

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 2217

Field Office Distribution

Notices are available on Internet at www.fsa.usda.gov/notices. Handbooks are available on the FSA Intranet Handbook and Notice Print Files page at 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 <http://intranet.fsa.usda.gov/fsa>.

Temporary Directives

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

Short Reference and Effective Date	Title	For
AO-1428 9-15-08	Annual Civil Rights Training for FY 2008	FSA Employees
AS-2155 9-17-08	Acquisition Career Management Information System (ACMIS)	All FFAS Offices
BU-709 9-16-08	FY 2008 Instructions for De-Obligating Travel Obligations in the Online Travel System (TRVL)	FSA Employees
CM-613 9-16-08	Garmin Global Positioning System (GPS) Map76 Firmware Upgrade 4.00	State and County Offices
CM-614 9-16-08	Improperly Converting Social Security Numbers (SSN's) to Employer Identification Numbers (EIN's)	State and County Offices
CM-615 9-18-08	Rescheduled 2008 National Farm Bill Training Conference	State and County Offices
CP-634 9-16-08	Waiver of Late-Filed Fees for NAP Crops	State and County Offices
DCP-197 9-16-08	Disabling 2006 Direct and Counter-Cyclical (CC) Payment Processing	State Offices and Service Centers
FI-2857 9-12-08	Closing FY 2008 Transactions	State and County Offices and Financial Services Center (FSC)

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Temporary Directives (Continued)

Short Reference and Effective Date	Title	For
FI-2858 9-17-08	Preparing FSA Employee Travel Documents for End of FY 2008 and Beginning of FY 2009 in GovTrip	FSA Employees
FI-2859 9-17-08	Hotel/Motel Tax Exemption	FSA Employees
FLP-512 9-15-08	Management of Agricultural Credit (MAC) and Direct Loan Making (DLM) System Updates	FSA Offices
FLP-513 9-15-08	Accuracy of Name and Address Information in the Service Center Information Management System (SCIMS)	State and County Offices
PL-180 8-29-08	2009 Subsidiary Rollover Update	State and County Offices
PM-2667 9-17-08	Acting Deputy Administrator for Management	All FFAS Offices
PM-2668 9-17-08	Announcing AD-435D, Opportunity to Improve	FFAS Employees

Permanent Directives

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

Short Reference and Effective Date	Title	For
1-DCP (Rev. 1) Amend. 1 9-9-08	Direct and Counter-Cyclical Program	State and County Offices

Procedures and Notices

None

Obsolete Directives

Directives made obsolete since the last weekly checklist are listed in this table.

Short Reference	Date of Obsolescence	Made Obsolete By
FI-2813	9-17-08	FI-2858
FI-2856	9-12-08	FI-2857
PM-2664	9-17-08	PM-2668

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Forms (Continued)

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.