



Federal Crop Insurance Corporation



Product Development Division

# FRESH MARKET SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

FCIC-25170 (11-2007)

**2008 AND SUCCEEDING CROP YEARS** For Counties with a Contract Change Date on or after November 30, 2007

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

| FEDERAL CROP INSURANCE HANDBOOK |   | NUMBER: 25170            |  |
|---------------------------------|---|--------------------------|--|
| SUBJECT:                        | <b>OPI:</b> Product Administration and Standards Division |                          |  |
| FRESH MARKET SWEET CORN         |   |                          |  |
| LOSS ADJUSTMENT                 |   |                          |  |
| STANDARDS HANDBOOK              | Approved:   | Date:                    |  |
| 2008 CROP YEAR FOR ALL STATES   |   |                          |  |
| EXCEPT FL & GA                  | Tim B. Witt   | 11/16/07                 |  |
| 2009 AND SUCCEEDING CROP        | Deputy Administr  | ator, Product Management |  |
| YEARS FOR ALL STATES            |   |                          |  |

#### THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-ISSUED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2008 AND SUCCEEDING CROP YEARS FOR COUNTIES WITH A CONTRACT CHANGE DATE ON OR AFTER NOVEMBER 30, 2007 (ALL STATES OTHER THAN FLORIDA & GEORGIA). FOR FLORIDA AND GEORGIA, THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-ISSUED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2009 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: See changes or additions in text which have been highlighted. Three stars (\*\*\*) identify information that has been removed.

Changes for Crop Year 2008 (FCIC-25170) issued NOVEMBER 2007:

- A. TC 1 and TC 2: Amended section, subsection headings, and page numbers accordingly.
- B. Page 1, section 1: Revised section in accordance with current FCIC-issued loss adjustment handbook standard language.
- C. Page 1, subsection 2 A: Revised subsection in accordance with current FCIC-issued loss adjustment handbook standard language.
- D. Page 1, subsection 2 B: Inserted abbreviation for Document and Supplemental Standards Handbook, FCIC-24040 (DSSH).

#### FRESH MARKET SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

#### SUMMARY OF CHANGES/CONTROL CHART (continued)

- E. Page 2, subsection 2 B (4): Added definitions from Crop Provisions for Allowable Cost, Amount of Insurance (per acre), Average Net Value Per Container, Container, Direct Marketing, Harvest, Marketable Sweet Corn, Minimum Value, and Net Value.
- F. Page 2, subsection 2 B (4): Removed language listing other terms defined in the Crop Provisions.
- G. Page 2, section 3: Revised language throughout section in accordance with the Crop Provisions and current FCIC-issued loss adjustment standard language.
- H. Page 5, subsection 4 B (4): added language "in the field or subfield" to the statement for clarification purposes.
- I. Page 6, subsection 4 E: Revised subsection in accordance with current Crop Provision language.
- J. Page 7, subsection 5 C: Revised subsection in accordance with current FCIC-issued loss adjustment handbook standard language.
- K. Page 8, subsection 5 E: Revised subsection in accordance with current Crop Provision language.
- L. Page 9, subsection 6 A (2): Removed characteristics of marketable sweet corn.
- M. Page 11, subsection 8 A: Inserted standard language concerning appraisal worksheet, form standards.
- N. Page 18, subsection 8 D: Inserted language regarding "Direct Marketing" in accordance with current Crop Provision language.
- O. Page 20 and 21, subsection 8 D: Revised Summary of Harvested Production Worksheet entry items in accordance with Crop Provision language and definitions.
- P. Page 22, Summary of Harvested Production Illustration: Revised column and entry headings in accordance with Crop Provision language and definitions.
- Q. Page 23, subsection 9 A: Inserted standard language concerning claim form standards.
- R. Page 25, subsection 9 C, Item 14: Amended "Date(s) Notice of Loss" item entry instructions in accordance with current FCIC-issued loss adjustment handbook standard language.

#### FRESH MARKET SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

#### SUMMARY OF CHANGES/CONTROL CHART (continued)

- S. Page 26, subsection 9 C, Item 15: Added reference to the LAM for further information regarding companion contracts.
- T. Page 27, subsection 9 C, Column A: Revised subsection in accordance with current FCICissued loss adjustment handbook standard language.
- U. Page 30, subsection 9 C, Column M: Added reference to the LAM for information on how to determine uninsured cause appraisals.
- V. Page 41, TABLE A: Revised TABLE in accordance with current FCIC-issued loss adjustment handbook standard language.
- W. Entire handbook: Made editorial and formatting changes throughout this handbook to track with current FCIC-issued loss adjustment handbook standard language.

## FRESH MARKET SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

| Control Chart For: Fresh Market Sweet Corn Loss Adjustment Standards Handbook |                 |               |                 |                       |         |                     |
|---|-----------------|---------------|-----------------|-----------------------|---------|---------------------|
|   | SC<br>Page(s)   | TC<br>Page(s) | Text<br>Page(s) | Reference<br>Material | Date    | Directive<br>Number |
| Remove  | Entire Handbook |               |                 |                       |         |                     |
| Current<br>Index  | 1-4             | 1-2           | 1-40            | 41                    | 11-2007 | FCIC-25170          |

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# 1. INTRODUCTION

#### 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 at <u>www.rma.usda.gov/handbooks/25000/index.html</u>. All reinsured companies will utilize these standards for both loss adjustment and loss training for the applicable crop year. These standards, which include crop appraisal methods, claims completion instructions, and form standards, supplement the general (not crop-specific) loss adjustment standards identified in the 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 and signed by the insured (or the insured's authorized representative) for the loss adjustment inspection:

- (1) One legible copy to the insured; the original and all remaining copies as instructed by the Approved Insurance Provider (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 fresh market sweet corn loss adjustment and this handbook, which are not defined in this section, are defined as they appear in the text.
- (3) Abbreviations:

| CAT  | Catastrophic Risk Protection                             |
|------|--|
| CIH  | Crop Insurance Handbook                                  |
| DSSH | Document and Supplemental Standards Handbook, FCIC-24040 |

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#### (4) Definition(s):

| Allowable Cost                     | The dollar amount per container for harvesting, packing, and handling as shown in the Special Provisions.   |
|------------------------------------|---|
| Amount of Insurance<br>(per acre)  | The dollar amount of coverage per acre obtained by multiplying<br>the reference maximum dollar amount shown on the actuarial<br>documents by the coverage level percentage the insured elects.  |
| Average Net Value Per<br>Container | The dollar amount obtained by totaling the net values of all containers of sweet corn sold and dividing the result by the total number of containers of all sweet corn sold.  |
| <b>Container</b>                   | The unit of measurement for the insured crop as specified in the Special Provisions.  |
| Direct Marketing                   | Sale of the insured crop directly to consumers without the<br>intervention of an intermediary such as a wholesaler, retailer,<br>packer, processor, shipper, or buyer. Examples of direct<br>marketing include selling through an on-farm or roadside stand,<br>farmer's market, and permitting the general public to enter the<br>field for the purpose of picking all or a portion of the crop. |
| Harvest                            | Separation of ears of sweet corn from the plant by hand or machine.   |
| Marketable Sweet Corn              | Sweet corn that is sold for any purpose or grades U.S. No. 1 or better in accordance with the requirements of the United States Standards for Grades of Sweet Corn.   |
| Minimum Value                      | The dollar amount per container shown in the Special<br>Provisions used to value marketable production to count.  |
| <mark>Net Value</mark>             | The dollar value of packed and sold sweet corn obtained by<br>subtracting the allowable cost and any additional charges<br>specified in the Special Provisions from the gross value per<br>container of sweet corn sold. This result may not be less than<br>zero.  |

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# 3. INSURANCE CONTRACT INFORMATION

The AIP 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):

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## 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 the sweet corn in the county in which the insured has a share, for which a premium rate is provided by the actuarial documents, and is:
  - (a) Planted for harvest and sold as fresh market sweet corn;
  - (b) Planted within the planting periods designated in the actuarial documents;
  - (c) Grown under an irrigated practice (unless otherwise provided in the Special Provisions). Refer to the LAM for the definition of what constitutes an irrigated practice;
  - (d) Grown by a person who in at least one of the three previous crop years grew fresh market sweet corn for commercial sale or participated in managing a sweet corn farming operation;
  - (e) Not (unless otherwise provided in the Special Provisions or by written agreement):
    - <u>1</u> Interplanted with another crop;
    - 2 Planted into an established grass or legume; or
    - <u>3</u> Grown for direct marketing.
- (2) Sweet corn seed must be planted in rows far enough apart to permit mechanical cultivation, unless otherwise provided by the Special Provisions, actuarial documents, or by written agreement.
- \*\*\*
- (3) Insurance coverage is extended to provide an indemnity when the elected dollar amount of fresh sweet corn has not been produced. The coverage DOES NOT guarantee a market for the sweet corn, and efforts must be made to ensure that any production shortfall is attributable to insured causes.

# B. <u>PROVISIONS AND PROCEDURES</u> NOT APPLICABLE TO CAT <u>COVERAGE</u>

Refer to the CIH and LAM for provisions and procedures 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, as defined in the Basic Provisions, will also be established for each planting period.

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# D. MINIMUM VALUE OPTION

- (1) The total value of harvested production that is not sold by direct marketing will be determined as follows, if the Minimum Value Option is selected:
  - (a) The dollar amount obtained by multiplying the average net value per container from all sweet corn sold by the total number of all containers of sweet corn sold (this result may not be less than minimum value option amount shown in the actuarial documents);
  - (b) For marketable sweet corn production that is not sold, the value of such production will be the dollar amount obtained by multiplying the total number of containers of such sweet corn by the minimum value for the planting period. Harvested production that is damaged or defective due to insurable causes and is not marketable will not be included as production to count.
- (2) If all the requirements of insurability are met, the value of insurable production that is sold by direct marketing will be the greater of:
  - (a) The actual value received by the insured for direct marketed production; or
  - (b) The dollar amount obtained by multiplying the total number of containers of sweet corn sold by direct marketing by the minimum value per container.
- (3) The adjuster must verify and document that any production rejected was due to an insured cause of loss.

# 4. REPLANTING PAYMENT PROCEDURES

# A. <u>GENERAL INFORMATION</u>

Only one replanting payment will be made for acreage planted during each planting period within the crop year.

# B. **QUALIFICATIONS FOR REPLANTING PAYMENT**

To qualify for replanting payment, the:

- (1) Sweet corn must be damaged by an insurable cause;
- (2) AIP must determine that it is practical to replant (refer to the LAM);
- (3) Acres being replanted must have been initially planted on or after the "Initial Planting" date established by the Special Provisions;

- (4) Appraisal (or appraisal plus any appraisals for uninsured cause of loss) must indicate that more than 25 percent of the plant stand in the field or subfield will not produce sweet corn;
- (5) Acreage replanted must be AT LEAST the lesser of 20 acres or 20 percent of the insured **planted** acreage for the unit (as determined on the final planting date or within the late planting period, if a late planting period is applicable); and
- (6) **AIP** must give consent to replant.

In the Narrative of the claim form or on a Special Report, show the appraisal for each field or subfield and the calculations to document that qualifications for a replanting payment have been met.

# C. MAXIMUM REPLANTING PAYMENT

The maximum amount of the replanting payment per acre will be the LESSER OF:

- (1) The insured's actual replanting cost; or
- (2) The result obtained by multiplying the maximum replant per acre allowed in the Special Provisions by the insured's share in the crop.

## EXAMPLE 1

Owner/operator (100 percent share) 24.6 acres replanted. Insured's actual cost to replant = 70.00. Maximum allowed per Special Provisions =  $65.00 \times 1.000$  (share) = 65.00. The lesser of 70.00 and 65.00 = 65.00.

Enter 65.00 in the Section I "Adjusted Potential" Column of the claim form.

# EXAMPLE 2

Landlord/tenant (50/50 percent share) 24.6 acres replanted. Insured's actual cost to replant = \$35.00. Maximum allowed per Special Provisions =  $$65.00 \times .500$  (share) = \$32.50. The lesser of \$35.00 and \$32.50 = \$32.50.

Enter 32.50 in the Section I "Adjusted Potential" Column of the claim form if share has been applied or 65.00 in the Section I "Adjusted Potential" Column of the claim form if share has yet to be applied. (Follow individual AIP guidelines). Indicate in the Narrative if adjusted potential has/has not been reduced for share on the claim form according to individual company guidelines.

## D. <u>REPLANTING PAYMENT INSPECTIONS</u>

Replanting payment inspections are to be prepared as final inspections on the claim form only when qualifying for a replanting payment. Non-qualifying replanting payment inspections (**unless the claim is withdrawn by the insured**) are to be handled as preliminary inspections. If qualified for a replanting payment, a Certification Form may be prepared on the initial farm visit. Refer to the LAM.

# E. <u>REPLANTING LIMITATIONS</u>

Refer to the Basic Provisions, Fresh Market Sweet Corn Crop Provisions, and the Special Provisions for additional information.

- (1) Any acreage of sweet corn damaged during the planting period in which initial planting took place must be replanted if:
  - (a) Less than 75 percent of the plant stand remains;
  - (b) It is practical to replant; and
  - (c) The final day of the planting period has not passed at the time the crop was damaged.
- (2) For FALL or WINTER planting-period sweet corn, if the final planting date for the planting period has passed, but it is considered practical to replant, the insured can elect:
  - (a) To replant such acreage and collect any replanting payment due. The initial planting period coverage will continue for such replanted acreage; or
  - (b) Not to replant such acreage and receive an indemnity based on the stage of growth the plants had attained at the time of damage. However, such an election will result in the acreage being uninsurable in the subsequent planting period.
- (3) For SPRING planting period sweet corn, if the final planting date for the planting period has passed when the damage occurred, an indemnity can be paid based upon the stage of the sweet corn at the time of damage, if it is not practical to replant and the land is put to another use.
- (4) Due to the possibility that some released acreage may not be put to another use as required by the policy, strict attention should be paid to the correct use of the insured's certification of such other use prior to the finalization of the claim for indemnity.

# 5. FRESH MARKET SWEET CORN APPRAISALS

# A. <u>GENERAL INFORMATION</u>

Potential production for all types of inspections will be appraised in accordance with procedures specified in this handbook and the LAM.

# B. <u>SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS</u>

- (1) Determine the minimum 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 field or subfield must be appraised separately.
- (4) Take not less than the minimum number (count) of representative samples required in **TABLE A** for each field or subfield.

# C. MEASURING ROW WIDTH FOR SAMPLE SELECTION

Use these instructions for all appraisal methods that require row width determinations.

- (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 THREE OR MORE row spaces, from the center of the first row to the center of the fourth row (or as many rows as needed), and divide the result by the number of row spaces measured across, to determine an average row width, in whole inches.

| EXAMPLE: |                                    |  |                  |     |
|----------|------------------------------------|--|------------------|-----|
| Ro       | w 1 Ro                             | w 2 Rov  | v 3 Ro           | w 4 |
|          | Row Space                          | Row Space  | Row Space        |     |
|          | 18"                                | 18"  | 18"              |     |
|          | $\frac{1}{54}$ inches $\div$ 3 row | $\frac{54 \text{ inches } 54}{\text{ spaces}} = 18 \text{ inch a}$ | verage row width |     |

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

# D. DETERMINING ROW LENGTH FOR SAMPLE SELECTION

- (1) Apply the average row width to **TABLE B**, to determine the length of sample row required for a 1/100 or 1/1000 of an acre sample size.
- (2) When using two or more rows to fulfill the required length of sample row, divide the length of row required by the number of rows used in the sample. The combined length of all rows must equal the single row length.
- (3) For row widths other than those in **TABLE B**:
  - (a) Divide the row width, expressed in whole inches, by 12 (do not round the result);
  - (b) Divide 435.6 by the value determined in (a) and round to the nearest whole number to determine the feet of row needed for a 1/100-acre sample;
  - (c) Divide the value determined in (b) by 10 and round to the nearest tenth to determine the feet of row needed for a 1/1000-acre sample.

# E. AMOUNTS OF INSURANCE AND PRODUCTION STAGES

These instructions provide plant-type and growth-stage information for use when appraising potential production during various stages of growth.

(1) If specified in the Special Provisions, the AIP will limit the insured's amount of insurance per acre if the insured has not produced the minimum amount of production of sweet corn contained in the Special Provisions in at least one of the three most recent crop years.

| Stage        | Percent of the Amount of<br>Insurance per acre the<br>insured selected | Length of Time   |
|--------------|--|--|
| 1            | <mark>65</mark>  | From planting through the beginning of tasseling (which is when the tassel becomes visible above the whorl). |
| <b>FINAL</b> | <mark>100</mark>   | From tasseling until the acreage is harvested.   |

(2) The amounts of insurance are progressive by stages as follows:

(3) The indemnity payable for any acreage of sweet corn will be based on the stage the plants had achieved when damage occurred. Any acreage of sweet corn damaged in the first stage to the extent that the majority of producers in the area would not normally further care for it will have an amount of insurance based on the first stage for the purposes of establishing an indemnity even if the insured continues to care for the damaged sweet corn.

# 6. APPRAISAL METHODS

## A. <u>GENERAL INFORMATION</u>

(1) Plant Stages:

| STAGE           | PLANT GROWTH CHARACTERISTICS   |  |
|-----------------|--|--|
| Emergence       | Seed sprouts, coleoptile comes into view above the ground.                         |  |
| Blister         | Kernels on cob appear as watery blisters (colorless fluid).                        |  |
| Early Milk      | Beginning of roasting ear stage. Thin chalky or milky substance in kernels.        |  |
| Maturity (Milk) | Prime roasting ear stage. Milky fluid in kernel with little or no solid substance. |  |

- \*\*\* (2) Undamaged harvested or unharvested fresh market sweet corn is considered production to count, without regard to its marketability. Refer to subsection 2 B (4) for the definition of "Marketable Sweet Corn."
  - (3) These instructions provide information on appraisal methods for:

| Appraisal Method        | Use  |
|-------------------------|--|
| Surviving Plant Method  | For planted acreage with no emerged seed or from emergence to early milk |
| Weight/Ear Count Method | From early milk through maturity   |

## B. <u>SURVIVING PLANT METHOD</u>

For spring-seeded crops, if the reduction in stand is solely due to insufficient soil moisture affecting seed emergence, do not complete appraisals prior to the time specified in the LAM. Refer to the paragraph in the LAM regarding deferred appraisals.

This method is used from emergence to early milk, based on the number of surviving plants in a 1/100-acre sample row length, and consists of:

- (1) A percent-of-stand determination for replant-eligibility determination; or
- (2) The potential production remaining in the field, in containers per acre (through the use of a factor) for indemnity determination. Refer to Section 8 for any applicable factor calculations.

## C. WEIGHT METHOD

- (1) This method is used from early milk through maturity. Where "container" is defined in subsection 2 B (4) on a:
  - (a) Weight basis, this method is based on weighing the marketable sweet corn ear production on a fraction of an acre, then converting such production to the number of containers per acre.
  - (b) Ear-count basis, this method is based on counting marketable sweet corn ear production on a fraction of an acre, then converting such production to the number of containers per acre.

Where a range in number of ears per container is specified in the Special Provisions, use the LOWER number in the range as the specific number of ears required per container for appraisal purposes, e.g., 48 ears per container will be the default value if a container is specified to contain 48-52 ears.

(2) Acre sample size is determined by the anticipated per-acre appraisal. If the per-acre potential is:

| Per-Acre Potential      | Sample Size |
|-------------------------|-------------|
| 100 containers or fewer | 1/100 acre  |
| OVER 100 containers     | 1/1000 acre |

- (3) The first (top) ear on each stalk is picked. Second ears are not usually considered in harvest potential since they are smaller, mature more slowly, and are not usually harvested. If they ARE harvested as marketable fresh market sweet corn, they must be included in production to count.
  - (a) FOR WEIGHT-BASED CONTAINERS, production from all samples is weighed and averaged. Include the weight of husks and ears normally picked by harvesting equipment (or by hand if hand-harvesting is practiced). Most, if not all of the husks are retained on harvested ears and counted in the harvest weight.
  - (b) FOR EAR-NUMBER-BASED CONTAINERS, production from all samples is counted and averaged. (The appraisal worksheet is modified from "weight" to "number" to accommodate number-of-ear appraisals.)
- (4) The value per container of appraised marketable fresh market sweet corn will be NOT LESS THAN its actual value OR the value per container listed on the Special Provisions for the county. When a bid price is applicable, document the:
  - (a) Bid value per container of appraised production;
  - (b) Number of containers for which the bid is applicable;

- (c) Source of the bid; and
- (d) Date the bid was received, on a Special Report to be included in the insured's file, to be used in the event a claim for indemnity is filed.

# 7. APPRAISAL DEVIATIONS AND MODIFICATIONS

# A. <u>DEVIATIONS</u>

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

# B. MODIFICATIONS

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

# 8. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES

# A. <u>APPRAISAL WORKSHEET FORM STANDARDS</u>

- (1) The entry items in subsection 8C are the minimum requirements for the Fresh Market Sweet Corn Appraisal Worksheets. The entry items in subsection 8D are the minimum requirements for the Fresh Market Sweet Corn Summary of Harvested Production Worksheet. All of these 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 section. 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. <u>GENERAL INFORMATION FOR WORKSHEET ENTRIES AND</u> <u>COMPLETION INSTRUCTIONS</u>

- (1) Include the AIP name in the appraisal worksheet title, if not preprinted on the AIP's worksheet or when a worksheet entry is not provided.
- (2) Include the claim number on the appraisal worksheet (when required by the AIP), when a worksheet entry is not provided.
- (3) Separate appraisal worksheets are required for each unit appraised, and for each field or subfield, with a different farming practice (Applicable to replant, preliminary, and final claims). Refer to section 5, "Fresh Market Sweet Corn Appraisals" for sampling requirements.
- (4) Surviving Plant and Weight Method(s).
  - (a) For every inspection, complete items 1 through 4 and items 22 and 23. The following appraisal worksheet shows examples of the required entries for appraisals, a replanting payment, or a claim for indemnity, and is so identified. Separate forms are required for each inspection.
  - (b) Part I is used to record results of a Surviving Plant method of appraisal, applicable to fresh market sweet corn from emergence to early milk.
  - (c) Part II is used to record the results of a Weight (for containers based on weight) or Ear-count (for containers based on number of ears) appraisal, applicable to marketable fresh market sweet corn from early milk through maturity. (In the Part II heading, WEIGHT is lined out when the form is used for an EAR-COUNT appraisal.)
- (5) Standard appraisal and summary of harvested production worksheet items are numbered consecutively in subsections 8C and 8D. Illustrations are also provided to illustrate how to complete all entries, except the last three items on the appraisal and summary of harvested production worksheet.

# C. WORKSHEET ENTRIES AND COMPLETION INFORMATION

#### Verify or make the following entries:

| Item |
|------|
|      |

#### No. Information Required

**Company:** Name of the AIP, if not preprinted on the worksheet (Company Name).

**Claim No.:** Claim number as assigned by the AIP.

- 1. **Insured's Name:** Name of 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:** Four-digit crop year, as defined in the policy, for which the claim has been filed.

#### PART I - SURVIVING PLANT METHOD

Use from emergence to early milk.

- 5. **Field ID:** Field identification symbol.
- 6. **Row Width, Inches:** Row width, rounded to the nearest inch.
- 7. Each Block Equals Number of Surviving Plants in One Sample: Number of plants in the sample capable of producing an ear. Refer to TABLE B for sample row length.

**REPLANT:** Draw a line under the number of surviving plants; and below the line, enter the number of original plants (living, dead, and missing or non-emerged) for the 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. No. Plants / Sample:** Total of All Samples (Item 8) divided by Number of Samples (item 9), rounded to the nearest whole number.

**REPLANT:** Draw a line under the average number of surviving plants; and below the line, enter the AVERAGE whole number of original plants (living, and dead, missing or non-

emerged) for the sample row length. Total of original stand counts (below-the-line entries, item 7) ÷ Number of Samples (item 9).

- 11. **Percent/Factor:** For a NON-REPLANTING PAYMENT inspection, line through "PERCENT" in the column heading. Enter the applicable factor:
  - a. IF THE CONTAINER IS DEFINED IN POUND EQUIVALENTS (e.g., 42-lb crates);
    - (1) Multiply "100" (portion of an acre in the sample), times "0.75" (standard average per-ear pound weight).
    - (2) Divide the result of (1) by the number of pounds in a container as specified in the Special Provisions. Record (the factor) to hundredths.

**EXAMPLE:** (100 X 0.75)  $\div$  42 = 1.79 factor for a 42-pound "crate" container. 100 surviving plants in a 1/100-acre sample, times 1.79 gives a 179-container appraisal (42-lb. "crate" equivalent).

b. IF THE CONTAINER IS DEFINED BY NUMBER OF EARS, divide "100" (portion of an acre in the sample) by the number of ears per container. Record (the factor) to hundredths.

**EXAMPLE:**  $100 \div 48.0 = 2.08$  factor for a "48 to 52-ear" container. 38 surviving plants in a 1/100-acre sample, times 2.08 equals a 79-container appraisal (48-ear container equivalent).

**REPLANT:** Line through "FACTOR" in the column heading and divide the average number of surviving plants (number ABOVE the line in item 10), by the average number of original plants (number BELOW the line in item 10) for the Field ID. (Rounded to whole percent.)

12. **Appraisal Per Acre:** Avg. No. Plants/Sample (item 10) × PERCENT/FACTOR (item 11), rounded to whole containers.

**REPLANT:** MAKE NO ENTRY.

#### PART II - WEIGHT/EAR-COUNT METHOD

Use from early milk through maturity.

Line out inappropriate title.

- 13. **Fraction of Acre Sample:** Indicate size of sample utilized. Refer to Section 5 B for sample size selection criteria.
- 14. **Field ID:** Field or subfield identification symbol.

15. **Row Width, Inches:** Row width, to the nearest inch.

#### 16. **Total Per Sample:**

- a. FOR WEIGHT-BASED CONTAINERS, enter the weight of marketable ears and husks harvested for each sample, to the nearest tenth of a pound.
- b. FOR NUMBER-OF-EAR-BASED CONTAINERS, enter the whole number of marketable ears for each sample.

#### 17. Total of All Samples:

- a. FOR WEIGHT-BASED CONTAINERS enter the total weight, to the nearest tenth pound, of all samples in item 16 for the field or subfield.
- b. FOR NUMBER-OF-EAR-BASED CONTAINERS, enter the total number of ears of all samples recorded 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:

- a. FOR WEIGHT-BASED CONTAINERS, enter the average weight per sample, to nearest tenth of a pound determined by dividing the Total of All Samples (item 17) by the Number of Samples (item 18).
- b. FOR NUMBER-OF-EAR-BASED CONTAINERS, enter the average number of ears per sample, to nearest tenth, determined by dividing the Total of All Samples (item 17) by the Number of Samples (item 18).

#### 20. Factor:

- a. FOR WEIGHT-BASED CONTAINERS:
  - (1) For 1/100-acre sample size and 42-pound (crate) container, use the factor "2.38."
  - (2) For 1/1000-acre sample size and 42-pound (crate) container, use the factor "23.81."
  - (3) To determine the factor for other-sized weight containers, divide the appropriate fraction-of-an-acre sample size (100 or 1000) by the number of pounds of sweet corn per container from the Special Provisions. Record the resultant factor to two decimal places.
- b. FOR NUMBER-OF-EAR-BASED CONTAINERS record the calculated factor to the nearest hundredth: (Refer to Section 6 and the Special Provisions for the definition and number of ears per "container" to use in the calculation.)

- (1) For a 1/100-acre sample size, use  $100 \div$  the number of ears per container.
- (2) For a 1/1000-acre sample size, use  $1000 \div$  the number of ears per container.
- 21. **Appraisal Per Acre:** Containers per acre for the field or subfield, to the nearest whole container. Avg. per Sample (item 19) × Factor (item 20).

#### The following required entries are not illustrated on the Appraisal Worksheet example below.

- 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/Narrative 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 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.
- **24. Page Numbers:** Page numbers (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.)

#### **PART I EXAMPLES:**

|  |                                 |   | Compar            | y: ANY            | COMPA             | Claim No: XXXXXXXX            |                     |                           |                       |                                 |                                  |                             |  |  |
|--|---------------------------------|---|-------------------|-------------------|-------------------|-------------------------------|---------------------|---------------------------|-----------------------|---------------------------------|----------------------------------|-----------------------------|--|--|
| API  | PRAISAI                         | L WORK  | SHEET (O          | C&P/Fre           | sh Mark           | 1 INSURED'S NAME 2 POLICY NO. |                     |                           | 3 UNIT NO.            | 4 CROP YEAR                     |                                  |                             |  |  |
|  | F                               | OR ILLUS  | STRATIO           | N PURPO           | OSES ON           | I. M. INS                     | URED                | XXXXXXX                   | 00100                 | YYYY                            |                                  |                             |  |  |
| PART   | PART I - SURVIVING PLANT METHOD |   |                   |                   |                   |                               |                     |                           |                       |                                 |                                  |                             |  |  |
| 5 FIELD<br>ID  | 6 ROW<br>WIDTH,<br>INCHES       | 7<br>EACH BLOCK EQUALS NUMBER OF SURVIVING PLANTS IN ONE SAMPLE |                   |                   |                   |                               |                     | 8 TOTAL OF ALL<br>SAMPLES | 9 NUMBER C<br>SAMPLES | DF 10 AVG. NO.<br>PLANTS/SAMPLE | 11 PERCENT/<br>FACTOR            | 12<br>APPRAISAL<br>PER ACRE |  |  |
| 1A   | 36                              | <u>165</u><br>220   | <u>167</u><br>220 | <u>150</u><br>220 | $\frac{142}{220}$ | <u>139</u><br>220             | $\frac{153}{220}$ = | _ 916 -                   | ÷ 6                   | $= \frac{153}{220}$             | X 70                             | =                           |  |  |
| $\mathbf{REPLANT} \mathbf{EXAMPLE} \Delta \qquad \mathbf{NON-REPLANT} \mathbf{EXAMPLE} \nabla$ |                                 |   |                   |                   |                   |                               |                     |                           |                       |                                 |                                  |                             |  |  |
| 5 FIELD<br>ID  | 6 ROW<br>WIDTH,<br>INCHES       | 7<br>EACH BLOCK EQUALS NUMBER OF SURVIVING PLANTS IN ONE SAMPLE |                   |                   |                   |                               |                     | 8 TOTAL OF ALL<br>SAMPLES | 9 NUMBER O<br>SAMPLES | OF 10 AVG. NO.<br>PLANTS/SAMPLE | 11 <del>-PERCENT</del><br>FACTOR | APPRAISAL<br>PER ACRE       |  |  |
| 1A   | 36                              | 40  | 25                | 30                | 25                | 35                            | =                   | <br>= 155 -<br>           | ÷ 5                   | <br>= 31                        | X 1.79                           | = 55                        |  |  |

#### **PART II EXAMPLE:**

| PART              | PART II - WEIGHT / EAR-COUNT METHOD (After sweet corn has reached maturity) |                           |           |                           |     |          |               |                            |                         |                       |           |                          |  |
|-------------------|---|---------------------------|-----------|---------------------------|-----|----------|---------------|----------------------------|-------------------------|-----------------------|-----------|--------------------------|--|
|                   |   |                           |           |                           |     |          | 13 FRACTION O | 3 FRACTION OF ACRE SAMPLE  |                         | 1/1000                |           |                          |  |
| 14<br>FIELD<br>ID | 15 ROW<br>WIDTH,<br>INCHES  | MATURE S                  | WEET CORI | N IN EACH E<br>(Ear And I |     | UALS ONE | SAMPLE        | 17 TOTAL OF<br>ALL SAMPLES | 18 NUMBER OF<br>SAMPLES | 19 AVG. PER<br>SAMPLE | 20 FACTOR | 21 APPRAISAL<br>PER ACRE |  |
| 1D                | 36  | 16<br>TOTAL PER<br>SAMPLE | 31.0      | 11.9                      | 9.4 | 31.1     |               | <br>= 83.4 -<br>           | ÷ 4 =                   | = 20.9 X              | 2.38 =    | <br>= 50<br>             |  |
|                   |   | 16<br>TOTAL PER<br>SAMPLE |           |                           |     |          |               | <br>= -<br>                | : =                     | = X                   | [ =       | <br>=<br>                |  |

Refer to the Above Appraisal Worksheet instructions for required statements and signature entries.

# D. <u>SUMMARY OF HARVESTED PRODUCTION WORKSHEET ENTRY</u> <u>AND COMPLETION INSTRUCTIONS</u>

- (1) Use this worksheet to record harvested production of fresh market sweet corn. Use separate Summary of Harvested Production Worksheets for:
  - (a) Harvested production, direct-marketed production, and any harvested production that is unsold.
  - (b) Each packer or processor.

Report production harvested and sold to consumers without the intervention of an intermediary as direct-marketed. Refer to subsection 2 B (4) for the definition of "Direct Marketing."

- (2) Pack out computer printout sheets may be used to record harvested production in lieu of the Summary of Harvested Production Worksheets, provided they establish the total value per load in the same manner with no load valued at less than zero after subtracting allowable costs. (Refer to the Special Provisions for allowable costs.) File a copy of the printout sheets in the contract folder.
- (3) The actual allowable cost of harvested production will include only those allowable costs shown in the Special Provisions. Only deduct allowable costs for production packed and sold. If the sales invoice lists a cooling charge, the maximum allowed cooling charge per container is the greater of the amount stated in the Special Provisions or the amount in any applicable sweet corn marketing order.

Verify or make the following entries:

#### Item

#### No. Information Required

**Company:** Name of the AIP, if not preprinted on the worksheet (Company Name).

**Claim No.:** Claim number as assigned by the AIP.

- 1. **Insured's Name:** Name of insured that identifies exactly the person (legal entity) to whom the policy is issued.
- 2. **Crop:** "Fresh Market Sweet Corn (0044)."
- 3. **Crop Year:** Four-digit crop year, as defined in the policy, for which the claim has been filed.
- 4. **Policy Number:** Insured's assigned policy number.
- 5. **Planting Period:** Planting period (e.g. "Fall", "Winter", or "Spring"). Refer to the acreage report for the planting date and the Special Provisions to determine the planting period.

6. **Unit Number:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).

#### 7. Name, Address, and Phone No. of Buyer/Packer:

- a. For sold production, enter name, address, and telephone number (with area code) of the buyer/packer of the production.
- b. For unsold production, MAKE NO ENTRY.
- c. If applicable, identify that the minimum value option is selected in the lower right hand corner of item 7.

#### **PART I - PRODUCTION**

#### 8. Sale Date:

- a. For sold production, enter date the load was sold in MM/DD/YYYY format.
- b. For unsold production, enter "unsold" (harvested and/or packed but could not be sold due to insured causes).

#### 9. Load Number:

- a. For sold production, enter the ticket number of the load.
- b. For unsold production, enter the number of the USDA certificate of inspection, if available, and attach a copy of the certificate to the Summary of Harvested Production worksheet.

#### 10. **No. of Containers:**

- a. For packed production, enter the number of whole containers per load. (Packed production is containers of marketable sweet corn.)
- b. For unsold production, enter the number of containers of such production.

#### 11a. **Per Container Gross Value:**

- a. The dollar-and-cents value per container (the gross value of sales from the sales invoice) divided by the Number of Containers (item 10).
- b. For unsold production, MAKE NO ENTRY.

#### 11b. **Per Container Cooling Charge:**

a. FOR PRODUCTION PACKED AND SOLD. If incurred, the pre-cooling charge per container, in dollars and cents, is the greater of the amount stated in the Special Provisions or the amount in any applicable sweet corn marketing order.

**b.** For production with no cooling charges listed on the sales invoice and for unsold production, MAKE NO ENTRY.

#### 11c. **Per Container Adjusted Value:**

- a. Per Container Gross Value (item 11a) minus Per Container Cooling Charge, if applicable (item 11b). Enter the results in dollars and cents.
- b. For production with no cooling charges listed on the sales invoice, repeat Per Container Gross Value (item 11a).
- c. For unsold production, MAKE NO ENTRY.

#### 12. Allowable Cost:

- a. FOR PRODUCTION PACKED AND SOLD, enter the allowable cost, in dollars and cents per container. The allowable cost is the dollar amount per container for harvesting, packing, and handling as shown in the Special Provisions (EXCLUDING cooling charge). The insured must provide records substantiating actual costs incurred.
- b. For unsold production, MAKE NO ENTRY.

#### 13. Net Value:

- a. Per Container Adjusted Value per load (item 11c) minus Allowable Cost (item 12). Enter the results in dollars and cents. No container's value can be less than "0.00."
- b. For unsold production, MAKE NO ENTRY.

#### 14. **Net Value All Containers:**

- a. Number of Containers (item 10) x Net Value (item 13). Enter the results in dollars and cents.
- b. For unsold production, MAKE NO ENTRY.
- 15. **Total Number All Containers:** Sum of all Number of Containers (item 10 column) entries.
- 16. **Total Net Value All Containers:** Sum of all Total Value All Containers (item 14 column) entries, in dollars and cents.

#### **PART II - WEIGHTED VALUE**

- 17. **Total Net Value All Containers:** Total from (Item 16).
- 18. **Total Number All Containers:** Total from (Item 15).
- 19. **Average Net Value Per Container:** Total Net Value All Containers (item 17) ÷ Total Number All Containers (item 18), in dollars and cents.

This worksheet entry is used to determine the value per container actually received for all harvested production. The entry in Section II, Column " $Q_1$ " of the Production Worksheet will be the greater of:

- a. the Average Net Value Per Container above;
- b. the minimum value as shown in the Special Provisions (Minimum Value Option NOT in effect); or
- c. the minimum value option price (Minimum Value Option in effect) this entry may not be less than minimum value option amount shown in the actuarial documents.

The following required entries are not illustrated on the Summary of Harvested Production Worksheet example below.

- 20. **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 Summary of Harvested Production Worksheet WITH THE INSURED(or insured's authorized representative), particularly explaining codes, etc., which may not be readily understood.
- 21. **Code No., Adjuster's Signature, and Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured's authorized representative) has signed.
- **22. Page Numbers:** Page numbers (Example Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.)

| For Illustra                    | ation Purpo            | ses Only         | COMPANY    | Al                               | ANY COMPANY       |        |                       | 1. INSURED'S NAME  |                             |  |  |
|---------------------------------|------------------------|------------------|------------|----------------------------------|-------------------|--------|-----------------------|--|-----------------------------|--|--|
|                                 | JMMARY OF<br>TED PRODU |                  |            |                                  |                   |        |                       | I. M. Insured<br>2. CROP<br>Fresh Market Sweet Corn (0044) |                             |  |  |
|                                 | larket Sweet           |                  | CLAIM NC   | ).:<br>                          |                   |        |                       |  |                             |  |  |
| 3. CROP YEAR                    |                        | 4. POLICY NUM    | BER        | 7.                               | NAME, ADDRES      |        |                       | OF BUYER/PACKER  |                             |  |  |
| YYY                             | Y                      | XX               | XXXXX      | A                                | BC Packi          | ng Co  | ., Воз                | κ XX,  |                             |  |  |
| . PLANTING PERIOD               |                        | 6. UNIT NUMBE    | R          |                                  | ny Town,          | -      |                       | XXXXX M:   | inimum Value                |  |  |
| FAL                             | L                      | C                | 0100       |                                  | el (XXX)          | XXX-2  | XXXX                  | Oj   | ption Selected              |  |  |
|                                 | 1                      |                  | PA         | RT I – PR                        | ODUCTION          |        | _                     | 1  |                             |  |  |
|                                 |                        |                  |            |                                  | PER CO            | NTAINE | <mark>२</mark>        |  |                             |  |  |
|                                 |                        | NO. OF           | GROSS      | COOLING                          | ADJUSTED<br>VALUE | ALLOV  | VABLE                 | NET VALUE  | NET VALUE ALL<br>CONTAINERS |  |  |
| SALE DATE                       | LOAD NUMBER            | CONTAINERS       | VALUE      | CHARGE                           | (11a – 11b)       | CO     |                       | (11C – 12)   | (10 x 13)                   |  |  |
| 8                               | 9                      | 10               | 11a        | 11b                              | 11c               | 1      | 2                     | 13   | 14                          |  |  |
| 11-10-YYYY                      | 120                    | 801              | 10.00      | 1.00                             | 9.00              | 2.60   |                       | 6.40   | 5,126.40                    |  |  |
| 11-10-YYYY                      | 127                    | 820              | 9.50       | 1.00                             | 8.50              | 2.60   |                       | 5.90   | 4,838.00                    |  |  |
| 11-10-YYYY                      | 129                    | 794              | 8.50       | 1.00                             | 7.50              | 2.60   |                       | 4.90   | 3,890.60                    |  |  |
| 11-10-YYYY                      | 133                    | 802              | 7.25       | 1.00                             | 6.25              | 2.60   |                       | 3.65   | 2,927.30                    |  |  |
| 11-11-YYYY                      | 134                    | 800              | 4.50       | 1.00                             | 3.50              | 2.60   |                       | 0.90   | 720.00                      |  |  |
| 11-11-YYYY                      | 136                    | 790              | 3.00       | 1.00                             | 2.00              | 2.60   |                       | 0.00   | 0.00                        |  |  |
| 11-11-YYYY                      | 140 820                |                  | 3.45       | 1.00                             | 2.45              | 2.     | 60                    | 0.00   | 0.00                        |  |  |
|                                 |                        |                  |            |                                  |                   |        |                       |  |                             |  |  |
|                                 |                        |                  |            |                                  |                   |        |                       |  |                             |  |  |
|                                 |                        |                  |            |                                  |                   |        |                       |  |                             |  |  |
|                                 |                        |                  |            |                                  |                   |        |                       |  |                             |  |  |
|                                 |                        |                  |            |                                  |                   |        |                       |  |                             |  |  |
|                                 |                        |                  |            |                                  |                   |        |                       |  |                             |  |  |
|                                 |                        |                  |            |                                  |                   |        |                       |  |                             |  |  |
| 15. <mark>TOTAL NUMBER A</mark> | LL CONTAINERS          | 5,627            |            |                                  |                   |        | L NET VA              | LUE ALL CONTAINERS   | 17,502.30                   |  |  |
|                                 |                        |                  |            |                                  | HTED VALUE        | E      | -                     |  |                             |  |  |
| 7. TOTAL NET VALU               | EALL CONTAINER         | <u>RS 18. TC</u> | TAL NUMBER | <mark>ALL CONTA</mark><br>5 , 62 |                   |        | 19. <mark>AVEI</mark> | RAGE NET VALUE PER (<br>3.11                               |                             |  |  |

**Refer to the Above Summary of Harvested Production Worksheet instructions for required statements and signature entries.** 

# 9. CLAIM FORM ENTRIES AND COMPLETION PROCEDURES

## A. <u>CLAIM FORM STANDARDS</u>

- The entry items in subsection 9C are the minimum Claim Form (hereafter referred to as "Production Worksheet") requirements. All of these 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 section. The current Privacy Act and Nondiscrimination Statements can be found in the DSSH.
- (4) The certification statement required by the current DSSH must be included on the form directly above the insured's signature block and 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 AIP 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., point size of font, etc.)

# B. GENERAL INFORMATION FOR ENTRIES AND COMPLETION INSTRUCTIONS

- (1) The claim form (hereafter referred to as "Production Worksheet") is a progressive form containing all notices of damage for all preliminary, replant, and final inspections 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.

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- (d) Claims involving a Certification Form (when all the acreage on the unit has been appraised to be put to another use, when acreage is being appraised for a replanting payment and all acreage on the unit has been initially planted, 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 any of the insured's requirements under the notice and claim provisions of the policy have not been met. If any have not, the adjuster should contact the AIP.
- (5) Instructions labeled "PRELIMINARY" apply to preliminary inspections only. Instructions labeled "REPLANT" apply to replant inspections only. Instructions labeled "FINAL" apply to final inspections only. Instructions not labeled apply to ALL inspections.

# C. FORM ENTRIES AND COMPLETION INFORMATION

#### Verify or make the following entries:

#### Item No. Information Required

- 1. **Crop/Code #:** "Fresh Market Sweet Corn" (0044).
- 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 Fresh Market Sweet Corn Crop Provisions for the applicable information pertaining to insured and uninsured causes of loss.

6. **Primary Cause %:** 

#### PRELIMINARY: MAKE NO ENTRY.

**REPLANT AND 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%) to qualify for a replanting payment. 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 AND REPLANT: 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 AND REPLANT:** MAKE NO ENTRY.

**FINAL:** Estimated yield per acre, in whole containers, of all non-loss units for the crop at the time of final inspection.

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

#### **PRELIMINARY:**

a. Date the first or second notice of damage or loss was given for the unit in item 2, in the 1st or 2nd space, as applicable. Enter the complete date (MM/DD/YYYY) for each notice.

- b. A notice of damage or loss for 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 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 "Company Insp." instead of the date.
- e. If the notice does not require an inspection, document as directed in the "Narrative" instructions.

**REPLANT AND FINAL:** Transfer the last date (in the 1st or 2nd space from the first or second 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 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 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 AIP services it, enter the contract number. Handle these companion policies according to AIP instructions.
  - (2) If the OTHER person has a multiple-peril crop insurance contract and a DIFFERENT AIP or agent services it, enter the name of the AIP 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.
- c. 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) Appraisals;
- (3) Stages or intended use(s) of acreage;
- (4) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (5) 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 or subfield identification symbol from a sketch map or an aerial photo. Refer to the Narrative instructions. In the margin of the last line entry (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 AND SECOND CROP CODES.**

Where acreage is PARTLY replanted, omit the field ID symbol for the fields that have not been replanted and that have been consolidated into a single line entry.

#### 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.

#### **REPLANT AND 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 acreage is:

- 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.

**REPLANT:** Determine the total acres, to tenths, of replanted acreage (DO NOT ESTIMATE). Make a separate line entry for any PART of a field or subfield NOT replanted.

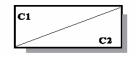
- a. Determine the planted acreage of any fields or subfields NOT replanted. Consolidate it into a single line entry UNLESS the usual reasons for separate line entries apply. Record the field or subfields identities (from a map or aerial photo) in the Narrative.
- b. ACCOUNT FOR ALL PLANTED ACREAGE IN THE UNIT.

**FINAL:** Determined acres to tenths.

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 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.

 $C_1$  - Enter the ACTUAL acres for the field or subfield.  $C_2$  - 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 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 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.

**REPLANT:** Replant stage abbreviation as shown below.

## STAGE EXPLANATION

"R" ......Acreage replanted and qualifying for replanting payment.

"NR" ......Acreage not replanted or not qualifying for a replanting payment. Enter "NR" when the Surviving Plant Method of Appraisal shows there is a 75 percent or more surviving plant stand capable of producing sweet corn, WHEN PLANTS LOST DUE TO UNINSURABLE CAUSES ARE INCLUDED.

FINAL: Stage abbreviation as shown below.

## **STAGE EXPLANATION**

- "P".....Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, for which the insured failed to provide records of production, which are acceptable to the AIP, or from which production was sold by direct marketing if the insured failed to meet the requirements contained in the crop provisions.
- "1" or "2".....Stage as defined in the Crop Provisions. (Refer to section 5, "Fresh Market Sweet Corn Appraisals"). Stage 2 is the "final" stage guarantee as identified in the Crop Provisions.

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

I. **Intended or Final Use:** Use of Acreage. Use the following "Intended Use" abbreviations.

## USE EXPLANATION

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:

**REPLANT:** MAKE NO ENTRY. (Enter the replant appraisal in the Narrative. Refer to section 4, "Replanting Payment Procedures.")

**PRELIMINARY AND FINAL:** Per-acre appraisal in whole containers of POTENTIAL production for the acreage appraised. Refer to section 6, "Appraisal Methods" for additional instructions.

- K<sub>1</sub> K<sub>2</sub>. MAKE NO ENTRY.
- L. Shell and/or Quality Factor: Line out the heading and enter "Value."

**REPLANT:** MAKE NO ENTRY

**PRELIMINARY AND FINAL:** The value of the appraised potential per container in dollars and cents. Enter the GREATER OF:

- a. Actual market value per container (determined from a sample provided to the packer); or
- b. Applicable minimum value per container, as shown in the Special Provisions.

#### M. + Uninsured Cause:

## **REPLANT:** MAKE NO ENTRY.

## **PRELIMINARY AND FINAL:** EXPLAIN IN THE NARRATIVE.

- a. Hail and Fire exclusion NOT in effect.
  - (1) Enter NOT LESS than the insured's amount of insurance per acre in dollars and cents for the line, for any "P" stage acreage.
  - (2) On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production.
  - (3) For acreage that is damaged PARTLY by uninsured causes, enter the APPRAISED UNINSURED loss of production per acre, in dollars and cents, 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.
- e. Refer to the LAM for information on how to determine uninsured cause appraisals.

## N. **Adjusted Potential:**

**REPLANT:** Enter the amount allowed per acre for replanting, rounded to dollars and cents. Refer to section 4, "Replanting Payment Procedures," for qualifications and computations.

**PRELIMINARY AND FINAL:** Column "J" times Column "L" plus Column "M," rounded to dollars and cents.

- O. **Total to Count:** Column "C or  $C_1$ " (actual acres) times Column "N," rounded to whole dollars.
- P. **Per Acre:** Per-Acre Guarantee Enter the amount of insurance per acre from the insured's policy, adjusted for stage percentage, rounded to whole dollars (e.g., stage 1 percentage × final amount of insurance = stage 1 amount of insurance).
- Q. **Total:** Column "C<sub>2</sub>" (reported acres; "C" if acreage is not under-reported) times Column "P," to whole dollars.
- 16. **Total Acres:**

## **PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total Actual Acres [Column "C" or (" $C_1$ " if there are under-reported acres)], to tenths.

FOR ITEM 17. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, STAGES, 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.

REPLANT AND FINAL: Total 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 required, enter "No Inspection," the unit number(s), date, and adjuster's initials (do not enter the unit numbers 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 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 fresh market sweet corn 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" or Column "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 photo to identify the total unit:
  - (1) If consent is or has been given to put part of the unit to another use or to replant;
  - (2) If acreage has been replanted to a practice uninsurable as an original practice;
  - (3) If uninsured causes are present; or
  - (4) For unusual or controversial cases.

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

- 1. Explain any difference between 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 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 AIP MM/DD/YYYY."
- q. Document the method and calculation used to determine acres for the unit. Refer to the LAM.
- r. Document the method and calculation used to determine the stage guarantee per acre.
- s. Specify the type of insects or disease when the insured cause of damage or loss is listed as insects or disease. Provide documentation explaining that no effective control measures for disease or insect infestation exists.
- t. Document the appraisal (plus appraisal for uninsured causes of loss, if applicable) for replanted acreage, and the calculations to show that the qualification for a replanting payment has been met. Refer to section 4, "Replanting Payment Procedures."
- u. If any acreage to be replanted in the unit does not qualify for a replanting payment, enter Field No., "NOT QUAL FOR RP PAYMENT," date of inspection, adjuster's initials, and reason not qualified.
- v. Explain any "0" potential (fresh market sweet corn plants with no production or fresh market sweet corn with no market value).
- w. Explain the reason that any harvested production is unsold.
- x. Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
- y. Document any other pertinent information, including any data to support any factors used to calculate the production.
- z. Document any unsold, unmarketable harvested production that is damaged or defective due to insurable causes.

## **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) Columns "B" through "E" are for production commercially stored, sold, unsold, etc. Enter the name and address of storage facility, buyer, or packinghouse, or "unsold" as applicable.
- (3) There will be no "harvested production" entries for replanting payments.
- (4) If acceptable sales or weight tickets are not available, refer to the LAM.
- (5) If additional lines are necessary, the data may be entered on a continuation sheet. USE SEPARATE LINES FOR:
- (a) Varying names and addresses of each buyer or packer of sold production.
- (b) Unsold production.
- (c) Varying shares; e.g., 50 percent and 75 percent shares on same unit.
- (6) There will generally be no harvested production entries in Columns "A" through "S" for preliminary inspections.
- (7) If there is harvested production from more than one insured practice (or type), the harvested production also must be entered on separate lines in Columns "A" through "S" by type or practice. If production has been commingled, refer to the LAM.
- (8) Production that is not marketable is production, which is not and will not be sold due to insurable causes (zero value).

## 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.

## **REPLANT AND 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, replanting is complete for the unit, etc. Refer to the LAM.

## 19. Similar Damage:

## **PRELIMINARY:** MAKE NO ENTRY.

**REPLANT AND 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.
- 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, indicate for each practice/type the corresponding Field ID (from Section I, Column "A").

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

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

a. For production sold, enter the name and address of the buyer, packinghouse, etc. For **NOVEMBER 2007 35 FCIC-25170 (FM SWEETCORN)** 

production otherwise disposed of, indicate the disposition (sold at roadside stand, etc.).

b. For unsold production enter "UNSOLD." Make a separate line entry for marketable and unmarketable production.

## F. - H. MAKE NO ENTRY.

## I. Bu., Ton, Lbs., Cwt.:

- a. Line through Bu., Ton, Lbs., CWT. (Bu., Ton, Lbs., CWT) and enter "Cont." (for Containers). Fresh market sweet corn is reported in whole containers. Refer to the Special Provisions for the applicable definition of "Container."
- b. Enter harvested sold or unsold production (Item 18 entry from the Summary of Harvested Production Worksheet).

## J. - M. MAKE NO ENTRY.

N. Adjusted Production: Enter the number of whole containers from Column "I."

## O. **Production Not to Count:**

- a. Number of containers from harvested acreage damaged solely by uninsured causes.
- b. If production records are NOT available from acreage damaged solely by uninsured causes. MAKE NO ENTRY.

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

- P. **Production:** Result of subtracting the entry in Column "O" from Column "N."
- Q<sub>1</sub>. **Value:** Enter the dollars and cents value per container for marketable sweet corn.
  - a. For SOLD production, the value per container will be the greater of:
    - (1) The Average Net Value Per Container from item 19 of the Summary of Harvested Production worksheet; or
    - (2) The applicable of the following:
      - (a) The Minimum Value per container as shown in the Special Provisions, if a minimum value option is not in effect.
      - (b) The Minimum Value Option price per container, if Minimum Value Option is in effect; or
  - b. For UNSOLD, MARKETABLE containers, enter the applicable minimum value per container as listed in the Special Provisions.

- c. For UNSOLD, UNMARKETABLE containers damaged or defective due to insurable causes, enter "0.00"
- Q<sub>2.</sub> R. MAKE NO ENTRY.
- S. **Production to Count:** Production from Column "P" times the value in Column "Q<sub>1</sub>," rounded to whole dollars.

FOR ITEMS 22-24. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, STAGES, 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 AND REPLANT:** MAKE NO ENTRY.

FINAL: Total of Column "S," in whole dollars.

23. Section I Total:

#### **PRELIMINARY AND REPLANT:** MAKE NO ENTRY.

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

#### 24. Unit Total:

## PRELIMINARY AND REPLANT: MAKE NO ENTRY.

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

For CAT policies, multiply result by .55, unless otherwise instructed by the AIP that adjustment will be made by another manual or automated computation process.

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 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 and final replanting payment 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 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 and final replanting payment inspections should be signed on bottom line.

27. **Page:** 

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

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

| Г   |                      |                        |                      |              |                     |                        |                           |                           |  |                           |                      |                          |                                  | 0.00  |  |                       |                       |                        |                   |                                |
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|     |                      | 1 Crop/Code            | #                    | 2 Un         | it # 3              | 3 Legal I              | Description               |                           |  |                           |                      | ORKSHE                   |                                  |   | of Insured   |                       | тмп                   | NSURED                 |                   |                                |
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|     |                      | of Damage              | EXCESS               |              | FREE                |                        |                           |                           | Agency _   |                           | _ANY A               | GENCY                    |                                  | 14 Date(<br>Notice                                | /  | 1 <sup>st</sup>       | DD/YYYY               | 2 <sup>nd</sup>        |                   | nal<br>MM/DD/YYYY              |
|     | 6 Primary            | Cause %<br>onal Units  | 60<br>002            |              | XX<br>0030          |                        |                           |                           |  |                           |                      |                          |                                  |   |  |                       |                       |                        | ľ                 |                                |
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|     | ACTUAR               |                        | L AFFKAIS            | ED, FKO      | DUCTION             | ANDAL                  | JUSTMENTS                 | 1                         |  |                           |                      | POTENTIAL                | VIEI D                           |   |  |                       |                       |                        | STAGE G           | UARANTEE                       |
|     | neren                |                        |                      |              | I                   |                        |                           |                           |  |                           |                      | TOTENTIAL                | K <sub>1</sub>                   |   |  |                       |                       |                        | SINCLO            | UNICALUEL                      |
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|     |                      |                        |                      |              |                     |                        |                           | Туре                      |  |                           |                      |                          | Moisture                         |   |  |                       |                       | Total to               |                   |                                |
|     |                      | Prelim                 | Fina                 | 1 I          | Interest            |                        |                           | Class                     |  | Inter                     | nded or              | Appraised                | %                                | Shell and/or                                      | +Uninsu  | ed A                  | Adjusted              | Count                  |                   | Total                          |
|     | Field ID             | Acres                  | Acre                 | s o          | or Share            | Risk                   | Practice                  | Variet                    | / Stage  | Fina                      | al Use               | Potential                | Factor                           | Quality Factor                                    | Cause  | ]                     | Potential             | (C x N)                | Per Acre          | e (C x P)                      |
| 1/D | 1A<br>NS             |                        | 24.6                 | 5            | 1.000               | D01                    | 120                       | 997                       | 1  |                           | TO<br>LERY           | 55                       |                                  | 4.00  |  |                       | 220.00                | 5,412                  | 390               | 9,594                          |
|     | 1B<br>NS             |                        | 16.3                 | ;            | 1.000               |                        | 120                       | 997                       | 2  |                           | Н                    |                          |                                  |   |  |                       |                       |                        | 600               | 9,780                          |
| 1/D | 1C<br>NS             |                        | 34.0                 | )            | 1.000               |                        | 120                       | 997                       | 2  |                           | Н                    |                          |                                  |   |  |                       |                       |                        | 600               | 20,400                         |
| ĺ   | 167                  | TOTAL                  | 74.9                 | )            |                     |                        |                           |                           | •  |                           |                      |                          |                                  |   |  | 17                    | TOTALS                | 5,412                  |                   | 39,774                         |
|     | NARRAT               | IVE (If more s         | pace is need         | ed, attach   | i a Special I       | Report)                |                           |                           |  |                           |                      |                          |                                  |   |  |                       | L.                    |                        | 3                 |                                |
|     | Insured se           | elected Minimu         | m Value Op           | ption. Mi    | nimum Val           | lue from S             | pecial Provision          | ons = \$4.00              | per containe   | r.                        |                      |                          |                                  |   |  |                       |                       |                        |                   |                                |
| ·   | Unsold, u            | nmarketable pr         | oduction wa          | as due to t  | freeze. Uns         | sold, unm              | arketable prod            | uction is zero            | o production   | n to count.               | Determine            | d acres using F          | SA permanent                     | field measuremer                                  | ts.  |                       |                       |                        |                   |                                |
|     | SECTION              | II – HARVES            | TED PROD             | UCTION       | 1                   |                        |                           |                           |  |                           |                      |                          |                                  |   |  |                       |                       |                        |                   |                                |
|     |                      | Iarvest Comp           |                      | DD/YYY       | YY                  |                        |                           |                           | 19 damage similar to other farms in the area? 20 As   Yes No |                           |                      |                          |                                  | Yes [   | ssignment of Indemnity?     21 Transfer of Right To Indemnity?       Yes     No     Yes     No     Xes |                       |                       |                        |                   |                                |
|     |                      | REMENTS                | r r                  |              |                     | GROSS                  | PRODUCTIO                 | N                         |  | ADJUS                     |                      | FO HARVESTE              |                                  | FION  |  |                       | 1                     |                        | r                 | <b></b>                        |
|     | $A_1$<br>$A_2$       | В                      | С                    | D            | Е                   | F                      | G                         | Н                         | Ι  | J                         | $rac{K_1}{K_2}$     | $L_1$<br>$L_2$           | M <sub>1</sub><br>M <sub>2</sub> | - N   |  | 0                     | Р                     | $\frac{Q_1}{Q_2}$      | R                 | S                              |
|     | Share<br>Field<br>ID | Length or<br>Diameter  | Width                | Depth        | Deduc<br>-tion      | Net<br>Cubic<br>Feet   | Conver-<br>sion<br>Factor | Gross<br>Prod.<br>(F x G) | Cont.<br><del>Bu. Ton</del><br><del>Lbs.Cwt</del>            | Shell/<br>Sugar<br>Factor | FM%<br>Factor        | Moisture%<br>Factor      | Test Wt.<br>Factor               | Adjusted<br>Productio<br>HorIxJxK <sub>2</sub> xL | n N  | rod.<br>ot To<br>ount | Production<br>(N – O) | Value<br>Mkt.<br>Price | Quality<br>Factor | Production To<br>Count (P X R) |
|     |                      | ABC PA                 | ACKING (<br>TOWN, AN | COMPA        |                     |                        |                           | < -/                      | 5,627  |                           |                      |                          |                                  | - 5,627   | 2 2 -  |                       | 5,627                 | 3.11                   |                   | 17,500                         |
|     |                      |                        | UNSOL                | D            |                     |                        |                           |                           | 25   |                           |                      |                          |                                  | - 25  |  |                       | 25                    | 0.00                   | -                 | 0                              |
| -   |                      |                        |                      |              |                     |                        |                           |                           |  |                           |                      |                          |                                  |   |  |                       |                       | 22 Section             | n II Total        | 17,500                         |
|     | <mark>Tł</mark>      | <mark>lese forn</mark> | <mark>n exam</mark>  | <b>iples</b> | <mark>do not</mark> | <mark>: illus</mark> t | trate all                 | <mark>requir</mark>       | <mark>ed ent</mark> i  | <mark>y iter</mark> :     | <mark>ns (e.g</mark> | <mark>., certific</mark> | ation st                         | atements,   | signatu  | ires,                 | etc.).                | 23 Section             | n I Total         | 5,412                          |
|     |                      |                        |                      |              |                     |                        |                           |                           |  |                           |                      |                          |                                  |   |  |                       |                       | 24 Unit To             | otal              | 22,912                         |

| 1 Crop/Code #                   |                      | 2 Unit # | 3 Le   | gal Description        |                     |       | CTION WORKSHEET<br>RATION PURPOSES ONLY) | 8 Name of Insured<br>I. M. INSURED |                 |          |           |              |  |  |
|---------------------------------|----------------------|----------|--------|------------------------|---------------------|-------|--|------------------------------------|-----------------|----------|-----------|--------------|--|--|
| FRESH MARKET SWEET CORN<br>0044 |                      | 00100    | S      | <i>√</i> 2 5 − 50 − 20 | Ì                   | npany | ANY COMPANY                              | 9 Claim #<br>XXXXXXXX              |                 |          | 11 Crop Y | Year<br>YYYY |  |  |
| 4 Date of Damage                | 4 Date of Damage NOV |          | JAN 25 |                        | 7 COII              | ipany | ANTCOMPANY                               | 10 Policy # XXXXXXX                |                 |          |           |              |  |  |
| 5 Cause of Damage EXCES         |                      | S WIND   | FREEZE |                        | Agency              |       | ANY AGENCY                               | 14 Date(s)                         | 1 <sup>st</sup> | $2^{nd}$ |           | Final        |  |  |
| 6 Primary Cause %               | 6                    | 0        | XX     |                        | <i>c</i> , <u> </u> |       |  | Notice of Loss                     | MM/DD/YYYY      |          |           | MM/DD/YYYY   |  |  |
| 12 Additional Units             |                      |          |        |                        |                     |       |  | 15 Companion Pol                   | licy(s)         |          |           |              |  |  |
| 13 Est. Prod Per Acre           |                      |          |        |                        |                     |       |  |                                    |                 |          |           |              |  |  |

#### EXAMPLE 1: 100% SHARE

| ACTUARIA  | CTUARIAL        |                |  |           |          |                          |       |                             | POTENTIAL YIELD        |                         |                                |                     |                       |                              | STAGE GUARANTEE |                  |
|---|-----------------|----------------|--|-----------|----------|--------------------------|-------|-----------------------------|------------------------|-------------------------|--------------------------------|---------------------|-----------------------|------------------------------|-----------------|------------------|
| А   | В               | С              | D  | Е         | F        | G                        | Н     | Ι                           | J                      | $\frac{K_1}{K_2}$       | L                              | М                   | Ν                     | 0                            | Р               | Q                |
| Field ID  | Prelim<br>Acres | Final<br>Acres | Interest or<br>Share   | Risk      | Practice | Type<br>Class<br>Variety | Stage | Intended<br>or Final<br>Use | Appraised<br>Potential | Moisture<br>%<br>Factor | Shell and/or<br>Quality Factor | +Uninsured<br>Cause | Adjusted<br>Potential | Total to<br>Count<br>(C x N) | Per Acre        | Total<br>(C x P) |
| 1A  |                 | 24.6           | 1.000  | D01       | 120      | 997                      | R     | Replanted                   |                        |                         | -                              |                     | 65.00                 | 1,599                        | 600             | 14,760           |
|   |                 | 50.3           | 1.000  | D01       | 120      | 997                      | NR    | Not<br>Replanted            |                        |                         | -                              |                     |                       |                              | 600             | 30,180           |
| 16 TO   | TAL             | 74.9           |  |           |          |                          |       |                             | 17 TOTALS 1,599        |                         |                                |                     |                       | 1,599                        |                 | 44,940           |
| NARRATIV  | E (If more sp   | bace is need   | led, attach a Sp   | ecial Rep | ort)     |                          |       |                             |                        |                         |                                |                     | -                     |                              | _               |                  |
| Maximum Replant = \$65.00/Acre in Special Provisions. Actual Replant Cost = \$70.00 x 1.000 Share = \$70.00/Acre. |                 |                |  |           |          |                          |       |                             |                        |                         |                                |                     |                       |                              |                 |                  |
| \$65.00 allow   | red x 24.6 A    | cres = \$1.5   | \$65.00 allowed x 24.6 Acres = \$1,599. Determined acres using FSA permanent field measurements. |           |          |                          |       |                             |                        |                         |                                |                     |                       |                              |                 |                  |

#### EXAMPLE 2: 50% SHARE

|     | SECTION I -    | ACREAGE         | E APPRAIS      | SED, PRODUC          | TION A     | ND ADJUST     | <b>MENTS</b>             |           |                             |                        |                         |                                |                     |                       |                              | •        |                  |
|-----|----------------|-----------------|----------------|----------------------|------------|---------------|--------------------------|-----------|-----------------------------|------------------------|-------------------------|--------------------------------|---------------------|-----------------------|------------------------------|----------|------------------|
|     | ACTUARIAL      |                 |                | POTENTIAL YIELD      |            |               |                          |           |                             |                        |                         |                                | STAGE GUARANTEE     |                       |                              |          |                  |
|     | А              | В               | С              | D                    | Е          | F             | G                        | Н         | Ι                           | J                      | $\frac{K_1}{K_2}$       | L                              | М                   | Ν                     | Ο                            | Р        | Q                |
|     | Field ID       | Prelim<br>Acres | Final<br>Acres | Interest or<br>Share | Risk       | Practice      | Type<br>Class<br>Variety | Stage     | Intended<br>or Final<br>Use | Appraised<br>Potential | Moisture<br>%<br>Factor | Shell and/or<br>Quality Factor | +Uninsured<br>Cause | Adjusted<br>Potential | Total to<br>Count<br>(C x N) | Per Acre | Total<br>(C x P) |
| 1/D | 1A             |                 | 24.6           | .500                 | D01        | 120           | 997                      | R         | Replanted                   |                        |                         |                                |                     | 32.50                 | 800                          | 600      | 14,760           |
|     |                |                 | 50.3           | .500                 | D01        | 120           | 997                      | NR        | Not<br>Replanted            |                        |                         |                                |                     |                       |                              | 600      | 30,180           |
|     | 16 TOT         | AL              | 74.9           |                      |            |               |                          |           |                             |                        |                         |                                | 1                   | 7 TOTALS              | 800                          |          | 44,940           |
|     | NARRATIVE      | (If more sp     | ace is need    | led, attach a Sp     | ecial Rep  | ort)          |                          |           |                             |                        |                         |                                |                     |                       |                              |          |                  |
|     | Maximum Re     | plant = \$65    | .00/Acre in    | Special Provi        | sions x .5 | 00 Share = \$ | 32.50. Actu              | ual Repla | nt Cost = \$70              | .00 x .500 Sł          | are = \$35.00/          | Acre.                          |                     |                       |                              |          |                  |
| ĺ   | \$32.50 allowe | ed x 24.6 A     | cres = \$800   | . Determined         | acres usir | ig FSA perm   | anent field              | measuren  | nents.                      |                        |                         |                                |                     |                       |                              |          |                  |

## **10. REFERENCE MATERIAL**

## **TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS**

| MINIMUM SAMPLE REQUIREMENTS  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| ACRES IN FIELD <mark>OR SUBFIELD</mark>  | MINIMUM <mark>NUMBER</mark> OF SAMPLES |  |  |  |  |  |  |  |  |
| 0.1-10.0   | 3                                      |  |  |  |  |  |  |  |  |
| One additional sample is required for each additional 40.0 acres (or fraction thereof) in the field or subfield. |  |  |  |  |  |  |  |  |  |

## TABLE B - ROW WIDTH AND LENGTH

| ROW<br>WIDTH, |            | W LENGTH,<br>, FOR: | ROW<br>WIDTH, | SAMPLE ROW LENGTH,<br>FEET, FOR: |             |  |  |  |  |
|---------------|------------|---------------------|---------------|----------------------------------|-------------|--|--|--|--|
| INCHES        | 1/100 ACRE | 1/1000 ACRE         | INCHES        | 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:

|                       | ר                   |
|-----------------------|---------------------|
| 43,560 sq. ft./acre ÷ | row width in inches |
|                       | 12 inches           |
| 100 ft.               | or 1000 ft.         |
| (for 1/100 acre)      | (for 1/1000 acre)   |
|                       | (101 1/1000 dele)   |

## EXAMPLE:

| 43,560 sq. ft./acre ÷ | 25" |                                 |              |                                       |
|-----------------------|-----|---------------------------------|--------------|---------------------------------------|
|                       | 12" | $=$ 43,560 sq. ft. $\div$ 2.083 | = 20,912.146 | = 209.121 ft. or 209.1 ft. row length |
| 100 ft.               |     | 100 ft.                         | 100 ft.      |                                       |