

# UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

## National Procedure Checklist No. 2366

### 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>
AO-1522 10-12-11	2012 Strategic Planning Meeting	State Offices
CM-691 10-11-11	Validating SCIMS Employee Types	State and County Offices
CP-681 10-13-11	Release of 2012 Crop Acreage Reporting System (CARS) Software	State and County Offices
INFO-51 10-13-11	Using GovDelivery for News and eNewsletter Distribution	State and County Offices
NAP-147 10-12-11	FY 2011 National CORP Review for Improper Payments for NAP	State and County Offices
PM-2825 10-11-11	Opportunity to Apply for Voluntary Separation Incentive Payment (VSIP) and Voluntary Early Retirement Authority (VERA) for FAS Employees	All FAS Employees
PM-2826 10-14-11	Closing Out FY 2011 Performance Management	FSA Employees
PM-2827 10-14-11	Preparing for FY 2012 Performance Management	FSA Employees
SEM-4 10-12-11	Background Investigations for FFAS Federal and Non-Federal Employees Currently on Board	FFAS Employees

## National Procedure Checklist No. 2366 (Continued)

### Permanent Directives

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

Short Reference and Effective Date	Title	For
7-CP (Rev. 3) Amend. 3 10-7-11	Finality Rule and Equitable Relief	State and County Offices
1-NAP (Rev. 1) Amend. 63 10-12-11	Noninsured Crop Disaster Assistance Program for 2001 and Subsequent Years	State and County 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
PM-2777	10-14-11	PM-2826
PM-2821	10-14-11	PM-2826
PM-2824	10-11-11	PM-2825

### 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).