

**BULLETIN NO: MGR-00-019.2**

TO: All Reinsured Companies  
All Risk Management Agency Field Offices  
All Other Interested Parties

FROM: Kenneth D. Ackerman /s/ Ken Ackerman 11-21-00  
Administrator

SUBJECT: Issuance of Added Land Request Checklist and Additional Underwriting  
Guidelines

**BACKGROUND:**

The Risk Management Agency (RMA) issued Manager's Bulletins MGR-00-019 announcing added land changes and guidelines for the 2001 crop year and MGR-00-19.1 providing detailed operating procedures and processing requirements. To assist producers, companies, and RMA Regional Offices (ROs) in complying with these procedures, a request checklist has been developed. In addition, the deadline for submission of requests is being amended to clarify the last date requests may be accepted in the RO.

**ACTION:**

RMA will post the attached Added Land Request Checklist on the RMA website. Companies may print copies to use when submitting requests to RMA ROs for underwriting review.

MGR-00-19.1 states that "Restructured reference unit databases for which an RMA Regional Office (RO) underwriting review will be requested must be submitted to the RMA RO by the applicable production reporting date." This procedure is amended to provide that requests postmarked within 20 calendar days after the applicable production reporting date and received by the RO within 10 calendar days thereafter, will be accepted by the RMA RO. Faxed requests must be received in the RO within 20 calendar days after the applicable production reporting date.

The RO will determine the appropriate APH calculation method to compute the approved yield for the added land.