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Department of
Agriculture



Federal Crop
Insurance
Corporation



Product
Development
Division

PROCESSING SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

FCIC-25480 (12-2002)

2003 and Succeeding Crop Years

**UNITED STATES DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C. 20250**

FEDERAL CROP INSURANCE HANDBOOK		NUMBER: 25480
SUBJECT: PROCESSING SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK 2003 AND SUCCEEDING CROP YEARS	DATE: DECEMBER 12, 2002	
	OPI: Product Development Division	
	APPROVED: /S:/ Tim B. Witt Deputy Administrator, Research and Development	

THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-APPROVED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2003 AND SUCCEEDING CROP YEARS. IN THE ABSENCE OF INDUSTRY-DEVELOPED, FCIC-APPROVED PROCEDURE FOR THIS CROP FOR 2003 AND SUCCEEDING CROP YEARS, ALL REINSURED COMPANIES WILL UTILIZE THESE STANDARDS FOR BOTH LOSS ADJUSTMENT AND LOSS TRAINING.

SUMMARY OF CHANGES/CONTROL CHART

Major Changes: See changes or additions in text which have been **highlighted**. Three stars (***) identify information that has been removed.

Changes for Crop Year 2003 (FCIC-25480) issued DECEMBER 2002:

- A. Page 2, section 2 B (3): Added definitions for “Harvest” and “Planted Acreage” (moved language from Page 2, subsection 3 A (3) into “Planted Acreage” definition).
- B. Page 2, section 3 A (1): Deleted the words “on insurable acreage” in order to track with the Crop Provisions and revised and reformatted the remainder of 3 A (1).
- C. Page 2, section 3 A (2): Revised and reformatted the language in subsection 3 A (4) and moved to this subsection.
- D. Page 2, section 3 A (3): Added language regarding “replanting provision issues” to track with the Crop Provisions.
- E. Page 2, section 3 A (4): Moved language from subsection 3 A (2) to this subsection.
- F. Page 3, section 3 A (5): Deleted the word “binding,” and changed the word “accept” to “purchase” and added the words “at a base contract price” to track with the Crop Provisions.
- G. Page 3, section 3 B: Removed the information concerning insurable acreage and referred the adjuster to the LAM for information regarding insurable acreage for processor contracts.

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SUMMARY OF CHANGES/CONTROL CHART (Continued)

- H. Page 3, section 3 C: Clarifications made in “Guidelines Relative to “Bypassed” Processing Sweet Corn Acreage.
- I. Page 5, section 3 C (8) (b): Deleted language and included it on Pg. 25, subsection 9 B, (Section II of the Production Worksheet) Column I (b) instructions because it is used for determining production to count, if no appropriate processor settlement sheet is available.
- J. Page 5, section 3 D: Added language from the Crop Provisions to specify processor contracts that stipulate the amount of production to be delivered and revised the statement to track with the Crop Provisions.
- K. Page 5, section 3 E (3): Provisions Not Applicable to CAT: Revised (3) to indicate that Hail and Fire Exclusion provisions are also not applicable if additional coverage is less than 65/100 or comparable coverage. Removed reference to “Limited Coverage.”
- L. Page 5, section 3 E: Added a “Note” to refer to the Crop Insurance Handbook (CIH) and the LAM for other provisions not applicable to CAT.
- M. Page 5, section 3 F Unit Division: Added language to track with the Crop Provisions.
- N. Page 6, section 5 C (2): Revised procedure for determining row width measurement from the center of the first row space to the center of the “fifth” row space.
- O. Page 7, section 5 C (3) and (4): Moved instructions from section 5 D (1) and (2) for Measuring Row Widths for Sample Selections to this subsection and changed the word “pattern” to “sample” to clarify the meaning. Also, revised the formula to calculate the sample row length for row widths not in **TABLE B** and moved to Page 29, Reference Material, below **TABLE B**.
- P. Page 7, section 6 A: Added the statement "for planted acreage with no emerged seed, and on plants” to the instructions for when to use the surviving plant appraisal method.
- Q. Page 8, section 6 A: Added a “Note” instructing the adjuster to refer to the LAM if the stand reduction is solely due to non-emerged seed due to insufficient soil moisture.
- R. Page 8, section 6 B (2) and “Note”: Revised language to clarify instructions.
- S. Page 9, section 8 A (4): Added instructions for completing the Appraisal Worksheets.
- T. Page 10, sections 8 B, Items 6 and 15: Revised language to clarify the determination of row width.
- U. Page 10, section 8 B, Item 10: Changed “whole numbers” to “tenths.”
- V. Page 10, section 8 B, Item 12 instructions and Page 25, section 9 B (Section II of the Production Worksheet) Column “N” instructions: Inserted the words “the nearest.”

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SUMMARY OF CHANGES/CONTROL CHART (Continued)

- W. Pages 12 and 13, section 8 B: Replaced the previous Appraisal Worksheet containing Examples 1 and 2 with two Appraisal Worksheets, each containing one example.
- X. Page 14, section 9 A (f): Deleted the words “and prevented planting.”
- Y. Page 14, section 9 A (4), and Page 19 section 9 B (Section I of the Production Worksheet) H and I instructions: Added instructions to refer the adjuster to the Prevented Planting Handbook for information on prevented planting codes.
- Z. Page 16, section 9 B, item 13 of the Production Worksheet: Added the words “to tenths.”
- AA. Page 18, section 9 B, (Section I of the Production Worksheet) Column “E” instructions: Revised instructions to clarify not to make an entry if there is no rate class listed in the actuarial documents.
- BB. Page 20, section 9 B (Section I of the Production Worksheet) Column “J” instructions: Added reference to section 5, Processing Sweet Corn Appraisals, for additional instructions.
- CC. Page 24, section 9 B, (Section II of the Production Worksheet) Columns B-E instructions: Revised heading and instructions to clarify entries on the Production Worksheet.
- DD. Page 25, section 9 B, (Section II of the Production Worksheet) Column I instructions: Revised language to track with the Crop Provisions.
- EE. Page 27, section 9 B, (Section I of the Production Worksheet): Added Line 3 to show entries for “Bypassed Acreage.” Revised entries in Columns “P,” “Q,” and totals for 17, Column “Q.”
- FF. Page 27, section 9 B, (Section II of the Production Worksheet): Added Line 2 showing production when an appropriate settlement sheet is not available and showed calculations in Narrative. Revised Line 1 entries.
- GG. Page 29, Table B Heading: Deleted the word “TABLE” in the heading and added the letter “s” to FACTOR.
- HH. Made various editorial changes throughout the handbook for clarification and accuracy and to comply with current approved format.

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SUMMARY OF CHANGES/CONTROL CHART (Continued)

Control Chart For: Processing Sweet Corn Loss Adjustment Standards Handbook						
	SC Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Remove	Entire Handbook					
Current Index	1-4	1-2	1-28	29-30	12-2002	FCIC-25480

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1. INTRODUCTION

This handbook identifies the crop-specific procedural requirements for adjusting Multiple Peril Crop Insurance (MPCI) losses in a uniform and timely manner. These procedures, which include crop appraisal methods and claims completion instructions, supplement the general (not crop-specific) procedures, forms, and manuals for loss adjustment identified in the Loss Adjustment Manual (LAM).

2. SPECIAL INSTRUCTIONS

This handbook remains in effect until superseded by reissuance of **either** the entire handbook **or** selected portions (through slipsheets or bulletins). If slipsheets have been issued for a handbook, the original handbook as amended by slipsheet pages shall constitute the handbook. A bulletin can supersede either the original handbook or subsequent slipsheets.

A. DISTRIBUTION

The following is the minimum distribution of forms completed by the adjuster for the loss adjustment inspection:

One legible copy to the insured. The original and all remaining copies as instructed by the insurance provider.

NOTE: It is the insurance providers' responsibility to maintain original insurance documents relative to policyholder servicing as designated in their approved plan of operations.

B. TERMS, ABBREVIATIONS, AND DEFINITIONS

- (1) Terms, abbreviations, and definitions **general** (not crop specific) to loss adjustment are identified in the LAM.
- (2) Terms, abbreviations, and definitions **specific** to processing sweet corn loss adjustment and this handbook, which are not defined in this section, are defined as they appear in the text.
- (3) Definition(s):

Base Contract Price The price stipulated on the processor contract without regard to discounts or incentives that may apply.

Bypassed Acreage Land on which production is ready for harvest but the processor elects not to accept such production so it is not harvested.

Harvest	The removal of the ears from the stalks for the purpose of delivery to the processor.
Planted Acreage	In addition to the definition contained in the Basic Provisions, sweet corn must initially be planted in rows far enough apart to permit mechanical cultivation. Acreage planted in any other manner will not be insurable unless otherwise provided by the Special Provisions or by written agreement.
Unhusked Ear Weight	Weight of the seed-bearing spike of sweet corn including the membranous or green outer envelope.
Usable Tons	The quantity of sweet corn for which the producer is compensated or should have been compensated by the processor.

3. INSURANCE CONTRACT INFORMATION

The insurance provider is to determine that the insured has complied with all policy provisions of the insurance contract. Crop provisions which are to be considered in this determination include (but are not limited to):

A. INSURABILITY

- (1) The crop insured will be all the processing sweet corn in the county for which a premium rate is provided by the county actuarial documents:
 - (a) in which the insured has a share; and
 - (b) that is grown under, and in accordance with, the requirements of a processor contract executed on or before the acreage reporting date and not excluded from the processor contract at any time during the crop year.
- (2) Unless allowed in the Special Provisions or a written agreement, processing sweet corn is not insurable if it is:
 - (a) interplanted with another crop; or
 - (b) planted into an established grass or legume.
- (3) Any acreage of the insured crop damaged before the final planting date, to the extent that the majority of producers in the area would normally not further care for the crop, must be replanted unless the insurance provider agrees that it is not practical. Refer to the LAM for replanting provision issues.
- (4) Insurance is not provided on any acreage of processing sweet corn that does not meet crop rotation requirements, if applicable, contained in the Special Provisions.

- *** (5) Processing sweet corn must be grown under a contract with a broker or processor that requires the insured to deliver, and the broker or processor to purchase all production stated in the contract at a base contract price.

B. INSURABLE ACREAGE

*** For information regarding insurable acreage for processor contracts, refer to the LAM.

C. GUIDELINES RELATIVE TO “BYPASSED” PROCESSING SWEET CORN ACREAGE

- (1) Bypassed acreage is defined in the crop provisions as “Land on which production is ready for harvest but the processor elects not to accept such production so it is not harvested.”
 - (a) Inspections must be made by the insurance provider on all unharvested acreage of processing sweet corn bypassed by the processor to verify the cause of loss and the reason the acreage was bypassed.
 - (b) Appraisals are not required on acreage bypassed due solely to an insurable cause of loss.
 - (c) Appraisals will be made on all unharvested acreage when any uninsurable cause of loss prevented timely harvest of the crop.
- (2) The insured must provide acceptable documentation of the reason the acreage was bypassed. Failure to provide such documentation will result in the insurance provider's determination that the acreage was bypassed due to an uninsured cause of loss.
- (3) Production losses of processing sweet corn unharvested, not timely harvested, or bypassed are insurable if due to an insurable cause of loss (as stated in the crop provisions), such as adverse weather conditions. Adverse weather includes, but is not limited to:
 - (a) Excessive moisture that prevents harvesting equipment from entering the field or that prevents the timely operation of harvesting equipment; and
 - (b) Abnormally hot or cold temperatures that cause an unexpected number of acres over a large producing area to be ready for harvest at the same time, affecting the timely harvest of a large number of such acres or the processing of such production is beyond the capacity of the processor, either of which causes the acreage to be bypassed.

NOTE: Refer to the Processing Sweet Corn Crop Provisions for notice of damage requirements. The insured should contact the insurance provider immediately upon being notified that acreage will be bypassed so an inspection by the insurance provider can be made, but not later than the time specified in the crop provisions.

- (4) Insurance coverage is not provided on any loss of production if acreage is not timely harvested (unless such delay in harvesting is solely and directly due to an insured cause of loss) or acreage is bypassed due to:
- (a) the breakdown or non-operation of equipment or facilities;
 - (c) the availability of a crop insurance payment; or
 - (d) failure to follow the requirements contained in the processor contract.
- (5) The stage column on the claim form will show “UB” for **unharvested acreage that is bypassed or not timely harvested by the processor because the processing sweet corn is damaged due to INSURED causes of loss**. The potential production per acre shown on the claim form in the column for appraised potential will be **zero (“0”)**. Consistent with the claim form, no production from such bypassed acreage will be counted for APH purposes.
- (6) When there is damaged and undamaged processing sweet corn acreage in the same field (and can be identified as such) and the processor chooses to bypass the entire field instead of harvesting the undamaged acreage, the damaged and undamaged acreage will be divided into separate subfields.
- (a) An appraisal is not required on the damaged acres, provided the insurance provider can verify the damage was due to an insurable cause of loss.
 - (b) The undamaged acreage will be appraised and the production will be counted as production to count for claim purposes and for APH purposes.
- (7) The stage column on the claim form will show “PB” for unharvested (bypassed) acreage **when insured cause(s) of loss did not prevent the processor from timely harvesting** (e.g., the processor over-contracted, equipment breakdown, etc.). The potential production per acre (as of the date the crop should have been harvested) shown on the claim form in the column for appraised potential will be the appraised amount and will be counted as production against the guarantee for claim purposes, and for APH purposes.
- (a) A separate appraisal is required to assess production lost on acreage damaged by uninsured causes of loss (i.e. livestock damage, failure to follow good farming practices, etc.) The appraised per acre production from such acreage will be shown on the claim form in the item for uninsured causes. This appraisal for uninsured causes will not be counted for APH purposes.
 - (b) Although acreage may have been bypassed and an insured cause of loss did not prevent harvest (e.g., the processor over-contracted, equipment breakdown, etc.), an appraisal which shows production below the unit guarantee due to insurable causes (e.g., drought reduced the potential PRIOR to bypass) may result in an indemnity.

(8) When an insured cause of loss did not prevent timely harvest, the production to count for processing sweet corn acreage that is bypassed or not timely harvested will include any production lost due to uninsured damage, including:

(a) The appraised production on unharvested acreage; and

(b) The harvested/delivered production.

(9) **PROCESSOR PAYMENTS FOR "BYPASSED" ACREAGE:** Do NOT include such payments in any appraisal OR as production to count.

D. PRODUCTION IN EXCESS OF AMOUNT UNDER CONTRACT

For processor contracts that stipulate the amount of production to be delivered, all production from any basic unit in excess of the amount under contract will be included as production to count if such production is applied to any other basic unit for which the contracted amount has NOT been fulfilled.

E. PROVISIONS NOT APPLICABLE TO CAT COVERAGE

- (1) Optional units.
- (2) Written Agreements.
- (3) Hail and Fire Exclusion provisions (also not applicable if additional coverage is less than 65/100 or comparable coverage).
- (4) High Risk Land Exclusion.

NOTE: Refer to the Crop Insurance Handbook (CIH) and the LAM for other provisions not applicable to CAT.

F. UNIT DIVISION

Refer to the insurance contract for unit provisions. **NOTE:** Unless limited by the Crop or Special Provisions, a basic unit, as defined in the Basic Provisions, may be divided into optional units if, for each optional unit, all the conditions stated in the applicable provisions are met.

(1) For processor contracts that stipulate the amount of acreage, refer to the Basic Provisions.

(2) For processor contracts that stipulate the amount of production to be delivered, refer to the Crop Provisions.

(a) There will be no more than one basic unit for all production contracted with each processor contract; and

(b) Provisions that allow optional units by section, section equivalent, or FSA farm serial number and by irrigated and non-irrigated practices are not applicable.

4. REPLANTING PROCEDURES

There is currently no replant payment available for processing sweet corn. Refer to the Basic Provisions and the Crop Provisions for this crop for replanting requirements prior to the final planting date.

5. PROCESSING SWEET CORN APPRAISALS

A. GENERAL INFORMATION

Potential production will be appraised in accordance with procedures specified in this handbook and the LAM.

B. SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS

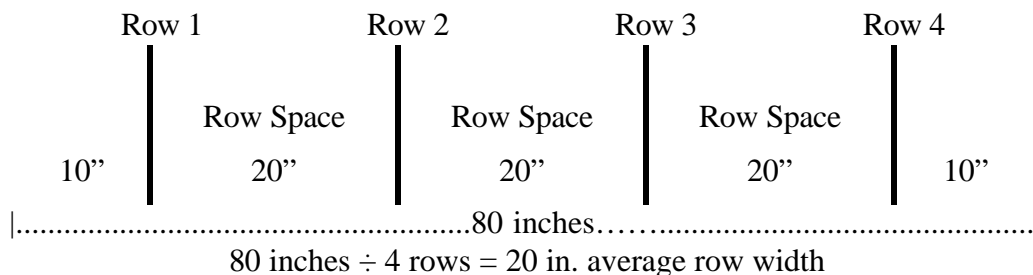
- (1) Determine the number of required samples for a field or subfield by the field size, the average stage of growth, age (size) and general capabilities of the plants, and variability of potential production and plant damage within the field or subfield.
- (2) Split the field into subfields when:
 - (a) variable damage causes the crop potential to appear to be significantly different within the same field; or
 - (b) the insured wishes to destroy a portion of a field.
- (3) Each subfield must be appraised separately.
- (4) Take not less than the minimum number (count) of representative samples required in **TABLE A**.

C. MEASURING ROW WIDTH FOR SAMPLE SELECTION

Use these instructions for all appraisal methods.

- (1) Use a measuring tape marked in inches or convert a tape marked in tenths, to inches, to measure row width (refer to the LAM for conversion table).
- (2) Measure across **FOUR OR MORE** rows, from the center of the first row to the center of the **fifth** row **space** (or as many rows as needed), and divide the result by the number of rows measured across, to determine an average row width, in whole inches.

EXAMPLE:



(3) Apply the average row width to **TABLE B** to determine the required length of sample row.

(4) When two or more rows are used for a sample, divide the length of a single row sample by the number of rows in the sample. The combined length of all rows must equal the single row length.

(5) Where rows are skipped for tractor and planter tires, refer to the LAM.

D. STAGES OF GROWTH

- (1) From emergence to early milk (blister) stage, sweet corn is appraised utilizing a surviving plant method of appraisal.
- (2) From early milk (blister) stage to mature stage, a weight method of appraisal is used.

NOTE: Kernels in the blister stage are white "blisters" and contain only a colorless fluid. When kernel color starts to change (a more pearl-like or light yellow color) and the interior fluid begins to become chalky, the early-milk stage has been reached. Typically, sweet corn will be at this transition about four days depending on environmental conditions. Use the weight method after kernels have generally reached full size within this transition.

- (3) When there are distinctly different stages within the same field, the field should be split into subfield(s).

6. APPRAISAL METHODS

A. GENERAL INFORMATION

These instructions provide information on appraisal methods for:

Appraisal Method...	Use...
Surviving Plant Method	for planted acreage with no emerged seed, and on plants before maturity.
Weight Method	for mature production.

NOTE: If the reduction in stand is solely due to non-emerged seed due to insufficient soil moisture, do not complete appraisals prior to the time specified in the LAM. Refer to the paragraph in the LAM regarding deferred appraisals and non-emerged seed.

Appraisals represent ear and husk weight of marketable sweet corn as normally picked by harvesting equipment at harvest time.

B. SURVIVING PLANT METHOD

- (1) This method is based on the number of surviving plants in a designated sample row length (use 1/100 of an acre).
- (2) Surviving plant counts are converted to tons (to tenths) per acre appraisal by multiplying the average number of plants per sample by a standard factor of 0.03.

NOTE: The standard factor of 0.03 is determined as follows: $0.03 = (0.6 \text{ pounds per husk and ear} \times 100) \div 2000 \text{ lbs/ton}$. This factor is shown in the Appraisal Worksheet, Part I instructions, item 11. If individual average ear weight (ear and husk as would be harvested by a mechanical harvester) is anticipated to differ significantly from 0.6 pounds per ear, defer the appraisal until the weight method appraisal can be used.

C. WEIGHT METHOD

- (1) This method is based on weighing the ear sweet corn production in a designated sample row length.
- (2) Acre sample size is determined by the anticipated per-acre appraisal. If the per-acre potential is:
 - (a) Less than 2.0 tons per acre, a 1/100-acre sample size is used.
 - (b) 2.0 tons or more per acre, a 1/1000-acre sample is used.
- (3) Samples of ears and husks normally picked by harvesting equipment are weighed and average sample weight is determined.
- (4) Weights are converted to tons, to tenths, per acre by multiplying the average weight per sample by a standard factor for the area sampled. The standard factors are shown in the Appraisal Worksheet instructions, Part II, item 20.

7. APPRAISAL DEVIATIONS AND MODIFICATIONS

A. DEVIATIONS

Deviations in appraisal methods require FCIC written authorization (as described in the LAM) prior to implementation.

B. MODIFICATIONS

There are no pre-established modifications contained in this handbook. Refer to the LAM for additional information.

8. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES

A. GENERAL INFORMATION

- (1) Include the insurance provider's name in the appraisal worksheet title if not preprinted on the insurance provider's worksheet, when a worksheet entry is not provided.
- (2) Include the claim number on the appraisal worksheet (when required by the insurance provider), when a worksheet entry is not provided.
- (3) Separate appraisal worksheets are required for each unit appraised, and for each field or subfield. Refer to section 5 for sampling requirements.
- (4) For every inspection, complete items 1 through 4 and items 22 through 26. Complete Part I and II as instructed below.

NOTE: Standard appraisal worksheet items are numbered consecutively in subsection B. An example appraisal worksheet is also provided to illustrate how to complete entries.

B. WORKSHEET ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

Item

No. Information Required

Company: Name of insurance provider, if not preprinted on the worksheet. (Company Name).

Claim No.: Claim number as assigned by the insurance provider.

1. **Insured's Name:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
2. **Policy No.:** Insured's assigned policy number.
3. **Unit No.:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
4. **Crop Year:** Crop year, as defined in the policy, for which the claim has been filed.

PART I - SURVIVING PLANT METHOD

5. **Field ID:** Field identification symbol.
6. **Row Width, Inches:** Row width to nearest inch. Refer to subsection 5 C for row width determination information.
7. **Number of Surviving Plants:** Number of plants in the sample capable of producing an ear. Refer to section 5 D and **TABLE B** for sample row length.
8. **Total of All Samples:** Total number of surviving plants from all samples in item 7 for the field or subfield.
9. **Number of Samples:** Number of samples in item 7 for the field or subfield.
10. **Avg. Number of Plants/Sample:** Total of All Samples (Item 8) divided by Number of Samples (item 9), rounded to tenths.
11. **Percent/Factor:** The standard factor, "0.03."
12. **Appraisal Per Acre:** Average Number of Plants per Sample (item 10) × Factor (item 11) in tons, to the nearest tenth.

PART II - WEIGHT METHOD

13. **Fraction of Acre Sample:** Indicate size of sample utilized. Refer to **TABLE A** for sample size selection criteria.
14. **Field ID:** Field identification symbol.
15. **Row Width, Inches:** Row width to nearest inch. Refer to subsection 5 C for row width determination information.
16. **Total Per Sample:** The weight of sweet corn ears and husks harvested for each sample, to the nearest tenth of a pound.

NOTE: Include husks normally included by a mechanical harvester.
17. **Total of All Samples:** The total weight, to the nearest tenth of a pound, of all samples in item 16 for the field or subfield.
18. **Number of Samples:** Number of samples in item 16 for the field or subfield.
19. **Avg. per Sample:** The average weight per sample, to nearest tenth of a pound. Divide the Total of All Samples (item 17) by Number of Samples (item 18).

20. **Factor:**
- a. For 1/100-acre sample size, use the factor “0.05.”
 - b. For 1/1000-acre sample size, use the factor “0.50.”
21. **Appraisal Per Acre:** Tons per acre for the field or subfield, to the nearest tenth. Average per Sample (item 19) X Factor (item 20).
22. **Adjuster’s Signature, Code No., and Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured’s authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of appraisal in the Remarks section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.
23. **Insured's Signature and Date:** Insured's (or insured's authorized representative's) signature and date. **BEFORE** obtaining insured's signature, **REVIEW ALL ENTRIES** on the Appraisal Worksheet **WITH THE INSURED**, particularly explaining codes, etc., which may not be readily understood.

Page Number: Page numbers (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.)

EXAMPLE 1: SURVIVING PLANT METHOD APPRAISAL

COMPANY: ANY COMPANY

CLAIM NO: XXXXX

FOR ILLUSTRATION PURPOSES ONLY (Sweet Corn-Fresh/C&F) APPRAISAL WORKSHEET Sweet Corn	1. INSURED'S NAME I. M. INSURED	2. POLICY NO. XXXXX	3. UNIT NO. 00100	4. CROP YEAR YYYY
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PART I - SURVIVING PLANT METHOD												
FIELD ID	ROW WIDTH (INCHES)	EACH BLOCK EQUALS NUMBER OF SURVIVING PLANTS IN ONE SAMPLE						TOTAL OF ALL SAMPLES	NUMBER OF SAMPLES	AVG. NO. PLANTS PER SAMPLE	PERCENT/FACTOR	APPRAISAL PER ACRE
5	6	7						8	9	10	11	12
1A	40	40	25	30	16	19	= 130	÷ 5	= 26	x 0.03	= 0.8 tons	
							=	÷	=	x	=	
							=	÷	=	x	=	

PART II - WEIGHT/EAR-COUNT METHOD (after sweet corn has reached maturity)												
FIELD ID	ROW WIDTH (INCHES)	MATURE SWEET CORN IN EACH BLOCK EQUALS ONE SAMPLE (EAR AND HUSK)						TOTAL OF ALL SAMPLES	NUMBER OF SAMPLES	AVG. PER SAMPLE	FACTOR	APPRAISAL PER ACRE
14	15	16						17	18	19	20	21
		TOTAL PER SAMPLE					=	÷	=	x	=	
		TOTAL PER SAMPLE					=	÷	=	x	=	
		TOTAL PER SAMPLE					=	÷	=	x	=	
		TOTAL PER SAMPLE					=	÷	=	x	=	

13. FRACTION OF ACRE SAMPLE 1/100 1/1000

22. ADJUSTER'S SIGNATURE AND CODE NO. I. M. ADJUSTER XXXXX	DATE MM/DD/YYYY	23. INSURED'S SIGNATURE I. M. INSURED	DATE MM/DD/YYYY
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EXAMPLE 2: WEIGHT METHOD APPRAISAL

COMPANY: ANY COMPANY

CLAIM NO: XXXXX

FOR ILLUSTRATION PURPOSES ONLY (Sweet Corn-Fresh/C&F) APPRAISAL WORKSHEET Sweet Corn	1. INSURED'S NAME I. M. INSURED	2. POLICY NO. XXXXX	3. UNIT NO. 00100	4. CROP YEAR YYYY
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PART I - SURVIVING PLANT METHOD												
FIELD ID	ROW WIDTH (INCHES)	EACH BLOCK EQUALS NUMBER OF SURVIVING PLANTS IN ONE SAMPLE						TOTAL OF ALL SAMPLES	NUMBER OF SAMPLES	AVG. NO. PLANTS PER SAMPLE	PERCENT/FACTOR	APPRAISAL PER ACRE
5	6	7						8	9	10	11	12
								=	÷	=	x	=
								=	÷	=	x	=
								=	÷	=	x	=

PART II - WEIGHT/EAR-COUNT METHOD (after sweet corn has reached maturity)								13. FRACTION OF ACRE SAMPLE									
FIELD ID	ROW WIDTH (INCHES)	MATURE SWEET CORN IN EACH BLOCK EQUALS ONE SAMPLE (EAR AND HUSK)						TOTAL OF ALL SAMPLES	NUMBER OF SAMPLES	AVG. PER SAMPLE	FACTOR	APPRAISAL PER ACRE					
14	15							17	18	19	20	21					
C	40	16 TOTAL PER SAMPLE	31.0	11.9	8.3	29.2	15.8	=	96.2	÷	5	=	19.2	x	0.05	=	1.0 tons
		16 TOTAL PER SAMPLE						=	÷	=	x	=					
		16 TOTAL PER SAMPLE						=	÷	=	x	=					
		16 TOTAL PER SAMPLE						=	÷	=	x	=					

22. ADJUSTER'S SIGNATURE AND CODE NO. I. M. ADJUSTER XXXXX	DATE MM/DD/YYYY	23. INSURED'S SIGNATURE I. M. INSURED	DATE MM/DD/YYYY
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9. CLAIM FORM ENTRIES AND COMPLETION PROCEDURES

A. GENERAL INFORMATION

- (1) The claim form, (hereafter referred to as the "Production Worksheet") is a progressive form containing all notices of damage for all preliminary and final inspections made on a unit.
- (2) If a Production Worksheet has been prepared on a prior inspection, verify each entry and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and insured should initial any line deletions.
- (3) Refer to the LAM for instructions regarding the following:
 - (a) Acreage report errors.
 - (b) Delayed notices and delayed claims.
 - (c) Corrected claims or fire losses (double coverage) and cases involving uninsured causes of loss, unusual situations, controversial claims, concealment, or misrepresentation.
 - (d) Claims involving a Certification Form (when all the acreage on the unit has been appraised to be put to another use, or other reasons described in the LAM).
 - (e) "No Indemnity Due" claims (which must be verified by an APPRAISAL or NOTIFICATION from the insured that the production exceeded the guarantee).
 - *** (f) **Late planting.**

NOTE: A late planting period is not applicable to processing sweet corn unless allowed by the Special Provisions.

- (4) **Refer to the Prevented Planting Handbook for information on prevented planting.**
- (5) The adjuster is responsible for determining if **any of the** insured's requirements under the notice and claim provisions **have not been met**. If **any** have not, the adjuster should contact the insurance provider.
- (6) Instructions labeled "**PRELIMINARY**" apply to preliminary inspections only. Instructions labeled "**FINAL**" apply to final inspections only. Instructions not labeled apply to ALL inspections.

B. FORM ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

Item

No.

Information Required

1. **Crop/Code #:** "Processing sweet corn" (0042).
2. **Unit #:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
3. **Legal Description:** Section, township, and range number or other legal description that identifies the location of the unit.
4. **Date of Damage:** The first three letters of the month during which MOST of the insured damage (including progressive damage) occurred for each inspection. Include the SPECIFIC DATE where applicable as in the case of hail damage (e.g., AUG 11).
5. **Cause of Damage:** Name of insured cause(s) of loss for **this crop** as listed in the LAM. If it is evident that no indemnity is due, enter "NONE." If an insured cause of loss is coded as "Other," explain in the "Narrative."

NOTE: Refer to the Basic Provisions and the crop provisions for this crop for information pertaining to insured and uninsured causes of loss.
6. **Primary Cause %:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Percent of damage for the cause of damage listed in item 5 above that is determined to be the primary cause of damage, to the nearest whole percent. The primary cause of damage must exceed 50 percent (e.g., 51%). Enter an "X" for the major secondary cause of damage.
7. **Company/Agency:** Name of company and agency servicing the contract.
8. **Name of Insured:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
9. **Claim #:** Claim number as assigned by the insurance provider.
10. **Policy #:** Insured's assigned policy number.
11. **Crop Year:** Crop year, as defined in the policy, for which the claim is filed.

12. **Additional Units:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Unit number(s) for ALL non-loss units for the crop at the time of final inspection. A non-loss unit is any unit for which a Production Worksheet has not been completed. Additional non-loss units may be entered on a single Production Worksheet.

NOTE: If more spaces are needed for non-loss units, enter the unit numbers, identified as "Non-Loss Units," in the Narrative or on an attached Special Report.

13. **Est. Prod. Per Acre:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Estimated yield per acre, in tons, to tenths, of all non-loss units for the crop at the time of final inspection.

14. **Date(s) of Notice:**

PRELIMINARY:

- a. Date the notice of damage was given for the unit in item 2.
- b. A third preliminary inspection (if needed) requires an additional set of Production Worksheets. Enter the date of notice for a third preliminary inspection in the 1st space of item 14 on the second set.
- c. Reserve the "Final" space on the first page of the first set of Production Worksheets for the date of notice for the final inspection.
- d. If the inspection is initiated by the insurance provider, enter "Company Insp." instead of the date.

FINAL: Transfer the last date in the 1st or 2nd space to the FINAL space if a final inspection should be made as a result of the notice. Always enter the complete date of notice (month, day, year) for the "FINAL" inspection in the FINAL space on the first page of the first set of Production Worksheets. For a delayed notice of loss or delayed claim, refer to the LAM.

15. **Companion Policy(s):**

- a. If no other person has a share in the unit (insured has 100 percent share), MAKE NO ENTRY.

- b. In all cases where the insured has LESS than a 100 percent share of a loss-affected unit, ask the insured if the OTHER person sharing in the unit has a multiple-peril crop insurance contract (i.e., not crop hail, fire, etc.). If the OTHER person does not, enter “NONE.”
- (1) If the OTHER person has a multiple peril crop insurance contract and it can be determined that the SAME insurance provider services it, enter the contract number. Handle these companion policies according to insurance provider instructions.
 - (2) If the OTHER person has a multiple-peril crop insurance contract and a DIFFERENT insurance provider or agent services it, enter the name of the insurance provider and/or agent (and contract number) if known.
 - (3) If unable to verify the existence of a companion contract, enter “Unknown” and contact the insurance provider for further instructions.

NOTE: Refer to the LAM for further information regarding companion contracts.

SECTION I - ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

Make separate line entries for varying:

- (1) Rate classes, types, or farming practices;
- (2) APH yields;
- (3) Appraisals;
- (4) Stages or intended use(s) of acreage;
- (5) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (6) Appraisals for damage due to hail or fire if Hail and Fire Exclusion is in effect.

Verify or make the following entries:

Item

No.

Information Required

A. **Field ID:** The field identification symbol from a sketch map or an aerial photo. Refer to the narrative. In the margin (or in a separate column), enter the date of inspection for the last line entry of each inspection.

B. **Preliminary Acres:**

PRELIMINARY: The number of acres, to tenths, (include “E” if estimated), for which consent for other use has been given. Determine actual acreage, to tenths, when the boundaries of the appraised acreage may not be determined later.

FINAL: MAKE NO ENTRY.

- C. **Final Acres:** Refer to the LAM for definition of acceptable determined acres used herein.

Determined acres to tenths (include “E” if estimated) for which consent is given for other use and/or:

- a. Put to other use without consent.
- b. Abandoned.
- c. Damaged by uninsured causes.
- d. For which the insured failed to provide acceptable records of production.

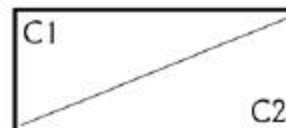
FINAL: Determined acres to tenths.

NOTE: Acreage breakdowns WITHIN a unit may be estimated (enter “E” in front of the acres) if a determination is impractical AND if authorization was received from the insurance provider. Document authorization in the Narrative.

ACCOUNT FOR ALL ACREAGE IN THE UNIT. In the event of over-reported acres, handle in accordance with individual insurance provider’s instructions. In the event of under-reported acres, draw a diagonal line in Column “C” as shown.

C₁ Enter the ACTUAL acres for the field or subfield.

C₂ Enter the REPORTED acres for the field or subfield.



- D. **Interest or Share:** Insured’s interest in the crop to three decimal places as determined at the time of inspection. If shares vary on the same UNIT, use separate line entries.

- E. **Risk:** Three-digit code for the correct “Rate Class” specified on the actuarial documents. If a “Rate Class” or “High Risk Area” is not specified on the actuarial documents, make no entry. Verify with the Summary of Coverage and if the Rate Class is found to be incorrect, revise according to the insurance provider’s instructions. Refer to the LAM.

NOTE: Unrated land is uninsurable without a written agreement.

- F. **Practice:** Three-digit code number entered exactly as specified on the actuarial documents, for the practice carried out by the insured. If “No Practice Specified,” enter appropriate 3-digit code number from the actuarial documents.

- G. **Type/Class/Variety:** Three-digit code number entered exactly as specified on the actuarial documents, for the type grown by the insured. If “No Type Specified,” enter appropriate 3-digit code number from the actuarial documents.

H. **Stage:**

PRELIMINARY: MAKE NO ENTRY.

<u>STAGE</u>	<u>EXPLANATION</u>
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“P” Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide records of production which are acceptable to the insurance provider.
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“H” Harvested.
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“UH” Unharvested or put to other use with consent.
------	---

“UB” Bypassed (insured causes).
------	----------------------------------

“PB” Bypassed (uninsured causes).
------	------------------------------------

PREVENTED PLANTING: Refer to the Prevented Planting Handbook for proper codes for any eligible prevented planting acreage.

GLEANED ACREAGE: Refer to the LAM for information on gleaning.

I. **Intended or Final Use:** Use of acreage. Use the following “Intended Use” abbreviations.

<u>USE</u>	<u>EXPLANATION</u>
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“To Cucumbers, etc.” Use made of the acreage
“WOC” Other use without consent
“SU” Solely uninsured
“ABA” Abandoned without consent
“H” Harvested
“UH” Unharvested
“Bypassed” Bypassed by the processor

Verify any “Intended Use” entry. If the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct “Final Use.”

PREVENTED PLANTING: Refer to the Prevented Planting Handbook for proper codes for any eligible prevented planting acreage.

GLEANED ACREAGE: Refer to the LAM for information on gleaning.

J. **Appraised Potential:** Per-acre appraisal in tons, to tenths, of POTENTIAL production for the acreage appraised. Refer to section 5, Processing Sweet Corn Appraisals, for additional instructions.

NOTE: If there is no potential on UH acreage, enter “0.”

K₁-L. MAKE NO ENTRY.

M. + **Uninsured Cause:** EXPLAIN IN THE NARRATIVE.

a. Hail and Fire exclusion NOT in effect.

- (1) Enter NOT LESS than the insured's production guarantee per acre in tons, to tenths, for the line, (calculated by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form) for any “P” stage acreage:

NOTE: On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production.

- (2) For acreage that is damaged PARTLY by uninsured causes, enter the APPRAISED UNINSURED loss of production per acre in tons, to tenths, for any such acreage.

b. When there is late-planted acreage, the applicable per-acre production guarantee for such acreage is the production guarantee that has been reduced for late-planted acreage.

c. Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.

d. Enter the result of adding uninsured cause appraisals to hail and fire exclusion appraisals.

NOTE: For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.

N. **Adjusted Potential:** Column “J” plus Column “M,” to tenths.

O. **Total to Count:** Column “C or C₁” (actual acres) times Column “N,” rounded to tenths.

P. **Per Acre:** Per Acre Guarantee - Enter the per-acre production guarantee from the insured’s policy.

NOTE: If the Special Provisions allow a late planting period and written approval has been timely received from the processor in accordance with the crop provisions, refer to the LAM for late planting procedures.

Q. **Total:** Column “C₂” (**reported** acres; “C” if acreage is not under-reported) times Column “P,” to tenths.

16. **Total Acres:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Total Actual Acres [Column “C” or (“C₁” if there are under-reported acres)], to tenths.

NOTE: FOR ITEM 17. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, STAGES, APH YIELDS, PRICE ELECTIONS, TYPES, ETC., WITHIN THE UNIT, AND TOTALS NEED TO BE KEPT SEPARATE FOR CALCULATING INDEMNITIES, MAKE NO ENTRY AND FOLLOW THE INSURANCE PROVIDER’S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

17. **Totals:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Totals of Column “O” and total of Column “Q.”

NARRATIVE:

If more space is needed, document on a Special Report, and enter “See Special Report.” Attach the Special Report to the Production Worksheet.

- a. If no acreage is released on the unit, enter “No acreage released,” adjuster’s initials, and date.
- b. If notice of damage was given and “No Inspection” is necessary, enter the unit number(s), “No Inspection,” date, and adjuster’s initials. The insured’s signature is not required.
- c. Explain any uninsured causes, unusual, or controversial cases.
- d. If there is an appraisal in Section I, item M for uninsured causes due to a hail/fire exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
- e. Document the actual appraisal date if an appraisal was performed prior to the adjuster’s signature date on the appraisal worksheet, and the date of the appraisal is not recorded on the appraisal worksheet.
- f. State that there is “No other fire insurance” when fire damages or destroys the insured crop, and it is determined that the insured has no other fire insurance. Also refer to the LAM.

- g. Explain any errors found on the Summary of Coverage.
- h. Explain any commingled production. Refer to the LAM.
- i. Explain any entry for “Production Not to Count” in Section II, item “O,” and/or any production not included in Section II, item I or item B - E entries (e.g., harvested production from uninsured acreage that can be identified separately from the insured acreage in the unit).
- j. Explain a “NO” checked in item 19.
- k. Attach a sketch map or aerial photograph to identify the total unit:
 - (1) If consent is or has been given to put part of the unit to another use;
 - (2) If uninsured causes are present; or
 - (3) For unusual or controversial cases.

NOTE: Indicate on the sketch map or aerial photo, the disposition of acreage destroyed or put to other use with or without consent.

- l. Explain any difference between date of inspection and signature dates. For an ABSENTEE insured, enter the date of the inspection AND the date of mailing the Production Worksheet for signature.
- m. When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and date of inspection.
- n. Explain the reason for a “No Indemnity Due” claim. “No Indemnity Due” claims are to be distributed in accordance with the insurance provider's instructions.
- o. Explain any delayed notices or delayed claims as instructed in the LAM.
- p. Document any authorized estimated acres shown in Section I, item C as follows: “Line 3 'E' acres authorized by insurance provider MM/DD/YYYY.”
- q. Document the method and calculation used to determine acres for the unit. Refer to the LAM.
- r. Specify the type of insects or disease when the insured cause of damage or loss is listed as insects or disease. Explain why control measures did not work.
- s. Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
- t. Document the usable tons of sweet corn if a processor settlement sheet is not available.
- u. Document any other pertinent information, including any data to support any factors used to calculate the production (e.g., husked ear factor).

SECTION II - HARVESTED PRODUCTION

GENERAL INFORMATION:

- (1) Account for ALL HARVESTED PRODUCTION (for ALL ENTITIES sharing in the crop) except production appraised BEFORE harvest and shown in Section I because the quantity cannot be determined later (e.g., released for other uses, etc.).
- (2) For production commercially stored, sold, etc., enter the name and address of the storage facility, buyer or processor as applicable in items B through E.
- (3) If acceptable sales or weight tickets are not available, refer to the LAM.
- (4) If additional lines are necessary, the data may be entered on a continuation sheet. USE SEPARATE LINES FOR:
 - (a) Separate storage structures.
 - (b) Varying names and addresses of buyers of sold production
 - (c) Varying shares; e.g., 50 percent and 75 percent shares on same unit.
- (5) There will generally be no harvested production entries in items A through S for preliminary inspections.
- (6) If there is harvested production from more than one insured practice (or type) and a separate approved APH yield has been established for each, the harvested production also must be entered on separate lines in items A through S by type or practice. If production has been commingled, see the LAM.

Verify or make the following entries:

Item

No.

Information Required

18. **Date Harvest Completed: (Used to determine if there is a delayed notice or a delayed claim. Refer to the LAM.)**

PRELIMINARY: MAKE NO ENTRY.

FINAL:

- a. The earlier of the date the ENTIRE acreage on the unit was (1) harvested, (2) totally destroyed, (3) put to other use, (4) a combination of harvested, destroyed, or put to other use, or (5) the calendar date for the end of the insurance period

- b. If at the time of final inspection (if prior to the end of the insurance period), there is any unharvested insured acreage remaining on the unit that the insured does not intend to harvest; enter **“Incomplete.”**
- c. If at the time of final inspection (if prior to the end of the insurance period), **none** of the insured acreage on the unit has been harvested, and the insured does not intend to harvest such acreage, enter **“No Harvest.”**
- d. If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use, etc. Refer to the LAM.

19. **Similar Damage:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Check “Yes” or “No.” Check “Yes” if amount and cause of damage due to insurable causes is similar to the experience of other farms in the area. If “No” is checked, explain in the Narrative.

20. **Assignment of Indemnity:** Check “Yes” **only** if an assignment of indemnity is in effect for the crop year; otherwise check “No.” Refer to the LAM.

21. **Transfer of Right to Indemnity:** Check “Yes” **only** if a transfer of right to indemnity is in effect for the unit for the crop year; otherwise, check “No.” Refer to the LAM.

A₁ **Share:** RECORD ONLY VARYING SHARES on SAME unit to three decimal places.

A₂ **Field ID:**

- a. If only one practice and/or type of harvested production is listed in Section I, MAKE NO ENTRY.
- b. If more than one practice and/or type of harvested production is listed in Section I, and a separate approved APH yield exists, indicate for each practice/type the corresponding Field ID (from Section I, item “A”).

B - E. **Buyers, Packinghouse, or Processor:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Enter the name and address of the buyer, packinghouse, or processor for processing sweet corn sold, as applicable.

F - H. MAKE NO ENTRY.

- I. **Bu., Ton, Lbs., Cwt:** Circle “Ton” in column heading. **Production in TONS, to tenths.**
- a. Enter the usable tons of unhusked/husked ear weight of processing sweet corn shown on the processor settlement sheet, if available.
 - b. If a processor settlement sheet showing the usable tons of sweet corn is not available, enter the result obtained by dividing the total dollar amount paid, payable, or which should have been paid under the terms of the processor contract for the quantity of sweet corn to be delivered to the processor by the base contract price per ton. Show the calculations in the Narrative of the Production Worksheet.
 - c. Include all harvested processing sweet corn production from any other insurable units that have been used to fulfill the processor contract for this unit.
 - d. The total production to count will be expressed as unhusked ear weight. Any other measure of production will be converted to an unhusked ear weight equivalent.
- J. **Shell/Sugar Factor:** Three-decimal factor, obtained from the processor, when harvested production must be converted to an unhusked ear weight.
- NOTE:** When harvested production is delivered to the processor and weighed as husked ears or the kernels have been cut from the cob and just the kernels are weighed, the adjuster must obtain the applicable factor from the processor to convert the kernels or husked ear weights to an unhusked ear weight. (Formula: Applicable factor times weight of husked ears or weight of kernels equals unhusked ear weight.) Document the date the factor was obtained from the processor in the Narrative of the Production Worksheet.
- K₁. - M₂. MAKE NO ENTRY.
- N. **Adjusted Production:** Result of multiplying Column “I” times Column “J.” Round to tons, to the nearest tenth.
- O. **Prod. Not to Count:** Net production NOT to count, in tons to tenths, WHEN ACCEPTABLE RECORDS IDENTIFYING SUCH PRODUCTION ARE AVAILABLE, from harvested acreage which has been assessed an appraisal of not less than the guarantee per acre, or from other sources (e.g., other units or uninsured acreage).
- NOTE:** THIS ENTRY MUST NEVER EXCEED PRODUCTION SHOWN ON THE SAME LINE.
- P. **Production:** Result of subtracting column “O” from Column “N,” to tenths.
- Q₁-R. MAKE NO ENTRY.
- S. **Production to Count:** Production from column “P.”

NOTE: FOR ITEMS 22 - 24. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, STAGES, APH YIELDS, PRICE ELECTIONS, TYPES, ETC., WITHIN THE UNIT, AND TOTALS NEED TO BE KEPT SEPARATE FOR CALCULATING INDEMNITIES, MAKE NO ENTRY AND FOLLOW THE INSURANCE PROVIDER'S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

22. **Section II Total:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Total of Column "S," to tenths.

23. **Section I Total:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Enter figure from Section I, Column "O" total.

24. **Unit Total:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Total of items 22 and 23, to tenths.

25. **Adjuster's Signature, Code Number, and Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured's authorized representative) has signed. For an absentee insured, enter the adjuster's code number **ONLY**. The signature and date will be entered **AFTER** the absentee has signed and returned the Production Worksheet.

NOTE: Final indemnity inspections should be signed on bottom line.

26. **Insured's Signature and Date:** Insured's (or insured's authorized representative's) signature and date. **BEFORE** obtaining insured's signature, **REVIEW ALL ENTRIES** on the Production Worksheet **WITH THE INSURED**, particularly explaining codes, etc., that may not be readily understood.

NOTE: Final inspection should be signed on bottom line.

27. **Page Numbers:**

PRELIMINARY: Page numbers - "1," "2," etc., at the time of inspection.

FINAL: Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).

1. Crop/Code # Processing Sweet Corn 0042	2. Unit # 00100	3. Legal Description SE 1/4 36-93-16	(FOR ILLUSTRATION PURPOSES ONLY) PRODUCTION WORKSHEET				8. Name of Insured I.M. Insured					
4. Date of Damage MAY	JUL 7		7. Company Any Company		9. Claim # XXXXXXXXXX		11. Crop Year YYYY					
5. Cause of Damage DROUGHT	WIND		Agency Any Agency		10. Policy # XXXXXXXXXX				14. Date(s) 1st MM/DD/YYYY		2nd Final MM/DD/YYYY	
6. Primary Cause % 75%	X				15. Companion Policy(s)							
12. Additional Units 00200	00300											
13. Est. Prod. Per Acre 2.5	3.8											

SECTION I - ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

ACTUARIAL										POTENTIAL YIELD			STAGE GUARANTEE				
A	B	C	D	E	F	G	H	I	J	K1	L	M	N	O	P	Q	
Field ID	Prelim Acres	Final Acres	Interest or Share	Risk	Practice	Type Class	Stage	Intended or Final Use	Appraised Potential	K2							Moisture % Factor
1A	E 10.0	9.9	1.000		003	081	UH	To soybeans	0.8			0.5	1.3	12.9	4.5	44.6	
1B MM/DD		25.1	1.000		003	081	H	H							4.5	113.0	
2		8.0	1.000		003	081	UB	BY PASSED	0.0						4.5	36.0	
1C MM/DD		10.0	1.000		003	081	P	WOC				4.5	4.5	45.0	4.5	45.0	
16 TOTAL		45.0										17 TOTALS		57.9		238.6	

NARRATIVE (If more space is needed, attach a Special Report)

FIELD 1A PARTIALLY DESTROYED BY LIVESTOCK. FIELD 1C DESTROYED WITHOUT CONSENT. DETERMINED ACRES BY WHEEL MEASUREMENT.
LINE 2 - NO APPROPRIATE SETTLEMENT SHEET AVAILABLE \$ 5000.00 (Total Dollar Amount) ÷ \$ 60.00 per ton (Base Contract Price) = 83.3 tons

SECTION II - HARVESTED PRODUCTION

18. Date Harvest Completed MM/DD/YYYY				19. Is damage similar to other farms in the area? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>				20. Assignment of Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				21. Transfer of Right To Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>						
MEASUREMENTS					GROSS PRODUCTION					ADJUSTMENTS TO HARVESTED PRODUCTION								
A1	B	C	D	E	F	G	H	I	J	K1	L1	M1	N	O	P	Q1	R	S
A2	Length of Diameter	Width	Depth	Deduction	Net Cubic Feet	Conversion Factor	Gross Prod. (F x G)	Bu/Ton Lbs. Cwt.	Shell/Sugar Factor	FM% Factor	Moisture% Factor	Test Wt. Factor	Adjusted Production HorLxJxK2xL2xM2	Prod. Not To Count	Production (N - O)	Value Mkt. Price	Quality Factor (Q1 ÷ Q2)	Production To Count (P x R)
	ANY PROCESSOR ANYTOWN, ANY STATE							20.2					20.2					20.2
	ACME Elevator Any Town, Any State							83.3					83.3					83.3

I certify the information provided above, to the best of my knowledge, to be true and complete and that it will be used to determine my loss, if any, to my insured crops. I understand that this Production Worksheet and supporting papers are subject to audit and approval by the company. I understand that this crop insurance is subsidized and reinsured by the Federal Crop Insurance Corporation, an agency of the United States. I understand that any false or inaccurate information may result in the sanctions outlined in my policy and administrative, civil, and criminal sanctions under 18 U.S.C. §§ 1006 and 1014, 7 U.S.C. § 1506, 31 U.S.C. §§ 3729 and other federal statutes

22 Section II Total	103.5
23 Section I Total	57.9
24 Unit Total	161.4

25. Adjuster's Signature and Code Number			Code #	Date	26. Insured's Signature			Date
1 st Inspection	I. M. ADJUSTER		XXXXX	MM/DD/YYYY	1 st Inspection	I. M. INSURED		MM/DD/YYYY
2 nd Inspection					2 nd Inspection			
Final Inspection	I. M. ADJUSTER		XXXXX	MM/DD/YYYY	Final Inspection	I. M. INSURED		MM/DD/YYYY

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10. REFERENCE MATERIAL

TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS

ACRES IN FIELD OR SUBFIELD	MINIMUM NO. OF SAMPLES
0.1 - 10.0	3
10.1 - 20.0	4
Add one additional sample for each additional 10.0 acres (or fraction thereof) in the field or subfield.	

*** **TABLE B - ROW WIDTH FACTORS**

ROW WIDTH, INCHES	SAMPLE ROW LENGTH, FEET, FOR:		ROW WIDTH, INCHES	SAMPLE ROW LENGTH, FEET, FOR:	
	1/100 ACRE	1/1000 ACRE		1/100 ACRE	1/1000 ACRE
14	374	37.4	30	174	17.4
16	326	32.6	32	163	16.3
18	290	29.0	34	154	15.4
20	262	26.2	36	145	14.5
22	238	23.8	38	138	13.8
24	218	21.8	40	131	13.1
26	202	20.2	42	125	12.5
28	187	18.7			

For row widths not listed in **TABLE B**, use the following formula:

$$43,560 \text{ sq. ft./acre} \div \left[\frac{\text{row width in inches}}{12"} \right]$$

$$\frac{100 \text{ ft.}}{\text{(for 1/100 acre)}} \quad \text{or} \quad \frac{1000 \text{ ft.}}{\text{(for 1/1000 acre)}}$$

EXAMPLE:

$$43,560 \text{ sq. ft./acre} \div \left[\frac{25"}{12"} \right] = \frac{43,560 \text{ sq. ft.} \div 2.08}{100 \text{ ft.}} = \frac{20,942}{100 \text{ ft.}} = 209.42 \text{ ft. or } 209 \text{ ft. row length}$$

