

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 2391**

**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://fsaintranet.sc.egov.usda.gov/dam/handbooks/eds\\_index.htm](http://fsaintranet.sc.egov.usda.gov/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.

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**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>
AS-2233 4-5-12	Partial and Total Lease Termination for USDA SCA's	State Offices and Service Centers
CM-698 4-5-12	Mandatory Update of CLU Data	State and County Offices
DAP-329 4-4-12	Requesting Authorization to Issue 2008 LFP, LIP, and SURE Payments	State Offices and Service Centers
FI-3091 4-3-12	New Program Code for NAP Assignments and Joint Payments	State and County Offices
PL-235 4-4-12	AGI Compliance Review Determinations "SED Determination" Access	State and County Offices
PM-2853 4-9-12	President's Volunteer Service Awards and Call to Service Award	FFAS Employees

## National Procedure Checklist No. 2391 (Continued)

### Permanent Directives

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

Short Reference and Effective Date	Title	For
1-CM (Rev. 3) Amend. 55 4-4-12	Common Management and Operating Provisions	All FSA Offices
3-CM (Rev. 4) Amend. 20 4-2-12	Farm, Tract, and Crop Data	State and County Offices
3-CM (Rev. 4) Amend. 21 4-2-12	Farm, Tract, and Crop Data	State and County Offices
9-CM Amend. 4 4-2-12	Common Payment System	State and County Offices
4-FLP Amend. 12 4-3-12	Regular Direct Loan Servicing	State and County Offices
5-FLP Amend. 19 4-3-12	Direct Loan Servicing – Special and Inventory Property Management	State and County Offices
3-PL (Rev. 1) Amend. 14 4-2-12	Web-Based Subsidiary Files for 2009 and Subsequent Years	State and County Offices

### Procedure Notices

None.

### Obsolete Directives

None.

### Forms

Users can access the weekly checklist for forms at the FFAS Employee Forms/Publications Online Website at <http://fsaintranet.sc.egov.usda.gov/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).