

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 2174**

**Field Office Distribution**

Notices are available on Internet at

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[http://165.221.16.90/dam/handbooks/eds\\_index.htm](http://165.221.16.90/dam/handbooks/eds_index.htm) for EDS locations to access for local printing and distributing. To inquire about the transmission of directives, call the Directives Section at 202-690-0594.

**National Office Distribution**

Notices are available on Internet. Handbooks are printed and distributed to the National Office.

Handbooks are also available in portable document format (PDF) on the FSA Intranet at

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**Temporary Directives**

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

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
COR-106 11-13-07	Improper Payments Information Act of 2002 (IPIA) Reviews – FY 2008	State Offices
CM-588 11-13-07	Revised Policy for CCC-770 Checklists for FY 2008	State and County Offices
LP-2078 11-13-07	Revised Loan Maturity Notification, Initial Notification, and Demand Letters to Include Appeal Language	State and County Offices
PM-2616 11-13-07	2007 Federal Employees Benefits Open Season	FFAS Employees
PM-2617 11-13-07	FY 2007 Ratings and FY 2008 Performance Plans in EmpowHR	FSA Supervisory Employees Using EmpowHR Self-Service

## National Procedure Checklist No. 2174 (Continued)

### Permanent Directive

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

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
2-LP Rice (Rev. 9) Amend. 12 11-15-07	Loans and Loan Deficiency Payments for Rice	State and County Offices

### Procedure Notices

None

### Obsolete Directives

None

### Forms

Users can access the weekly checklist for forms at the FFAS Employee Forms site at <http://165.221.16.90/dam/ffasforms/Actionlist.asp>.

Forms actions are recorded daily in the Forms Management Database which controls the FFAS Employee Forms site. Changed or new data about forms is added to the database daily and may be viewed at the URL listed above, or users may view a weekly compilation of activity by viewing the most recent checklist. If you have problems using this site or accessing the information, contact Angela Coln, Section Head, Forms and Graphics Section by telephone at 202-690-3798 or e-mail to [angela.coln@wdc.usda.gov](mailto:angela.coln@wdc.usda.gov).