

For: State and County Offices

Updating the T.Date File in the System 36 to Process Maturity Letters

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

An update to the T.Date file was transmitted to State and County Offices in 2010. It has become apparent that many County Offices have T.Date files without current months loaded as those offices are unable to print loan maturity letters when needed.

B Purpose

This notice provides information to update the T.Date file as needed if maturity letters cannot be generated from APSS.

C Contact

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

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

Disposal Date	Distribution
October 1, 2013 6-25-13	State Offices; State Offices relay to County Offices

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2 County Office Action

A Maturity Letter Error

If a user is unable to generate a maturity letter, after following procedure in 12-PS, paragraph 1489.5, ensure that:

- the applicable COC Maximum Established yield is loaded in the System 36 for the crop year that will begin in that current calendar year, regardless if the loan maturity letter is for the previous crop year

Note: A value must be entered in the yield table in the System 36 for the commodities with loans maturing. Because these loans will mature before harvest of the next crop year, the yield may be corrected once they are properly established by COC.

- queries are linked according to 12-PS, paragraph 1490.

If the user is still unable to generate maturity letters, follow the steps in subparagraph B to update the T.Date File.

B T.Date File Update

Update the T.Date file in System 36 according to the following table.

Step	Action
1	From Price Support Main Menu PCA005, ENTER "IDDU" and PRESS "Enter".
2	Select option 3, "Create, link, unlink, or type data into a file".
3	On the Work with Disk File Screen, enter the following: <ul style="list-style-type: none">• Option = "2"• Disk File Name = "T.DATE". PRESS "Enter".

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2 County Office Action (Continued)

B T.Date File Update (Continued)

Step	Action		
4	<p>Enter the following:</p> <ul style="list-style-type: none"> • Format: enter the month, last day of the month, and year <p style="margin-left: 40px;">Example: “June 30, 2013”</p> <ul style="list-style-type: none"> • Loan: enter the numerical representation of year, month, and last day of the month. <p style="margin-left: 40px;">Example: “20130630”</p> <p>The following is an example of the screen.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <pre> FORMAT June 30, 2013 Loan 20130630 </pre> </div> <p>PRESS “Enter”.</p>		
5	<p>Repeat the process for additional months by pressing “Enter” after each entry:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> • July 31, 2013 20130731 • August 31, 2013 20130831 • September 30, 2013 20130930 </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> • October 31, 2013 20131031 • November 30, 2013 20131130 • December 31, 2013 20131231. </td> </tr> </table>	<ul style="list-style-type: none"> • July 31, 2013 20130731 • August 31, 2013 20130831 • September 30, 2013 20130930 	<ul style="list-style-type: none"> • October 31, 2013 20131031 • November 30, 2013 20131130 • December 31, 2013 20131231.
<ul style="list-style-type: none"> • July 31, 2013 20130731 • August 31, 2013 20130831 • September 30, 2013 20130930 	<ul style="list-style-type: none"> • October 31, 2013 20131031 • November 30, 2013 20131130 • December 31, 2013 20131231. 		
6	Once finished updating the information, PRESS “Cmd7” to end the process.		
7	On the next screen, ensure that “1 = Yes” is entered and PRESS “Enter”.		
8	PRESS “Cmd7” then “Cmd7” again to exit the update process.		

C Continued Error

If the user is still unable to generate the loan maturity letter after completion of the activities in subparagraphs A and B, submit a Remedy Ticket to the National Help Desk. The State Specialist shall also e-mail the Remedy Ticket number to Shayla Watson, PSD, at shayla.watson@wdc.usda.gov.