

For: Arkansas, California, Louisiana, Mississippi, and Texas State and County Offices and Rice CMA's

Processing Electronic Warehouse Receipts (EWR's) for Rice Using the Beta FSA EWR System
Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

PSD has directed the development of a web-based EWR system to process rice EWR's for price support benefits. The system shall be available in 26 Beta test County Offices in 5 rice-producing States during the 2006 crop year. The Beta EWR system for rice will link eGrain, Inc. (Provider) to participate in the BETA project with rice.

B Purpose

This notice provides rice EWR Beta State and County Offices with instructions on processing rice EWR's using the web-based EWR system.

2 General Information

A Rice EWR Beta Project

Operating under an agreement with DACO, the EWR Provider:

- maintains a central filing system of electronic documents in a confidential and secure manner
- manages EWR's issued by the warehouses on behalf of the producer
- enters into an agreement with PSD, on the transfer, use, and maintenance of EWR data used to obtain price support benefits.

<p>Disposal Date</p> <p>August 1, 2007</p>	<p>Distribution</p> <p>AR, CA, LA, MS, and TX State Offices; State Offices relay to Beta County Offices and Rice CMA's.</p>
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2 General Information (Continued)

A Rice EWR Beta Project (Continued)

Rice warehouses participating in the Beta test **must** sign up with Provider and issue all receipts as EWR's with the option to convert EWR's to paper receipts on request.

Producers wanting to obtain price support benefits using EWR's shall instruct warehouses to issue receipts as "loanable" and provide the Beta County Office with EWR numbers and warehouse code of the storing warehouse when applying for loan or LDP.

B Rice EWR for Loan- and LDP-Making

Using the web-based EWR system for rice, the Beta County Office shall request and download the receipt and transfer the data to APSS to complete the loan- or LDP-making process. This will eliminate the entry of warehouse receipt-related data needed to complete the price support MAL or LDP transaction requested by the producer.

Warehouse-stored rice pledged as collateral to obtain marketing assistance loans shall have CCC as the holder of the warehouse receipt until MAL is redeemed. Warehouse receipted quantities requested for LDP do **not** require that CCC become holder of the warehouse receipt to obtain LDP. All EWR's successfully transferred to FSA shall be locked for the exclusive use of the requesting county.

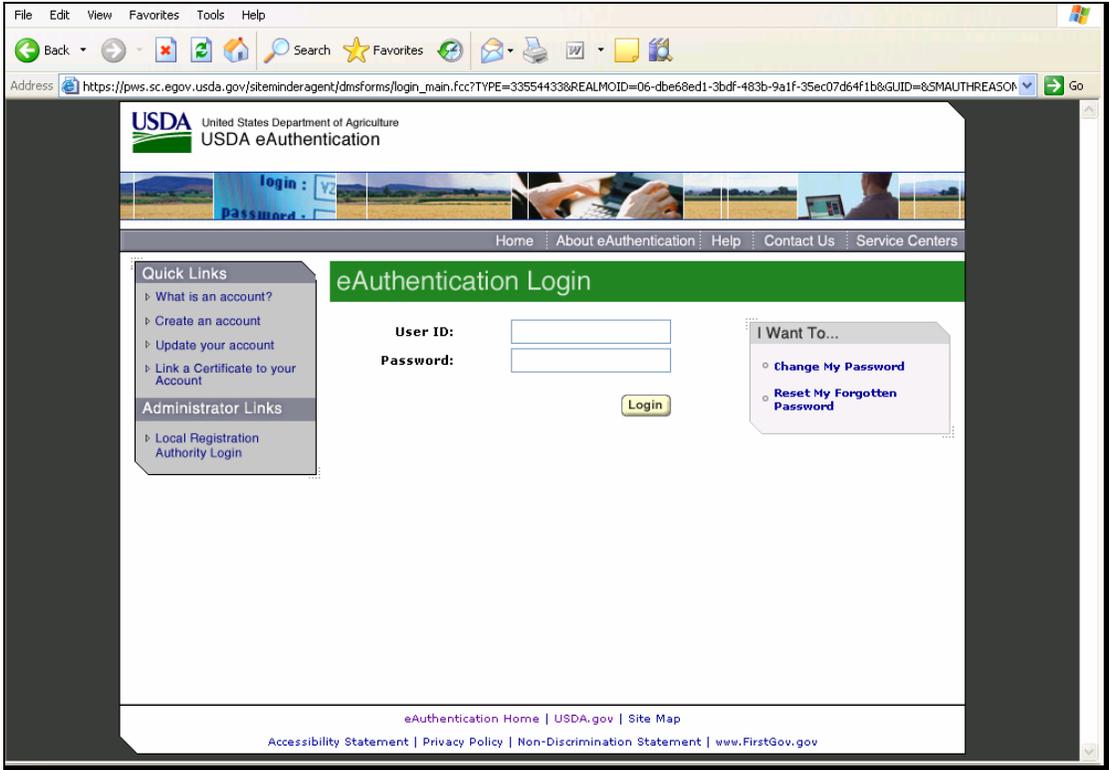
At repayment, the person or entity authorized to redeem the loan shall provide the County Office with the new holder information. After processing the repayment in APSS, County Offices shall use the web-based EWR system for rice, to release the repaid EWR to the new holder. The Provider shall be responsible for transmitting the new holder information. Warehouse receipts that are forfeited remain in the possession of CCC and shall be transferred to a CCC designated account.

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3 Getting Started

A Accessing the Beta EWR system for Rice

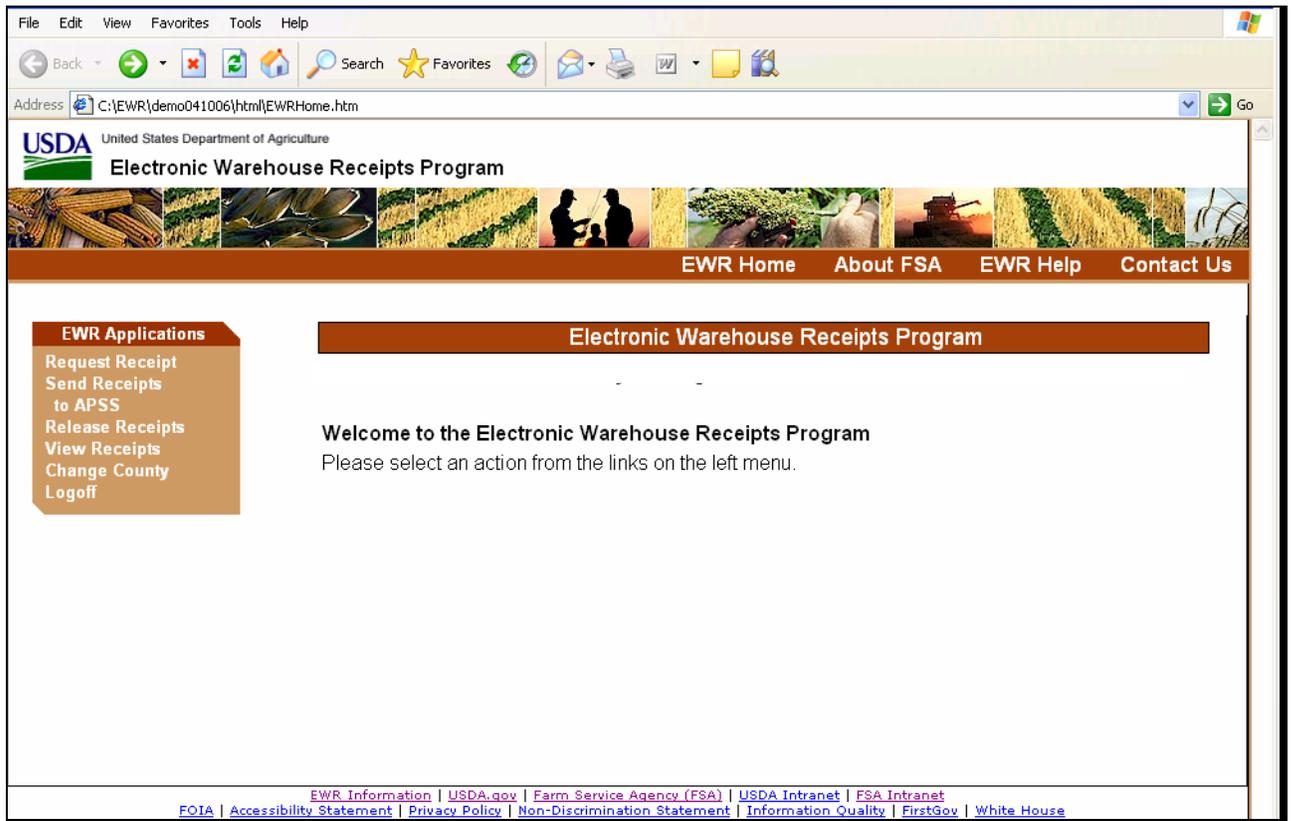
The following table provides steps for accessing the EWR system for rice.

Step	Action
1	Install the Beta “Electronic Warehouse Receipts Program” for rice according to Transmittal Beta QX and access the application using the URL provided in the transmittal.
2	<p>The eAuthentication Login Screen will be displayed to enter the appropriate credentials. See 6-IRM, Exhibits 16.5 through 16.8 for guidelines.</p> <p>The following is an example of the eAuthentication Login Screen.</p> 

3 Getting Started (Continued)

B Welcome to Electronic Warehouse Receipts Program

Upon completing the user verification process, a Welcome Screen will be displayed. The following is an example of the Welcome Screen.



C EWR Home Page

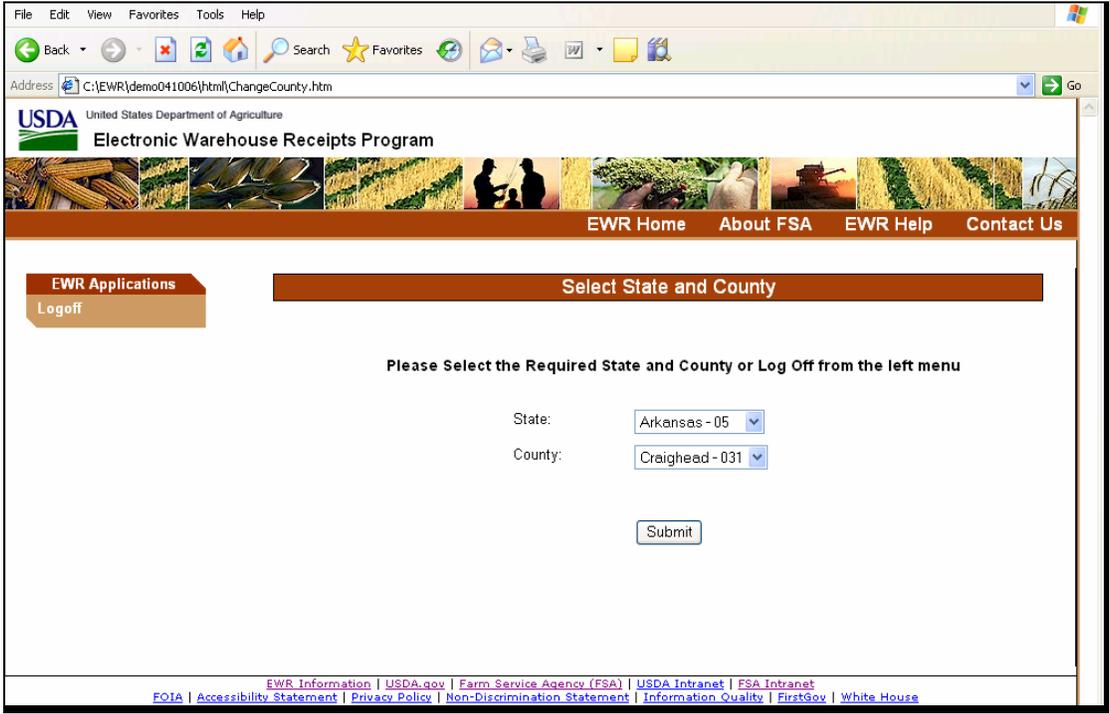
EWR Home Page allows the user to access the following options:

- request receipt
- send receipts to APSS
- release receipt
- view receipts
- change county
- logoff.

3 Getting Started (Continued)

D Change County Option

County Offices servicing multiple counties or designated as service county for rice CMA’s, shall identify the name of the County whose files it needs to download. The following table provides steps to change the County Office.

Step	Action
1	CLICK “ Change County ” on the left navigation bar to get the Select State and County Screen. A drop-down menu to select the State and then county will be displayed.
2	Select the State and County from the drop-down menu.
3	CLICK “ Submit ”. The new State and County name and codes will be displayed on the screen.
<p>The following is an example of a Change County Screen.</p> 	

4 Requesting Receipts

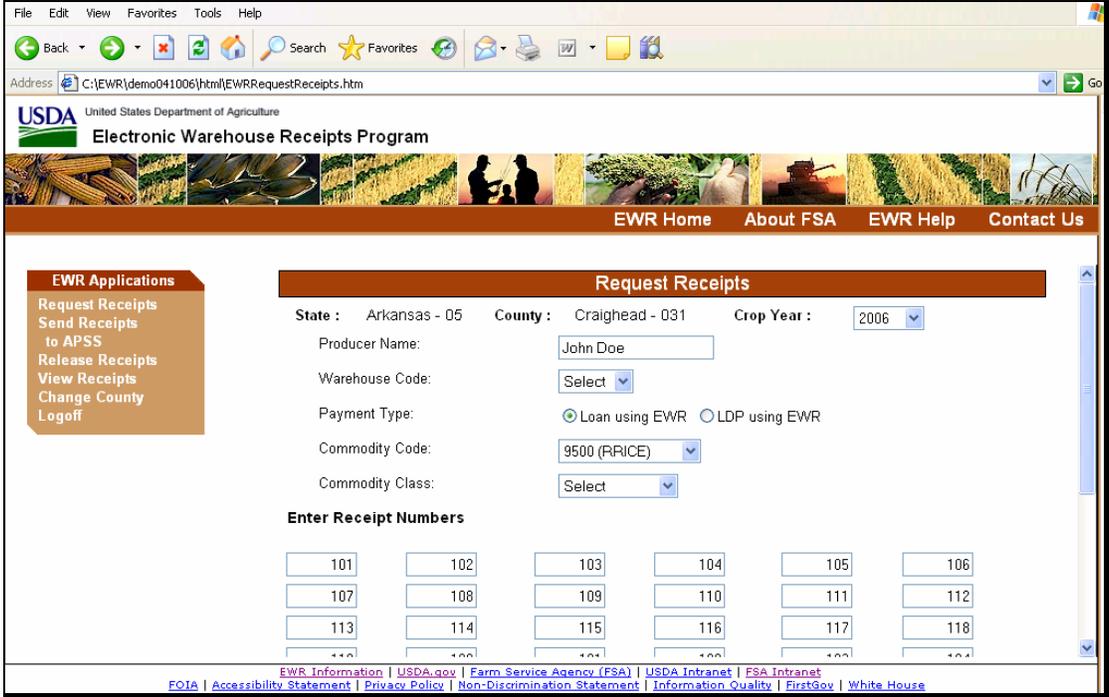
A Requesting EWR's

Producers requesting loans or LDP's shall provide County Offices with basic loan or LDP application requirements. In addition to the producer and farm information the applicant shall, at a minimum, provide the following information:

- warehouse code
- commodity type
- commodity class
- list of warehouse receipt numbers.

Note: Producers may FAX or e-mail this information to the County Office.

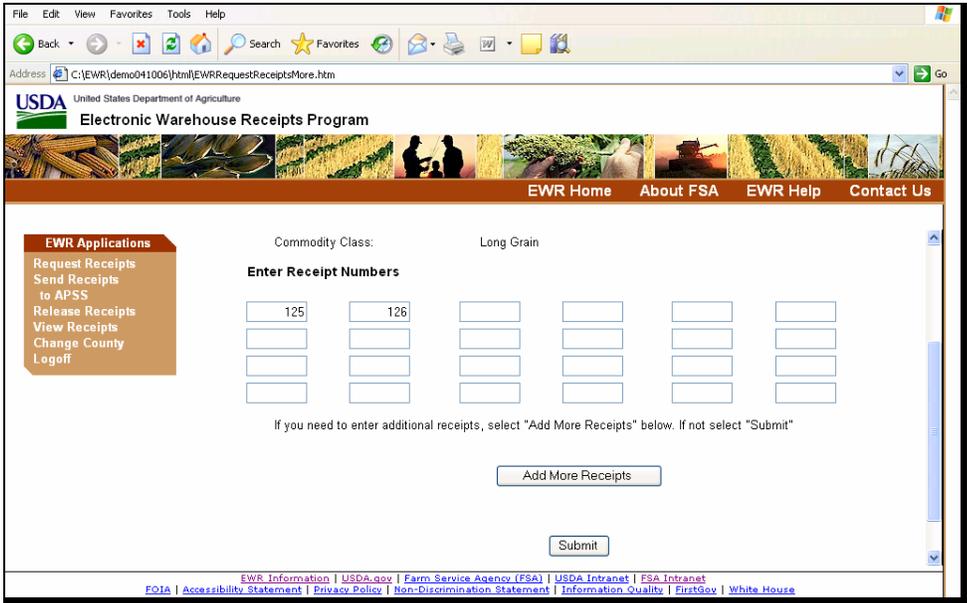
This table provides steps for requesting receipts.

Step	Action
1	<p>CLICK “Request Receipt” from the left navigation bar to request for EWR data associated with the producer application.</p> <p>The following is an example of a Request Receipt Screen.</p> 

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4 Requesting Receipts (Continued)

A Requesting EWR's (Continued)

Step	Action
2	<p>Select the appropriate crop year and complete the following data required on the screen:</p> <ul style="list-style-type: none"> • producer name <p>Note: This will be used to identify the request but does not have to exactly match the name in the Service Center Information Management System name and address file.</p> <ul style="list-style-type: none"> • warehouse code <p>Note: A list of participating warehouses will be displayed in the drop-down menu.</p> <ul style="list-style-type: none"> • payment type - CLICK the radio button corresponding to the type of request • commodity code • commodity class • receipt numbers. <p>Note: The screen will allow entry of 24 receipts per screen.</p>
3	<p>CLICK “Add More Receipts” to display a continuation screen to enter additional EWR numbers to request.</p> <p>The following is an example of the Request Receipt Continuation Screen.</p> 

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4 Requesting Receipts (Continued)

A Requesting EWR's (Continued)

Step	Action
4	CLICK “Back” on the menu bar to return to the previous screen.
5	CLICK “Submit” to send the request for EWR's. EWR system will retrieve the requested EWR's from Provider's system used by the warehouse to issue EWR's.

B Request EWR Results

The EWR system will retrieve the information from Provider's system and display the Request Receipts Results Screen. The following is an example of the upper portion of the screen.

The screenshot shows a web browser window displaying the USDA Electronic Warehouse Receipts Program interface. The page title is "Request Receipts Results".

Request Details:

State: Arkansas-05	County: Craighead-031	Crop Year: 2006	File Sequence Number: TST30001
Warehouse Code: 072123	Producer Name: John Doe	Provider Name: eGrain	License Type: US
Payment Type: Loan using EWR	Commodity Code: 9500 RRICE	Commodity Class: Long Grain	Unit of Measure: CWT

Total Valid Receipts: 2

Return Receipt to Provider	Receipt Number	Producer Name on Receipt	Current Holder Name ID	Current Holder As of	Previous Holder Name ID	Farm Number	Grade	Storage Paid Thru	Qty
Return Receipt	1010101	John Doe Sr.	CCC/C000002	01-31-2006	Riceland Foods/1234	00001462	2	01-31-2006	100
Return Receipt	1010102	John Doe Jr.	CCC/C000002	02-01-2006	Paul's Rice/3456	00001463	3	02-01-2006	200
Total Weight: 300									

Total Error Receipts: 4

Receipt Number	Error Code	Error Description
1010103	990	Receipt not on file

At the bottom of the page, there are links for EWR Information, USDA.gov, Farm Service Agency (FSA), USDA Intranet, FSA Intranet, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

The upper portion displays the data submitted with the request, according to subparagraph A, Provider's name, license type, and the unit of measure of the receipt quantity shown on EWR's. This will be followed by a list of valid receipts, the receipts with the errors, and the corresponding error description, if applicable.

A printer friendly page will be available. Print the data and file this report in the loan folder.

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4 Requesting Receipts (Continued)

C Validating EWR's

Review the results of the request for accuracy and consistency with the loan or LDP application submitted by the producer. Each file sequence number will start with "TST" and must have the same:

- producer name
- warehouse code
- commodity
- commodity class
- type of payment request
- aromatic indicator.

The following table provides the steps to validate EWR's.

Step	Action
1	CLICK the applicable EWR number on the "Receipt Number" column to display the detail EWR data. The EWR data is also available on the printer friendly format.
2	<p>CLICK "Return Receipt" to return EWR's to the Provider.</p> <p>Notes: This option will be used when EWR's are downloaded in error and must be removed from the File Sequence Number.</p> <p style="text-align: center;">A Confirm Return Receipt Screen will be displayed with EWR's returned.</p> <p>The following is an example of the Confirm Return Receipt Screen.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> </div> <p style="font-size: small; text-align: center;"> EWR Information USDA.gov Farm Service Agency (FSA) USDA Intranet FSA Intranet FOIA Accessibility Statement Privacy Policy Non-Discrimination Statement Information Quality FirstGov White House </p>

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4 Requesting Receipts (Continued)

C Validating EWR's (Continued)

Step	Action
3	<p>CLICK “Yes” to complete the return process.</p> <p>Note: Receipts that have been returned will be available for future re-download. However, if the receipt is being returned for correction, allow enough time for the receipt to be corrected. It is highly recommended that the user view the receipt according to paragraph 7 before requesting the receipt again.</p>
4	CLICK “No” to return to the previous screen.
5	<p>CLICK “Submit”. The system will:</p> <ul style="list-style-type: none">• remove EWR's with errors from the file• process and complete the file for transfer to APSS according to paragraph 5.

5 Sending EWR's to APSS

A General Information

The completed files will be identified by the File Sequence Number and can be transferred to APSS to process the:

- loan or LDP request of the producer
- re-entry of a corrected loan or LDP.

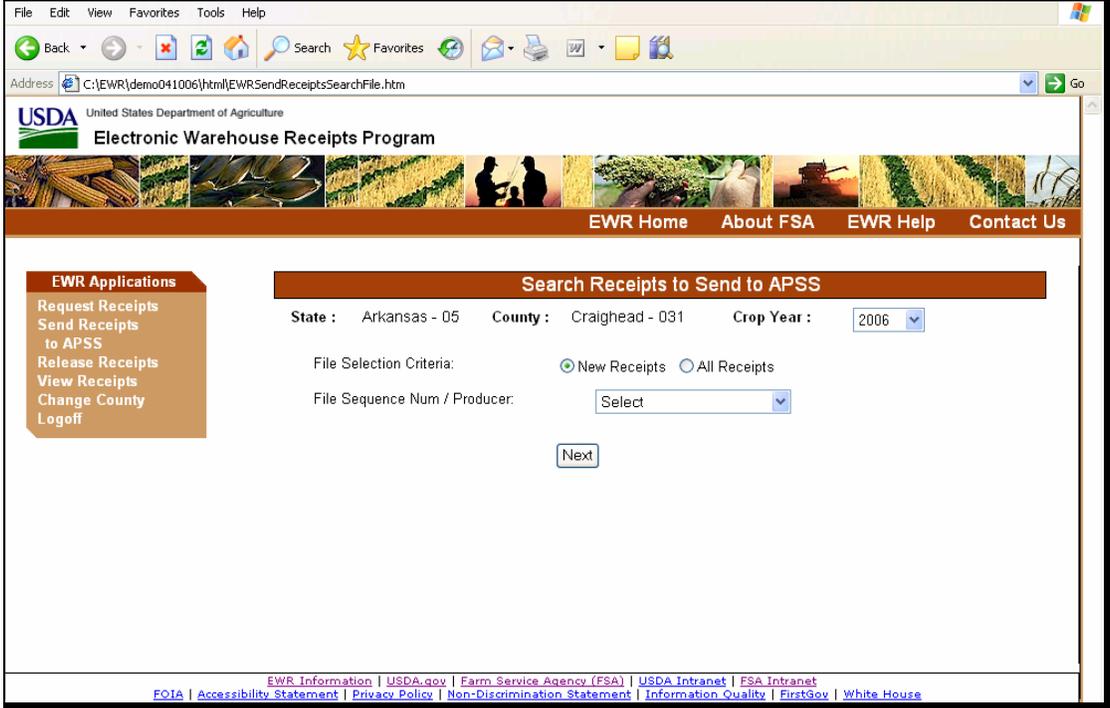
Note: Files that have been transferred to APSS **must** be used to process loans or LDP's on the **same day** or the files will have to be re-sent to APSS so the files will be available to process loans or LDP's.

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5 Sending EWR's to APSS (Continued)

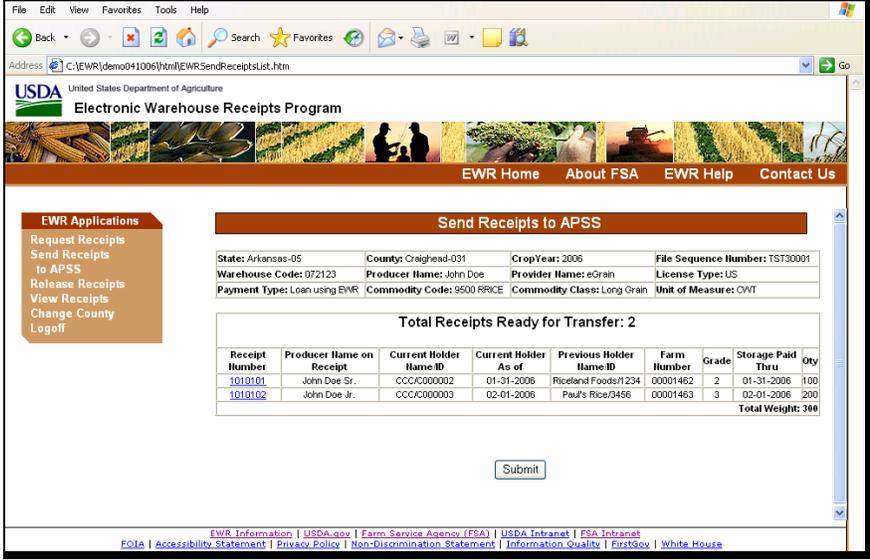
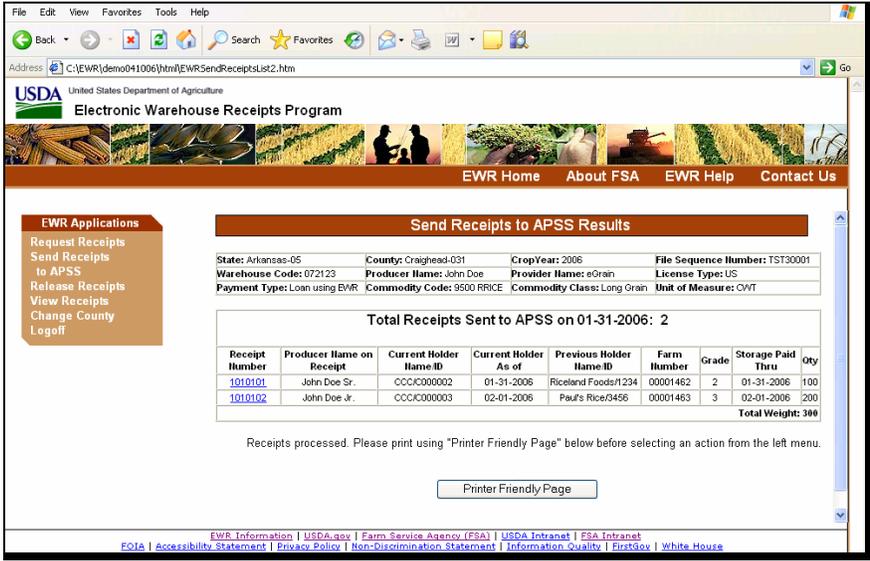
B Searching for EWR's and Sending EWR's to APSS

Files that have been requested and completed according to paragraph 4 are ready for transfer to APSS. The following table provides steps for search for EWR's and sending EWR's to APSS.

Step	Action
1	<p>CLICK “Send Receipts to APSS” on the left side of the navigation menu to transfer completed EWR's to APSS. The user shall be presented with the file selection criteria. The following is an example of the Search Receipts to Send to APSS Screen.</p> 
2	<p>CLICK radio button indicating the appropriate File Selection Criteria as follows:</p> <ul style="list-style-type: none"> • New Receipts – the completed File Sequence Numbers of receipts that have not been previously transferred to APSS will be listed • All Receipts – shall list the completed File Sequence Numbers of all receipts that have been processed including those that have already been transferred to APSS.
3	<p>CLICK “File Sequence Number/Producer” from the drop-down list.</p>

5 Sending EWR's to APSS (Continued)

B Searching for EWR's and Sending EWR's to APSS (Continued)

Step	Action																																				
4	<p>CLICK “Next”, the Send Receipts to APSS Screen will be displayed. This is an example of the Send Receipts to APSS Screen.</p>  <table border="1" data-bbox="570 806 1170 884"> <thead> <tr> <th>Receipt Number</th> <th>Producer Name on Receipt</th> <th>Current Holder Name ID</th> <th>Current Holder As of</th> <th>Previous Holder Name ID</th> <th>Farm Number</th> <th>Grade</th> <th>Storage Paid Thru</th> <th>Qty</th> </tr> </thead> <tbody> <tr> <td>1010101</td> <td>John Doe Sr.</td> <td>CCCC000002</td> <td>01-31-2006</td> <td>Riceland Foods/1234</td> <td>00001462</td> <td>2</td> <td>01-31-2006</td> <td>100</td> </tr> <tr> <td>1010102</td> <td>John Doe Jr.</td> <td>CCCC000003</td> <td>02-01-2006</td> <td>Paul's Rice/3456</td> <td>00001463</td> <td>3</td> <td>02-01-2006</td> <td>200</td> </tr> <tr> <td colspan="8" style="text-align: right;">Total Weight: 300</td> <td></td> </tr> </tbody> </table>	Receipt Number	Producer Name on Receipt	Current Holder Name ID	Current Holder As of	Previous Holder Name ID	Farm Number	Grade	Storage Paid Thru	Qty	1010101	John Doe Sr.	CCCC000002	01-31-2006	Riceland Foods/1234	00001462	2	01-31-2006	100	1010102	John Doe Jr.	CCCC000003	02-01-2006	Paul's Rice/3456	00001463	3	02-01-2006	200	Total Weight: 300								
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5	<p>CLICK the specific EWR number to display the detail data. A printer friendly version is also available.</p>																																				
6	<p>CLICK “Submit” to transfer the receipts in the file to APSS. The Send Receipts to APSS Results Screen will be displayed with confirmation that the receipts have been sent to APSS and the option to access and print a printer friendly list. This is an example of the Send Receipts to APSS Results Screen.</p>  <table border="1" data-bbox="570 1640 1170 1717"> <thead> <tr> <th>Receipt Number</th> <th>Producer Name on Receipt</th> <th>Current Holder Name ID</th> <th>Current Holder As of</th> <th>Previous Holder Name ID</th> <th>Farm Number</th> <th>Grade</th> <th>Storage Paid Thru</th> <th>Qty</th> </tr> </thead> <tbody> <tr> <td>1010101</td> <td>John Doe Sr.</td> <td>CCCC000002</td> <td>01-31-2006</td> <td>Riceland Foods/1234</td> <td>00001462</td> <td>2</td> <td>01-31-2006</td> <td>100</td> </tr> <tr> <td>1010102</td> <td>John Doe Jr.</td> <td>CCCC000003</td> <td>02-01-2006</td> <td>Paul's Rice/3456</td> <td>00001463</td> <td>3</td> <td>02-01-2006</td> <td>200</td> </tr> <tr> <td colspan="8" style="text-align: right;">Total Weight: 300</td> <td></td> </tr> </tbody> </table>	Receipt Number	Producer Name on Receipt	Current Holder Name ID	Current Holder As of	Previous Holder Name ID	Farm Number	Grade	Storage Paid Thru	Qty	1010101	John Doe Sr.	CCCC000002	01-31-2006	Riceland Foods/1234	00001462	2	01-31-2006	100	1010102	John Doe Jr.	CCCC000003	02-01-2006	Paul's Rice/3456	00001463	3	02-01-2006	200	Total Weight: 300								
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7	<p>CLICK “Printer Friendly Page”, print the report, and file the report in the loan folder.</p>																																				

6 Processing Rice EWR's in APSS

A Warehouse-Stored Loans Using EWR's

EWR's that have been transferred to APSS are ready to be used to process warehouse-stored loan applications. APSS has been enhanced to add the ability to use EWR's to process warehouse-stored loans. The following table provides steps for loan making.

Step	Action
1	From the Price Support Main Menu, PCA005 , ENTER "2", " Perform Loan Making Functions ".
2	Perform the normal loan and producer verification routines.
3	From the Price Support Loan Making Menu, PLA000 , ENTER "10", "Warehouse Rice Loans Using Preprocessed Data". This is an example of Screen PLA000.

The screenshot shows a terminal window titled "Session A - [24 x 80]" with a menu titled "PRICE SUPPORT - LOAN MAKING MENU". The menu lists 10 options, with option 10, "Warehouse Rice Loans Using Preprocessed Data", marked with an asterisk. Below the menu, it prompts the user to "Enter the number of your selection and press the 'Enter' key." and shows "Cmd3=Previous Menu". The bottom of the screen displays "MA a" and "22/003".

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COMMAND                                PLA000                                YH
PRICE SUPPORT - LOAN MAKING MENU
-----
1.  Farm Stored Regular Certified
2.  Farm Stored Regular Measured
* 3.  Farm Stored Reserve
4.  Warehouse Stored Regular
* 5.  Warehouse Stored Reserve
6.  Distress Certified
7.  Distress Measured
8.  Form A Cotton Loans Using Preprocessed Bale Data
9.  Warehouse Peanut Loans Using Preprocessed Data
10. Warehouse Rice Loans Using Preprocessed Data

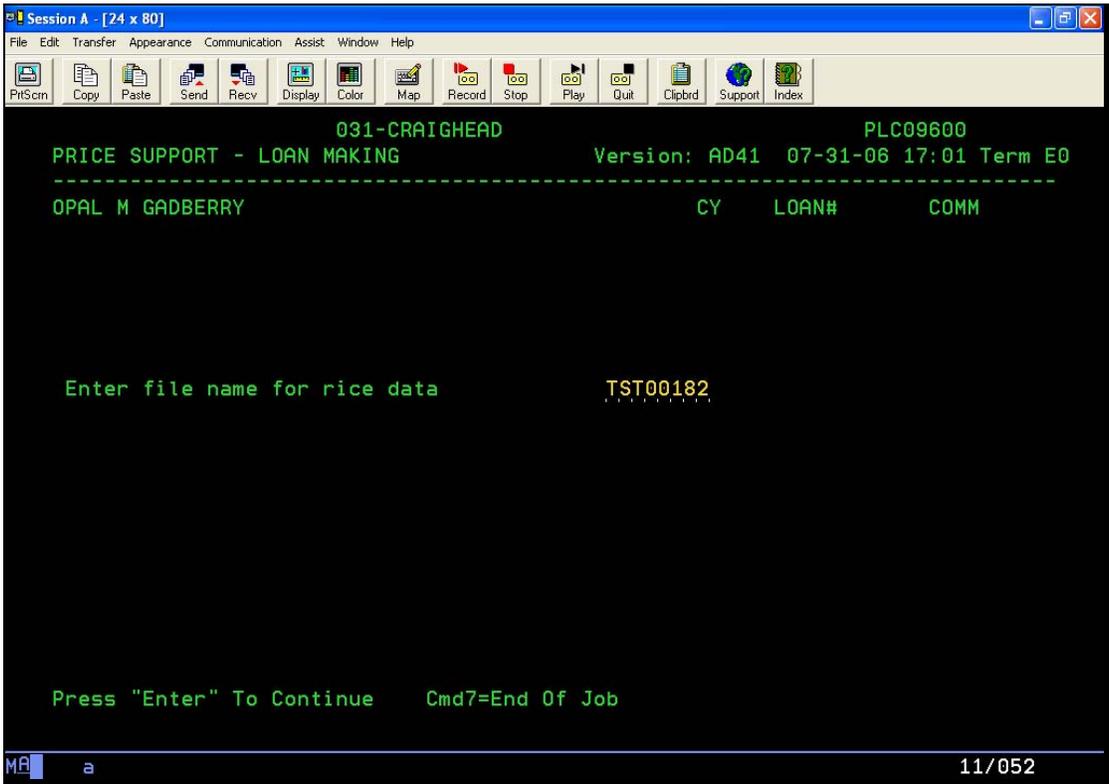
Enter the number of your selection and
press the "Enter" key.

Cmd3=Previous Menu
_
MA a                                22/003
    
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6 Processing Rice EWR's in APSS (Continued)

A Warehouse-Stored Loans Using EWR's (Continued)

Step	Action
4	<p>Screen PLC09600 will be displayed. This is an example of Screen PLC09600.</p>  <p>The screenshot shows a terminal window titled 'Session A - [24 x 80]'. The menu bar includes File, Edit, Transfer, Appearance, Communication, Assist, Window, and Help. The toolbar contains icons for PrintScreen, Copy, Paste, Send, Recv, Display, Color, Map, Record, Stop, Play, Quit, Clipboard, Support, and Index. The main display area has a black background with green text. At the top, it shows '031-CRAIGHEAD' on the left and 'PLC09600' on the right. Below that is 'PRICE SUPPORT - LOAN MAKING' and 'Version: AD41 07-31-06 17:01 Term E0'. A dashed line separates the header from the data area. The data area shows 'OPAL M GADBERRY' on the left, and 'CY', 'LOAN#', and 'COMM' on the right. At the bottom of the data area, it says 'Enter file name for rice data' and 'TST00182'. At the very bottom of the screen, it says 'Press "Enter" To Continue Cmd7=End Of Job' and '11/052'.</p>
5	<p>Enter the File Sequence Number of the rice EWR file that will be used to process the loan and press Enter.</p> <p>The system will retrieve and display the producer name associated with the transferred rice EWR file.</p>
6	<p>ENTER “Y” or “N” to the question, “Is this the correct file?”</p> <p>Note: The producer name displayed after answering the question may not exactly match the SCIMS name and address record. APSS will process the loan for the person/entity displayed on the upper left hand corner of the screen and not the name shown on the completed EWR file.</p>
7	<p>Continue with the warehouse-stored loan making process according to 12-PS, Part 4. Verify the pre-filled information on the screen when completing the loan-making process.</p>

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6 Processing Rice EWR's in APSS (Continued)

A Warehouse-Stored Loan Using EWR's (Continued)

APSS does not allow pre-filled data to be edited. This table provides guidance.

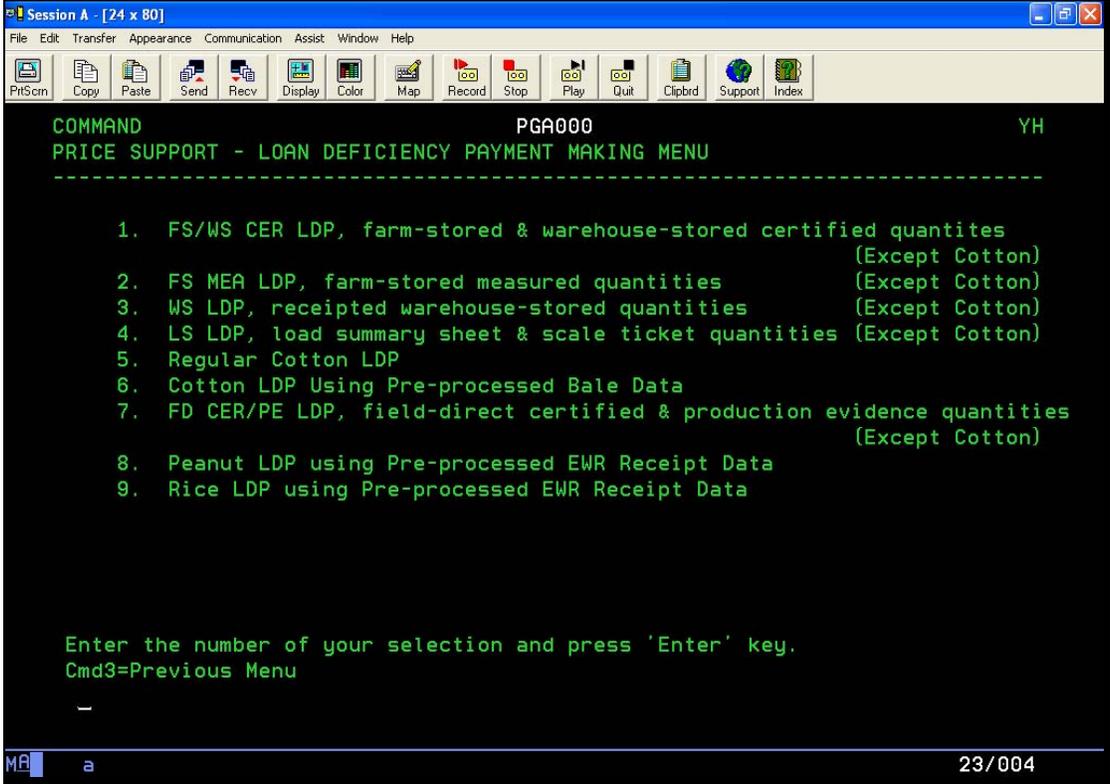
IF EWR errors are detected and the loan involves...	THEN...
1 EWR	<ul style="list-style-type: none">• discontinue the loan-making process• access the web-based EWR system• return the EWR with error to the Provider according to paragraph 7 using reason code "5-Receipt Data Error".
multiple EWR's	<ul style="list-style-type: none">• delete EWR's with errors from the loan being processed• complete the loan-making process with EWR's that passed validation• access the web-based EWR system• return EWR's with errors to the Provider according to paragraph 7 using reason code "5-Receipt Data Error".

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6 Processing Rice EWR's in APSS (Continued)

B LDP Processing Using EWR's

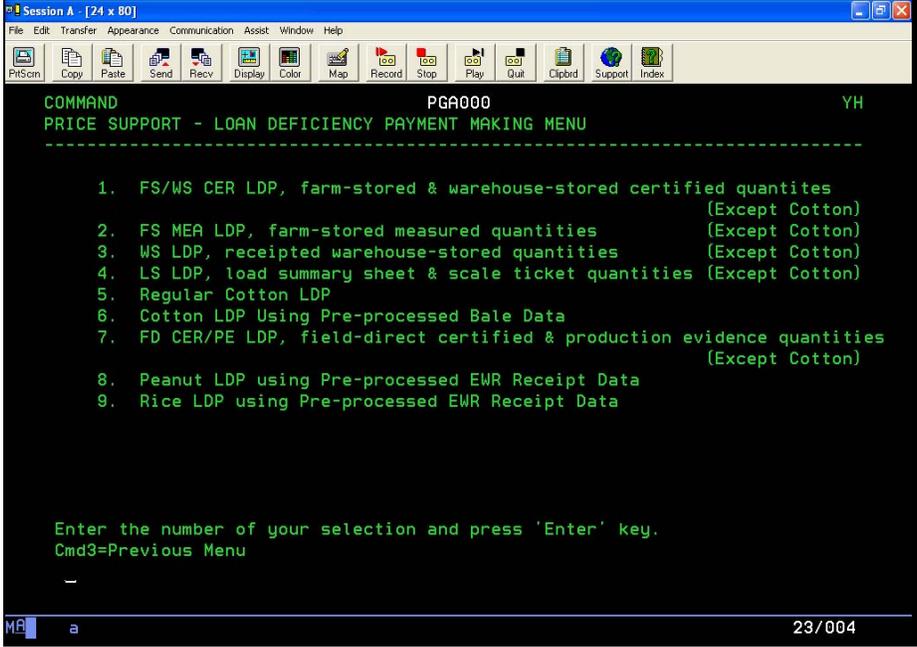
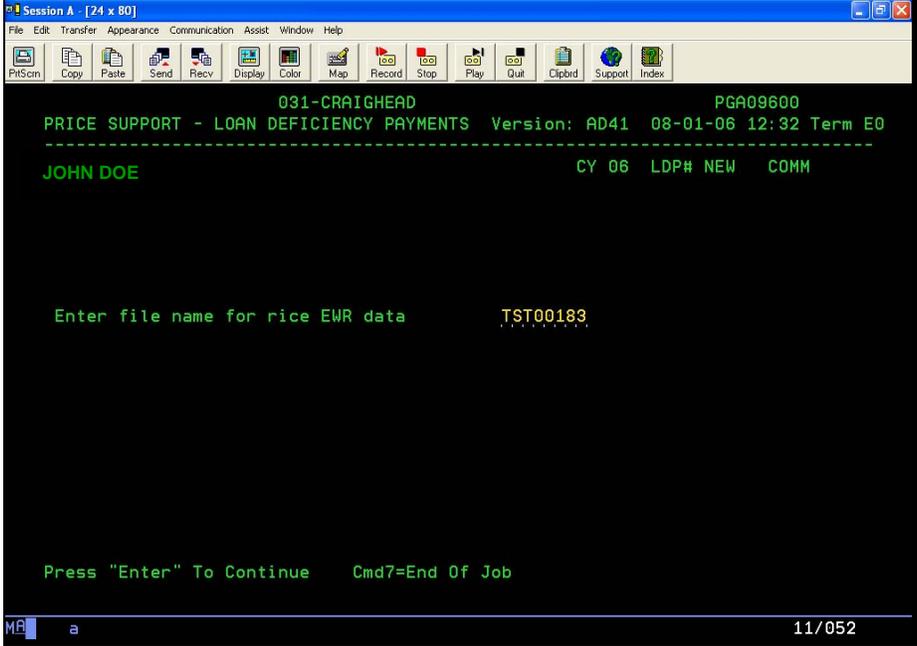
EWR's that have been transferred to APSS are ready to be used to process LDP's. APSS has been enhanced to add the ability to use EWR's to process LDP's. The following table provides steps for LDP making.

Step	Action
1	<p>From Price Support Main Menu, PCA000, ENTER "13", "Perform LDP Processing Functions". This is an example of Screen PGA000.</p> 
2	Perform the normal loan and producer verification routines.

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6 Processing Rice EWR's in APSS (Continued)

B LDP Processing Using EWR's (Continued)

Step	Action
3	<p>From the Price Support Loan Deficiency Payment Making Menu, PGA000, ENTER "9". This is an example of Screen PGA000.</p> 
4	<p>Screen PGA09600 will be displayed. This is an example of the Screen PGA09600.</p> 

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6 Processing Rice EWR's in APSS (Continued)

B LDP Processing Using EWR's (Continued)

Step	Action
5	ENTER the File Sequence Number of the completed file that will be used to process the LDP and PRESS “Enter” . The system will retrieve and display the name associated with the transferred rice EWR file.
6	ENTER “Y” or “N” to the question, “Is this the correct file?” Note: The producer name displayed after answering the question may not exactly match the SCIMS name and address record. APSS shall process the LDP for the person/entity displayed on the upper left hand corner of the screen.
7	Continue with the LDP-making process according to 12-PS, Part 19. Verify the pre-filled information on the screen when completing the LDP-making process.

APSS does **not** allow pre-filled data to be edited. This table provides guidance.

IF EWR errors are detected and LDP involves...	THEN...
1 EWR	<ul style="list-style-type: none"> • discontinue the LDP process • access the web-based EWR system • return the EWR with error to the Provider according to paragraph 7 using reason code “5-Receipt Data Error”.
multiple EWR's	<ul style="list-style-type: none"> • delete EWR's with errors from LDP being processed • complete LDP process with EWR's that passed validation • access the web-based EWR system • return EWR's with errors to the Provider according to paragraph 7 using reason code “5-Receipt Data Error”.

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7 Searching For and Releasing EWR's

A General Information

EWR's that have been downloaded by County Offices may be released for the following reasons.

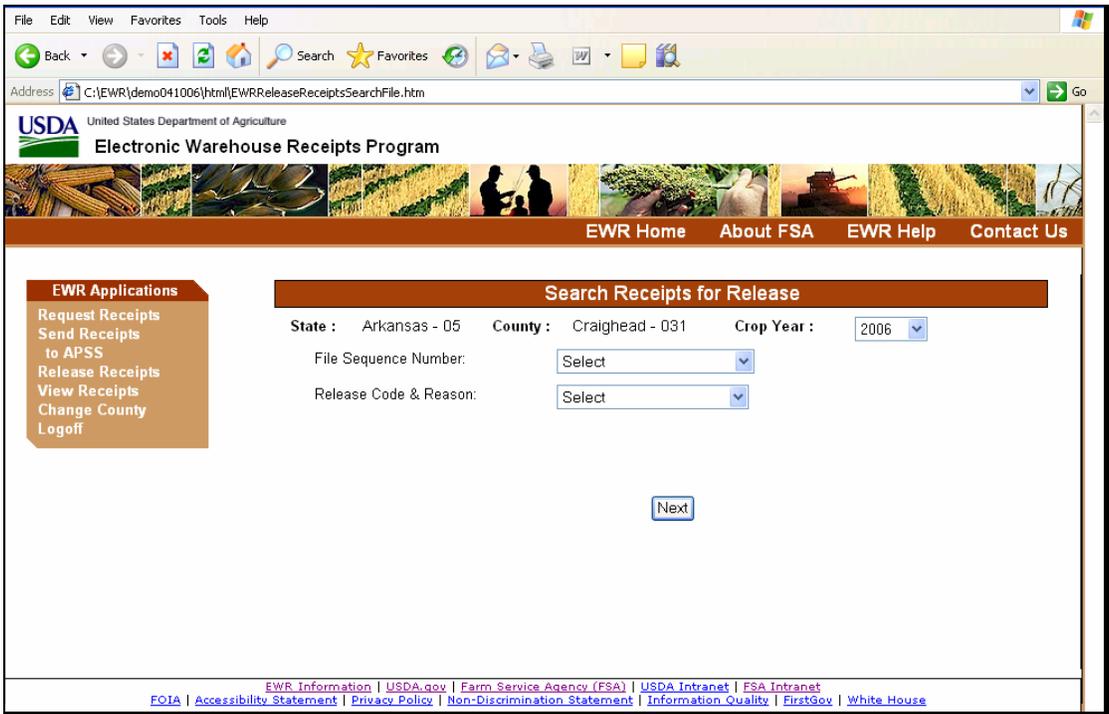
Release Code/Reason	Condition	Action/Result
2 – Repayment of Receipts	Receipt under loan is being repaid.	Enter the new Holder ID and Holder Name Information Receipt will be automatically returned to the Provider with New Holder information.
4 – Reconciliation/Split	Receipt: <ul style="list-style-type: none"> • has been approved for reconciliation • needs to be split on request of the producer or FSA. 	Receipt shall be automatically returned to the Provider in its pre-download status. Note: Needs further action by the receipt holder or issuer.
5 – Receipt Data Error	There is error in the receipt data.	Receipt will be automatically returned to the Provider in its pre-download status. Note: Needs correction by the receipt issuer.
6 – Downloaded in Error	Receipt was downloaded by the County Office by mistake.	Receipt will be automatically returned to the Provider in its pre-download status. Receipt may be requested by any user.
9 – Forfeiture	Receipt under loan is forfeited.	Receipt will be released to the Kansas City Commodity Office (KCCO) and included in CCC inventory.

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7 Releasing EWR's (Continued)

B Searching and Selecting Receipts to Release

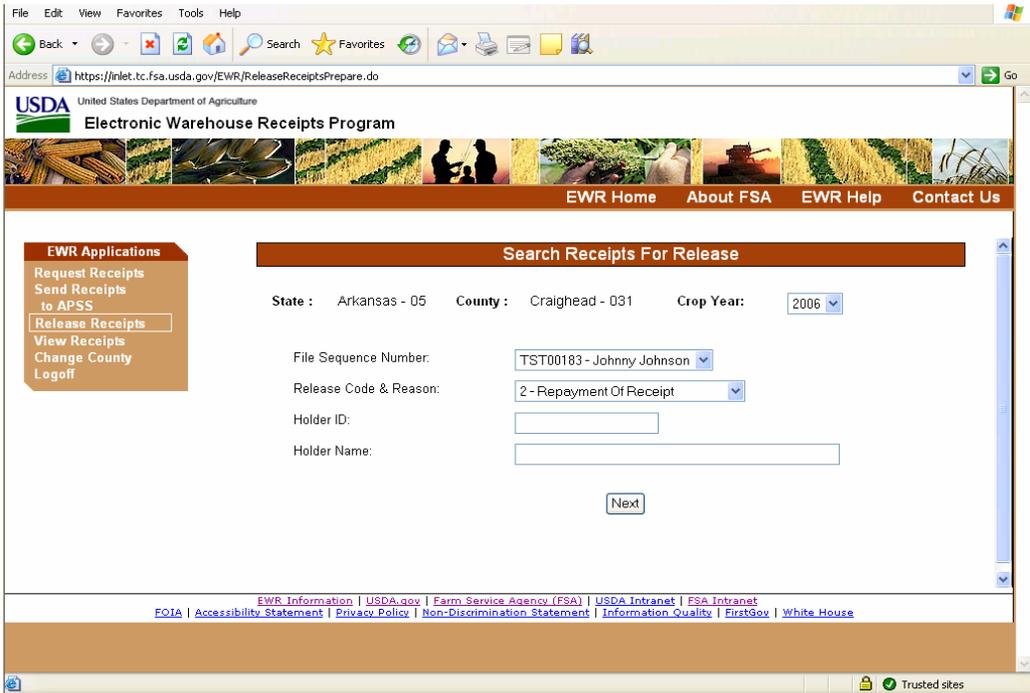
This table provides steps for releasing receipts.

Step	Action
1	<p>CLICK “Release Receipts” on the left side of the navigational menu to access the release receipts functions. The following is an example of the Search Receipts for Release Screen that will be displayed.</p>  <p>The File Sequence Number drop-down list will display the File Sequence Number and the producer name of all the files that have been completely processed.</p>

Notice PS-566

7 Releasing EWR's (Continued)

B Searching and Selecting Receipts to Release (Continued)

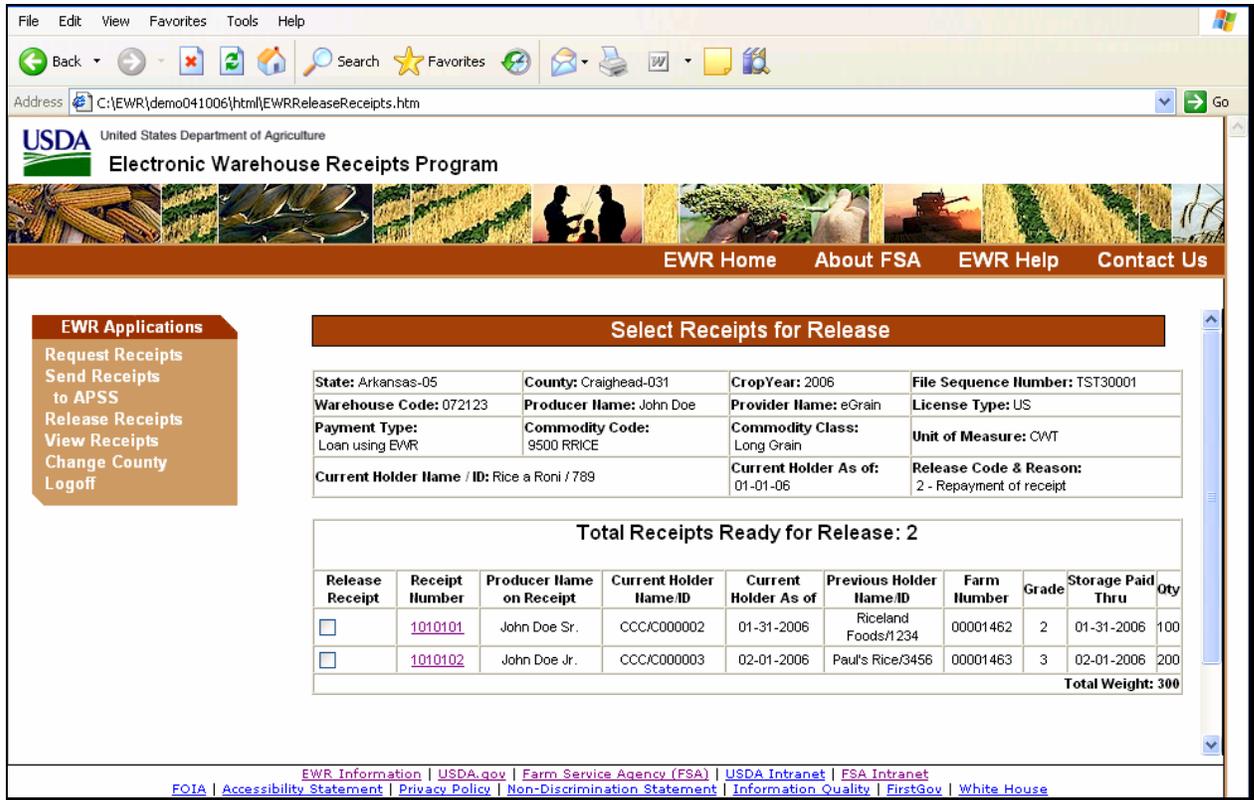
Step	Action
2	<p>The Release Code & Reason drop-down list will display the different release reasons as described in subparagraph A.</p> <p>If the Release Code & Reason selected is “2-Repayment of Receipts”, the user shall ENTER the new holder information assigned to the person or entity redeeming the loan.</p>  <p>The following is an example of the screen to enter the holder ID and holder name.</p> <p>Note: The person or entity authorized to redeem the loan shall be responsible for providing the new Holder information to the County Office. Holder information is issued by the Provider to the person/entity using their system.</p>
3	CLICK "Next". The Select Receipt to Release Screen will be displayed.

Notice PS-566

7 Releasing EWR's (Continued)

B Searching and Selecting Receipts for Release

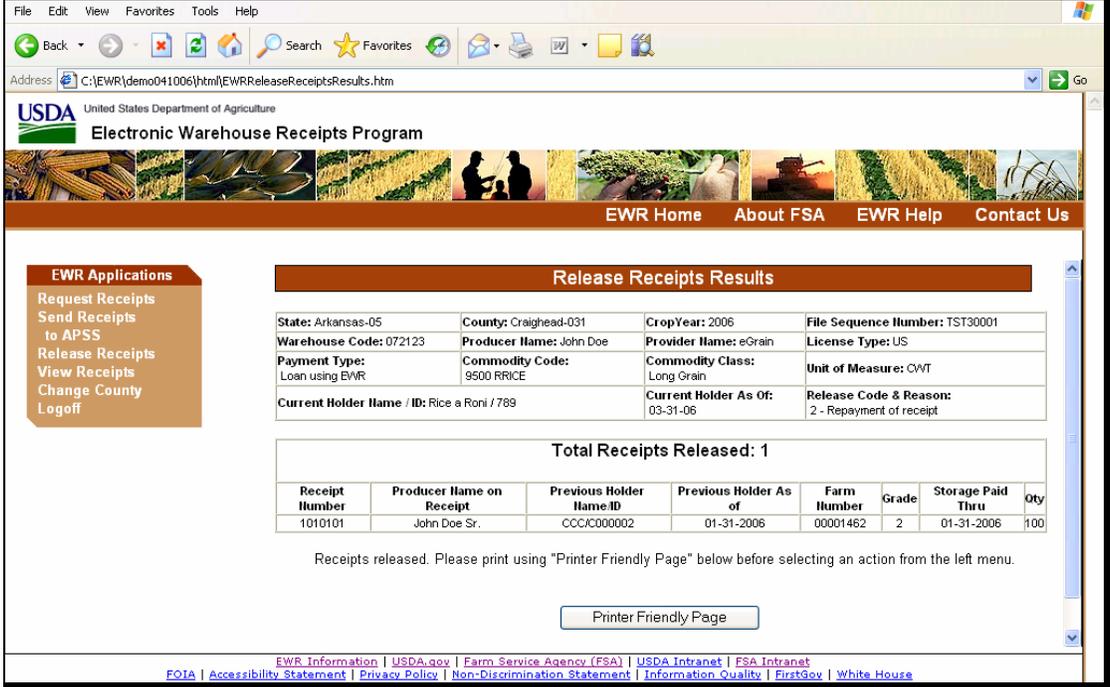
The following is an example of the Select Receipts for Release Screen.



Step	Action
4	Verify the “ New Holder Name/ID ” and the “ Release Code & Reason ” displayed on the upper portion of the screen.
5	The Total Receipts Ready for Release will be displayed. CLICK the box corresponding to the receipt number to be released in the Release Receipt column.
6	CLICK “ Next ” to go to the next screen. The receipts that have been selected for release will be displayed.
7	CLICK “ Next Page ” to view additional receipts.
8	CLICK “ Cancel ” to undo the selection and re-display all receipts ready for release.

7 Releasing EWR's (Continued)

B Searching and Selecting Receipts for Release (Continued)

Step	Action
9	<p>CLICK “Submit” to complete the release process. The “Release Receipt Results” will be displayed. This is an example a Release Receipt Results Screen.</p> 

8 Viewing EWR's

A General Information

The County Office shall use this option to inquire about EWR's. “View Receipts” allows users to view EWR details as they appear in the:

- EWR system
- Provider's system.

Receipts in **EWR system** will include EWR's that have been requested by the County Offices for price support purposes.

Receipts in **Provider's** system will include all EWR's that were issued by the warehouses participating in the Beta project.

Notice PS-566

8 Viewing EWR's (Continued)

B Searching for Receipts to View

The following is an example of Search Receipts for View Screen.

The screenshot shows a web browser window displaying the USDA Electronic Warehouse Receipts Program search interface. The browser's address bar shows the URL: C:\EWR\demo041006\html\EWRViewReceiptsSearchFile.htm. The page header includes the USDA logo and the text "United States Department of Agriculture" and "Electronic Warehouse Receipts Program". Below the header is a navigation bar with links for "EWR Home", "About FSA", "EWR Help", and "Contact Us". The main content area is titled "Search Receipts for View" and contains the following fields and options:

- State:** Arkansas - 05
- County:** Craighead - 031
- Crop Year:** 2006 (dropdown menu)
- Warehouse Code:** Select (dropdown menu)
- Receipt Number:** (text input field)
- View Type:** FSA Provider
- Submit** button

On the left side, there is a sidebar titled "EWR Applications" with the following links: Request Receipts, Send Receipts to APSS, Release Receipts, View Receipts, Change County, and Logoff. At the bottom of the page, there is a footer with various links: EWR Information, USDA.gov, Farm Service Agency (FSA), USDA Intranet, FSA Intranet, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

Step	Action
1	ENTER the Warehouse Code of the issuing warehouse and the EWR number you want to view.
2	CLICK “ FSA ” or “ Provider ” radio button to indicate the source of data that you want to view.
3	CLICK “ Submit ” to display the detail EWR data with a printer friendly format.