

For: State and County Offices

Phasing Out LDP Functionality in APSS – Password Authorization

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

Currently, LDP requests can be processed through APSS on System 36 and through eLDP software on the web. While eLDP is being enhanced to incorporate all APSS LDP functionality, processing in APSS will be available **only** for special processing. LDP processing in APSS has been modified to restrict application entries without password authorization.

In certain situations, APSS **must** be used to process LDP's as a workaround while eLDP undergoes modification. State Offices **must** request authorization through the National Office to process LDP requests through APSS. Blanket authorizations will **not** be provided as any workaround involving LDP is a temporary measure after all other eLDP processing options have been exhausted.

Field Offices will be notified when all LDP functionality has been moved to eLDP.

Important: APSS shall **not** be used to process LDP requests unless authorized by the National Office through State Office requests.

Note: 12-PS will be amended to incorporate changes in this notice.

B Purpose

The notice informs State and County Offices that:

- LDP processing in APSS requires authorization and a password to enter payment requests
- State Offices:
 - **must** request authorization to use APSS LDP functionality through the National Office
 - shall generate passwords for County Office use.

Disposal Date	Distribution
June 1, 2011	State Offices; State Offices relay to County Offices

Notice PS-678

1 Overview

C Contact

For questions about this notice, State Offices shall contact Shayla Watson, PSD, by either of the following:

- e-mail to shayla.watson@wdc.usda.gov
- telephone at 202-690-0013.

2 State Office Action

A Requesting Authorization

State Offices shall request authorization on a case-by-case basis to process LDP's in APSS. Requests must be submitted by e-mail to Shayla Watson at shayla.watson@wdc.usda.gov, detailing the issue preventing entry in eLDP. Additional information may be requested from the National Office before authorization is granted.

B Generating LDP Password

After authorization is provided, the State Office program specialist may generate a password as indicated in the following table.

Important: Passwords are county specific and valid for **only** the day they are generated.

Step	Action
1	Access System 36 in the normal manner. Note: If State specialist does not have access to AS/400, contact local ITS Support Division. Passwords may be generated by any personnel in the State Office with access to System 36 and processing capabilities for the State Office.
2	On FAX250, select Option "4", "Application Processing (Office Selection)". PRESS "Enter".
3	On FAX09002, enter the number corresponding to the State and PRESS "Enter". Note: Users may have several selection options. Select the applicable State.
4	On FAF07001, select Option "13", "Price Support" and PRESS "Enter".
5	On PAF000, select Option "4", "Price Support Password Generator" and PRESS "Enter".
6	On PKF09900, enter the "State Code" and "County Code". Ensure that any preceding zeroes are entered, as applicable. PRESS "Enter" to continue.
7	PKF09900 is populated with the password for the current day. The State Office program specialist shall provide this password to the requesting County Office in the manner most convenient.
8	When finished, end the job and follow the appropriate prompts to sign off.