267 FSA Loan Servicing Responsibilities

B Lender Loan Files Review Priorities

District Directors, Farm Loan Managers and Farm Loan Officers are hereby designated to complete the required lender reviews.

To assist the review officers in completing the required reviews, the county offices (which are responsible for maintaining the "Lender Operational Files" for their jurisdiction) will complete and maintain an up to date copy of MT Exhibit 110, "Checksheet for Tracking Lender Reviews". This Exhibit will be maintained in the front of each Lender operational file. As a guaranteed loan pays off or is terminated, a line can be drawn through the borrower's name or loan. {periodically the cards can be renewed, bring only the active loans forward.

Upon completion of the annual review with a lender, the review officer will forward a copy of FSA-2293 or the PLP review form along, with MT Exhibit 111 to the FSA State Office – Farm Loan Division, on or before September 30 of each year.

As everyone is aware, certain lenders have guaranteed loans through several different FSA servicing offices and work with several different Farm Loan Mangers and/or Farm Loan Officers. In these cases review officers need to contact each other prior to each years reviews and coordinate visits to the same lender when possible.

PLP reviews will be coordinated by State office after consultation with National Office.

Any deficiencies noted during the review need to be addressed in the remark section of the appropriate review form and/or MT Exhibit 111. These deficiencies need to be reviewed with the lender and when possible set follow-up dates with the lender to resolve and/or correct the deficiencies.