

For: State and County Offices

Payments to Producers Identified as Deceased Report for FY 2013 Quarter 1

Approved by: Acting Deputy Administrator, Farm Programs



1 Reviewing Payments to Producers Identified as Deceased Report

A Background

The Payments to Producers Identified as Deceased Report has been made available for FY 2013 Quarter 1. Review of the quarterly report shall be completed and corrective actions shall be documented according to instructions in 1-CM, Part 34.

The information in this report will be analyzed to determine whether:

- corrective actions have been completed according to established procedures
- improper payments were issued to deceased individuals
- additional instructions and actions are required.

Note: Ensure that the fiduciary record has been updated according to 1-CM, paragraph 762.

B Purpose

This notice instructs State and County Offices to complete both the State and county reviews:

- for the quarterly report made available for FY 2013 Quarter 1 payments
- by **COB March 1, 2013**.

Notes: County Office reviews **must** be completed **before** the State Office can conduct their review; therefore, the County Office completion date will be determined by the State Office, so both reviews are complete by the **March 1, 2013**, deadline.

If the State or county name is **not** available in the drop-down lists on the Select a County to Review Screen, according to 1-CM, subparagraph 1002 C, no potential payments made to deceased producers have been identified during the applicable quarter.

Disposal Date	Distribution
June 1, 2013	State Offices; State Offices relay to County Offices