

# UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

## National Procedure Checklist No. 2311

### Field Office Distribution

Notices are available on the Internet at <http://www.fsa.usda.gov/notices>. Handbooks are available on the Electronic Distribution Handbook and Notice Print Files page at [http://165.221.16.90/dam/handbooks/eds\\_index.htm](http://165.221.16.90/dam/handbooks/eds_index.htm) for EDS locations to access for local printing and distributing. To inquire about the transmission of directives, call the Management Analysis and Directives Section at 202-690-0594.

### National Office Distribution

Notices are available on the Internet. Handbooks are printed and distributed to the National Office. Handbooks are also available in portable document format (PDF) on the FSA Intranet at <http://intranet.fsa.usda.gov/fsa>.

### Temporary Directives

Temporary directives issued since the last weekly checklist are listed in this table.

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
AO-1474 9-7-10	2010 COC Make-Up Election	State and County Offices
AO-1475 9-10-10	FSA Physical Security Program	FSA Employees
AS-2206 9-8-10	USDA FFAS Purchase Card FY 2010 Year End Guidance	FFAS Offices
AS-2207 9-8-10	Real Property Leasing Officer (RPLO) Training for Updated Leasing Process	AL, AR, IL, IN, IA, KS, KY, LA, MO, MN, MT, NE, OH, OK, and TX State Offices
CM-676 8-30-10	DCP and ACRE Maps Available on the FSA Internet	State and County Offices
CMA-127 9-10-10	Announcing CMA, DMA, and LSA Program Manager	Cotton State and County Offices and CMA's, DMA's and LSA's
CP-668 8-31-10	Clarifying Comprehensive Information Management System (CIMS) Access and Fulfilling Approved Insurance Provider (AIP), Loss Adjuster, and Agent Requests for FSA-578 Data	State and County Offices
FI-2990 9-1-10	September 2010 CCC, FSFL, SSFL, and TTPP Interest Rates	State and County Offices
FI-2991 9-1-10	Updating Bankruptcy Flags in FSA Financial Services (FSA-FS)	State and County Offices

**National Procedure Checklist No. 2311 (Continued)**

**Temporary Directives (Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
FI-2992 9-8-10	Paper Check Conversion – Over-the-Counter (PCC-OTC) Communication to Producers and Employees	State and County Offices
FI-2993 9-10-10	NPS Modifications	State and County Offices
FI-2994 9-10-10	Entering “Remarks” Into the National Receipts and Receivables System (NRRS)	State and County Offices
FI-2995 9-10-10	National Receipts and Receivable System (NRRS) New Message About Unverified Schedules and “Alternate Payee” Option for Refund Transactions	State and County Offices
FI-2996 9-10-10	Electronic Funds Management System (eFMS) Instructions for National and State Office Program Funds Managers	National and State Offices
FLP-571 9-1-10	Conservation Loan (CL) Program Training and Implementation	FLP Employees
NAP-137 8-27-10	Rainfall Index Pasture, Rangeland, and Forage (RI-PRF) and Vegetative Index Pasture, Rangeland, and Forage (VI-PRF) Pilot Policies and NAP Coverage	AL, AZ, CA, CO, ID, FL, GA, KS, MO, MT, NC, ND, NE, NM, NY, OK, OR, PA, SC, SD, TX, VA, and WY State and County Offices
NAP-138 9-1-10	Rainfall Index Pasture, Rangeland, and Forage (RI-PRF) and Vegetative Index Pasture, Rangeland, and Forage (VI-PRF) Pilot Policies and NAP Coverage	AL, AZ, CA, CO, ID, FL, GA, KS, MO, MT, NC, ND, NE, NM, NY, OK, OR, PA, SC, SD, TX, UT, VA, and WY State and County Offices
PM-2767 8-31-10	Reserve or National Guard (Reservist) Differential	FFAS Employees
PM-2768 9-1-10	Reemploying Annuitants Without Salary Offset Guidance for FSA	FSA Offices
PM-2769 9-7-10	Thrift Savings Plan (TSP) Automatic Enrollment	FFAS Employees

**Permanent Directives (Continued)**

Permanent directives issued since the last weekly checklist are listed in this table.

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
2-DCP (Rev. 1) Amend. 10 9-1-10	Direct and Counter-Cyclical Automation	State and County Offices

**National Procedure Checklist No. 2311 (Continued)**

**Permanent Directives (Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
1-FLP (Rev. 1) Amend. 43 9-3-10	General Program Administration	State and County Offices
2-FLP (Rev. 1) Amend. 10 9-3-10	Guaranteed Loan Making and Servicing	State and County Offices
3-FLP (Rev. 2) Amend. 1 9-3-10	Direct Loan Making	State and County Offices
4-FLP Amend. 5 9-3-10	Regular Direct Loan Servicing	State and County Offices
5-FLP Amend. 9 9-3-10	Direct Loan Servicing - Special and Inventory Property Management	State and County Offices
1-FSFL (Rev. 1) Amend. 2 9-9-10	Farm Storage Facility Loan Program	State and County Offices
2-LP Rice (Rev. 9) Amend. 19 8-30-10	Loans and Loan Deficiency Payments for Rice	State and County Offices

**Procedures Notices**

None

**Obsolete Directives**

Directives made obsolete since the last weekly checklist are listed in this table.

<b>Short Reference</b>	<b>Date of Obsolescence</b>	<b>Made Obsolete By</b>
AO-1470	9-1-10	Disposal Date
AO-1471	9-1-10	Disposal Date
CP-660	9-1-10	Disposal Date
CP-663	9-1-10	Disposal Date
DP-216	9-1-10	Disposal Date
FI-2928	9-1-10	Disposal Date
FI-2954	9-1-10	Disposal Date
FI-2955	9-1-10	Disposal Date
FI-2960	9-1-10	Disposal Date
FI-2968	9-1-10	FI-2991
FI-2973	9-1-10	Disposal Date
FLP-564	9-1-10	Disposal Date
3-FLP (Rev. 1)	9-3-10	3-FLP (Rev. 2)

## National Procedure Checklist No. 2311 (Continued)

### Obsolete Directives (Continued)

Short Reference	Date of Obsolescence	Made Obsolete By
PM-2753	9-1-10	Disposal Date
PM-2754	9-1-10	Disposal Date
PM-2757	9-1-10	Disposal Date
PM-2766	9-7-10	PM-2769
SURE-6	9-1-10	Disposal Date

### Forms

Users can access the weekly checklist for forms at the FFAS Employee Forms/Publications Online Website at <http://165.221.16.90/dam/ffasforms/Actionlist.asp>.

Forms actions are recorded daily in the Forms Management Database which controls the FFAS Employee Forms site. Changed or new data about forms is added to the database daily and may be viewed at the URL listed above, or users may view a weekly compilation of activity by viewing the most recent checklist. If you have problems using this site or accessing the information, contact Angela Coln, Section Head, Forms and Graphics Section by telephone at 202-690-3798 or e-mail to [angela.coln@wdc.usda.gov](mailto:angela.coln@wdc.usda.gov)