

For: Flue-Cured Tobacco State and County Offices and KCAO

**2004 Flue-Cured Tobacco Allotment, Quota, Farm Yield,
and Reserve Acreage, and Referendum**

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

The Secretary has determined and announced the following for the 2004 crop of flue-cured tobacco:

- marketing quota is 471.3 million pounds
- acreage allotment is 225,718.39 acres
- average yield goal is 2088 pounds
- reserve for:
 - new farms is 270 acres
 - corrections and adjusting inequities is 135 acres
- a referendum for flue-cured tobacco for January 5, 2004, through January 9, 2004.

B Purpose

This notice provides:

- the 2004 national factors and reserve acreage for flue-cured tobacco
- instructions for completing annual calculations and conducting a referendum
- continuous designation **will not** be implemented for the 2004 flue-cured marketing season. Persons wishing to designate to an auction warehouse must do so at the County Office by April 15, 2004, or wait for a regular redesignation period.

<p>Disposal Date</p> <p>May 1, 2004</p>	<p>Distribution</p> <p>Flue-Cured Tobacco State Offices and KCAO; State Offices relay to applicable County Offices</p>
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2 National Factors and Reserve Acreage

A National Factors

The 2004 national factor for:

- acreage is 0.8950
- yield is 0.9235
- 5-year adjustment is 1.0000
- current year equivalent is 0.8950.

B Acreage Prorated to States

Reserve acreage for adjusting inequities in old farm acreage allotments is prorated to States as follows.

State	Reserve Acreage
Alabama	0.12
Florida	2.78
Georgia	14.23
North Carolina	88.99
South Carolina	16.84
Virginia	12.04

3 Action

A KCAO Action

KCAO shall transmit the 2004 national factors in subparagraph 2 A to flue-cured tobacco County Offices by December 17, 2003.

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3 Action (Continued)

B Conducting Referendum

To conduct the referendum, County Offices shall do the following:

- ensure that referendum supplies are adequate
- build an eligible voter file and generate MQ-4 according to 9-TB and Flue-cured Tobacco Bulletin No. 74

Note: This must be done after the FSA-578 summarization and before annual calculations.

- mail ballots by December 30, 2003
- conduct the referendum according to 1-PA
- call referendum results into the State Office after completing the tabulation on January 14, 2004
- submit MQ-7 to the State Office by January 16, 2004.

C Before Performing Annual Calculation

Before performing the 2004 annual calculations of flue-cured allotments and quotas, County Offices shall do the following:

- complete 2003 crop year FSA-578 summarization according to Notice TB-1093
- build eligible voter file and generate MQ-4 according to 9-TB SCOAP and Flue-cured Tobacco Bulletin No. 74
- load MQ-108-1 data according to 9-TB SCOAP, paragraph 360.5
- complete the reconciliation of producer marketings according to 9-TB SCOAP, Parts 9 and 24
- review farms with CRP reductions for flue-cured tobacco

Note: Reinstate quota reduction for CRP contracts that expired or were terminated in 2003. See 9-TB SCOAP, Part 11 for instructions on CRP reductions.

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3 Action (Continued)

C Before Performing Annual Calculation (Continued)

- run the farm and tract crop file verification according to 9-TB SCOAP, paragraph 356, and make necessary corrections
- ensure that the Lease and Transfer of Allotments and Quotas Report PSL-16R, paragraph 284 was generated and transmitted by December 17, 2003
- generate and transmit Unmarketed Tobacco Report PSL-69R, paragraph 284 by December 17, 2003
- update new flue-cured tobacco stabilization ID numbers in the name and address file
- update flue-cured tobacco warehouse changes in the facility file according to 1-CM.

Note: Print and review list of eligible warehouse for producer designation.

D Annual Calculation

Perform 2004 crop year annual calculations according to 9-TB SCOAP, Part 5 after completing the actions in subparagraph C.

E Generating and Mailing MQ-24's

County Offices shall generate and mail MQ-24's as follows:

- indicate that 2004 is the referendum year when generating MQ-24's
- date MQ-24's by December 30, 2003
- mail MQ-24's by December 30, 2003.

Note: MQ-24's can be reprinted only while in Preparation of Annual Notice Menu MKAC02, option 1. After selecting option 2, reprinting is not available.

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3 Action (Continued)

F File Backup

Perform a complete file backup:

- before performing annual calculations
- immediately after completing annual calculations and releasing the system for normal operations.

G State Office Action

State Offices shall take the following action.

Step	Action
1	Transmit PSL-16R and PSL-69 to KCAO by January 2, 2004.
2	Ensure that County Offices have an adequate supply of FSA-708's to print MQ-24.
3	Transmit reports generated from annual calculations to KCAO by January 2, 2004.
4	<ul style="list-style-type: none">• Allocate all reserve acreage to County Offices by January 16, 2004.• Instruct County Offices to load reserve acres and make adjustments in old farms by January 16, 2004.