

# UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

## National Procedure Checklist No. 2573

### 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.

### 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://fsaintranet.sc.egov.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>
CM-776 11-20-15	Policy for Requesting a Change to a Farm's Administrative County	State and County Offices
FI-3262 11-24-15	Transmission Schedule for Calendar Year 2015 Year-end Reporting	State and County Offices
FI-3263 11-30-15	New Procedures for Updating the FLP County Information File (CIF)	State and County Offices
FI-3264 12-1-15	December 2015 CCC, FSFL, and SSFL Interest Rates	State and County Offices
FSFL-124 11-24-15	Common Errors Being Made With FSFL's in DLS	State and County Offices
LDAP-77 11-30-15	FY 2015 National CORP Review for Improper Payments for LIP Corrective Actions and Program Policy Reminders	State and County Offices
PL-270 11-24-15	Payment Eligibility Review of Estates Older Than 2 Program Years	State and County Offices
PM-2949 11-17-15	2015 Federal Employees Health Benefits (FEHB) Open Season	FSA and RMA Employees
PM-2950 11-24-15	Using Annual Leave (AL) to Avoid Forfeiture and Declaration of Public Exigency Information for Leave Year (LY) 2015	FFAS Employees
PM-2951 11-30-15	2016 County Office (CO) Pay Adjustment	State and County Offices

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<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
PM-2952 11-30-15	Federal Employees' Group Life Insurance (FEGLI) Program Premium Changes	FSA and RMA Employees
SEM-61 11-25-15	Office of Personnel Management (OPM) Credit Monitoring Services Notification	FFAS Employees

**Permanent Directives**

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>
1-FLP (Rev.1) Amend. 123 11-20-15	General Program Administration	State and County Offices
16-PS Amend. 1 11-16-15	Price Support Commodity Loan Processing System Automation for 2015 and Subsequent Years	State and County Offices

**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-1616	12-1-15	Disposal Date
AO-1628	12-1-15	Disposal Date
AO-1635	12-1-15	Disposal Date
ARCPLC-20	12-1-15	Disposal Date
ARCPLC-27	12-1-15	Disposal Date
AS-2279	12-1-15	Disposal Date
AS-2280	12-1-15	Disposal Date
AS-2284	12-1-15	Disposal Date
AS-2287	12-1-15	Disposal Date
AS-2288	12-1-15	Disposal Date
BU-763	12-1-15	Disposal Date
CM-766	12-1-15	Disposal Date
CM-767	12-1-15	Disposal Date
CM-768	12-1-15	Disposal Date
CM-769	12-1-15	Disposal Date
CM-770	12-1-15	Disposal Date
CM-771	12-1-15	Disposal Date
CP-712	12-1-15	Disposal Date
FI-3245	12-1-15	Disposal Date
FI-3250	12-1-15	Disposal Date
FLP-703	12-1-15	Disposal Date

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<b>Short Reference</b>	<b>Date of Obsolescence</b>	<b>Made Obsolete By</b>
FLP-708	12-1-15	Disposal Date
FLP-709	12-1-15	Disposal Date
FLP-713	12-1-15	Disposal Date
FLP-723	12-1-15	Disposal Date
FLP-725	12-1-15	Disposal Date
INFO-68	12-1-15	Disposal Date
LD-638	12-1-15	Disposal Date
LDAP-74	12-1-15	Disposal Date
LP-2211	12-1-15	Disposal Date
MPP-9	12-1-15	Disposal Date
MPP-11	12-1-15	Disposal Date
MPP-13	12-1-15	Disposal Date
MPP-14	12-1-15	Disposal Date
MPP-15	12-1-15	Disposal Date
MPP-16	12-1-15	Disposal Date
MPP-17	12-1-15	Disposal Date
MPP-18	12-1-15	Disposal Date
MPP-19	12-1-15	Disposal Date
MPP-20	12-1-15	Disposal Date
MPP-21	12-1-15	Disposal Date
MPP-22	12-1-15	Disposal Date
MPP-26	12-1-15	Disposal Date
NAP-174	12-1-15	Disposal Date
NAP-175	12-1-15	Disposal Date
NAP-176	12-1-15	Disposal Date
NAP-177	12-1-15	Disposal Date
NAP-178	12-1-15	Disposal Date
PM-2939	12-1-15	Disposal Date
PM-2941	12-1-15	Disposal Date
PM-2947	12-1-15	Disposal Date
SP-70	12-1-15	Disposal Date

**Procedure Notices**

None.

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### 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).