

United States  
Department of  
Agriculture



Federal Crop  
Insurance  
Corporation



Product  
Administration  
and Standards  
Division

# **FIG LOSS ADJUSTMENT STANDARDS HANDBOOK**

FCIC-25130 (08-2007)

**2008 and Succeeding Crop Years**



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

<b>FEDERAL CROP INSURANCE HANDBOOK</b>	<b>NUMBER: 25130 (08-2007)</b>
<b>SUBJECT:</b>  <b>FIG LOSS ADJUSTMENT STANDARDS HANDBOOK 2008 AND SUCCEEDING CROP YEARS</b>	<b>OPI: Product Administration and Standards Division</b>
	<b>APPROVED:</b> <b>DATE:</b>  /s/ <b>Tim B. Witt</b> <b>8/6/07</b>  Deputy Administrator, Product Management

**THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-ISSUED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2008 AND SUCCEEDING CROP YEARS. ALL REINSURED COMPANIES WILL UTILIZE THESE STANDARDS FOR BOTH LOSS ADJUSTMENT AND LOSS TRAINING.**

**SUMMARY OF CHANGES/CONTROL CHART**

The following list contains significant changes to this handbook, as determined by us. It may not represent all changes made. All changes made to this handbook are applicable regardless of whether or not listed.

Major Changes: Refer to changes or additions in text which has been **highlighted**. Three stars (\*\*\*) identify where information has been removed.

Changes for Crop Year 2008 (FCIC-25130) issued **August 2007:**

- A. Throughout the handbook inserted the abbreviation “AIP” to replace the term “insurance provider,” inserted references to insured fig acreage as “unit/orchard/suborchard,” and deleted signature/date/page number blocks on all worksheets.
- B. Page TC 1, subsections 3 B, 4 B, 4 C, 7 A-C: Revised subsection headings.
- C. Page TC 2, subsections 8 A-C, and 9: Inserted/revised subsection headings.
- D. Page 1, section 1: Inserted new introductory statement.
- E. Page 1, subsection 2 A: Reformatted text in outline format.
- F. Pages 1-2, subsection 2 B: Inserted DSSH abbreviation and definition for the terms “Block” and “Type.”
- G. Page 2, subsection 3 A: Inserted references to the Basic Provisions, Crop Provisions, and Special Provisions for insurability requirements.
- H. Page 3, subsection 3 B: Revised information on CAT Coverage.

# FIG LOSS ADJUSTMENT STANDARDS HANDBOOK

## SUMMARY OF CHANGES/CONTROL CHART (Continued)

- I. Page 3, subsection 3 D: Deleting the phrase “or exceeds” from manufacturing fig grade procedures.
- J. Page 5, subsection 4 C: Inserted new subsection heading for selecting representative sample figs for grading.
- K. Page 6, subsection 5 B: Inserted instructions on when to use unharvested appraisals.
- L. Page 8, subsections 7 A: Inserted subsection headings and information containing worksheet standards.
- M. Page 8, subsection 7 B: Revised subsection heading.
- N. Pages 8-10, subsection 7 C: Revised appraisal worksheet item entry instructions.
- O. Page 12, subsection 8 A: Inserted subsection headings and information containing claim form standards.
- P. Page 12, subsection 8 B: Revised subsection heading.
- Q. Pages 13-24, subsection 8 C: Revised claim form item entry instructions. In section I, columns K<sub>1</sub> and K<sub>2</sub>, inserted item entry instructions for documenting the value of figs and price election by type for appraised fig production that is eligible for quality adjustment.
- R. Page 27: Revised **TABLE A**.
- S. Page 29: Inserted a new **TABLE D** that contains tree set out dates and crop years trees are insurable.
- T. Throughout handbook, made syntax and format changes as needed so that this handbook tracks with the RMA-approved crop handbook standards format.

Control Chart For: Fig Loss Adjustment Standards Handbook						
	SC Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Insert	Entire Handbook					
Current Index	1-2	1-2	1-26	27-29	08-2007	FCIC-25130

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# 1. INTRODUCTION

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**THIS HANDBOOK MUST BE USED IN CONJUNCTION WITH THE LOSS ADJUSTMENT MANUAL (LAM) STANDARDS HANDBOOK, FCIC-25010.**

The FCIC-issued loss adjustment standards for this crop are the official standard requirements for adjusting Multiple Peril Crop Insurance (MPCI) losses in a uniform and timely manner. The FCIC-issued standards for this crop and crop year are in effect as of the signature date for this crop handbook are located on the internet at [www.rma.usda.gov/handbooks/25000/index.html](http://www.rma.usda.gov/handbooks/25000/index.html). All Approved Insurance Providers (AIPs) will utilize these standards for both loss adjustment and loss training for the applicable crop year. These standards include crop appraisal methods, claims completion instructions, and form standards that supplement the general (not crop-specific) loss adjustment standards identified in the LAM.

## 2. SPECIAL INSTRUCTIONS

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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

- (1) The following is the minimum distribution of forms completed by the adjuster and signed by the insured (or insured's authorized representative) for the loss adjustment inspection:
  - (a) One legible copy to the insured.
  - (b) The original and all remaining copies as instructed by the AIP.
- (2) It is the AIP's 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 fig loss adjustment and this handbook, which are not defined in this section, are identified as they appear in the text.
- (3) Abbreviations:

CAT	Catastrophic Risk Protection
CIH	Crop Insurance Handbook
DFA	Dried Fruit Association
<b>DSSH</b>	<b>Document and Supplement Standards Handbook, FCIC-24040</b>
RPAM	Random Path Appraisal Method

(4) Definitions:

<b>Block</b>	Trees, vines, or bushes in an orchard, vineyard, bog, of a single or mixed age and density, separated by applicable practice, type, variety, different T-Yields Map Areas (TMA) or other characteristics shown in the actuarial documents.
<b>Harvest</b>	The picking of the figs from the trees or ground by hand or machine for the purpose of removal from the orchard.
<b>Manufacturing Grade Production</b>	Fig production that meets minimum grade standards and is defined as “manufacturing grade” by the Marketing Order for Dried Figs, as amended, which is in effect on the date insurance attaches.
<b>Marketable Figs</b>	Figs that grade manufacturing grade or better in accordance with the Marketing Order for Dried Figs, as amended, which is in effect on the date insurance attaches.
<b>Substandard Production</b>	Fig production that does not meet minimum grade standards and is defined as “substandard” by the Marketing Order for Dried Figs, as amended, which is in effect on the date insurance attaches.
<b>Type</b>	The varietal name for edible figs from the genus ‘ <i>Ficus</i> ’ listed in the Special Provisions (e.g., Adriatic, Black Mission, Calimyrna, and Kadota).

### **3. INSURANCE CONTRACT INFORMATION**

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

#### **A. INSURABILITY**

The following may not be a complete list of insurability requirements. Refer to the Basic Provisions, Crop Provisions, and Special Provisions for a complete list.

- (1) The crop insured will be all commercially grown dried figs that are grown in the county on insurable acreage for which a premium rate is provided by the actuarial documents:
  - (a) In which the insured has a share;
  - (b) That are grown for harvest as dried figs;
  - (c) That are irrigated;
  - (d) That have reached the seventh growing season after being set out (refer to **TABLE D, herein**); and



- (e) For which acceptable production records for at least the previous crop year are provided.
- (2) Figs interplanted with another perennial crop are insurable unless the **AIP** inspects the acreage and determines that such acreage does not meet the policy requirements for insurability.
- (3) Figs are not insurable when:
  - (a) Grown on acreage with less than 90 percent of a stand based on the original planting pattern unless the **AIP** agrees, in writing, to insure such figs;
  - (b) The **AIP** inspects the figs and considers them not acceptable;
  - (c) Grown for the crop year the application is filed unless inspected and accepted by the **AIP**; or
  - (d) Grown on acreage acquired for the crop year unless such acreage has been inspected and accepted by the **AIP**.
- (4) Insurance coverage is not provided against any loss of production:
  - (a) Due to fire, where weeds and other forms of undergrowth have not been controlled or pruning debris has not been removed from the grove, or
  - (b) The inability to market the fruit as a direct result of quarantine, boycott, or refusal of any entity to accept production.

**B. PROVISIONS AND PROCEDURES NOT APPLICABLE TO CAT COVERAGE**

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Refer to the CIH and LAM for other provisions not applicable to CAT.

**C. UNIT DIVISION**

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

**D. QUALITY ADJUSTMENT**

\*\*\* Appraised and harvested fig production that **grades manufacturing or grades substandard** due to insurable cause(s) is eligible for quality adjustment. Select representative fig samples for delivery to the DFA for a grade determination. For figs that qualify for quality adjustment, calculate production to count as follows:

(1) **Manufacturing Grade Figs:**

Figs, which due to insurable causes, grade manufacturing will be adjusted by dividing the value per pound by the highest price election available for the type and multiplying this result (not to exceed 1.00) by the number of pounds of such production.

(2) **Substandard Grade Figs:**

- (a) Figs, which due to insurable causes, grade substandard and are delivered to the substandard pool will not be considered production to count, provided the **AIP**:
  - 1 Inspects all of the insured's substandard production; and
  - 2 Gives written consent for such delivery prior to delivery.
- (b) If the **AIP** does not give written consent prior to the delivery to the substandard pool, all production will be counted as undamaged marketable production.
- (c) If the **AIP** gives written consent to the insured prior to delivery to the substandard pool, and substandard production is not delivered to the substandard pool, and is sold by the insured, this substandard production will be considered production to count and is adjusted as follows:
  - 1 Divide the value per pound received for such substandard production by the highest price election available for the insured type; and
  - 2 Multiply this result (not to exceed 1.00) by the number of pounds of such substandard production.

## **4. FIG APPRAISALS**

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### **A. GENERAL INFORMATION**

- (1) Potential production **from all types of inspections** will be appraised in accordance with procedures specified in this handbook and in the LAM.
- (2) Specifically for figs, circumstances that require an appraisal include (but are not limited to):
  - (a) When required by the AIP;**
  - (b) When figs are still on the tree; or**
  - (c) If verifiable production records may not be available.**
- (3) Make separate appraisals for each fig type grown in the orchard, as applicable.
- (4) Appraisal dates:
  - (a) AIP** representatives will set appraisal dates.
  - (b) Whenever possible, appraise figs after the natural fruit drop period but before the fruit is removed from the trees.**

## **B. SELECTING REPRESENTATIVE SAMPLE TREES FOR APPRAISALS**

- (1) Make a general examination of all acreage in the unit. Determine the number and general location of trees to be used in the representative sample based on:
  - (a) Total acreage and number of trees;
  - (b) Extent of variation in the amount of production or damage within the acreage and location of the fruit on the tree. When variable damage causes the crop potential to be significantly different within the same orchard, or when the insured wishes to destroy a portion of the orchard, split the orchard into sub-orchards and appraise each orchard/sub-orchard separately;
  - (c) Percent of each type in the acreage;
  - (d) Tree age, size, density, and vigor; and
  - (e) The acreage in the unit from which fruit has been picked and the extent of variation in the amount of unpicked fruit on the trees.
- (2) Take not less than the recommended minimum number (count) of representative samples required in **TABLE A**, herein.

## **C. SELECTING REPRESENTATIVE SAMPLE FIGS FOR GRADING**

- (1) Before any fig counts are made, the insured and the adjuster together will collect a representative sample of damaged dried figs from the ground or windrows to take to the DFA for grading to determine if the figs meet the minimum grade standards in the Marketing Order for Dried Figs. Each sample must contain a minimum of 12½ pounds of dried figs.
- (2) After DFA grading, if due to insurable causes the sample figs do not meet the minimum grade standards in the Marketing Order for Dried Figs, the figs will be declared substandard (refer to section 3 D, herein). If such production will not be harvested, no production will be counted.
- (3) If this sample, after grading by the DFA, does meet the minimum grade standards in the Marketing Order for Dried Figs and the insured intends to harvest, appraise the production to determine the potential using the appraisal method in section 5 herein. Such production should be adjusted for quality according to the instructions in section 3 D herein and the Crop Provisions.
- (4) Unharvested fig production that grades substandard (i.e., not marketable) would have no production to count.

## 5. APPRAISAL METHODS

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### A. GENERAL INFORMATION

(1) These instructions provide information on appraisal methods for:

Appraisal Method.....	Use.....
Fig Count Appraisals	for all pre-harvest appraisals.
Representative Tree Appraisals	when acreage is being harvested; harvest and count figs from representative sample trees.
Harvested Acreage Appraisals	the average yield per acre from harvested acreage as the appraisal per acre for comparable unharvested acreage.

(2) Use unharvested appraisals to determine potential production to count from acreage:

- (a) That will not be harvested,
- (b) That is damaged by uninsured causes and the insured fails to follow recognized good fig farming practices,
- (c) With unharvested production that would be marketable if harvested,
- (d) That the insured intends to abandon and no longer care for and the insured complies with such requirements in the Crop Provisions.

(3) Appraise unharvested acreage at not less than the production guarantee for production:

- (a) That is abandoned without AIP consent,
- (b) Damaged solely by uninsured causes of loss,
- (c) Destroyed by the insured without AIP consent, and
- (d) That the insured fails to provide records of production acceptable to the AIP.

(4) Use the Fig/Nuts Appraisal Worksheet hereafter referred to as the “appraisal worksheet” to document all fig count appraisals.

(5) Appraise each fig type separately.

(6) Appraise each orchard/sub-orchard separately, as applicable.

(7) Use at least the recommended minimum number of representative sample trees for appraisals (refer to **TABLE A**).

## **B. UNHARVESTED APPRAISALS**

### **Fig Count Appraisals.**

- (1) Count all marketable dried figs and all unmarketable figs lost due to uninsured causes under each representative sample tree. **Do not count unmarketable dried figs lost due to insured causes.** Record **fig** count on the appraisal worksheet.
- (2) Total the number of dried figs from all representative sample trees and divide this total by the number of representative sample trees to calculate the average number of figs per tree.
- (3) Divide the average number of figs per tree by the number of figs per pound (refer to **TABLE B**, herein) to calculate the average number of pounds of dried figs per tree.
- (4) Multiply the average number of pounds of dried figs per tree by the number of bearing trees per acre to calculate the appraised number of dried fig pounds per acre.

## **C. HARVESTED APPRAISALS**

- (1) **Representative Tree Appraisals.** Arrange with the insured to harvest representative sample trees after a crop has reached maturity. Use the production harvested from the trees to determine the yield per acre.
- (2) **Harvested Acreage Appraisals.** Use the average yield per acre from harvested acreage as the appraisal per acre for **comparable** unharvested acreage. Use this method only when harvested acreage can be verified to be representative of unharvested acreage. Verify by actually inspecting the harvested and unharvested acreages to compare the crop on the ground under the trees.

## **6. APPRAISAL DEVIATIONS AND MODIFICATIONS**

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### **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.

## 7. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES

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### A. APPRAISAL WORKSHEET STANDARDS

- (1) The entry items in subsection C are the minimum requirements for the appraisal worksheet. All entry items are “Substantive,” (i.e., they are required).
- (2) Appraisal worksheet completion instructions. The completion instructions for the required entry items on the appraisal worksheet in the following subsections are “Substantive,” (i.e., they are required).
- (3) The Privacy Act and Nondiscrimination statements are required statements that must be printed on the form or provided to the insured as a separate document. These statements are not shown on the example form in this exhibit. The current Privacy Act and Nondiscrimination statements can be found in the DSSH.
- (4) Refer to the DSSH for other crop insurance form requirements (e.g., font point size, etc.).

### B. GENERAL INFORMATION FOR WORKSHEET ENTRIES AND COMPLETION PROCEDURES

- (1) Include the AIP’s name in the appraisal worksheet title if not preprinted on the AIP’s worksheet.
- (2) Include the claim number on the appraisal worksheet (when required by the AIP) when a worksheet entry is not provided.
- (3) Complete a separate appraisal worksheets for each unit/orchard/sub-orchard, etc. inspected, as applicable. Complete a separate appraisal worksheet for each fig type (e.g., Adriatic, Black Mission, etc.) appraised, as applicable.
- (4) Standard appraisal worksheet items are numbered consecutively in subsection C. An example appraisal worksheet is provided to illustrate how to complete entries.

### C. APPRAISAL WORKSHEET ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

**Item  
No.**

**Information Required**

**Company:** Name of the AIP if not pre-printed on the worksheet (Company Name).

**Claim Number:** Claim number as assigned by the AIP.

1. **Insured's Name:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
2. **Policy Number:** Insured's assigned policy number.
3. **Unit No.:** Five-digit unit number from the Summary of Coverage after it is verified to be correct.
4. **Crop:** "Figs."
5. **Acres Appraised:** Appraised acres, to tenths.
6. **Crop Year:** Four-digit crop year, as defined in the policy, for which the claim is filed.
7. **Orch. ID:** Orchard identification symbol.
8. **Variety:** Type name (e.g., Adriatic, Black Mission, Calimyrna, or Kadota) as listed in the Special Provisions for the unit/orchard/sub-orchard, etc. being appraised.
9. **Acres:** Fig acres by type, as applicable rounded to tenths for the unit/orchard/sub-orchard inspected.
10. **Number of Figs/Nuts per Tree:** Count and enter the number of marketable figs and unmarketable figs damaged by uninsured causes per sample tree. Do not include any figs that are unmarketable due to insured causes.
11. **Total Figs/Nuts all Trees:** Total number of figs counted from column 10.
12. **Number Trees in Sample:** Number of sample trees.
13. **Average Figs/Nuts (per) Tree:** Column 11 divided by column 12, results as whole figs.
14. **Figs/Nuts Lb. for Variety:** Number of figs per pound (refer to TABLE B, herein) for the type being appraised.
15. **Average Pounds per Tree:** Column 13 divided by column 14, results in pounds rounded to two decimal places.
16. **Bearing Trees per Acre:** The actual number of producing trees per acre. Refer to TABLE C if there is a 100% stand or, determine the number of trees by count if less than 100% stand, as applicable. Verify the number of producing/insured trees from the self-certification inspection form and/or pre-acceptance reports, as applicable. Refer to TABLE D to determine insurability of trees based on year of set out.
17. **Figs/Nuts Pounds per Acre:** Column 15 multiplied by column 16, results in whole pounds. Transfer entry (by line if more that one representative sample is listed on the appraisal worksheet) to section I, item J "Appraised Potential" on the claim form.
- 18.-22. MAKE NO ENTRY.

23. **Remarks:** Enter any pertinent information such as the date of damage, insured/uninsured causes of damage, appraisal date, any fig acreage that is eligible for quality adjustment, etc.

**The following required entries are not illustrated on the appraisal worksheet example below.**

24. **Insured's Signature and Date:** Insured (or insured's authorized representative's) signature and date. BEFORE obtaining the insured's signature. REVIEW ALL ENTRIES on the appraisal worksheet WITH THE INSURED or insured's authorized representative, particularly explaining codes, etc., which may not be readily understood.
25. **Adjuster's Signature, Code No., and Date:** Code number, signature of adjuster, and date signed after the insured (or insured's authorized representative) has signed. If the appraisal is performed prior to the signature date, document the appraisal in the Remarks section of the appraisal worksheet (if available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.

**Page Number:** Page number - (Example: Page 1 of 1, Page 2 of 2, etc.).



FIG/NUT TREES APPRAISAL WORKSHEET (For Illustration Purposes Only)			Company <i>Any Company</i>			1 INSURED'S NAME <i>I. M. Insured</i>			2 POLICY NUMBER <i>XXXXXXXX</i>			3 UNIT NO. <i>00100</i>					
Claim Number <i>XXXXXXXX</i>			4 CROP <i>Figs</i>			5 ACRES APPRAISED <i>10.2</i>			6 CROP YEAR <i>YYYY</i>								
7	8	9	10			11	12	13	14	15	16	17	18	19	20	21	
Orch. ID	Variety	Acres	Number of Figs/Nuts Per Tree			Total Figs/Nuts All Trees	Number Trees in Sample	Average Figs/Nuts Tree 11 ÷ 12	Figs/Nuts lb. for Variety	Average Pounds Per Tree 13 ÷ 14	Bearing Trees Per Acre	Figs/Nuts Pounds Per Acre 15 x 16	Reject Factor	Net Nuts Lbs. per Acre 17 x 18	% Acres for Variety	Figs/Nuts Acre for Variety 19 x 20	
A	Adriatic	3.4	60	103	94	457	5	91	53	1.72	290	499					
			110	90													
B	Adriatic	3.4	94	97	104	480	5	96	53	1.81	290	525					
			86	99													
C	Adriatic	3.4	110	121	97	499	5	100	53	1.89	290	548					
			87	84													

23 REMARKS

**Date of Damage: MM/DD/YYYY, Damage due to excessive precipitation.**  
**Appraisal Date: MM/DD/YYYY**  
**Orchard A was eligible for quality adjustment due to excess precipitation.**

22 Appraisal  
(Lbs./A.)

### EXAMPLE FIG COUNT APPRAISAL

This form example does not illustrate all required entry items (e.g., signature, etc.).

## **8. CLAIM FORM ENTRIES AND COMPLETION PROCEDURES**

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### **A. CLAIM FORM STANDARDS**

- (1) The entry items in subsection C are the minimum claim form (hereafter referred to as “Production Worksheet”) requirements. All entry items are considered “Substantive,” (i.e., they are required).
- (2) The completion instructions for the required entry items on the Production Worksheet in the following subsections are “Substantive,” (i.e., they are required).
- (3) The Privacy Act and Nondiscrimination statements are required statements that must be printed on the form or provided as a separate document. These statements are not shown in the example form in this exhibit. The current Privacy Act Statement and Nondiscrimination statements can be found in the DSSH.
- (4) The following certification statement required by the DSSH must be included on the form directly above the insured’s signature block immediately followed by the statement below.  
  
“I understand the certified information on this Production Worksheet will be used to determine my loss, if any, to the above unit. The insurance provider may audit and approve this information and supporting documentation. The Federal Crop Insurance Corporation an agency of the United States subsidizes and reinsures this crop insurance.”
- (5) Refer to the DSSH for other crop insurance form requirements (e.g., font point, size, etc.).

### **B. GENERAL INFORMATION FOR CLAIM FORM ENTRIES AND COMPLETION PROCEDURES**

- (1) 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 the insured are to 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).
- (4) The adjuster is responsible for determining if the insured has complied with all of their requirements under the notice and claim provisions of the policy. If they have not, the adjuster should contact the AIP.
- (5) Instructions labeled “PRELIMINARY” apply to preliminary inspections only. Instructions labeled “FINAL” apply to final inspections only. Instructions not labeled apply to ALL inspections.

**C. CLAIM FORM ENTRIES AND COMPLETION INFORMATION**

Verify or make the following entries:

**Item No.**

**Information Required**

1. **Crop/Code #:** “Figs” (0060).
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:** 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.” Refer to the Basic Provisions and the Crop Provisions 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 the 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 AIP.
10. **Policy #:** Insured's assigned policy number.
11. **Crop Year:** Four-digit 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. 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 whole pounds, for all non-loss unit for the crop, at the time of final inspection.

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

**PRELIMINARY:**

- a. Date the notice of damage was given for the unit in item 2, in the 1st or 2nd space, as applicable. Enter the complete date (e.g., MM/DD/YYYY) for each notice.
- b. A third notice of damage or loss for a 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 of Production Worksheets.
- 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 AIP, enter "Comp. Insp." instead of the date.
- e. If the notice date does not require an inspection, document as directed in the "Narrative" instructions.

**FINAL:** Transfer the latest date (in the 1st or 2nd space from the first set of Production Worksheets) to the FINAL space on the first page of the first set of Production Worksheets if a final inspection should be made as a result of the notice. Always enter the complete date of notice (MM/DD/YYYY) for the "FINAL" inspection in the FINAL space on the first page of the first set of Production Worksheets. For delayed notice or delayed claim, refer to the LAM.

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

- a. If no other person has a share in the unit (insured has a 100 percent share), MAKE NO ENTRY.
- b. In all cases where the insured has LESS than 100 percent share of a loss-affected unit, ask the insured if the OTHER person sharing in the unit has a multiple-peril contract (i.e., not crop-hail, fire, etc.). If the other person does not, enter “None.” Refer to the LAM for further information regarding companion contracts.
  - (1) If the other person has a multiple-peril contract and it can be determined that the SAME AIP services it, enter the contract number. Handle these companion policies according to AIP instructions.
  - (2) If the OTHER person has a multiple-peril contract and a DIFFERENT AIP or agent services it, enter the name of the AIP and/or agent (and contract number), if known.
  - (3) If unable to verify the existence of a companion contract, enter “Unknown” and contact the AIP for further instructions.

**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) Adjustments to appraised mature production (i.e., quality adjustment factors);
- (5) Stages or intended use(s) of acreage;
- (6) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (7) Appraisals for damage due to hail and fire if a 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 aerial photo. Refer to the Narrative instructions. Enter the applicable two-digit code for first crop and second crop. In the bottom of the last line entry or in the margin (or in a separate column) enter the date of inspection for the last line entry of each inspection.

**REFER TO THE LAM FOR INSTRUCTIONS REGARDING ENTRIES OF FIRST CROP, SECOND CROP, AND SUBSEQUENT CROP CODES.**

**B. Prelim. 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. Refer to the LAM or CIH for acreage measurement instructions specific to perennial crops.

**FINAL:** MAKE NO ENTRY.

**C. Final Acres:** Refer to the LAM or CIH for definition of acceptable determined acres for perennial crops used herein.

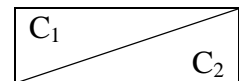
Determined acres to tenths (include “E” if estimated) for which consent is given for other use and/or:

- 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. Acreage breakdown 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 **AIP**. Document authorization in the Narrative. **ACCOUNT FOR ALL ACREAGE IN THE UNIT.** In the event of over-reported acres, handle in accordance with individual **AIP**’s instructions. In the event of under-reported acres, draw a diagonal line in column “C” as shown below.

C<sub>1</sub> Enter the ACTUAL acres for the orchard/sub-orchard.

C<sub>2</sub> Enter the REPORTED acres for the orchard/sub-orchard.



**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 **AIP**’s instructions. Refer to the LAM. 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 three-digit code number from the actuarial documents.

**G. Type/Class/Variety:** Applicable three-digit code number (e.g., “160” (Adriatic), “260;” (Black Mission), “360;” (Calimyrna), and “460” (Kadota), entered exactly as specified on the actuarial documents, for the type grown by the insured.

**H. Stage:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Stage abbreviations as shown below.

<u>STAGE</u>	<u>EXPLANATION</u>
“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 <b>AIP</b> .
“H”	..... Harvested
“UH”	..... Unharvested or put to other use with consent

**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>
“Bulldozed”	..... Use made of acreage
“WOC”	..... Other use without consent
“SU”	.....Solely uninsured
“ABA”	..... Abandoned without consent
“H”	..... Harvested
“UH”	..... Unharvested

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.”

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

J. **Appraised Potential:** Per-acre appraisal in whole pounds of POTENTIAL production for the acreage appraised. **Refer to the appraisal methods and applicable appraisal worksheet instructions, herein.** If there is no potential on UH acreage, enter “0.”

K<sub>1</sub>. **Moisture%:** For appraised mature fig production which due to insurable causes qualifies for quality adjustment, line through column heading and enter “**Value/Lb.**” Enter the value per pound as a two-place decimal (e.g., 0.22 for \$0.22) for the type of figs appraised that grades manufacturing or substandard, as applicable.

K<sub>2</sub>. **Factor:** For appraised mature fig production which due to insurable causes qualifies for quality adjustment, line through column heading and enter “**Price Elec/Lb.**” Enter the price election per pound as a two-place decimal (e.g., 0.31 for \$0.31) for the type of figs appraised that grade manufacturing or substandard, as applicable.

L. **Shell and/or Quality Factor:** For production eligible for quality adjustment, column K<sub>1</sub> divided by column K<sub>2</sub>, results rounded to three-decimal places (e.g., 0.710). Refer to section 3 D, herein, for additional quality adjustment information.

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 whole pounds for the line (calculate by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form) for any "P" stage acreage. On preliminary inspections, advise the insured to keep the harvested production separate 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 whole pounds, for any such acreage.

- b. Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.
- c. Enter the result of adding uninsured cause appraisals to hail and fire exclusion appraisals.
- d. For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.

N. **Adjusted Potential:** Make the following entries in whole pounds:

- a. For appraised production eligible for quality adjustment: Column "J" multiplied by column "L" plus column "M."
- b. For appraised production that is not eligible for quality adjustment : Column "J" plus column "M."

O. **Total to Count:** Column "C" or "C<sub>1</sub>" (**actual acres**) times column "N," results in whole pounds.

P. **Per Acre:** Enter the per-acre production guarantee in whole pounds from the insured's policy.

Q. **Total:** Column "C<sub>2</sub>" (**reported acres**; "C" if acreage is not under-reported) times column "P," results in whole pounds.

16. **Total Acres:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total actual acres (Column "C" [or "C<sub>1</sub>" if there are under-reported acres]), rounded to tenths.

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 AIP'S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.



17. **Totals:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of column "O" and total of column "Q" results in whole pounds.

**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 required, enter "No Inspection," the unit number(s), date, and adjuster's initials (do not enter unit number for which notice has not been given). 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, column "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 if 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, column "O" and/or any production not included in Section II, column "I" entry (e.g., harvested production from uninsured acreage that can be identified 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.

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

- l. Explain any differences 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 accompanies 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 AIP’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, column “C” as follows: “Line 3 ‘E’ acres authorized by the AIP MM/DD/YYYY.”
- q. Document the method and calculation used to determine acres for the unit. Refer to the LAM.
- r. Explain any “.000” quality adjustment factor in columns “L” and “R.” Explain any deficiencies, substances, or conditions that are allowed for quality adjustment as well as any which were not allowed.
- s. Explain any losses due to fire where weeds and other forms of undergrowth have not been controlled or pruning debris has not been removed.
- t. Document name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
- u. Document any other pertinent information, including any data to support any factors used to calculate the production.

## 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.
- (2) For production commercially stored, sold, etc., enter the name and address of storage facility, buyer, packing house, or processor as applicable in columns “B” through “E.”
- (3) The insured must maintain satisfactory records of ALL production sold. Verify any processing/packing house records. If acceptable sales records 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 facilities.
  - (b) Different buyers or processors - the insured must have maintained satisfactory records of ALL production.
  - (c) Different quality adjustment factors.
  - (d) Varying shares; e.g., 50 percent and 75 percent shares on same unit.

- (e) 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 columns “A” through “S” by type.
  - (f) Harvested production that fails to meet the applicable grade (quality) requirements because of INSURED damage.
  - (g) If production has been commingled, refer to the LAM.
- (5) There will generally be no harvested production entries in columns “A” through “S” for preliminary inspections.

**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. 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 orchards 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 unit 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.

A<sub>1</sub>. **Share:** RECORD ONLY VARYING SHARES on SAME unit to three decimal places.

A<sub>2</sub>. **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”).
- c. Enter the applicable two-digit code for first crop or second crop.

**REFER TO THE LAM FOR INSTRUCTIONS REGARDING ENTRIES OF FIRST CROP, SECOND CROP, AND SUBSEQUENT CROP CODES.**

B. - E. **Length/Diameter/Width/Depth/Deduction:** For production sold, enter the name and address of the buyer, packing house, or processor, as applicable. For fruit otherwise disposed of, indicate the method of disposition.

F. - H. MAKE NO ENTRY.

I. **Bu., Ton, Lbs., Cwt.:** Circle “Lbs.” in column heading. Production in whole pounds for fresh figs and dry fig production determined by delivery records, production recaps, sales receipts from processors, etc., (must be NET WEIGHT).

J. **Shell/Sugar Factor:** Enter “0.333” (factor) when fresh fig production is entered in column “I” above; otherwise, MAKE NO ENTRY. This factor converts pounds of fresh fig production to pounds of dry fig production.

K<sub>1</sub>. - M<sub>1</sub>. MAKE NO ENTRY.

N. **Adjusted Production:**

- a. Fresh production: Column “I” multiplied by column “J,” results in whole pounds.
- b. Dried production: Transfer entry from column “I,” in whole pounds.

O. **Production Not to Count:** Net production NOT to count in whole pounds 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).

THIS ENTRY MUST NEVER EXCEED PRODUCTION SHOWN ON THE SAME LINE. EXPLAIN ANY “PRODUCTION NOT TO COUNT” IN THE “NARRATIVE.”

P. **Production:** Column “N” minus column “O,” results in whole pounds.

- Q<sub>1</sub>. **Value:** Enter the value per pound as a two-place decimal (e.g., 0.26 for \$0.26, etc.) as follows:
- a. **Manufacturing Grade Figs:** Figs, which due to insurable causes grade manufacturing grade, enter the value per pound received for such production.
  - b. **Substandard Grade Figs:** Figs that grade substandard and the AIP gives written consent to the insured prior to delivery to the substandard pool are not considered production to count if delivered.
    - (1) If they are not delivered to the substandard pool but are sold by the insured, they will be considered production to count. Enter the value per pound received for such production.
    - (2) If they are not delivered to the substandard pool and are not sold, they will be considered production to count, with no quality adjustment.
- Q<sub>2</sub>. **Market Price:** If there is an entry in column Q<sub>1</sub> above, enter the highest price election per pound rounded to two-decimal places (e.g., 0.31 for \$0.31, etc.) for the applicable fig type that grades manufacturing or substandard, as applicable.
- R. **Quality Factor:** For production eligible for quality adjustment, column “Q<sub>1</sub>” divided by column “Q<sub>2</sub>,” results rounded to three-decimal places.
- S. **Production to Count:** Make the following entries in whole pounds as follows:
- a. For harvested production eligible for quality adjustment: Column “P” multiplied by column “R.”
  - b. For harvested production not eligible for quality adjustment: Transfer entry from column P.

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 AIP'S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

22. **Section II Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of column “S,” in whole pounds.

23. **Section I Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Transfer entry from Section I, column “O” total.

24. **Unit Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of items 22 and 23 in whole pounds.

**The following required entries are not illustrated on the Production Worksheet example below.**

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

**PRODUCTION WORKSHEET**

(For Illustration Purposes Only)

1 Crop/Code # <i>Figs</i> <b>0060</b>	2 Unit # <b>00100</b>	3 Legal Description <b>SWI-96N-30W</b>					
4 Date of Damage <b>Aug 11</b>							
5 Cause of Damage <b>Excess Prec</b>							
6 Primary Cause % <b>100%</b>							
12 Additional Units <b>00200</b>							
13 Est. Prod. Per Acre <b>1,500</b>							

7 Company Agency Any Company  
Any Agency

8 Name of Insured <b>I. M. Insured</b>			
9 Claim # <b>XXXXXXXX</b>		11 Crop Year <b>YYYY</b>	
10 Policy # <b>XXXXXX</b>			
14 Date(s) Notice of Loss	1st <b>MM/DD/YYYY</b>	2nd	Final <b>MM/DD/YYYY</b>
15 Companion Policy(s)			

**SECTION I - ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS**

ACTUARIAL									POTENTIAL YIELD						STAGE GUARANTEE		
A	B	C	D	E	F	G	H	I	J	K <sub>1</sub> K <sub>2</sub>	L	M	N	O	P	Q	
Field ID	Prelim Acres	Final Acres	Interest or Share	Risk	Practice	Type Class Variety	Stage	Intended or Final Use	Appraised Potential	Moisture % Value/Lb. Factor Price Elec/Lb.	Shell and/or Quality Factor	+Uninsured Cause	Adjusted Potential	Total To Count (C x N)	Per Acre	Total (C x P)	
<i>A</i> M/D NS		<b>3.4</b>	<b>1.000</b>	<b>A01</b>	<b>002</b>	<b>160</b>	<b>UH</b>	<b>UH</b>	<b>499</b>	<b>0.22</b> <b>0.31</b>	<b>0.710</b>		<b>354</b>	<b>1,204</b>	<b>1,500</b>	<b>5,100</b>	
<i>B</i> M/D NS		<b>3.4</b>	<b>1.000</b>	<b>A01</b>	<b>002</b>	<b>160</b>	<b>UH</b>	<b>UH</b>	<b>525</b>				<b>525</b>	<b>1,785</b>	<b>1,500</b>	<b>5,100</b>	
<i>C</i> M/D NS		<b>3.4</b>	<b>1.000</b>	<b>A01</b>	<b>002</b>	<b>160</b>	<b>UH</b>	<b>UH</b>	<b>548</b>				<b>548</b>	<b>1,863</b>	<b>1,500</b>	<b>5,100</b>	
<i>D</i> M/D NS		<b>2.0</b>	<b>1.000</b>	<b>A01</b>	<b>002</b>	<b>160</b>	<b>H</b>	<b>H</b>							<b>1,500</b>	<b>3,000</b>	
16 TOTAL		<b>12.2</b>												<b>4,852</b>		<b>18,300</b>	
														17 TOTALS	<b>4,852</b>		<b>18,300</b>

NARRATIVE (If more space is needed, attach a Special Report) **Orchard A appraised production reduced due to excess precipitation. Orchards A, B, and C not harvested. Orchard D figs graded manufacturing. Harvested production reduced due to excess precipitation. Harvested production value of \$0.26/pound obtained from settlement sheets. Orchard D 600 lbs. harvested for fresh production.**

**SECTION II - HARVESTED PRODUCTION**

18 Date Harvest Completed <b>MM/DD/YYYY</b>					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										
A <sub>1</sub> A <sub>2</sub>	B	C	D	E	F	G	H	I	J	K <sub>1</sub> K <sub>2</sub>	L <sub>1</sub> L <sub>2</sub>	M <sub>1</sub> M <sub>2</sub>	N	O	P	Q <sub>1</sub> Q <sub>2</sub>	R	S	
Share Field ID	Length or Diameter	Width	Depth	Deduction	Net Cubic Feet	Conversion Factor	Gross Prod. (F x G)	Buy Ton Lbs. CWT	Shell/Sugar Factor	FM% Factor	Moisture % Factor	Test WT Factor	Adjusted Production (H x J x K <sub>2</sub> x L <sub>2</sub> x M <sub>2</sub> )	Prod. Not to Count	Production (N - O)	Value Mkt. Price	Quality Factor (Q <sub>1</sub> ÷ Q <sub>2</sub> )	Production to Count (P x R)	
NS	<b>ABC Packing House Anytown, State</b>							<b>2,400</b>					<b>2,400</b>		<b>2,400</b>	<b>0.26</b> <b>0.31</b>	<b>0.839</b>	<b>2,014</b>	
NS	<b>Acme Fresh Fruit Co. Anytown, State</b>							<b>600</b>	<b>0.333</b>				<b>200</b>		<b>200</b>			<b>200</b>	
																	22 Section II Total	<b>2,214</b>	
																	23 Section I Total	<b>4,852</b>	
																	24 Unit Total	<b>7,066</b>	

**EXAMPLE FIG CLAIM**

This form example does not illustrate all required entry items (e.g., signature, etc.).





## 9. REFERENCE MATERIAL

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**TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS**

<b>Acres in Orchard or Block</b>	<b>Minimum Number of Samples</b>
0.1 - 10.0	The lesser of 5 trees or 5% of the number of trees in the orchard
One additional trees is required for each additional 10.0 acres (or fraction thereof) in orchard.	

**TABLE B - FIG POUNDS BY VARIETY\***

<b>Variety Name</b>	<b>Number of Dry Figs per Pound</b>
Adriatic	53
Black Mission	45
Calimyrna	34
Kadota (Tray Dried)	41
Kadota (Natural)	45

\*The number of figs per pound by variety is based on statewide data.

**TABLE C - NUMBER OF TREES PER ACRE**

		DISTANCE BETWEEN ROWS (In Feet)																									
		10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
DISTANCE BETWEEN TREES (In Feet)	10	436	396	363	335	311	290	272	256	242	229	218	207	198	189	182	174	168	161	156	150	145	141	136	132	128	124
	11		360	330	305	283	264	248	233	220	208	198	189	180	172	165	158	152	147	141	137	132	128	124	120	116	113
	12			303	279	259	242	227	214	202	191	182	173	165	158	151	145	140	134	130	125	121	117	113	110	107	104
	13				258	239	223	209	197	186	176	168	160	152	146	140	134	129	124	120	116	112	108	105	102	99	96
	14					222	207	194	183	173	164	156	146	141	135	130	124	120	115	111	107	104	100	97	94	92	89
	15						194	182	171	161	153	145	138	132	126	121	116	112	108	104	100	97	94	91	88	85	83
	16							170	160	151	143	136	130	124	118	113	109	105	101	97	94	91	88	85	83	80	78
	17								151	142	135	128	122	116	111	107	102	99	95	92	88	85	83	80	78	75	73
	18									134	127	121	115	110	105	101	97	93	90	86	83	81	78	76	73	71	69
	19										121	115	109	104	100	96	92	88	85	82	79	76	74	72	69	67	66
	20											109	104	99	95	91	87	84	81	78	75	73	70	68	66	64	62
	21												99	94	90	86	83	80	77	74	72	69	67	65	63	61	59
	22													90	86	83	79	76	73	71	68	66	64	62	60	58	57
	23														82	79	76	73	70	68	65	63	61	59	57	56	54
	24															76	73	70	67	65	63	61	59	57	55	53	52
	25																70	67	65	62	60	58	56	54	53	51	50
	26																	64	62	60	58	56	54	52	51	49	48
	27																		60	58	56	54	52	50	49	47	46
	28																			56	54	52	50	49	47	46	44
	29																				52	50	48	47	46	44	43
	30																					48	47	45	44	43	41
	31																						45	44	43	41	40
	32																							43	41	40	39
	33																								40	39	38
	34																									38	37
	35																										36

For tree spacings not shown on the chart, multiply the distance between trees (nearest tenth foot) times the distance between rows (nearest tenth foot) and divide this result into 43,560 sq. ft. per acre (round to the nearest whole number). **EXAMPLE:** 6.5 ft. x 10.0 ft. = 65.0 sq. ft., then 43,560 ÷ 65.0 = 670 trees per acre. Refer to the LAM for additional information on calculating the number of trees per acre.

## TABLE D - INSURABILITY REQUIREMENTS BY YEAR OF SET OUT

The Crop Provisions state that fig acreage is insurable when trees reach the 7th growing season (i.e., crop year) after set out. The CIH splits the year of set out into spring planted trees (i.e., trees planted before July 1) and fall planted trees (i.e., trees planted July 1 or later). Determine the month, day, and year trees are set out from the pre-acceptance inspection, self-certification reports, block production worksheets, etc. Use the table below to identify the crop year such trees are insurable.

Year Trees are Set Out	Year Insurable When Trees are Planted Before July 1 in Year of Set Out	Year Insurable When Trees are Planted July 1 or Later in Year of Set Out
2000	2006	2007
2001	2007	2008
2002	2008	2009
2003	2009	2010
2004	2010	2011
2005	2011	2012
2006	2012	2013
2007	2013	2014
2008	2014	2015
2009	2015	2016
2010	2016	2017
2011	2017	2018
2012	2018	2019
2013	2019	2020
2014	2020	2021
2015	2021	2022
2016	2022	2023
2017	2023	2024
2018	2024	2025
2019	2025	2026
2020	2026	2027

