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Agriculture



Federal Crop  
Insurance  
Corporation



Product  
Development  
Division

FCIC-25380 (10-2005)

# **PRUNE LOSS ADJUSTMENT STANDARDS HANDBOOK**

**2006 and Succeeding Crop Years**



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

<b>FEDERAL CROP INSURANCE HANDBOOK</b>	<b>NUMBER: 25380 (10-2005)</b>
<b>SUBJECT:</b>  <b>PRUNE LOSS ADJUSTMENT STANDARDS HANDBOOK 2006 AND SUCCEEDING CROP YEARS</b>	<b>OPI: Product Development Division</b>
	<b>APPROVED:                      DATE:</b>  <b>/s/ Tim B. Witt 10/25/05</b>  Deputy Administrator, Research and Evaluation

**THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-ISSUED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2006 AND SUCCEEDING CROP YEARS. ALL REINSURED COMPANIES WILL UTILIZE THESE STANDARDS FOR BOTH LOSS ADJUSTMENT AND LOSS TRAINING.**

**SUMMARY OF CHANGES/CONTROL CHART**

Major Changes: See changes or additions in text that have been **highlighted**. Three stars (\*\*\*) identify where information has been removed. The following list contains significant changes to this handbook, as determined by us. It may not represent all changes made. All changes made for this handbook are applicable regardless of whether or not listed.

**Changes for 2006 (FCIC-25380) issued October 2005:**

- A. Page TC 1, section 3 B: Revised section heading by inserting the phrase “AND PROCEDURES.”
- B. Page TC 1, section 4: Inserted three new subsection headings B - Timing of Appraisals, D - Determining the Amount of Production, and G - Calculating the Average Number of Dry Prunes per Pound.
- C. Page TC 1, section 5: Inserted a new subsection heading D - Fresh Prune Appraisals.
- D. Page 1, section 1: Inserted instructions to use the prune handbook in conjunction with the LAM for loss adjustment purposes.
- E. Page 2, section 2 B: Inserted the term “Block” with accompanying definition. New term and definition track with “Block” reporting requirements for perennial crops contained in the Crop Insurance Handbook.
- F. Page 2, section 2 B: Edited “Reference Date” definition.
- G. Page 4, section 3 B: Revised subsection heading and information on policy provisions not applicable to CAT coverage. Revised information tracks with standard handbook formatting.

# **PRUNE LOSS ADJUSTMENT STANDARDS HANDBOOK**

## **SUMMARY OF CHANGES CONTROL CHART (Continued)**

- H. Pages 4 - 8, section 4: Revised and reformatted “Prune Appraisals” information.
- I. Page 4, section 4 A: Revised “General Instructions” to include a reference to the Loss Adjustment Manual and section 5, herein, for instructions on when appraisals are required. Also, inserted information on appraising prune trees by unit/block and inserted a list of insured causes of loss.
- J. Page 5, section 4 B: Inserted a new subsection entitled “Timing of Appraisals” that contains instructions for setting appraisal dates based on “Reference Dates” and applicable appraisal periods.
- K. Pages 5 - 6, section 4 C: Revised instructions for selecting representative sample trees for appraisals to include information on appraising “Blocks” of prune trees.
- L. Page 6, section 4 D: Inserted a new subsection entitled “Determining the Amount of Production” with instructions for determining the amount of harvested and appraised production on insured acreage. Also, inserted instructions for converting fresh prune production to a dry-weight equivalent.
- M. Page 7, section 4 G: Revised procedure for calculating the number of prunes per pound for each appraisal period. For second-period appraisals, the RMA Davis Regional Office will issue the average number of prunes per pound since the DFA no longer issues this information.
- N. Page 8, section 5 A: Revised the appraisal method matrix to list appraisal methods and information on when each appraisal method is to be used.
- O. Pages 8 - 9, section 5 B: Revised instructions for unharvested appraisals to include RPAM and quadrant fruit count appraisal method information.
- P. Page 9, section 5 C: Revised information on harvested appraisals.
- Q. Page 10, section 5 D: Revised and inserted information on how to calculate fresh prune appraisals.
- R. Page 10, section 6 B: Removed “Number of Prunes per Pound” information and inserted standard text on appraisal modifications.
- S. Pages 11 -15, section 7 B: Created and inserted a new Prune Appraisal Worksheet with column entry instructions. Also, inserted examples of the new appraisal worksheets.
- T. Page 19, column 14 - Dates of Notice: Revised “Preliminary” and “Final” inspection information to track with standard handbook formatting.
- U. Page 20, column A - Field ID: Inserted a reference to the LAM for information on first and second crop codes.

# PRUNE LOSS ADJUSTMENT STANDARDS HANDBOOK

## SUMMARY OF CHANGES CONTROL CHART (Continued)

- V. Page 20, column B - Prelim. Acres and column C – Final Acres: Inserted a reference to the LAM for information on measuring perennial crop acreage.
- W. Page 21, column E - Risk: Revised column entry instructions to track with standard handbook formatting.
- X. Page 21, column H – Stage: Revised stage “P” explanation to include information on “Acreage put to Another Use,” “Production Sold by Direct Marketing” or “Sold as Fresh Fruit.”
- Y. Page 21 - 22, columns H- Stage and column I - Intended or Final Use: Inserted a reference to the LAM for information on gleaning. Also, in column I, inserted “Bulldozed” as a use made of acreage.
- Z. Pages 24 - 25, Narrative instructions, items “b,” “i,” “r,” “s,” and “t:” Revised information to track with standard handbook formatting.
- AA. Pages 25 - 26, Production Worksheet, section II Harvested Production: Revised “General Information” instructions to track with standard handbook formatting.
- BB. Page 27, column A<sub>2</sub> - Field ID instructions: Inserted a reference to the LAM for documenting first and second crop codes.
- CC. Page 29, column R - Quality Factor: Inserted instructions for calculating the quality factor on the production worksheet.
- DD. Page 30, Example Production Worksheet: Revised section I and section II entries to track with example appraisal worksheet entries.
- EE. Page 31, **TABLE A**: Revised the required number of representative sample trees for appraisals.
- FF. Pages 35-35, **EXHIBIT 1**: Inserted an updated example P-1 form.
- GG. Throughout handbook, made syntax and format changes as needed so that this handbook tracks with the RMA-approved crop handbook standards format.

Control Chart for: Prune Loss Adjustment Standards Handbook						
	SC Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Remove	Entire Handbook					
Current Index	1-4	1-2	1-30	31-36	10-2005	FCIC-25380

**PRUNE LOSS ADJUSTMENT STANDARDS HANDBOOK**  
**SUMMARY OF CHANGES CONTROL CHART (Continued)**

**(RESERVED)**

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# 1. INTRODUCTION

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**THIS HANDBOOK MUST BE USED IN CONJUNCTION WITH THE LOSS ADJUSTMENT MANUAL (LAM).**

This handbook identifies the crop-specific procedural requirements for adjusting Multiple Peril Crop Insurance (MPCI) losses in a uniform and timely manner. These procedures, which include crop appraisal methods and claims completion instructions, supplement the general (not crop specific) procedures, forms, and manuals for loss adjustment identified in the LAM.

## 2. SPECIAL INSTRUCTIONS

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This handbook remains in effect until superseded by reissuance of **either** the entire handbook **or** selected portions (through slipsheets or bulletins). If slipsheets have been issued for a handbook, the original handbook as amended by slipsheet pages shall constitute the handbook. A bulletin can supersede either the original handbook or subsequent slipsheets.

### A. DISTRIBUTION

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:

One legible copy to the insured. The original and all remaining copies as instructed by the insurance provider.

It is the insurance provider'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 prune loss adjustment and this handbook, which are not defined in this section, are defined as they appear in the text.
- (3) Abbreviations:

<b>CIH</b>	<b>Crop Insurance Handbook</b>
<b>DFA</b>	Dried Fruit Association
<b>DPMO</b>	Dried Prune Marketing Order
<b>PBA</b>	Prune Bargaining Association
<b>RPAM</b>	Random Path Appraisal Method

(4) Definitions:

<b>Block</b>	Trees, vines, or bushes in an orchard, vineyard, bog, of a single or mixed age and density, separated by applicable practice, type, variety, different T-yield Map Area (TMA), or other characteristics shown in the actuarial documents (e.g., early, mid, late peaches).
<b>Direct Marketing</b>	Sale of the insured crop directly to consumers without the intervention of an intermediary such as a wholesaler, retailer, packer, processor, shipper, or buyer. Examples of direct marketing include: selling through an on-farm or roadside stand, farmer's market, and permitting the general public to enter the field for the purpose of picking all or a portion of the crop.
<b>Harvest</b>	Picking of mature prunes from the trees or ground either by hand or machine.
<b>Market Price for Standard Prunes</b>	The price per ton shown on the processor's settlement sheet for each size count of standard prunes.
<b>Natural Condition Prunes</b>	The condition of prunes in which they are normally delivered from a dehydrator or dry yard.
<b>Prunes</b>	Any type or variety of plums that is grown in the area for the production of prunes and that meet the requirements defined in the applicable Federal Marketing Agreement Dried Prune Order.
<b>Reference Date</b>	A date occurring one to two weeks after (prune) pit hardening, when 80 to 90 percent of the seeds show presence of endosperm, a clear jelly-like substance at the bloom end of the seed. The Reference Date usually occurs from May 1 through May 15 and is provided by the Risk Management Agency (RMA) Regional Office.
<b>Standard Prunes</b>	Any natural condition prunes (a) that grade "C" or better in accordance with the United States Standards for Grades of Fresh Plums and Prunes; or (b) that meet or exceed the grading standards in effect for the crop year if a Federal Marketing Agreement Dried Prune Order has been established for the area in which the insured crop is grown.
<b>Substandard Prunes</b>	Any natural condition prunes failing to meet the applicable grading specifications for standard prunes.

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

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The insurance provider is to determine that the insured has complied with all provisions of the insurance contract. Crop provisions which are to be considered in this determination include (but are not limited to):

#### **A. INSURABILITY**

- (1) The crop insured will be all prunes in the county for which a premium rate is provided by the actuarial documents:
  - (a) In which the insured has a share;
  - (b) That are grown for production of natural condition prunes;
  - (c) That are grown on tree varieties that:
    - 1 Were commercially available when the trees were set out;
    - 2 Are adapted to the area;
    - 3 Are grown on rootstock that is adapted to the area; and
    - 4 Are irrigated (except where otherwise provided in the **Special Provisions**).
  - (d) That are grown in an orchard that, if inspected, is considered acceptable by the insurance provider; and
  - (e) That are grown on trees that have reached at least the 7th growing season after being set out.
- (2) Prunes interplanted with another perennial crop are insurable unless the insurance provider inspects the acreage and determines that it does not meet the insurability requirements contained in the insured's policy.
- (3) Insurance coverage is not provided against damage or loss of production due to:
  - (a) **Disease or insect infestation** unless adverse weather prevents the proper application of control measures **or** causes properly applied control measures to be ineffective; or for which no effective control mechanism is available.
  - (b) **The** inability to market the prunes for any reason other than actual physical damage from an insurable cause specified in the crop provisions. For example, the insurance provider will not pay an indemnity if the insured is unable to market due to quarantine, boycott, or refusal of any person to accept production.

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

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

## **C. UNIT DIVISION**

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

## **D. QUALITY ADJUSTMENT**

Any production of substandard prunes resulting from damage by insurable causes will be adjusted based on the average size count as indicated on the applicable DFA Inspection Report and Certification Form. Any insurable damage will be adjusted as follows:

- (1) Divide the value per ton of such substandard prunes by the market price per ton for standard prunes (of the same size count); and
- (2) Multiply the result in subsection D (1) by the number of tons of such substandard prunes.

## **4. PRUNE APPRAISALS**

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### **A. GENERAL INFORMATION**

- (1) Potential production will be appraised in accordance with procedures in this handbook and the LAM.
- (2) **Appraisal Requirements.** Refer to the LAM and subsection 5 A, herein, for information on when appraisals are required.
- (3) **Notice of Damage.** The prune crop provisions require insureds to file a “notice of damage or loss” with the insurance provider in the following situations:
  - (a) At least 3 days prior to the date harvest should have started if the crop/variety will not be harvested.
  - (b) At least 15 days before any production from any unit will be sold by direct marketing or sold as fresh fruit. The insurance provider will conduct an appraisal that will be used to determine the insured’s production to count for production that is sold by direct marketing or is sold as fresh fruit production. In the event of the insured’s failure to give timely notice that production will be sold by direct marketing or sold as fresh fruit, apply an appraised amount of production to count of not less than the production guarantee per acre, if such failure results in the inability of the insurance provider to make the required appraisal.

- (c) If the insured intends to claim an indemnity on any unit, notice must be given at least 15 days prior to the beginning of harvest, or immediately if damage is discovered during harvest so that the insurance provider may inspect the damaged production. The insured must not destroy the damaged crop until after the insurance provider has given the insured written consent to do so. If the insured fails to meet the requirements listed above and such failure results in the insurance provider's inability to inspect the damaged production, all such production will be considered undamaged and included as production to count.
- (4) **Unit/Block Appraisals.** Make separate appraisals for each prune variety grown in the unit/block, as applicable.
- (5) **Insured Causes of Loss.** Insured causes of loss (that occur during the insurance period) for prunes include: adverse weather conditions, fire, wildlife, earthquake, volcanic eruption, or failure of irrigation water supply (if due to adverse weather conditions, fire, wildlife, etc.).

## **B. TIMING OF APPRAISALS**

- (1) **Appraisal dates.** Insurance provider representatives will set appraisal dates. Whenever possible, appraise prunes after the "Reference Date" (refer to subsection 2 B, herein for "Reference Date" definition) issued by the RMA Regional Office and before prunes are removed from the trees or from the ground, as applicable.
- (2) **Appraisal periods.** The appraisal periods for appraising prune damage are as follows:
  - (a) **First-period Immature Appraisals** - conduct appraisals from the "Reference Date" through the 15th day after the "Reference Date,"
  - (b) **Second-period Immature Appraisals** - conduct appraisals from the 16th day after the "Reference Date" until fruit maturity, and
  - (c) **Mature Prune Appraisals** - conduct appraisals on unharvested mature prunes and for production to be sold by direct marketing or sold as fresh fruit.

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

- (1) Take not less than the minimum number (count) of representative sample trees required in **TABLE A.**
- (2) Select representative sample trees based on:
  - (a) Total acreage and number of trees;
  - (b) Extent of variation in the amount of production or damage within the acreage and location of prunes on the tree. When variable damage causes the crop potential to be significantly different within the same unit/block, or when an insured wishes to destroy a portion of the unit, split the unit into blocks, and appraise each block separately (refer to subsection 2 B, herein for block definition and to the CIH for information on documenting production and acreage in blocks).

- (c) Percent of each prune variety in the acreage;
- (d) Tree age, size, density, and vigor; and
- (e) Acreage in the unit from which prunes have been picked, and the extent of variation in the amount of unpicked prunes on the trees.

## **D. DETERMINING THE AMOUNT OF PRODUCTION**

- (1) **Production to Count.** The total production to count from all insurable acreage includes all harvested and appraised production of natural condition prunes that grade substandard or better and any production that is harvested and intended for use as fresh fruit. The total production to count includes:
- (a) The adjuster's appraisal of insured acreage at not less than the production guarantee per acre for acreage:
    - 1 That is abandoned,
    - 2 Where there is any production that is sold by direct marketing or sold as fresh fruit if the insured fails to meet the reporting requirements for direct marketed prunes,
    - 3 With production that is damaged solely by uninsured causes, and
    - 4 When an insured fails to provide acceptable production records for:
      - i Production lost due to uninsured causes;
      - ii Unharvested production; and
      - iii Potential production on insured acreage the insured intends to abandon or no longer care for, unless the insured and insurance provider can otherwise agree on the appraised amount of production.
  - (b) All harvested prune production from insurable acreage.
- (2) **Fresh Prune Production.** The prune crop provisions and the prune handbook have different methods for calculating fresh fruit production. The prune crop provisions convert prune production harvested for fresh fruit to a dry prune weight basis by dividing fresh prune tonnage by a factor of 3.0. The prune handbook claim form instructions are formatted for multiplication calculations. In order to convert fresh to dry weights on the claim form, multiply the fresh prune tonnage by a factor of .333 to determine the dry-weight equivalent. Both calculations yield the same results (see example calculations below).

### **EXAMPLE:**

The insured harvests 6.0 tons of fresh prune production.

Convert fresh tonnage to dried tonnage using the crop provisions formula:

6.0 tons of fresh prune production  $\div$  3.0 = 2.0 tons dried prune production, or

Convert fresh tonnage to dried tonnage using the claim form formula:

6.0 tons of fresh prune production  $\times$  .333 = 2.0 tons dried prune production.

## **E. HANDLING APPRAISAL DISCREPANCIES**

If the insured disagrees with the appraisal, make arrangements for leaving representative trees UNHARVESTED and for inspecting those trees when the prunes are ready to harvest (harvest sample appraisal). The adjuster and insured should jointly determine the trees to be selected for this representative sample. Make a sketch map of the orchard, **marking** the sample trees by row number and tree count within the chosen row. An adjuster must be present when the representative trees are harvested.

## **F. PRUNE GRADING**

All prune grading will be in accordance with the USDA/DFA standards, as applicable. The adjuster is responsible for familiarizing her/himself with these standards to ensure they are properly applied.

## **G. CALCULATING THE AVERAGE NUMBER OF DRY PRUNES PER POUND**

- (1) **General Information.** The prune appraisal worksheet contains an average number of dry prunes per pound variable that is used to calculate the appraisal. For First-period Immature Appraisals this variable is obtained from **TABLE D** herein. Since the DFA no longer issues the number of dried fruit per pound information, the RMA Regional Office will now provide this information for Second-period Immature Appraisals. For Mature Appraisals a 140-pound sample of graded prunes will be used in determining the average number of dry prunes per pound.
- (2) **Determining the Number of Dried Prunes per Pound.** Determine the number of dry prunes per pound for each unharvested appraisal period. Enter the applicable number of prunes per pound in column 28 – “Average Dry Count per Pound” on the appraisal worksheet as follows.
  - (a) **First-period Appraisals:** Complete Part 3 of the appraisal worksheet to calculate the average number of green prunes per pound. Refer to **TABLE D**, locate the applicable average number of green prunes per pound and the corresponding predicted dry prunes (count) per pound. Enter the average number of green prunes per pound in column 21 and predicted dry prunes per pound in columns 22 and 28 on the appraisal worksheet.
  - (b) **Second-period Appraisals:** Use the RMA Regional Office area/county average number of dry prunes per pound. Enter the average number of prunes per pound in column 28 of the appraisal worksheet.

- (c) **Mature Prune Appraisals:** Harvest a sample of 140 pounds of prunes from all representative sample trees (i.e., one 140-pound sample per unit/block, as applicable). Take the sample to a local dehydrator and have them dried. Take the resulting dried prunes to a licensed grader for grading. Enter the actual number of dried prunes per pound (from the grading results) in column 28 of the appraisal worksheet.
- (d) Use the applicable number of dry prunes per pound to complete appraisal worksheet calculations. Explain how the number of dry prunes per pound variable was determined in the “Remarks” section of the appraisal worksheet.

## 5. APPRAISAL METHODS

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### A. GENERAL INFORMATION

These instructions provide information for appraisal methods for:

Appraisal Method...	Use...
Quadrant Fruit Count Appraisals	for immature and mature appraisals when representative sample trees have heavy fruit loads or are large-size trees, visually quarter a sample tree and count the fruit in a representative quadrant. Then, multiply the quadrant count by 4 to calculate the number of fruit on the sample tree.
Random Path Appraisal (RPAM)	for immature and mature appraisals. Refer to the RPAM handbook (FCIC-25400) for instructions on selecting a random sample and tabulating the number of fruit per sample tree.
Representative Tree Appraisals	the production harvested from the representative trees to determine the yield per acre.
Harvested Acreage Appraisals	the average yield per acre from harvested acreage as the appraisal per acre for unharvested acreage.

### B. UNHARVESTED PRODUCTION APPRAISALS

#### (1) **General Information.**

- (a) Use **TABLE A** to determine the number of representative sample trees based on the number of insured acres.
- (b) Select representative sample trees using the procedure in subsection 4 B, herein.
- (c) Document the number of prunes per tree, number of prunes per pound, etc. in the applicable column of the appraisal worksheet.



- (2) **First Period Immature Appraisals, Second Period Immature Appraisals, and Mature Appraisals.** (For steps (2) (a) through (e) below, steps with a specific identifier [e.g., first period appraisals, etc.] apply to that specific appraisal period only. Steps with no specific identifier apply to all three appraisal periods).
- (a) Count the number of green prunes on each representative sample tree using either the **Quadrant Fruit Count Appraisal** or the **RPAM**, as applicable.
- (b) Total the green prune counts from all sample trees and divide this amount by the number of sample trees to calculate the average number of green prunes per tree.
- (c) **For first period immature appraisals only:**
- 1** From each sample tree, determine the number of green prunes required to equal one (1) pound. Total these numbers from all sample trees and divide by the number of sample trees to calculate the average number of green prunes per pound.
- 2** Refer to **TABLE D** and under the column entitled “Reference Date Size (Green)” find the average number of green prunes per pound from item (c) **1** above. Under the column heading entitled “Predicted Harvest Size (Dry),” identify the corresponding dry weight. Enter this corresponding dry weight on the appraisal worksheet.
- (d) To calculate the average number of green prunes per acre:
- 1** Multiply the average number of green prunes per tree times the survival conversion factor (refer to **TABLE E**, herein, for applicable factors) to determine the number of surviving green prune per tree,
- 2** Multiply the number of surviving green prunes per tree by the number of trees per acre to calculate the total surviving green prunes to count,
- 3** Divide the total surviving green prunes to count by the average number of dried prunes per pound (refer to section 4 G herein for instructions on how to calculate the average number of green prunes per pound) to determine the average number of dry prunes per acre.
- (e) Divide the average number of dry prunes per acre by 2,000 pounds per ton to calculate the number of tons of dried prunes per acre. For mature appraisals only, multiply the number of tons of dried prunes per acre times the number of acres in the unit/block to calculate the total number of dry tons of prunes to count for the appraisal.

## **C. HARVESTED PRODUCTION APPRAISALS**

- (1) **Representative Tree Appraisals.** Arrange with the insured to harvest trees after a crop has reached maturity. Use the production harvested from the representative trees to determine the yield per acre.

- (2) **Harvested Acreage Appraisals.** Prior to harvest, estimate the potential amount of production on unharvested acreage and compare it to the actual production from harvested acreage. If the unharvested potential production is comparable to the harvested production, use the average yield per acre from harvested acreage as the appraisal per acre for unharvested acreage. Use this method only when the harvested acreage can be verified as being representative of the unharvested acreage.

## **D. FRESH PRUNE APPRAISALS**

- (1) **General Information.** Prune insureds will often sell portions of their insured crop as fresh prunes. Fresh prune production is generally sold to a third party that can provide verifiable records of sold production. Before an adjuster completes the appraisal, make sure to obtain copies of all applicable, verifiable production records of sold fresh prunes. Adjusters are to document fresh production on the claim form, included as production to count.
- (2) From the insured's records of sold fresh prune production, tabulate the weights from all record sources and if necessary, convert weights to a tonnage figure as applicable. Enter tons of sold fresh prune production in section II, column I - "Bu., Ton, Lbs., Cwt." on the claim form.
- (3) Convert tons of fresh prune production to a dry-weight equivalent by multiplying fresh prune tonnage by .333 (refer to sections 4 D and 8 B, herein).

### **EXAMPLE:**

If fresh production is documented in pounds, convert fresh pounds to ton equivalent and then convert fresh tons to dried tons as follows:

Assume 12,000 pounds of fresh prunes were delivered and sold to a processor.

- Divide 12,000 pounds by 2,000 lbs. per ton = 6.0 tons of fresh prunes and enter results in section II, column I - "Bu., Ton, Lbs., Cwt."
- Enter the .333 factor in column J - "Shell/Sugar Factor."
- Then multiply 6.0 tons x .333 = 2.0 tons dried equivalent and enter results in column N - "Adjusted Production."

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

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### **A. DEVIATIONS**

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.

## 7. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES

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### A. GENERAL INFORMATION

- (1) Include the insurance provider's name in the appraisal worksheet title if not preprinted on the insurance provider's worksheet or when a worksheet is not provided.
- (2) Include the claim number on the appraisal worksheet (when required by the insurance provider) when a worksheet entry is not provided.
- (3) Separate appraisal worksheets are required for each **unit/block** inspected, **as applicable**. Refer to section 4, herein, for sampling instructions.
- (4) For every inspection, complete all **applicable column** entries on the appraisal worksheet. In column **11**, **enter either "Immature" or "Mature," to identify the applicable appraisal period.**
- (5) Standard appraisal worksheet items are numbered consecutively in subsection B. Example appraisal worksheets are also provided to illustrate how to complete entries.

### B. WORKSHEET ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

**Item  
No.**

**Information Required**

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

**Claim Number:** Claim number as assigned by the insurance provider.

#### **PART 1: GENERAL INFORMATION**

1. **Insured's Name:** Name of insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
2. **Policy Number:** Insured's assigned policy number.
3. **Crop Year:** Four-digit crop year, as defined in the policy, for which the claim is filed.
4. **Unit Acres:** Unit acreage, to tenths (refer to the LAM or CIH for acreage measurement instructions specific to perennial crops).
5. **Unit Number:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
6. **Cause of Damage:** Name of the insured cause of damage for this crop as listed in the LAM.

7. **Tree Spacing:** Spacing between trees and between rows in whole feet.
8. **Number of Trees per Acre:** The total number of trees per acre. Use actual tree counts or use TABLE C if there is a 100% stand, as applicable. Verify the number of producing/insured trees from the self-certification inspection form and/or pre-acceptance reports, as applicable.
9. **Block ID:** Orchard/Block identification symbol, as applicable.
10. **Block Acres:** Prune variety acres, to tenths for the block inspected.
11. **Immature/Mature:** Enter “Immature” or “Mature,” as applicable to indicate the appraisal period.
12. **Appraisal Date:** Date appraisal is made (e.g., MM/DD/YYYY).
13. **Reference Date:** Applicable “Reference Date” (e.g., MM/DD/YYYY) issued by the RMA Regional Office (refer to subsection 2 B for definition of Reference Date).

## **PART 2: SAMPLING**

14. **Number of Green Prunes from each Sample Tree:** Count and record the number of green prunes on each representative sample tree. Use either the Quadrant Fruit Count Appraisal Method or the RPAM to count the number of green prunes, as applicable. To ensure consistent fruit counts, use only one method (i.e., Quadrant Fruit Count or RPAM) to count fruit on representative sample trees in the unit/block being appraised.
15. **Total Number of Sample Green Prunes:** Total number of green PRUNES entered in column 14.
16. **Total Number of Sample Trees:** Total number of SAMPLES taken from column 14.
17. **Average Number of Green Prunes per Tree:** Column 15 divided by column 16, round results to whole prunes.

## **PART 3: GREEN PRUNE COUNT**

Complete columns 18 through 22 for “First-period Immature Appraisals” only. For all other appraisals, skip columns 18 through 22.

18. **Number of Green Prunes per Pound per Sample:** From the prunes collected for column 14, count the number of green prunes it takes to equal 1 (one) pound for each sample tree (not corrected to dry prune equivalent).
19. **Total Number of Green Prunes from all Samples:** Total number of GREEN PRUNES entered in column 18.
20. **Total Number of Sample Trees:** Total number of SAMPLES taken from column 18.

21. **Average Number of Green Prunes per Pound:** Column 19 divided by column 20, round results to whole prunes.
22. **Predicted Dry Count:** Find the column 21 entry on **TABLE D** under the left column heading entitled “Reference Date Size (Green).” Locate the corresponding number under the right column heading entitled “Predicted Harvest Size (Dry)” and enter here.

#### **PART 4: PRODUCTION TO COUNT**

23. **Average Number of Green Prunes per Tree:** Transfer entry from column 17.
24. **Percent Survival Conversion:** Refer to item 13 above for the applicable “Reference Date.” Then locate this date in **TABLE E** and identify the corresponding percent survival rate. Enter the percent survival rate as a two-place decimal (e.g., rate is 60, enter 0.60).
25. **Number of Green Prunes per Tree to Count:** Column 23 multiplied by column 24, round results to whole prunes.
26. **Number of Trees per Acre:** Transfer entry from column 8.
27. **Total Green Prunes to Count:** Column 25 multiplied by column 26, round results to whole prunes.
28. **Average Dry Count per Pound:** Enter the number of dried prunes per pound for the applicable appraisal period as follows:
- First-period immature appraisals:** Transfer entry from column 22.
  - Second period immature appraisals:** Enter the RMA Regional Office area/county average number of prunes per pound.
  - Mature Prune Appraisals:** Enter the number of prunes per pound from graded prunes.
29. **Average Dry Pounds per Acre:** Column 27 divided by column 28, round results to whole pounds.
30. **Pounds per Ton:** MAKE NO ENTRY. “2,000” is preprinted on the appraisal worksheet.
31. **Tons per Acre to Count:** Column 29 divided by column 30, results in tons rounded to tenths (for First-period and Second-period immature appraisals only, transfer this tonnage to section I, column “J - Appraised Potential” on the claim form).
32. **Orchard/Block Acres:** For Mature Prune Appraisals only, transfer entry from item 10.
33. **Total Production to Count (Tons):** For Mature Prune Appraisals only, column 31 multiplied by column 32, results in tons rounded to tenths. Transfer this entry to section II, column I - “Bu., Ton, Lbs., Cwt” on the claim form.

34. **Remarks:** Enter any pertinent information such as:
- a. How the number of prunes per pound were determined (e.g., from **TABLE D**, RMA Regional Office area/county averages, or graded sample).
  - b. The number of trees that are uninsurable (e.g., dead trees; trees interplanted with another crop; replacement trees that are immature, etc.).
  - c. Calculations used for converting fresh production or production for juice to dry production equivalent, as applicable.

35. **Signature of Adjuster, Code Number, 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" section of the Appraisal Worksheet; otherwise, document the appraisal date in the "Narrative" of the Production Worksheet.

36. **Signature of Insured and Date:** Insured's (or insured's authorized representative's) signature and date. **BEFORE** obtaining insured's signature, **REVIEW ALL ENTRIES** on the appraisal worksheet **WITH THE INSURED**, particularly explaining codes, etc., which may not be readily understood.

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

**(COMPANY NAME) PRUNE APPRAISAL WORKSHEET**  
(For Illustration Purposes Only)

Claim Number: **12345**

**PART 1: GENERAL INFORMATION**

1. Insured's Name: <b>I. M. Insured</b>		2. Policy Number: <b>1234567</b>	3. Crop Year: <b>YYYY</b>	4. Unit Acres: <b>30.0</b>	5. Unit Number: <b>00100</b>	6. Cause of Damage: <b>Precip.</b>
7. Tree Spacing: <b>15' x 22'</b>	8. Number of Trees per Acre: <b>132</b>	9. Block ID: <b>A-1</b>	10. Block Acres: <b>5.0</b>	11. Immature/Mature: <b>Immature</b>	12. Appraisal Date: <b>MM/DD/YYYY</b>	13. Reference Date: <b>MM/DD/YYYY</b>

**PART 2: SAMPLING**

14. Number of Green Prunes from each Sample Tree										15. Total Number of Sample Green Prunes	16. Total Number of Samples Trees	17. Average Number of Green Prunes per Tree
<b>900</b>	<b>875</b>	<b>1,125</b>	<b>985</b>	<b>1,150</b>						<b>5,035</b>	<b>5</b>	<b>1,007</b>

**PART 3: GREEN PRUNE COUNT**

First Period Immature Appraisal Only (from Reference Date through 15 days after Reference Date)

18. Number of Green Prunes per Pound per Sample:										19. Total Number of Green Prunes from all Samples:	20. Total Number of Samples:	21. Average Number of Green Prunes per Pound:	22. Predicted Dry Prune Count:
<b>60</b>	<b>66</b>	<b>81</b>	<b>65</b>	<b>68</b>						<b>340</b>	<b>5</b>	<b>68</b>	<b>47</b>

**PART 4: PRODUCTION TO COUNT**

23. Average Number of Green Prunes per Tree: <b>1,007</b>	24. Percent Survival Conversion: <b>0.60</b>	25. Number of Green Prunes per Tree to Count: <b>604</b>	26. Number of Trees per Acre: <b>132</b>	27. Total Green Prunes to Count: <b>79,728</b>	28. Average Dry Count per Pound: <b>47</b>
	X	=	X	=	÷
29. Average Dry Pounds per Acre: <b>1,696</b>	30. Pounds per Ton: <b>2,000</b>	31. Tons per Acre to Count: <b>0.8</b>	32. Orchard/Block Acres:	33. Total Production to Count (Tons):	
=	÷	=	X	=	

**PART 5: REMARKS AND SIGNATURES**

34. Remarks:  
**Column 22 entry taken from TABLE D.**

**EXAMPLE FIRST PERIOD IMMATURE APPRAISAL**

35. Adjuster's Signature and Code #: <b>I. M. Adjuster XXXXX</b>	Date: <b>MM/DD/YYYY</b>
36. Insured's Signature: <b>I. M. Insured</b>	Date: <b>MM/DD/YYYY</b>

37. Page **1** of **1**

**(COMPANY NAME) PRUNE APPRAISAL WORKSHEET**  
(For Illustration Purposes Only)

Claim Number: **12345**

**PART 1: GENERAL INFORMATION**

1. Insured's Name: <b>I. M. Insured</b>		2. Policy Number: <b>1234567</b>	3. Crop Year: <b>YYYY</b>	4. Unit Acres: <b>30.0</b>	5. Unit Number: <b>00100</b>	6. Cause of Damage: <b>Precip.</b>
7. Tree Spacing: <b>15' x 22'</b>	8. Number of Trees per Acre: <b>132</b>	9. Block ID: <b>A-2</b>	10. Block Acres: <b>6.0</b>	11. Immature/Mature: <b>Immature</b>	12. Appraisal Date: <b>MM/DD/YYYY</b>	13. Reference Date: <b>MM/DD/YYYY</b>

**PART 2: SAMPLING**

14. Number of Green Prunes from each Sample Tree										15. Total Number of Sample Green Prunes	16. Total Number of Samples Trees	17. Average Number of Green Prunes per Tree
<b>1,115</b>	<b>910</b>	<b>1,005</b>	<b>885</b>	<b>915</b>						<b>4,830</b>	<b>5</b>	<b>966</b>

**PART 3: GREEN PRUNE COUNT**

First Period Immature Appraisal Only (from Reference Date through 15 days after Reference Date)

18. Number of Green Prunes per Pound per Sample:										19. Total Number of Green Prunes from all Samples:	20. Total Number of Samples:	21. Average Number of Green Prunes per Pound:	22. Predicted Dry Prune Count:

**PART 4: PRODUCTION TO COUNT**

23. Average Number of Green Prunes per Tree: <b>966</b>	X	24. Percent Survival Conversion: <b>1.00</b>	=	25. Number of Green Prunes per Tree to Count: <b>966</b>	X	26. Number of Trees per Acre: <b>132</b>	=	27. Total Green Prunes to Count: <b>127,512</b>	÷	28. Average Dry Count per Pound: <b>67</b>
29. Average Dry Pounds per Acre: <b>1,903</b>	÷	30. Pounds per Ton: <b>2,000</b>	=	31. Tons per Acre to Count: <b>1.0</b>	X	32. Orchard/Block Acres:	=	33. Total Production to Count (Tons):		

**PART 5: REMARKS AND SIGNATURES**

34. Remarks:  
*Column 28 entry taken from RMA Regional Office averages.*

**EXAMPLE SECOND PERIOD IMMATURE APPRAISAL**

35. Adjuster's Signature and Code#: <b>I. M. Adjuster XXXXX</b>	Date: <b>MM/DD/YYYY</b>
36. Insured's Signature: <b>I. M. Insured</b>	Date: <b>MM/DD/YYYY</b>

37. Page **1** of **1**



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

### **A. GENERAL INFORMATION**

- (1) The claim form, (hereafter referred to as a “Production Worksheet”) is a progressive form containing all notices of damage for all preliminary and final inspections made on a unit.
- (2) If a Production Worksheet has been prepared on a prior inspection, verify each entry and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and the insured 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.
  - (d) Claims involving a Certification Form (when all the acreage on the unit has been appraised to be put to another use or other reasons described in the LAM).
  - (e) “No Indemnity Due” claims (which must be verified by an APPRAISAL or NOTIFICATION from the insured that the production exceeded the guarantee).
- (4) The adjuster is responsible for determining if the insured has complied with all of their requirements under the notice and claim provisions of the policy. If they have not, the adjuster should contact the insurance provider.
- (5) Instructions labeled “**PRELIMINARY**” apply to preliminary inspections only. Instructions labeled “**FINAL**” apply to final inspections only. Instructions not labeled apply to ALL inspections.

### **B. FORM ENTRIES AND COMPLETION INFORMATION**

Verify or make the following entries:

**Item**

**No.**

**Information Required**

1. **Crop/Code #:** “Prunes” (0036).
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., Apr 1).
5. **Cause of Damage:** Name of insured cause of loss for the applicable crop as listed in the LAM. If it is evident that no indemnity is due, enter "NONE." If an insured cause of loss is coded as "Other," explain in the Narrative. Refer to the Basic Provisions and the crop provisions for this crop for information pertaining to insured and uninsured causes of loss.
6. **Primary Cause %:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Percent of damage for the cause listed in item 5, above, that is determined to be the primary cause of damage, to the nearest whole percent. The primary cause of damage must exceed 50 percent (e.g., 51%). Enter an "X" for the major secondary cause of damage.

7. **Company/Agency:** Name of the company and agency servicing the contract.
8. **Name of Insured:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
9. **Claim #:** Claim number as assigned by the insurance provider.
10. **Policy #:** Insured's assigned policy number.
11. **Crop Year:** Four-digit crop year, as defined in the policy, for which the claim is filed.

12. **Additional Units:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Unit number(s) for EACH non-loss unit for the crop at the time of final inspection. A non-loss unit is any unit for which a Production Worksheet has not been completed. Additional non-loss units may be entered on a single Production Worksheet. If more spaces are needed for non-loss units, enter the unit numbers, identified as "Non-loss Units," in the Narrative or on an attached Special Report.

13. **Est. Prod. Per Acre:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Estimated yield per acre, in whole tons, of each non-loss unit for the crop at the time of final inspection.

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

**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 (e.g., 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 insurance provider, enter “Company Insp.” instead of the date.
- e. If the notice does not require an inspection, document as directed in the Narrative instructions.

**FINAL:** Transfer the latest date (in the 1st or 2nd space from the first 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 (e.g., MM/DD/YYYY) for the “FINAL” inspection. 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 contract (i.e., not crop-hail, fire, etc.). If the other person does not, enter “NONE.” Refer to the LAM for further information regarding companion contracts.
  - (1) If the other person has a multiple-peril contract and it can be determined that the SAME insurance provider services it, enter the contract number. Handle these companion policies according to insurance provider instructions.
  - (2) If the OTHER person has a multiple-peril contract and a DIFFERENT insurance provider or agent services it, enter the name of the insurance provider and/or agent (and contract number) if known.
  - (3) If unable to verify the existence of a companion contract, enter “Unknown” and contact the insurance provider for further instructions.

## SECTION I - ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

Make separate line entries for varying:

- (1) Rate classes, types, or farming practices;
- (2) APH yields;
- (3) Appraisals;
- (4) Adjustments to appraised mature production (i.e., quality adjustment factors);
- (5) Stages or intended use(s) of acreage;
- (6) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (7) Appraisals for damage due to hail 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 identification symbol from a sketch map or an aerial photo. Refer to the “Narrative” instructions. Enter the applicable two-digit code for first crop and second crop. 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.**

- B. **Prelim. Acres:**

**PRELIMINARY:** The number of acres, to tenths (include “E” if estimated), for which consent for other use has been given. Determine actual acreage, to tenths, when the boundaries of the appraised acreage may not be determined later. Refer to the LAM or CIH for acreage measurement instructions specific to perennial crops.

**FINAL:** MAKE NO ENTRY.

- C. **Final Acres:** Refer to the LAM or CIH for definition of acceptable determined acres for perennial crops used herein. Determined acres to tenths (include “E” if estimated) for which consent is given for other use and/or:

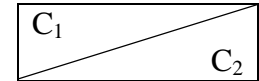
- a. Put to other use without prior consent.
- b. Abandoned.
- c. Damaged by uninsured causes.
- d. For which the insured failed to provide acceptable records of production.
- e. From which production was sold by direct marketing or sold as fresh fruit if the insured failed to meet the requirements contained in the crop provisions.

**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 insurance provider. Document authorization in the Narrative.

ACCOUNT FOR ALL ACREAGE IN THE UNIT. In the event of over-reported acres, handle in accordance with individual insurance provider's instructions. In the event of under-reported acres, draw a diagonal line in column "C" as shown.

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

C<sub>2</sub> Enter the REPORTED acres for the block



- 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 insurance provider instructions. Refer to the LAM. Unrated land is uninsurable without a written agreement.
- F. **Practice:** Three-digit code number, entered exactly as specified on the actuarial documents, for the practice carried out by the insured. If "No Practice Specified," enter appropriate three-digit code number from the actuarial documents.
- G. **Type/Class/Variety:** 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 three-digit code number from the actuarial documents.
- H. **Stage:**

**PRELIMINARY:** MAKE NO ENTRY.

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

<u>STAGE</u>	<u>EXPLANATION</u>
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"P".....	Acreage abandoned or 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 insurance provider, or from which production was sold by direct marketing or sold as fresh fruit, if the insured failed to meet the requirements contained in the crop provisions.
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"H".....Harvested.

"UH"..... Unharvested or put to other use with consent.

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

I. **Intended or Final Use:** Use of acreage. Use the following “Intended Use” abbreviations:

<u>USE</u>	<u>EXPLANATION</u>
“Bulldozed,” etc.....	Use made of acreage
“WOC”.....	Other use without consent
“SU”.....	Solely uninsured
“ABA”.....	Abandoned without consent
“H”.....	Harvested
“UH”.....	Unharvested

Verify any “Intended Use” entry. If the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct “Final Use.”

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

J. **Appraised Potential:** Per-acre appraisal in tons, rounded to tenths of POTENTIAL production for the acreage appraised. Refer to the appraisal methods for additional instructions. If there is no potential on “UH” acreage, enter “0” (zero).

K<sub>1</sub> - K<sub>2</sub>. MAKE NO ENTRY.

L. **Shell and/or Quality Factor:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** For unharvested prune production which due to insurable causes is determined to be substandard by the DFA Grading Station, calculate the quality adjustment factor as follows:

- a. Divide the value per ton of substandard prunes by the market price per ton for standard prunes of the same count size and enter the factor as a three-place decimal.
- b. Do not allow any reduction in value due to uninsurable causes. In the Narrative identify which factors were and were not allowed in establishing a value. If appraised prunes have no value, enter “.000” and explain in the Narrative.

M. **+Uninsured Cause:** EXPLAIN IN THE NARRATIVE.

- a. Hail and fire exclusion NOT in effect.

- (1) Enter NOT LESS than the insured's production guarantee per acre in tons, rounded to tenths for the line (calculated by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form), for "P" stage acreage. On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production.
- (2) For acreage that is damaged PARTLY by uninsured causes, enter the APPRAISED UNINSURED loss of production per acre in tons, to tenths for any such acreage.

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

N. **Adjusted Potential:** Column "J" times column "L" plus column "M," results in tons rounded to tenths.

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

P. **Per Acre:** Per-acre Guarantee - enter the per-acre production guarantee in tons to tenths from the insured's policy.

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

16. **Total Acres:**

**PRELIMINARY:** MAKE NO ENTRY.

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

FOR ITEM 17. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, STAGES, APH YIELDS, PRICE ELECTIONS, TYPES, ETC., WITHIN THE UNIT, AND THE TOTALS NEED TO BE KEPT SEPARATE FOR CALCULATING INDEMNITIES, MAKE NO ENTRY AND FOLLOW THE INSURANCE PROVIDER'S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

17. **Totals:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of column "O" and total of column "Q," results in tons to tenths.

## NARRATIVE:

If more space is needed, document on a Special Report, and enter “See Special Report.” Attach a Special Report to the Production Worksheet.

- a. If no acreage is released on the unit, enter “No acreage released,” adjuster's initials, and date.
- b. If notice of damage was given and “No Inspection” is required, enter “No Inspection,” the unit number(s), date, and adjuster’s initials (do not enter unit 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 a Hail/Fire Exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
- e. Document the actual appraisal date if an appraisal was performed prior to the adjuster’s signature date on the appraisal worksheet, and the date of the appraisal if not recorded on the appraisal worksheet.
- f. State that there is “No Other Fire Insurance” when fire damages or destroys the insured crop, and it is determined that the insured has no other fire insurance. Also refer to the LAM.
- g. Explain any errors found on the Summary of Coverage.
- h. Explain any commingled production. Refer to the LAM.
- i. Explain any entry for “Production not to Count” in section II, column “O,” and/or any production not included in section II, column “I” or columns “B” through “E” entries (e.g., harvested production from uninsured acreage that can be identified separately from the insured acreage in the unit).
- j. Explain “No” checked in item 19.
- k. Attach a sketch map or aerial photograph to identify the total unit:
  - (1) If consent is or has been given to put part of the unit to another use;
  - (2) If uninsured causes are present; or
  - (3) For unusual or controversial cases.

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

- l. Explain any differences between 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 insurance provider’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 insurance provider MM/DD/YYYY.”
- q. Document the method and calculation used to determine acres for the unit. Refer to the LAM.
- r. Specify the type of insects or diseases when the insured cause of loss is listed as insects or disease. Explain why control measures did not work.
- s. Explain any “.000” quality adjustment factor entered in section I, column “L” and section II, column “R.” Explain any deficiencies, substances, or conditions that are allowed for quality adjustment, as well as any which were not allowed.
- t. Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
- u. Document any other pertinent information, including any data to support any factors used to calculate the production.

## SECTION II - HARVESTED PRODUCTION

### GENERAL INFORMATION:

- (1) When all acreage has been harvested, determine total production from warehouse receipts, processor receipts, and farm management records (refer to the LAM for farm record requirements) verified by the adjuster and supported by written records from the first handler. This production will be the basis for computing losses from the insured and uninsured causes of damage on the Production Worksheet.
- (2) 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.
- (3) For production commercially stored, sold, etc., enter the name and address of the storage facility, buyer, packing house, or processor as applicable in columns “B” through “E.” For fruit otherwise disposed of, indicate the method of disposition (e.g., sold at roadside stand, etc.).
- (4) If additional lines are necessary, the data may be entered on a continuation sheet. If production has been commingled, refer to the LAM. USE SEPARATE LINES FOR:
  - (a) Separate storage facilities.

- (b) Different FIRST handlers (buyers, packing houses, or processors). The insured must have maintained satisfactory records of ALL production sold or stored. Verify any packing house or processor records. In all localities, if the first handler was not a packer or processor, the production will be determined by the adjuster on the basis of available records.
  - (c) Different types, prices, and/or quality (differing value).
  - (d) Varying shares; e.g., 50 percent and 75 percent shares on same unit.
  - (e) Fresh and dried prunes when marketing records indicate both.
  - (f) Harvested production from more than one insured practice (or type) and a separate approved APH yield has been established for each, the harvested production also must be entered on separate lines in columns "A" through "S" by type or practice.
- (5) There will generally be no harvested production entries in columns "A" through "S" for preliminary inspections.

**Verify or make the following entries:**

**Item**

**No.      Information Required**

18.      **Date Harvest Completed: (Used to determine if there is a delayed notice or a delayed claim. Refer to the LAM.)**

**PRELIMINARY: MAKE NO ENTRY.**

**FINAL:**

- a.      The earlier of the date the ENTIRE acreage on the unit was (1) harvested, (2) totally destroyed, (3) put to other use, (4) a combination of harvested, destroyed, or put to other use, or (5) the calendar date for the end of the insurance period.
- b.      If at the time of final inspection (if prior to the end of the insurance period), there is any unharvested insured acreage remaining on the unit that the insured does not intend to harvest, enter **"Incomplete."**
- c.      If at the time of final inspection (if prior to the end of the insurance period), **none** of the insured acreage on the unit has been harvested, and the insured does not intend to harvest such acreage, enter **"No Harvest."**
- d.      If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use. Refer to the LAM.

19. **Similar Damage:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Check “Yes” or “No.” Check “Yes” if amount and cause of damage due to insurable causes is similar to the experience of other orchards in the area. If “No” is checked, explain in the “Narrative.”

20. **Assignment of Indemnity:** Check “Yes” **only** if an assignment of indemnity is in effect for the 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, price, and/or type of harvested production is listed in section I, MAKE NO ENTRY.

b. If more than one practice, price, and/or type of harvested production is listed in section I, and a separate approved APH yield exists, indicate for each practice/type the corresponding Field ID (from section I, column “A”).

c. Enter the applicable two-digit code for first crop and second crop.

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

B. - E. **Length or Diameter/Width/Depth/Deduction:** For prunes stored or sold, enter the name and address of the **Buyer, Packing House, or Processor**, as applicable. For fruit otherwise disposed of, indicate method of disposition (e.g., sold by direct marketing, etc.).

F. - H. MAKE NO ENTRY.

I. **Bu., Ton, Lbs., Cwt.:** Circle “Ton” in column heading. Gross dry-prune or fresh-prune production in tons to tenths as determined by delivery records, production recaps, sales receipts from the processor (must be NET WEIGHT), etc.

J. **Shell/Sugar Factor:** Enter “.333” factor when fresh prune production is entered in column “I” above; otherwise, MAKE NO ENTRY. This factor converts tons of fresh prune production to tons of dry prune production (refer to subsection 4D, herein).

K<sub>1</sub>. - M<sub>2</sub>. MAKE NO ENTRY.

N. **Adjusted Production:**

a. For fresh production: Column “I” times column “J” results in tons rounded to tenths.

- b. For dried production: Transfer entry from **column** “I.”
- O. **Prod. Not to Count:** Net production NOT to count in tons to tenths, WHEN ACCEPTABLE RECORDS IDENTIFYING SUCH PRODUCTION ARE AVAILABLE, from harvested acreage which has been assessed an appraisal of not less than the guarantee per acre, or from other sources (e.g., other units or uninsured acreage) in the same storage structure (if the storage entries include such production). 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,” in tons **rounded** to tenths.
- Q<sub>1</sub>. **Value:**
- a. **For substandard prunes only:** Disregard contract prices, (**refer to** the LAM).
  - b. **For sold production:** Enter the dollar-and-cents value per ton of substandard prunes for each screen category, which due to insurable causes, have failed to conform with applicable grade specifications of the DFA Marketing Order.
  - c. **Refer to TABLE B for** the range of average size counts for each screen diameter. Determine the average size count from the P-1 Inspection Form, then refer to this table to obtain the screen category and the applicable price from the PBA Field Price Schedule for Dried Prunes.
  - d. If prunes have no value, enter “0” (zero) and explain in the Narrative the reason for no value.
  - e. If at final loss adjustment time the per-ton value of the substandard prunes that the insured will receive is not available use the value of substandard prunes of the applicable screen category as the damaged prunes in the PBA Field Price Schedule for Dried Prunes for the applicable crop year.
- Q<sub>2</sub>. **Mkt. Price:**
- a. Enter the local market price per ton of standard prunes for the same screen category as the damaged prunes on the earlier of the day the production was sold or the day the loss is adjusted (final inspection).
  - b. If at final loss adjustment time, the local market price per ton is not available, use the value of standard prunes for the same screen category as the damaged prunes that are shown on the PBA Field Price Schedule for Dried Prunes for the applicable crop year.
  - c. **Refer to TABLE B for** the range of average size counts for each screen diameter. Determine the average size count from the P-1 Inspection Form, then refer to this table to obtain the screen category and the applicable price from the PBA Field Price Schedule for Dried Prunes.

- R. **Quality Factor:** For production eligible for quality adjustment, enter the three-digit quality adjustment factor determined by dividing column Q<sub>1</sub> by column Q<sub>2</sub>. In the Narrative, explain the reasons for quality adjustment and any other factors that affect the price (value) for the damaged prunes, even though such factors may not have qualified the prunes for quality adjustment. Specify if the factors were allowed in establishing the value.
- S. **Production to Count:** Enter result from multiplying column "P" times column "R," in tons rounded to tenths.

FOR ITEMS 22 - 24. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, STAGES, APH YIELDS, PRICE ELECTIONS, TYPES, ETC., WITHIN THE UNIT, AND THE TOTALS NEED TO BE KEPT SEPARATE FOR CALCULATING INDEMNITIES, MAKE NO ENTRY AND FOLLOW THE INSURANCE PROVIDER'S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

22. **Section II Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of column "S," in tons rounded to tenths.

23. **Section I Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Enter figure from section I, column "O" total.

24. **Unit Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of 22 and 23.

25. **Adjuster's Signature, Code #, 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 should be signed on the bottom line.

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

27. **Page Numbers:**

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

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

**PRODUCTION WORKSHEET  
(For Illustration Purposes Only)**

1 Crop/Code # <i>Prunes</i> <i>0036</i>	2 Unit # <i>00100</i>	3 Legal Description <i>SW1/4,S1-06N-30W</i>
4 Date of Damage <i>Apr 1</i>		
5 Cause of Damage <i>Precip</i>		
6 Primary Cause % <i>100%</i>		
12 Additional Units <i>00200</i>		
13 Est. Prod. Per Acre <i>2.6</i>		

7 Company Agency Any Company  
Any Agency

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

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

ACTUARIAL									POTENTIAL YIELD						STAGE GUARANTEE	
A	B	C	D	E	F	G	H	I	J	K <sub>1</sub> K <sub>2</sub>	L	M	N	O	P	Q
Field ID	Prelim Acres	Final Acres	Interest or Share	Risk	Practice	Type Class Variety	Stage	Intended or Final Use	Appraised Potential	Moisture % Factor	Shell and/or Quality Factor	+Uninsured Cause	Adjusted Potential	Total To Count (C x N)	Per Acre	Total (C x P)
<i>A-1</i> <i>MD N/S</i>		<i>5.0</i>	<i>1.000</i>	<i>A01</i>	<i>002</i>	<i>997</i>	<i>UH</i>	<i>UH</i>	<i>0.8</i>				<i>0.8</i>	<i>4.0</i>	<i>2.6</i>	<i>13.0</i>
<i>A-2</i>		<i>6.0</i>	<i>1.000</i>	<i>A01</i>	<i>002</i>	<i>997</i>	<i>UH</i>	<i>UH</i>	<i>1.0</i>		<i>0.593</i>		<i>0.6</i>	<i>3.6</i>	<i>2.6</i>	<i>15.6</i>
<i>A-3</i> <i>MD N/S</i>		<i>19.0</i>	<i>1.000</i>	<i>A01</i>	<i>002</i>	<i>997</i>	<i>H</i>	<i>H</i>							<i>2.6</i>	<i>49.4</i>
16 TOTAL		<i>30.0</i>							17 TOTALS						<i>7.6</i>	<i>78.0</i>

NARRATIVE (If more space is needed, attach a Special Report) *Fields A-1, A-2, and A-3 acreage determined from permanent orchard measurements. Orchard A-2 substandard prunes. Value of substandard prunes was \$350.00 per ton. Market price was \$590.00. Quality factor \$350.00 ÷ \$590.00 = 0.593. Line 1 and 2 production in section II below from harvested acres. Line 1 in section II below, 3.5 tons harvested as fresh prunes. Line 2 in section II below, 6.0 tons adjusted for quality from defects on the P-1 form.*

**SECTION II - HARVESTED PRODUCTION**

18 Date Harvest Completed <i>MM/DD/YYYY</i>					19 Is damage similar to other farms in the area? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>					20 Assignment of Indemnity Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					21 Transfer of Right to Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
MEASUREMENTS					GROSS PRODUCTION				ADJUSTMENTS TO HARVESTED PRODUCTION										
A <sub>1</sub> A <sub>2</sub>	B	C	D	E	F	G	H	I	J	K <sub>1</sub> K <sub>2</sub>	L <sub>1</sub> L <sub>2</sub>	M <sub>1</sub> M <sub>2</sub>	N	O	P	Q <sub>1</sub> Q <sub>2</sub>	R	S	
Share Field ID	Length or Diameter	Width	Depth	Deduction	Net Cubic Feet	Conversion Factor	Gross Prod. (FxG)	Bu. (Ton) Lbs. CWT	Shell/Sugar Factor	FM% Factor	Moisture % Factor	Test WT Factor	Adjusted Production (For)K2xL2xM2	Prod. Not to Count	Production (N - O)	Value Mkt. Price	Quality Factor (Q1 ÷ Q2)	Production to Count (P x R)	
<i>N/S</i>	<i>Acme Fresh Prune House Anytown, Any State</i>							<i>3.5</i>	<i>.333</i>				<i>1.2</i>		<i>1.2</i>			<i>1.2</i>	
<i>N/S</i>	<i>Prune Heaven Anytown, Any State</i>							<i>6.0</i>					<i>6.0</i>		<i>6.0</i>	<i>375.00</i> <i>590.00</i>	<i>0.636</i>	<i>3.8</i>	

I certify the information provided above, to the best of my knowledge, to be true and complete and that it will be used to determine my loss, if any, to my insured crop. I understand that this Production Worksheet and supporting papers are subject to audit and approval by the company. I understand that this crop insurance is subsidized and reinsured by the Federal Crop Insurance Corporation, an agency of the United States. I understand that any false or inaccurate information may result in the sanctions outlined in my policy and administrative, civil, and criminal sanctions under 18 U.S.C. §§ 1006 and 1014, 7 U.S.C. § 1506, 31 U.S.C. §§ 3729 and 3730 and other federal statutes.

22 Section II Total *5.0*  
23 Section I Total *7.6*  
24 Unit Total *12.6*

25 Adjuster's Signature <i>I. M. Adjuster XXXXX</i>			Code #	Date <i>MM/DD/YYYY</i>	26 Insured's Signature <i>I. M. Insured</i>			Date <i>MM/DD/YYYY</i>
1st Inspection				1st Inspection				
2nd Inspection				2nd Inspection				
Final Inspection				Final Inspection				

27 Page *1* of *1*

## 9. REFERENCE MATERIAL

**TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS**

Number of Acres:	Select:
10.0 or less	The lesser of 5 trees or 5% of the number of trees in the orchard (rounded to the nearest whole tree).
10.1 to 100.0	5 trees plus 1 tree per additional 10.0 acres.
100.1 or more	14 trees plus 1 tree per additional 100.0 acres.

**TABLE B - AVERAGE PRUNE SIZE ON THE P-1 GRADE SHEET BY SCREEN SIZE\***

Screen - Diameter	Typical Average Size Count	Typical Range of Average Size Counts on Each Screen
A - Overs	50	34 - 60
B - 30/32"	75	61 - 90
C - 26/32"	100	91 - 114
D - 24/32"	125	115 - 140 +

\*The screen size is simply the prunes that fall through a given diameter hole.

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

		DISTANCE BETWEEN TREES (IN FEET)																									
		10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
DISTANCE BETWEEN ROWS (IN FEET)	10	436	396	363	335	311	290	272	256	242	229	218	207	198	189	182	174	168	161	156	150	145	141	136	132	128	124
	11		360	330	305	283	264	248	233	220	208	198	189	180	172	165	158	152	147	141	137	132	128	124	120	116	113
	12			303	279	259	242	227	214	202	191	182	173	165	158	151	145	140	134	130	125	121	117	113	110	107	104
	13				258	239	223	209	197	186	176	168	160	152	146	140	134	129	124	120	116	112	108	105	102	99	96
	14					222	207	194	183	173	164	156	148	141	135	130	124	120	115	111	107	104	100	97	94	92	89
	15						194	182	171	161	153	145	138	132	126	121	116	112	108	104	100	97	94	91	88	85	83
	16							170	160	151	143	136	130	124	118	113	109	105	101	97	94	91	88	85	83	80	78
	17								151	142	135	128	122	116	111	107	102	99	95	92	88	85	83	80	78	75	73
	18									134	127	121	115	110	105	101	97	93	90	86	83	81	78	76	73	71	69
	19										121	115	109	104	100	96	92	88	85	82	79	76	74	72	69	67	66
	20											109	104	99	95	91	87	84	81	78	75	73	70	68	66	64	62
	21												99	94	90	86	83	80	77	74	72	69	67	65	63	61	59
	22													90	86	83	79	76	73	71	68	66	64	62	60	58	57
	23														82	79	76	73	70	68	65	63	61	59	57	56	54
	24															76	73	70	67	65	63	61	59	57	55	53	52
	25																70	67	65	62	60	58	56	54	53	51	50
	26																	64	62	60	58	56	54	52	51	49	48
	27																		60	58	56	54	52	50	49	47	46
	28																			56	54	52	50	49	47	46	44
	29																				52	50	48	47	46	44	43
	30																					48	47	45	44	43	41
	31																						45	44	43	41	40
	32																							43	41	40	39
	33																								40	39	38
	34																									38	37
	35																										36



**TABLE D - PREDICTED AVERAGE HARVEST SIZE OF DRY PRUNES**

Reference Date Size (Green) (fruit count/lb)	Predicted Harvest Size (Dry) (fruit count/lb)	Reference Date Size (Green) (fruit count/lb)	Predicted Harvest Size (Dry) (fruit count/lb)	Reference Date Size (Green) (fruit count/lb)	Predicted Harvest Size (Dry) (fruit count/lb)
50	33	85	63	120	103
51	33	86	64	121	104
52	34	87	65	122	106
53	35	88	66	123	107
54	36	89	67	124	108
55	37	90	68	125	110
56	37	91	69	126	111
57	38	92	70	127	112
58	39	93	71	128	114
59	40	94	72	129	115
60	41	95	73	130	117
61	41	96	74	131	118
62	42	97	75	132	120
63	43	98	77	133	121
64	44	99	78	134	123
65	45	100	79	135	124
66	46	101	80	136	126
67	46	102	81	137	127
68	47	103	82	138	129
69	48	104	83	139	130
70	49	105	84	140	132
71	50	106	86	141	133
72	51	107	87	142	135
73	52	108	88	143	137
74	53	109	89	144	138
75	54	110	90	145	140
76	54	111	92	146	142
77	55	112	93	147	143
78	56	113	94	148	145
79	57	114	95	149	147
80	58	115	96	150	148
81	59	116	98	151	150
82	60	117	99	152	152
83	61	118	101	153	153
84	62	119	102		

This table may be revised as required for certain insured counties and/or areas. The table shows the predicted average harvest size of dry prunes per pound. Use this table from the “Reference Date” to 15 days after the “Reference Date.”

**Example:** On the “Reference Date” there are 68 green prunes per pound, the table predicts there will be 47 dry prunes per pound at harvest.

**TABLE E - PRUNE SURVIVAL CONVERSIONS**

Period	Percent Survival Rate
“Reference Date” through Day 15	60
Day 16 through Day 30	65
Day 31 through Day 45	70
Day 46 through Day 60	75
Day 61 through Day 75	80
Day 76 through Day 90	85
Day 91 through Day 105	90
Day 106 through Day 115	95
Day 116 through Harvest	100

Use this chart to obtain a factor for percent survival used in item 24 (% Survival Conversion) of the prune appraisal worksheet. Obtain the applicable “Reference Date” from the **RMA Regional Office**.

**Example:** (Percents are expressed as two-place decimals)

- a. Day 10 from “Reference Date” and the average prune count per tree is 1181.

$$1181 \times 0.60 = 709 \text{ prunes to count}$$

- b. Day 46 from “Reference Date” and the average prune count per tree is 1001.

$$1001 \times 0.75 = 751 \text{ prunes to count}$$

- c. Day 119 from “Reference Date” and the average prune count per tree is 709.

$$709 \times 1.00 = 709 \text{ prunes to count}$$



# P-1 REFERENCE GUIDE

## DFA OF CALIFORNIA INSPECTION REPORT AND CERTIFICATION NATURAL CONDITION PRUNES

PURSUANT TO PROVISIONS OF MARKETING ORDER NO. 993 AS AMENDED  
303 BROKAW ROAD - P.O. BOX 270A - SANTA CLARA, CA 95052

1. Handler	Ajax Packing Co.	Date Inspected	9/28/00	Certificate Number	000200
2. Producer	John Jones	County of Production	Sutter	Handler Code	123
3. Address	456 Wildwood Lane	Variety	French	Producer Code	1234
4. City	Live Oak, CA	Zip	95953	County Code	088
5. Wt. Cert. No.		Number of Containers	7 Bins	Variety Code	0001
				Pounds Certified	16,940

6. REPORT OF ANALYSIS  
DEFECTS - AS DEFINED IN "MINIMUM STANDARDS FOR NATURAL CONDITION PRUNES" EXHIBIT A, ORDER NO. 993, AS AMENDED

DESCRIPTION OF DEFECT CATEGORIES	MAXIMUM DEFECT TOLERANCES FOR STANDARD PRUNES		Adjustment For Trash & Undersized	SAMPLE PERCENT	POUNDS
	Defect Groups	%			
1. Off Color 2. Inferior meat condition 3. Embitterment 4. Skin or flesh damage 5. Scab 7. Bumped 8. Mold 8.A Brown Rot 9. Imbedded dirt 10. Insect Infestation 11. Decay	11 8-11 Incl. 4-11 Incl. 8A3% Incl. in 8-11	1% 5% 8% 5%	3-11 Incl. 1-11 Incl.	10% 15%	
			BROWN ROT IN TRASH	.05%	8
			TRASH	.38%	64
			UNDERSIZED	4.6%	779
			NET WEIGHT		16,097

Defects by Category Group	Defects By Tolerance Group							SCREEN	SAMPLE PERCENT	POUNDS			
	1-2	3 Adjusted	4-5-6-7	8-9-10	8A	11	8-11 Incl.				4-11 Incl	3-11 Incl.	1-11 Incl
8. A Screen Defect Analysis: 200 Prunes	Size Count 54							% Defects Removable to Make Standard					
9.	.50	.75	14.00	.00	.00	.00	.00	6.52	5.28	.29	A	37.14%	6,292
10. B Screen Defect Analysis: 200 Prunes	Size Count 71							% Defects Removable to Make Standard					
11.	.00	1.00	17.00	.00	.00	.00	.00	9.78	8.89	3.53	B	36.93%	6,256
12. C Screen Defect Analysis: 100 Prunes	Size Count 86							% Defects Removable to Make Standard					
13.	.00	.00	18.00	2.00	.00	.00	.00	13.04	11.11	5.88	C	15.34%	2,598
14. D Screen Defect Analysis: 100 Prunes	Size Count 111							% Defects Removable to Make Standard					
15.	.00	.50	12.00	3.00	3.00	.00	.00	7.61	6.11	.59	D	5.62%	951

16. Door Test Defect Analysis: 1	Average Size Count: 69							% Defects Removable to Make Standard	DOOR TEST	95.02%	16,097	
17.	.20	.71	15.69	.50	.18	.00	.00	8.91	7.67	2.47	8.91%	1,434

18. Marketable Standard Weight Prunes	Door Test Substandard Weight									
19. P-2 Analysis								UNDERSIZE	1.84	
								P.O. TRASH	.02	
								TRASH	.15	
29. TEST BASE	1-2	3	4-7	8-10	8-A	No. of PRUNES	WEIGHT	SIZE		
A	200	1	3	28	0	802	14.86	54		
B	200	0	4	34	0	1049	14.77	71		
C	100	0	0	18	2	528	6.14	86		
D	100	0	1	12	3	250	2.25	111		
TOTAL SAMPLE WEIGHT							40.03			

20. Sample Certification of: Substandard Prunes By: Patrick J. Ferreira - Authorized Inspector of DFA of California

21. Sample Location: Live Oak

Samples Retained 30 Days From Date of Mailing Certificates to Producer

## EXHIBIT 1

# P-1 REFERENCE GUIDE

- 1** Certificate Number: Unique number assigned to the lot when the prunes are sampled. If a P-1 has not been received for a particular delivery, contact the handler to obtain the P-1 certificate number before calling the DFA. Once the fruit is sampled and a certificate number assigned, legal title changes to the handler.
- 2** Date Inspected: Date that the sample was analyzed for defects at the DFA Inspection Center in Yuba City. Handlers usually hold deliveries without sampling until they turn the fruit or run it through a size grader. This often explains the lag time between shipment and inspection date, and consequent delays in receiving P-1 grade sheets.
- 3** Pounds Certified: Total weight in pounds of the lot sampled. Includes weight of trash and undersized.
- 4** Brown Rot in Trash: Total weight of brown rot clusters based upon the weight of clusters in the sample picked from the trash screen. The 8 pounds shown in the example is included in the 64 pounds of trash.
- 5** Trash: Total pounds of trash in lot based upon the weight of foreign material found in the sample. Trash includes the total weight of any brown rot clusters detected in the sample which is shown on the line above.
- 6** Undersized: Total weight of undersized prunes based upon the sample weight of prunes that fell through the undersize screen.
- 7** Net Weight: Equals total salable weight (pounds certified less trash and undersized) and is used in crop insurance calculations (see #12).
- 8** B Screen Size Count: Average count per pound of the sample prunes in this size category (see #11).
- 9** B Screen Prunes: The percent of the sample that fell through the B screen, and the total weight of prunes in the B category based upon the sample percentage. The weight includes substandard (offgrade) prunes.
- 10** C Screen Offgrade: The percent of the C category removable to make standard, and the weight of substandard prunes in the C category that must be removed from the lot to bring the delivery into tolerance with Marketing Order grade standards. The percent of offgrade is based upon whichever defect group has the highest percent of defects removable to make standard (see #22).
- 11** Door Test Size Count: Weighted average count per pound of A, B, C and D screen prunes. This number is computed by dividing the total number of prunes from the A, B, C and D screens by the total weight from the four screens. Undersized prunes are not included in size count calculations, since they are screened out ahead of the A, B, C and D screens. The total number of prunes does not appear on the P-1.
- 12** Salable Weight: Total weight of salable prunes in the lot which is equal to the total weight of the lot minus trash and undersized. Total salable weight is based upon the percent of non-undersized fruit in the sample, in this case 95.02%.
- 13** Door Test Offgrade: The percent of salable weight removable to make standard, and the total weight of substandard prunes on a door test basis that must be removed from the lot to bring the delivery into tolerance with Marketing Order grade standards. The percent of offgrade is based upon whichever defect tolerance group has the highest percent of defects removable to make standard (see #22).
- 14** Certificate of Substandard Prunes: The lot is certified substandard if the door test offgrade exceeds the tolerance, or standard if the defects do not exceed the maximum allowances.
- 15** Sampling Location: Indicates where the sample was drawn.
- 16** Description of Defect Categories: The Marketing Order defines 11 distinct offgrade categories in order of seriousness: from 1, least serious, to 11, most serious. A prune with more than one defect is scored for the most serious defect.
- 17** Maximum Defect Tolerances for Standard Prunes: The Marketing Order establishes tolerance limits by combining defect categories. For example, the maximum percentage allowed, by weight, of mold, imbedded dirt, insect infestation, and decay (Tolerance Group 8-11) is 5% and, within the 8-11 group, the tolerance for brown rot (8A) is 3%. While some growers think of 8% as the offgrade allowance for prunes (the tolerance for the 4-11 group is 8%), the actual allowance depends upon the type of offgrade.
- 18** Defects by Category Group: DFA inspectors group defects into 6 categories: 1-2's, 3's, 4-7's, 8-10's, 8A's and 11's, rather than tracking each of the 11 categories separately. The most common defects are scab and skin damage, which are in the 4-7 group.
- 19** A Screen Defect Analysis Sample: The number of prunes taken from this screen for defect analysis. Depending upon the sample weight in the size category, a sub-sample of 100, 200, 300, or 400 prunes will be visually inspected, one at a time, for scorable defects.
- 20** 3 Adjusted: End cracks more than 3/8 of an inch in length, but less than 1/2 inch, are counted by half up to 8%. In this sample, the DFA found 3 prunes out of 200, or 1.5% with end cracks. Only .75% are actually counted as defects.
- 21** Defects by Category Group on the B Screen: The number of prunes in each defect category group expressed as a percent of the number of prunes analyzed. In this example, the DFA found 34 prunes in the 4-7 category out of 200 prunes taken from the B screen, or 17%.
- 22** % Defects Removable to Make Standard: The percent of the salable weight that must be removed to make the lot standard. In this example, total offgrade on the C screen of the 4-7, 8-10, and 11 category group is 20% (18% + 2% + 0%). Since the tolerance for the 4-11 defect group is 8%, the C screen fruit is 12% over tolerance. However, 13.04% of the total salable weight in offgrade must be removed to bring the lot into tolerance. To understand why a slightly higher percentage of substandard fruit must be removed, consider, for example: 100 pounds of fruit with 20% offgrade. If only 12% or 12 pounds of offgrade is removed, that leaves 8 pounds of substandard fruit in a lot of 88 pounds. This represents 9.1% offgrade, and the lot would still be out of tolerance.
- 23** 8A Category: The amount of brown rot is shown in category 8A. Note that this amount is included in the 8-10 category group also. In this example, DFA found 3 prunes in the 8A category out of 100 prunes taken from the D screen. No other defects were found in the 8-10 category for the D screen.
- 24** P-2 Analysis: All data within this box are the result of the analysis of the individual sample weighing 40.03 pounds.
- 25** Undersize: Weight of undersize fruit in sample, expressed in pounds.
- 26** P.O. Trash: Weight of pick-out trash in the sample: Pick-out trash = brown rot clusters in sample.
- 27** Trash: Weight of trash in the sample: i.e; sticks, rocks, non-prune material.
- 28** Defect Category Groups: See #16 for defect descriptions.
- 29** Test Base: Number of prunes from each size line that are individually inspected. Test base determined by line size weight from the sample: 0 - 10 pounds = 100 prunes, 10.01 - 20 pounds = 200 prunes, 20.01 - 30 pounds = 300 prunes, 30.01 - 40 pounds = 400 prunes.
- 30** No. of Prunes: Actual number of prunes in line size weight.
- 31** Weight: Actual weight of prunes in the sample by line.
- 32** Size: Weighted average size of the line. Determined by dividing the number of prunes by the actual weight. (#30 ÷ #31)
- 33** Total Sample Weight: Cumulative total weight of undersize, p.o. trash, trash, and A, B, C and D screens. (#25 + #26 + #27 + #31)

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