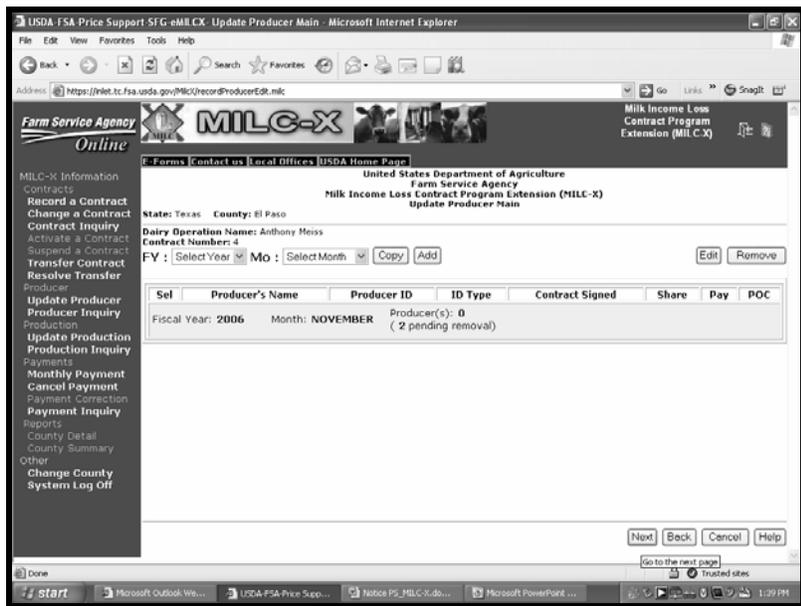
The following are examples of screens to “remove” a producer:

Note: Click “Next”/“Submit” to continue the process to a successful completion.

- select the producer to be removed, and click “remove”



- the screen displays the FY, month, and producers pending removal, click “Next” to confirm removal request

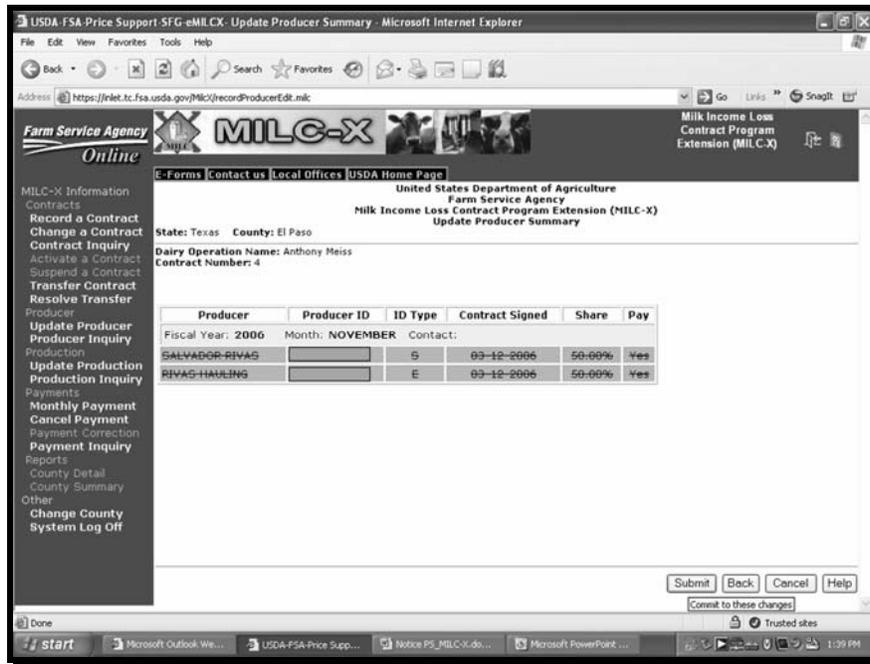


Notice PS-546

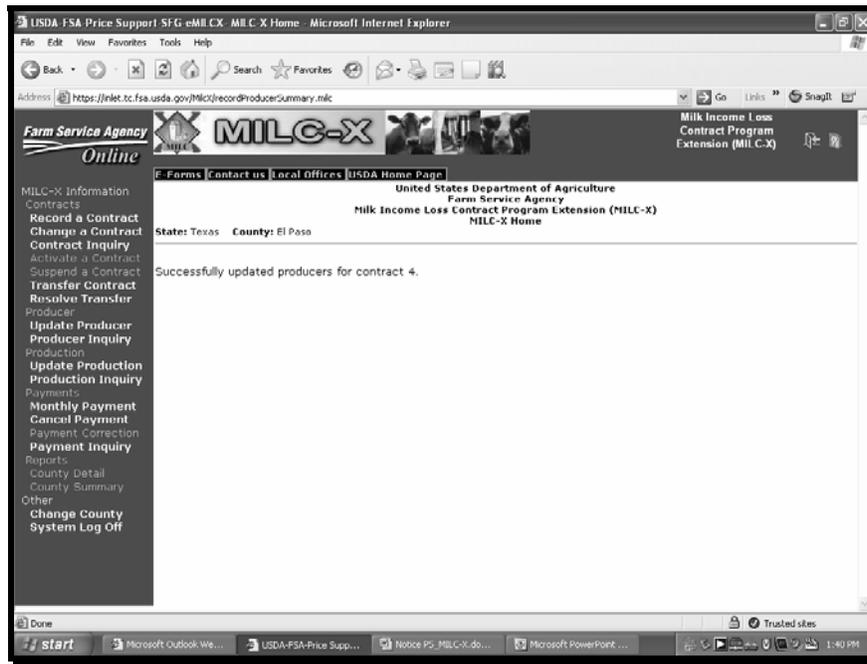
4 Producer (Continued)

A Updating a Producer (Continued)

- the Update Producer Summary Screen will be displayed, click “Submit” to continue



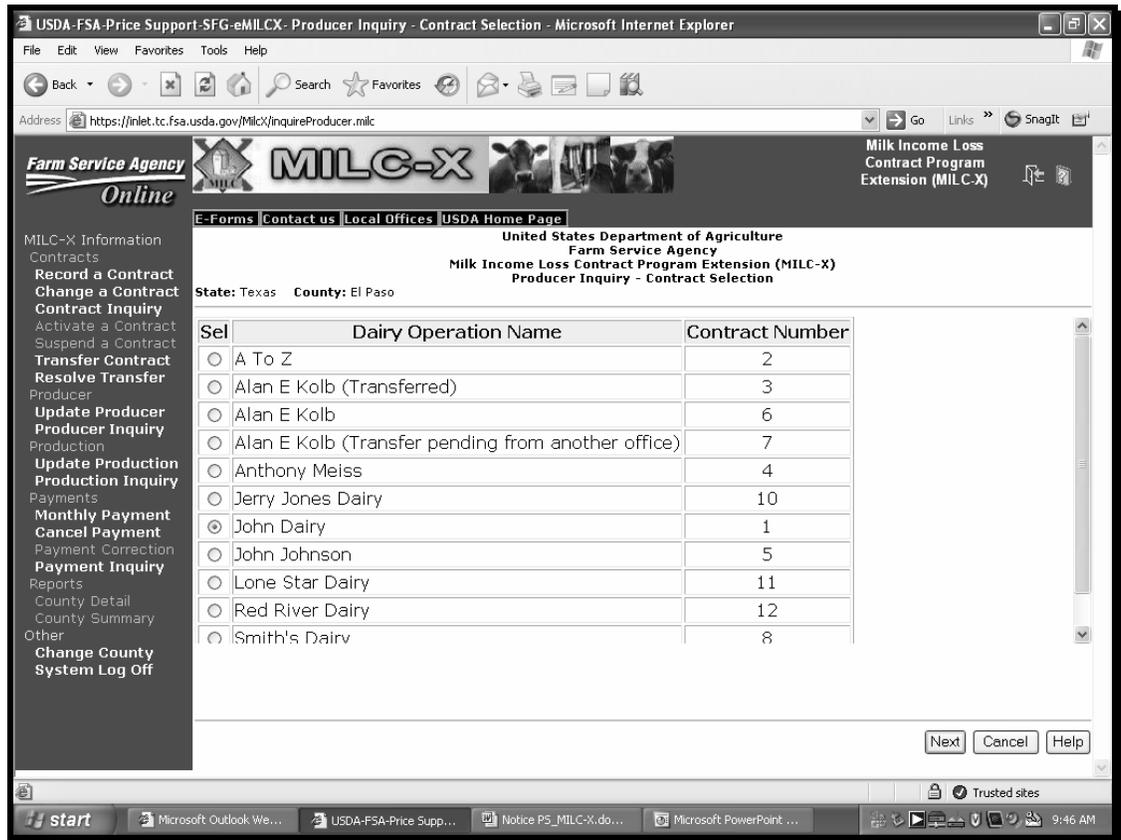
- the message, “Successfully updated producers for contract #” will be displayed.



4 Producer (Continued)

B Producer Inquiry

To inquire on a producer, click **“Producer Inquiry”**. The following is an example of the MILC-X Inquire Producer – Contract Selection Screen.



Select the dairy operation to inquire and click **“Next”**. The MILC-X Inquire Producer Summary Screen will be displayed with the producer’s information.

Notice PS-546

4 Producer (Continued)

B Producer Inquiry (Continued)

The following is an example of the MILC-X Inquire Producer Summary Screen.

The screenshot displays the 'MILC-X' interface within a Microsoft Internet Explorer browser window. The address bar shows the URL: <https://inlet.tc.fsa.usda.gov/MILC/recordProducerSelect.milc>. The page header includes the 'Farm Service Agency Online' logo and the 'MILC-X' title. A navigation menu contains links for 'E-Forms', 'Contact us', 'Search', 'Local Offices', and 'USDA Home Page'. The main content area is titled 'United States Department of Agriculture Farm Service Agency Milk Income Loss Contract Program Extension (MILC-X) Producer Inquiry Summary'. It specifies the location as 'State: Texas County: El Paso' and the 'Dairy Operation Name: John Dairy' with 'Contract Number: 1'. A table lists the following data:

Producer	Producer ID	ID Type	Contract Signed	Share	Pay
Fiscal Year: 2006 Month: JANUARY Contact: JOHN K SPENCE P. O. Box 000 ANYWHERE, USA Phone: (000) 000-0000					
JOHN K SPENCE	000-00-0000	S	03-08-2006	25.00%	Yes
DENISE C SPENCE	000-00-0000	S	03-08-2006	25.00%	Yes
SALVADOR RIVAS	000-00-0000	S	03-08-2006	50.00%	Yes
Fiscal Year: 2006 Month: NOVEMBER Contact: JOHN K SPENCE P. O. Box 000 ANYWHERE, USA					

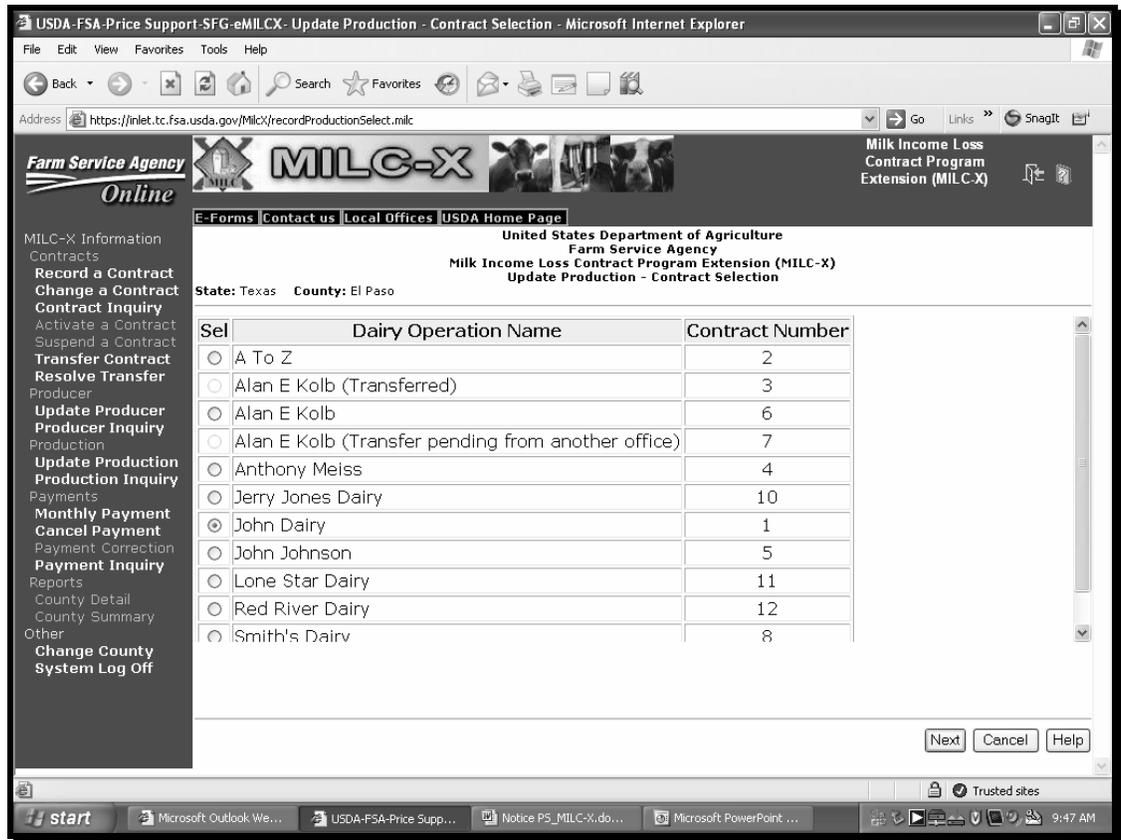
At the bottom of the page, there are 'Back', 'Cancel', and 'Help' buttons, and a status bar indicating the time as 9:01 AM.

5 Production

A Updating Production

After updating the producer information (see subparagraph 4 A), update the production for the contract. To update production, click “Update Production”. The MILC-X Update Production – Contract Selection Screen will be displayed.

The following is an example of the MILC-X Update Production – Contract Selection Screen.



After selecting a dairy operation, click “Next”. The MILC-X Update Production Screen will be displayed.

Notice PS-546

5 Production (Continued)

A Updating Production (Continued)

The following are examples of the MILC-X Update Production Screen:

- unpopulated

The screenshot shows the MILC-X Update Production screen in a web browser. The page title is "USDA FSA Price Support! SFG eMILC-X Update Production - Microsoft Internet Explorer". The address bar shows "https://inet.tz.fsa.usda.gov/MILC/recordProductionSelect.milc". The page header includes "Farm Service Agency Online" and "MILC-X". The main content area displays "United States Department of Agriculture Farm Service Agency Milk Income Loss Contract Program Extension (MILC-X) Update Production". The form fields are as follows:

- State: Texas County: El Paso
- Dairy Operation Name: John Dairy
- Contract Numbers: 1
- Fiscal Year: Selected Year (dropdown)
- Month: Selected Month (dropdown)
- Pounds: (text input)
- Date Received: (text input)
- Buttons: Add, Reset, Back, Help

Fiscal Year	Month	Production - Pounds	Production - CWT	Date Received
-------------	-------	---------------------	------------------	---------------

At the bottom right, there are buttons for "Next", "Cancel", and "Help".

- populated.

The screenshot shows the MILC-X Update Production screen in a web browser. The page title is "USDA FSA Price Support! SFG eMILC-X Update Production - Microsoft Internet Explorer". The address bar shows "https://inet.tz.fsa.usda.gov/MILC/recordProductionDetail.milc". The page header includes "Farm Service Agency Online" and "MILC-X". The main content area displays "United States Department of Agriculture Farm Service Agency Milk Income Loss Contract Program Extension (MILC-X) Update Production". The form fields are as follows:

- State: Texas County: El Paso
- Dairy Operation Name: John Dairy
- Contract Numbers: 1
- Fiscal Year: 2006
- Month: FEBRUARY
- Pounds: 450000
- Date Received: 03-08-2006
- Buttons: Add, Reset, Back, Help

Fiscal Year	Month	Production - Pounds	Production - CWT	Date Received	Edit	Delete
2006	JANUARY	320,000	3,200.00	03-08-2006	Edit	Delete
2006	DECEMBER	220,000	2,200.00	03-08-2006	Edit	Delete
2006	NOVEMBER	125,000	1,250.00	03-08-2006	Edit	Delete

At the bottom right, there are buttons for "Next", "Cancel", and "Help".

Notice PS-546

5 Production (Continued)

A Updating Production (Continued)

On the MILC-X Update Production Screen, enter the following:

- FY
- month
- production (in pounds)
- date production evidence was received.

Click “**Add**” to display this data in the table. Use “**Reset**” to clear the data entry fields.

“**Edit**” and “**Delete**” may be used to change or remove **unpaid** production entries. Use the “**Delete**” function to display the data of the selected row in the data entry fields. After verifying the data to be deleted, click “**Remove**” to confirm the deletion.

Use the “**Edit**” function to display the data of the selected row in the data entry fields. Only the Pounds and Date Received may be edited.

Note: Always “**Save**” the updated production information.

After adding, modifying, or deleting entries, click “**Next**”. The MILC-X Update Production Summary Screen will be displayed:

- the following is an example of the Update Production Screen unpopulated

USDA FSA Price Support SFG eMILC-X Update Production - Microsoft Internet Explorer

Address: https://inlet.tx.fsa.usda.gov/Milc/recordProductionSelect.milc

Farm Service Agency Online MILC-X Milk Income Loss Contract Program Extension (MILC-X)

United States Department of Agriculture Farm Service Agency Milk Income Loss Contract Program Extension (MILC-X) Update Production

State: Texas County: El Paso

Dairy Operation Name: Jerry Jones Dairy Contract Number: 10

Fiscal Year: 2006 Month: DECEMBER

Pounds: 2200000 Date Received: 08-15-2006

Add Reset Back Help

Fiscal Year	Month	Production - Pounds	Production - CWT	Date Received
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Next Cancel Help

Notice PS-546

5 Production (Continued)

A Updating Production (Continued)

- the following is an example of the Update Production Screen populated.

USDA-FSA-Price Support-SFG-eMILCX- Update Production - Microsoft Internet Explorer

Address: https://inlet.t.fsa.usda.gov/MilcX/recordProductionDetail.milc

Farm Service Agency Online

MILC-X

Milk Income Loss Contract Program Extension (MILC-X)

E-Forms Contact us Local Offices USDA Home Page

United States Department of Agriculture
Farm Service Agency
Milk Income Loss Contract Program Extension (MILC-X)
Update Production

State: Texas County: El Paso

Dairy Operation Name: Jerry Jones Dairy
Contract Number: 10

Fiscal Year: Month:

Pounds: Date Received:

Fiscal Year	Month	Production - Pounds	Production - CWT	Date Received		
2006	FEBRUARY	358,000	3,580.00	03-15-2006	Edit	Delete
2006	JANUARY	245,000	2,450.00	03-15-2006	Edit	Delete
2006	DECEMBER	2,200,000	22,000.00	03-15-2006	Edit	Delete

Done

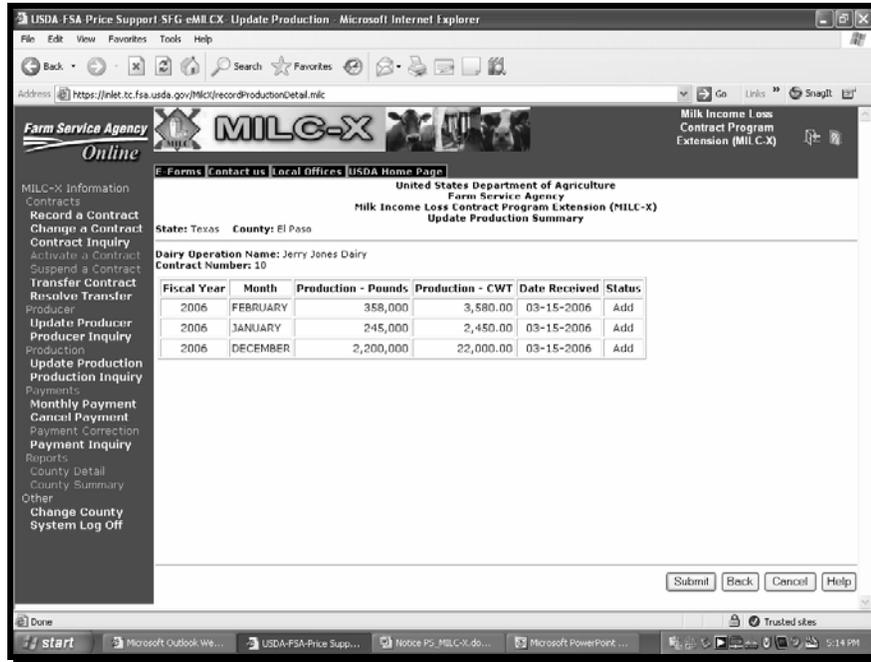
start Microsoft Outlook We... USDA-FSA-Price Supp... Notice PS_MILC-X, do... Microsoft PowerPoint ... 5:13 PM

Notice PS-546

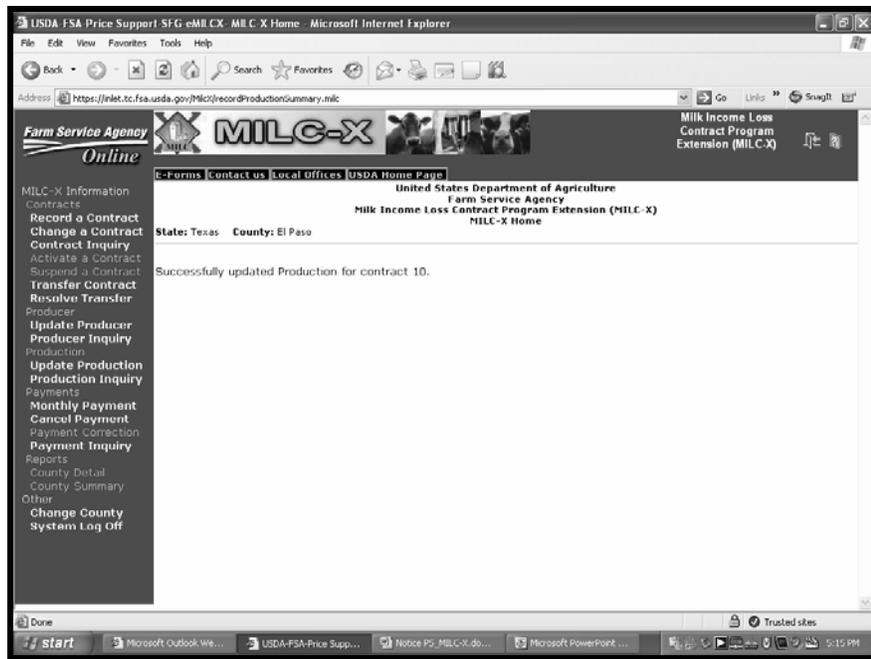
5 Production (Continued)

A Updating Production (Continued)

The following is an example of the MILC-X Update Production Summary Screen.



Click “**Submit**” after reviewing and verifying the summary information. The message, “Successfully updated Production for Contract #” will be displayed if update is successful.

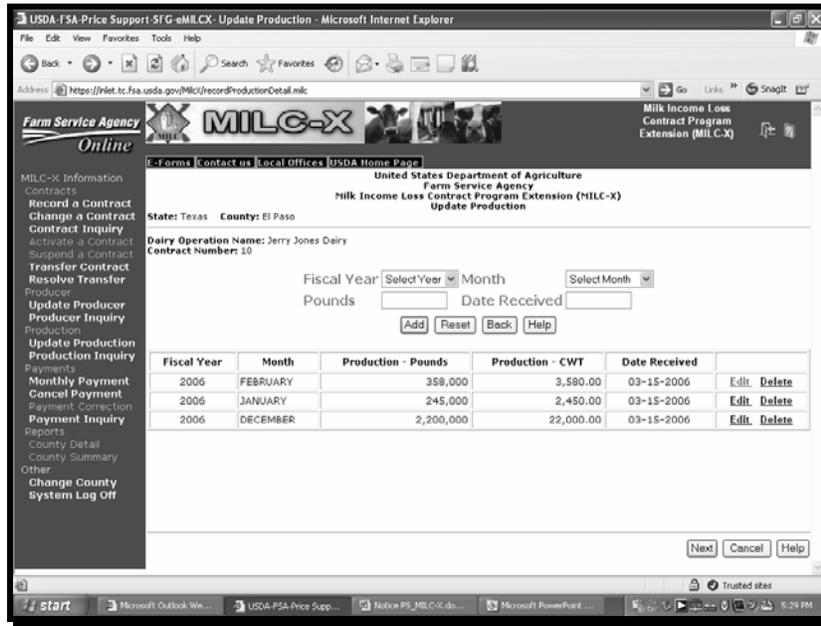


Notice PS-546

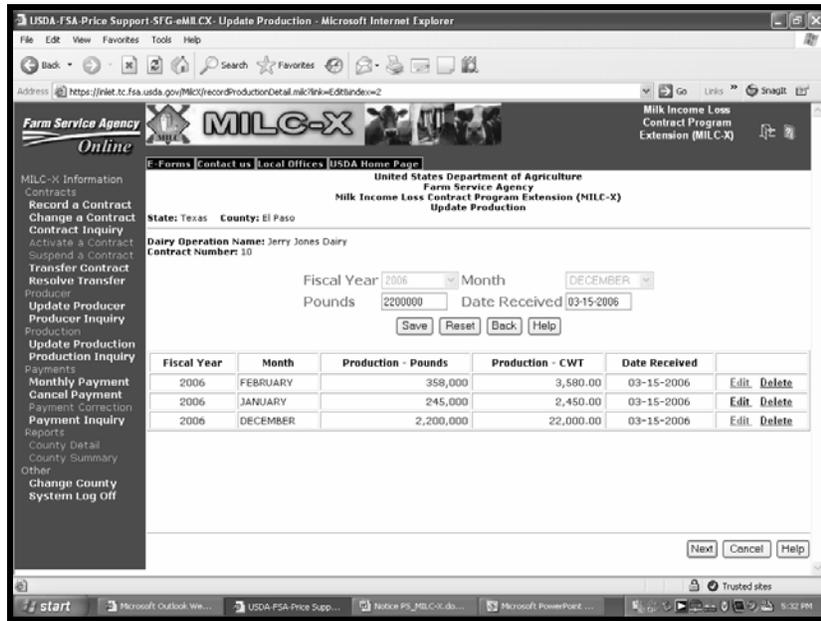
5 Production (Continued)

A Updating Production (Continued)

- the following is an example of the Update Production Screen when user clicks “Edit”.



- the following is an example of the data fields to be edited; after making changes, click “Next”



Note: Only the pounds and date revised are available to edit.

Notice PS-546

5 Production (Continued)

A Updating Production (Continued)

- the edited data will be displayed, click “Next” to continue

Fiscal Year	Month	Production - Pounds	Production - CWT	Date Received	
2006	FEBRUARY	358,000	3,580.00	03-15-2006	Edit Delete
2006	JANUARY	245,000	2,450.00	03-15-2006	Edit Delete
2006	DECEMBER	230,000	2,300.00	03-15-2006	Edit Delete

- the Update Production Summary Screen will be displayed, click “Submit” to complete the change.

Fiscal Year	Month	Production - Pounds	Production - CWT	Date Received	Status
2006	FEBRUARY	358,000	3,580.00	03-15-2006	Add
2006	JANUARY	245,000	2,450.00	03-15-2006	Add
2006	DECEMBER	230,000	2,300.00	03-15-2006	Add

Notice PS-546

5 Production (Continued)

B Production Inquiry

To inquire on production, click **“Production Inquiry”**. Select a dairy from the list of dairy operations and click **“Next”** to continue. The MILC-X Inquire Production Summary Screen will be displayed with the following information:

- FY
- month
- production in pounds
- production in cwt
- date received.

The following is an example of the MILC-X Inquire Production Summary Screen.

The screenshot shows a web browser window titled "USDA-FSA-Price Support-SFG-eMILCX- Inquire Production - Microsoft Internet Explorer". The address bar shows the URL: <https://inlet.tz.fsa.usda.gov/MilcX/recordProductionSelect.milc>. The page header includes the "Farm Service Agency Online" logo and the "MILC-X" logo. The main content area displays the following information:

Milk Income Loss Contract Program Extension (MILC-X)
United States Department of Agriculture
Farm Service Agency
Milk Income Loss Contract Program Extension (MILC-X)
Inquire Production Summary

State: Texas County: El Paso
Dairy Operation Name: John Dairy
Contract Number: 1

Fiscal Year	Month	Production - Pounds	Production - CWT	Date Received
2006	FEBRUARY	450,000	4,500.00	03-08-2006
2006	JANUARY	320,000	3,200.00	03-08-2006
2006	DECEMBER	220,000	2,200.00	03-08-2006
2006	NOVEMBER	125,000	1,250.00	03-08-2006

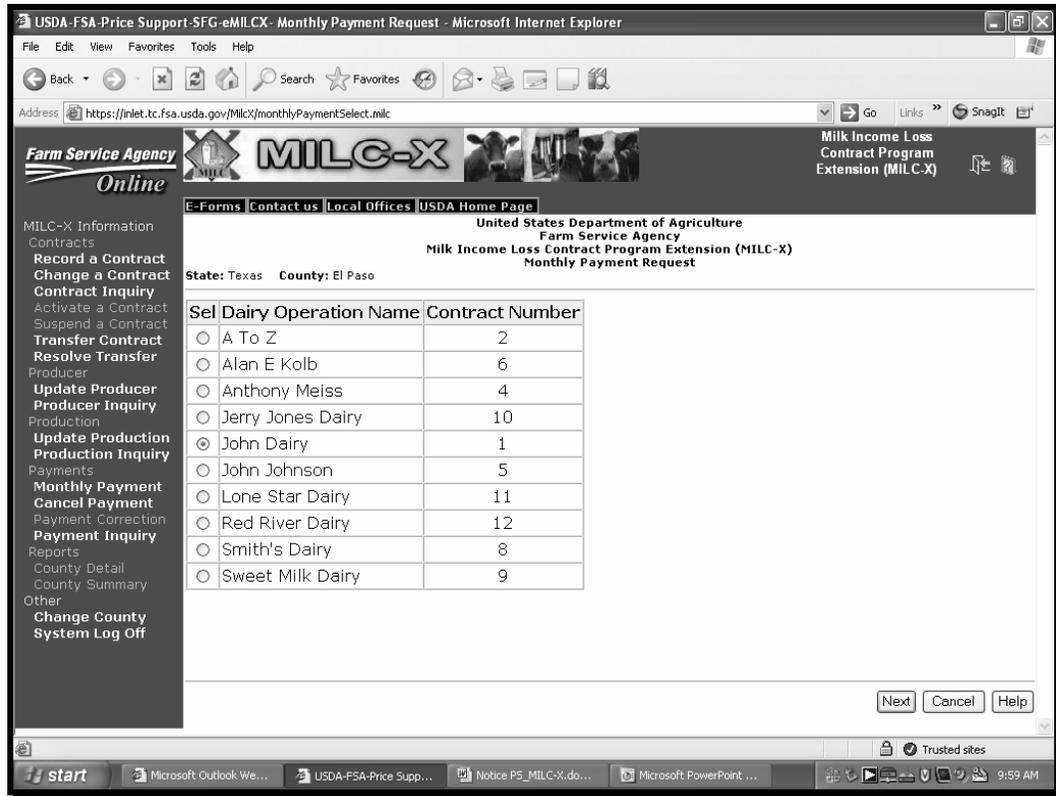
At the bottom of the page, there are buttons for "Back", "Cancel", and "Help". The browser's taskbar at the bottom shows the "start" button and several open applications, including "Notice PS...", "Microsoft...", and "USDA-FS...". The system clock shows "10:28 AM".

6 Payments

A Issuing a Monthly Payment

To issue a monthly payment, click **“Monthly Payment”**. The MILC-X Monthly Payment Request Screen will be displayed listing the dairy operations that have data entered for monthly production.

The following is an example of the MILC-X Monthly Payment Request Screen.



After selecting a dairy operation, click **“Next”**. The MILC-X Monthly Payment Request Summary Screen will be displayed.

Notice PS-546

6 Payments (Continued)

A Issuing a Monthly Payment (Continued)

The following is an example of the MILC-X Monthly Payment Request Summary Screen.

The screenshot displays the 'MILC-X Monthly Payment Request Summary' interface. The page title is 'USDA-FSA Price Support-SFG-eMILC-X Monthly Payment Request Summary'. The header includes the 'Farm Service Agency Online' logo and the 'MILC-X' program name. The main content area shows a table of payment requests for the state of Texas and county of El Paso. The table is organized by month and includes columns for the month, producer name, and the amount. The total amount for each month is also displayed. The sidebar on the left provides navigation options for various contract and production actions. The bottom of the screen features 'Submit', 'Cancel', and 'Help' buttons.

Month	Producer	Percentage	Amount
2006, December	JOHN K SPENCE	50.00 %	\$44.88
	SALVADOR RIVAS	50.00 %	\$44.88
	Total		\$89.76
2006, January	JOHN K SPENCE	25.00 %	\$84.32
	SALVADOR RIVAS	50.00 %	\$168.64
	DENISE C SPENCE	25.00 %	\$84.32
	Total		\$337.28
2006, February	JOHN K SPENCE	25.00 %	\$118.58
	SALVADOR RIVAS	50.00 %	\$237.15
	DENISE C SPENCE	25.00 %	\$118.58
	Total		\$474.30

After selecting a month or months to be paid, click “**Submit**” to send payment information to National Payment Service (NPS). A success message will be displayed if the payment request is successfully submitted to NPS.

Note: Monthly payments must be disbursed consecutively.

Notice PS-546

6 Payments (Continued)

A Issuing a Monthly Payment (Continued)

The following is an example of the MILC-X Home Page which displays that a contract has been successfully paid.

The screenshot shows the MILC-X Home page with the following table of payments:

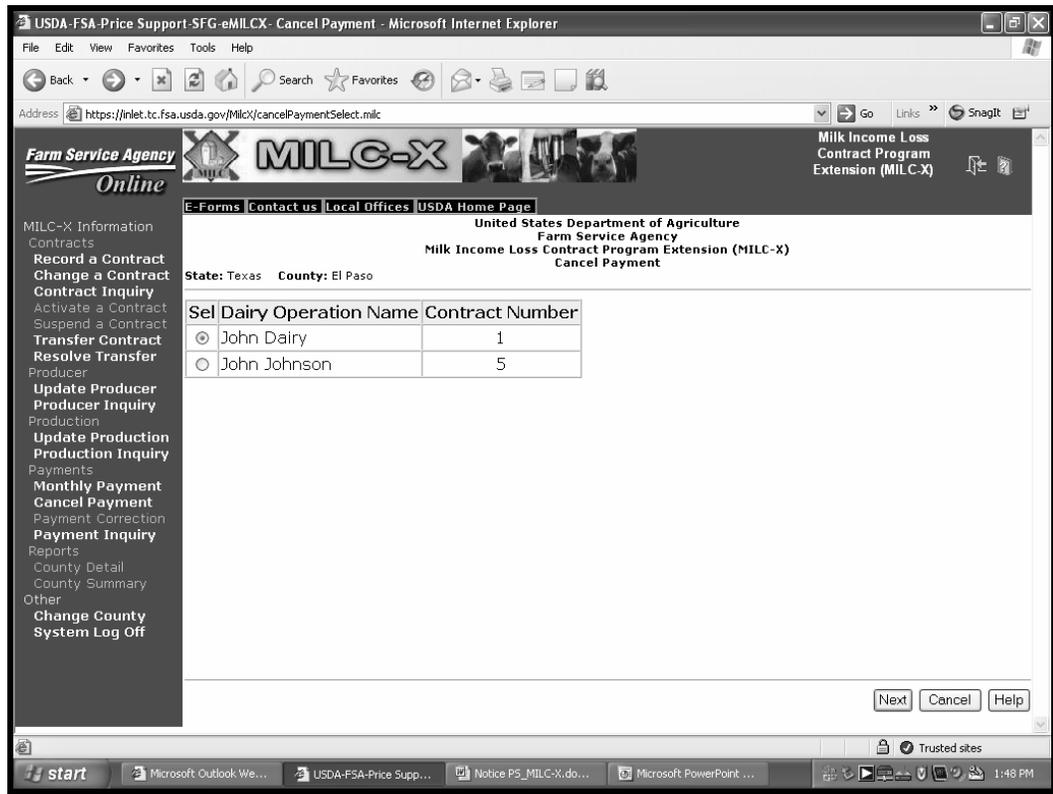
Dairy Name - Ctr No. & Processed Date	Producer	Contract Period	Period Payment Amt	Monthly Payment Message
John Dairy -1 Wed Mar 15 10:38:53 CST 2006	JOHN K SPENCE	2006, December	\$44.88	Successfully processed the monthly payment of \$44.88.
John Dairy -1 Wed Mar 15 10:38:53 CST 2006	SALVADOR RIVAS	2006, December	\$44.88	Successfully processed the monthly payment of \$44.88.
John Dairy -1 Wed Mar 15 10:38:53 CST 2006	JOHN K SPENCE	2006, January	\$84.32	Successfully processed the monthly payment of \$84.32.
John Dairy -1 Wed Mar 15 10:38:53 CST 2006	SALVADOR RIVAS	2006, January	\$168.64	Successfully processed the monthly payment of \$168.64.
John Dairy -1 Wed Mar 15 10:38:53 CST 2006	DENISE C SPENCE	2006, January	\$84.32	Successfully processed the monthly payment of \$84.32.
John Dairy -1 Wed Mar 15 10:38:53 CST 2006	JOHN K SPENCE	2006, February	\$118.58	Successfully processed the monthly payment of \$118.58.
John Dairy -1 Wed Mar 15 10:38:53 CST 2006	SALVADOR RIVAS	2006, February	\$237.15	Successfully processed the monthly payment of \$237.15.
John Dairy -1 Wed Mar 15 10:38:53 CST 2006	DENISE C SPENCE	2006, February	\$118.58	Successfully processed the monthly payment of \$118.58.

6 Payments (Continued)

B Canceling a Payment

To cancel disbursed payments, click **“Cancel Payment”**. The MILC-X Cancel Payment Screen will be displayed listing the dairy operations that have received payments.

The following is an example of the MILC-X Cancel Payment Screen.



After selecting a dairy operation, click **“Next”**. The MILC-X Cancel Payment Summary Screen will be displayed.

Notice PS-546

6 Payments (Continued)

B Canceling a Payment (Continued)

The following is an example of MILC-X Cancel Payment Summary Screen.

Dairy Operation Name	Contract No.	Sel	Amount	Fiscal Year	Month
John Dairy	1	<input type="radio"/>	\$89.76	2006	December
		<input type="radio"/>	\$337.28	2006	January
		<input checked="" type="radio"/>	\$474.30	2006	February

After selecting the payment to cancel, click “**Submit**”. All subsequent payments and the selected payment will be canceled. A successful cancellation message will be displayed.

Notice PS-546

6 Payments (Continued)

B Canceling a Payment (Continued)

The following is an example of the MILC-X Home Page which displays that a payment has been successfully cancelled.

USDA-FSA-Price Support-SFG-eMILCX- MILC-X Home - Microsoft Internet Explorer

Address: https://inlet.tc.fsa.usda.gov/MilcX/cancelMonthlyPaymentAction.milc

Farm Service Agency Online

MILC-X

Milk Income Loss Contract Program Extension (MILC-X)

E-Forms Contact us Local Offices USDA Home Page

United States Department of Agriculture
Farm Service Agency
Milk Income Loss Contract Program Extension (MILC-X)
MILC-X Home

State: Texas County: El Paso

NOTE: Some of the information displayed below is not stored in the database. Please print this page using browser's menu bar for your records and further reference.

Dairy Name - Contract Number	Producer Name	Contract Period	Payment Amount	Cancel Payment Message
John Dairy -1 Wed Mar 15 13:46:26 CST 2006	JOHN K SPENCE	2006, February	\$118.58	Successfully cancelled the payment
John Dairy -1 Wed Mar 15 13:46:26 CST 2006	SALVADOR RIVAS	2006, February	\$237.15	Successfully cancelled the payment
John Dairy -1 Wed Mar 15 13:46:26 CST 2006	DENISE C SPENCE	2006, February	\$118.58	Successfully cancelled the payment

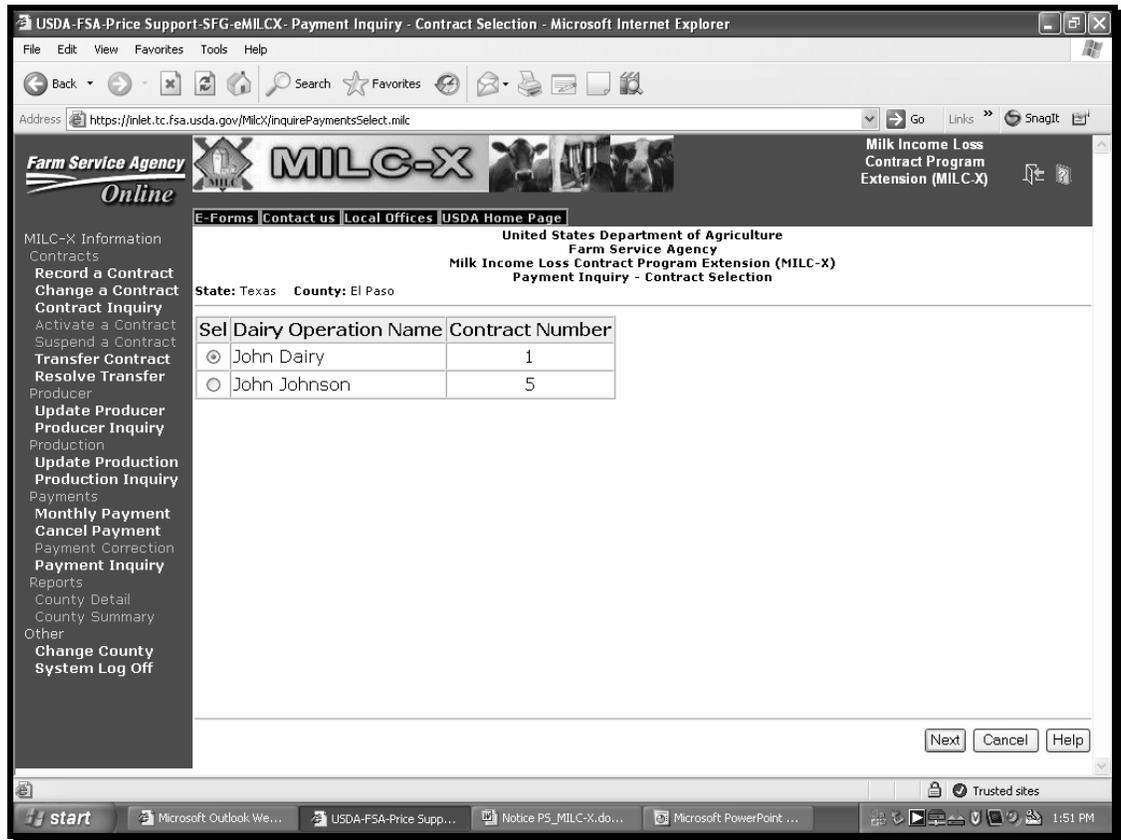
start Microsoft Outlook We... USDA-FSA-Price Supp... Notice PS_MILC-X.do... Microsoft PowerPoint ... 1:50 PM

6 Payments (Continued)

C Payment Inquiry

To inquire on payment, click **“Payment Inquiry”**. The MILC-X Payment Inquiry – Contract Selection Screen will be displayed. Select a dairy from the list of dairy operations and click **“Next”** to continue.

The following is an example of the MILC-X Payment Inquiry – Contract Selection Screen.



Notice PS-546

6 Payments (Continued)

C Payment Inquiry (Continued)

The following is an example of the MILC-X Payment Inquiry Summary Screen.

The screenshot shows a web browser window titled "USDA-FSA-Price Support-SFG-eMILCX- Payment Inquiry Summary - Microsoft Internet Explorer". The address bar shows the URL "https://inlet.tc.fsa.usda.gov/MilCX/InquirePaymentsSelect.milc". The page header includes the "Farm Service Agency Online" logo and the "MILC-X" logo. The main content area is titled "United States Department of Agriculture Farm Service Agency Milk Income Loss Contract Program Extension (MILC-X) Payment Inquiry Summary". It shows the state as Texas and the county as El Paso. Below this, there is a section for "Dairy Operation Name - Contract No." with the value "John Dairy - 1". A table displays payment data for the year 2006:

Fiscal Year	Month	Producer ID	Producer ID Type	Producer Share	Amount
2006	February	000-00-0000	S	25.00%	\$ 118.58
2006	January	000-00-0000	S	25.00%	\$ 84.32
2006	December	000-00-0000	S	50.00%	\$ 44.88

The page also includes a navigation menu on the left with options like "Record a Contract", "Change a Contract", "Contract Inquiry", "Update Producer", "Update Production", "Payments", "Monthly Payment", "Cancel Payment", "Payment Inquiry", "Reports", "County Detail", "County Summary", "Other", "Change County", and "System Log Off". At the bottom, there are buttons for "Back", "Cancel", and "Help", and a taskbar showing the system time as 11:39 AM.

Notice PS-546

7 Other Functions

A Changing a County

To change a county in a multi-county FSA Service Center, click **“Change County”**. The MILC-X Select County Screen will be displayed.

The following is an example of the MILC-X Select County Screen,

