

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 2362

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 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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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.

Short Reference and Effective Date	Title	For
AO-1519 9-16-11	National Outreach Goals for FY 2012	SED's, State Office Outreach Coordinators, Communications Coordinators, Public Affairs Specialists, State and County Offices
BCAP-27 9-15-11	Prioritizing Limited BCAP Funds for Establishment of and Annual Payments for Approved Project Area Activities	State Offices
BCAP-28 9-16-11	BCAP Sign-Up Extended Through September 23, 2011	State and County Offices
CM-690 9-16-11	Payments to Individuals Identified as Deceased Report for FY 2011	State and County Offices
CP-680 9-15-11	Recording Prevented Planting and Failed Acreage on FSA-578	State and County Offices
FI-3059 9-13-11	Required Travel Reimbursement Submission Through GovTrip and Preparing FSA Employee TDY Travel Documents for End of FY 2011 and Beginning of FY 2012 in GovTrip	FSA Employees
FI-3060 9-13-11	Cutover Procedures for PLCE Activity	State Offices
FI-3061 9-13-11	Change to Receivable Settlements in NRRS	State and County Offices

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Permanent Directives

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

Short Reference and Effective Date	Title	For
7-CN (Rev. 15) Amend. 47 9-15-11	Cotton Loans and Loan Deficiency Payments	All KC Offices and Cotton State and County Offices
119-FI Amend. 4 9-13-11	Lease and Reimbursable Agreement Tracking	National, State, and County FSA Offices

Procedure Notices

None.

Obsolete Directives

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

Short Reference	Date of Obsolescence	Made Obsolete By
BCAP-25	9-16-11	BCAP-28
CM-689	9-16-11	CM-690
FI-2998	9-13-11	FI-3059

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.