

United States  
Department of  
Agriculture



Federal Crop  
Insurance  
Corporation



Risk Management  
Agency



Product  
Administration  
and Standards  
Division

FCIC-25010  
(02-2011)  
FCIC-25010-1  
(10-2011)  
FCIC-25010-2  
(10-2012)

# LOSS ADJUSTMENT MANUAL (LAM) STANDARDS HANDBOOK

## 2013 and Succeeding Crop Years



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

<b>TITLE: LOSS ADJUSTMENT MANUAL (LAM) STANDARDS HANDBOOK</b>	<b>NUMBER: FCIC-25010 (02-2011) FCIC-25010-1 (10-2011) FCIC-25010-2 (10-2012)</b>
<b>EFFECTIVE DATE: 2013 and succeeding crop years</b>	<b>ISSUE DATE: October 5, 2012</b>
<b>SUBJECT:</b>  <b>Provides the procedures and instructions for administering the general loss adjustment of crop insurance programs</b>	<b>OPI: Product Administration and Standards Division</b>
	<b>APPROVED: October 5, 2012</b>  <b>/s/ Tim B. Witt</b>  <b>Deputy Administrator for Product Management</b>

**REASONS FOR AMENDMENT**

Major changes: See changes or additions in text which have been **highlighted**. Three stars (\*\*\*) identify information that has been removed.

1. PAR. 7 M, pg. 12: Added that AIPs must maintain documentation of “New Producer Status” verification done at time of underwriting in the insured’s claim file substantiating the AIP’s determination that an insured qualifies for new-producer status.
2. PAR. 11 B (3) (b), pg. 20: Added High-Risk Alternate Coverage Endorsement to indicate that if this endorsement is in effect, it is not considered duplicate coverage.
3. PAR. 11 B (3) (c), pg. 20: Deleted “soybeans.
4. PAR. 13 A, pg. 24 Clarified to better agree with the intent of the policy provisions.
5. PAR. 13 E, pg. 28: Deleted subparagraph E (3) concerning land deeds since land deeds show ownership but do not show yearly share percentages of crops grown on the land and added “marketing records” to subparagraph E (1) for clarification purposes.
6. PAR. 14, pgs. 31 and 32: Clarified second paragraph in A (1), and in A (3), removed “ID number” from statement since it is verified during the application process and prior to the payment of a claim.
7. PAR. 14 B (5), pg. 33: Changed reference from subparagraph D to correctly state subparagraph C.
8. PAR. 14 M (b), pg. 49: Deleted “not” since revocable trusts can be modified.

## LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

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

9. PAR. 29 A (2), Pg. 68: Deleted text and referred reader to Section 7 I of the Prevented Planting Loss Adjustment Standards Handbook.
10. PAR. 29 B, Pg. 68: Deleted reference to MIF from title.
11. PAR. 29 C (2) (d), pg. 73: Deleted the reference for MIF.
12. PAR. 29 C (2) (d), pg. 73: In the example of how production and acres would be handled if all the insured acreage in the unit is short-rated and taken to harvest, corrected the production worksheet instructions to say “will be allocated to the wheat units above,” rather than “will be allocated to any of the wheat units that have claims.”
13. PAR. 29 E (1), pg. 74: Deleted the reference for MIF.
14. PAR. 29 I (2), pg. 77: Removed the references to MIF.
15. PAR. 29 J (3), pg. 77: Removed the references to MIF.
16. PAR. 29 K, pg. 77-78: Removed the paragraph regarding MIFs.
17. PAR. 31 A (2), pg. 78: In the “Action,” corrected the unit number.
18. PAR. 40 F, pg. 92: Revised the title from “Regional Irrigation Assessment” to “Regional Irrigation Information.” Also, the remaining parts of the paragraph revised by removing the word assessment(s) and by indicating that RMA is providing information about regional areas of concern regarding the amount of available irrigation water for the AIPs use and information.
19. PAR. 49 A, pg. 123: Revised to remove double cropping requirements when the 1<sup>st</sup> insured crop is prevented planting and referenced reader to the PP LASH for related double cropping procedures.
20. PAR. 49 B (2) and (3), pg. 124: Revised Example in B (2) and throughout B (3) to remove language regarding 1<sup>st</sup> insured PP crop so that procedures pertain only to planted acres.
21. PAR. 49 C, pg. 125: Added reference to title to refer to the PP LASH for Acceptable PP double-cropping records) and in C (2) (a) added to the allocation procedures of double-cropped-acreage production that was not kept separate from non-double cropped acreage, the following: “AIPs may divide total production by total acres to allocate commingled production for the following situations: liability per acre is the same for the crop on the acreage that was

## LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

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

21. PAR. 49 C, pg. 125  
(continued) and was not double cropped, the crop was not insured or was not an insurable crop, or liability is not known or is not readily available to be obtained (e.g., year in question is 10 or 11 years ago and was insured with different AIP).”
22. PAR. 55 B (6), pg. 147 Added “or HR-ACE endorsement” in regards to production commingled between BUs.
23. PAR. 55 C (d) 1 and 2, pg. 148: Inserted the word “and” at the end of (d) 1. In (d) 2, inserted a reference to an exception.
24. PAR. 55 D (4), pg. 154: Clarified the paragraph by inserting “by BU” in the second sentence after the word “designated.”
25. PAR. 55 F (1), pg. 157: Clarified the paragraph by inserting at the end “for which the insured elects and qualifies,” and also inserted an exception to the unit number coding.
26. PAR. 55 F (2), pg. 157: In the definition of unit number, inserted at the end of the sentence containing the example “and the unit structure code (EU) will designate the unit structure.”
27. PAR. 55 F (2) (c) and (d), pg. 158: In (c), inserted “1” after the word “Example.” In (d), inserted “Example 2:” as an additional unit numbering scenario.
28. PAR. 55 F (3), pg. 158: Clarified by inserting in the fifth line, the word “qualification” after the words “unit election.”
29. PAR. 55 F (3) (b), pg. 159: Clarified by inserting the word “be” after the word “should.” Clarified subparagraph 1 by inserting the words “will be” after the words “resulting BUs.” Also, clarified subparagraph 3 by inserting the word “will” after the words “resulting OU.” Clarified the Example by inserting the word “will” after the words “unit numbers.”
30. PAR. 55 G, pg. 159: Inserted at the end of the page a reference “See examples of section equivalent on the next pages.”
31. PAR. 64 C (1) (a), pg. 173: Added, canola and rapeseed, mustard, and safflowers as authorized crops. Also, clarified that popcorn is inclusive of Popcorn Revenue.
32. PAR. 64 C (4) (g), pg. 175: Changed “will” to “may.” Random review of self-certification replant claims are not required by the SRA.

## LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

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

33. PAR. 68 B, pg. 189: Added “(for annual crops only).” AIP authorization to allow additional time to submit a claim is for annual crops only.
34. PAR. 70 B, pg. 200 Revised information pertaining to FSA measurements of production in on-farm-storage.
35. PAR. 80, pg. 212: In the 5<sup>th</sup> sentence, inserted the word “systems” after the words “farming technology.”
36. PAR. 80 E (1) (b) and (2), pg. 215: Inserted examples of other acceptable sources the adjuster may use to aid in making a visual determination that the acreage would measure within 5 percent of that reported on the acreage report.
37. PAR 80 E (2) and (3), Pg. 215: Inserted as subparagraph 80 E (2) that if the information in subparagraph (1) (b) above is not available or is unacceptable, the adjuster must measure the acreage as described in subparagraph F below, and renumbered the information that was in (2) as (3).
38. PAR. 80 F, pg. 216 Inserted a reference to subparagraph E and inserted the word “technology” after the words “precision farming” wherever they appear in the subparagraph.
39. PAR. 80 G (1) (g), pg. 217: Inserted a reference to the CIH for instructions regarding acreage measurements for native stands or randomly planted pecan trees.
40. PAR. 80 G (3) (a) 4 and (b), pg. 218: Clarified the intent of paragraph (a) 4 and inserted “(a)” in the reference in subparagraph (b).
41. PAR. 80 I (1), (2), pg. 219 and (4), pg. 220: Inserted a statement at the beginning of this PAR. to clarify PAR. 80 I applies “if the insured is utilizing the full Precision Farming Technology System from planting through harvesting.” Clarified the intent of subparagraph (1) (b), and inserted in (1) (c), a reference to PAR. 90 C (4). In subparagraph (2) (a) removed the word “annually.” In (2) (b) removed the reference to PAR. 90 C. In subparagraph (4) removed the words “yield monitor” and inserted the word “However” at the beginning of the last sentence in the subparagraph.
42. PAR. 84 B, pg. 228: Clarified the statement at the beginning of the paragraph.
43. PAR. 88, pg. 238: Clarified the statement at the beginning of the paragraph.
44. PAR. 90 A (6), pg. 250: Changed wording to “precision farming technology system” for consistency.

## LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

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

45. PAR. 90 C, pg. 250: Changed wording to “precision farming technology system” for consistency.
46. PAR. 90 C (1) (b), pg. 251: Clarified that an acceptable precision farming technology system must be able to produce summary reports for planted acres, harvested acres, and harvested production.
47. PAR. 90 C (3), pg. 251: Deleted the word “annually.”
48. PAR. 90 C (4), pg. 251: Deleted “in conjunction with planting data as stated in PAR. 80 I.”
49. PAR. 90 C (4) (a) 2, pg. 251: Changed wording to “precision farming technology system” for consistency.
50. PAR. 90 C (5), pg. 252: Changed wording to “precision farming technology system” for consistency.
51. PAR. 96 H (9) (b) 1 (ii), pg. 274: Added statement to clarify that test weight is no longer a grading factor for soybeans.
52. PAR. 96 J (2) (b), pg. 288: Moved statement that had been the last paragraph of subparagraph (b) to the beginning of subparagraph (b).
53. PAR. 96 L (1), pg. 290: Corrected format order, and clarified that this procedure is only for loss units.
54. PAR. 96 L (1) (b), pg. 290: Corrected format order, and clarified that this procedure is only for loss units.
55. PAR. 96 L (1) (c), pg. 290: Corrected format order, and clarified that production to count on the claim form will be used for APH purposes.
56. PAR. 96 L (1) (d), pg. 290: Corrected format order, and clarified that this procedure is only for loss units.
57. PAR. 96 L (2) (a), pg. 290: Corrected format order, and added “used in any manner.”
58. PAR. 96 L (2) (c), pg. 290: Corrected format order and clarified that production to count from non-loss units will be calculated in accordance with the CIH.
59. PAR. 98 F, pg. 295: Corrected the method of adding the percent of dockage and FM together for use in determining production to count. In accordance with FGIS grading procedures, FM is determined after the removal of dockage, and is computed using the reduced

## LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

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

59. PAR. 98 F, pg. 295 (Cont.): sample weight. Dockage is computed using the sample weight as a whole. The previous method did not take this into account.
60. PAR. 102 M (1), pg. 308: Clarified that the adjuster must document the name of the condition or substance for which the production is being tested, and the level of contamination if the Federal or State agency-issuance states a type and level of substance/condition that would be in excess of the levels considered safe for animal usage.
61. PAR. 102 M (3), pg. 308: Clarified that it must be an “Approved” testing facility.
62. PAR. 102 M, pg. 308: Added the test results from the approved testing facility may be attached to the claim in lieu of writing this information in the Narrative of the claim form if items (1)-(5) are included in the test results, and if applicable, a photocopy of the Federal or State destruction order must be attached to the claim.
63. PAR. 104 A, pg. 319: Removed the word “annually.”
64. PAR. 104 B (3) (b), pg. 321: Expanded the calculation result to 6 decimal places.
65. PAR. 104 B (4), pg. 321: Added reference to PAR. 126.
66. PAR. 104 D (1) (a), pg. 322: Removed the word “annually.”
67. PAR. 107 C, pg. 334: Corrected rounding rule for production to count in dollars from “0.10” to “1.00.”
68. PAR. 116, pg. 354: Added conversion factors for camelina and sesame.
69. PAR. 121 K (9), pg. 363: Added procedure that states failure to follow the recognized good farming practices for the insured crop(s) and area in order to adhere to land lease restrictions is an uninsured cause of loss.
70. PAR. 126, pg. 374: Added statement to clarify that production from the landlord’s and tenant’s share of the crop unit that is stored in the same structure is not considered commingled production.
71. PAR. 126 A, pg. 374: Rearranged order of subparagraphs to flow better. Also added item (3) and item (5) as additional types of commingled production.
72. PAR. 126 C (4) (b), pg. 375: In the last sentence, removed the words “...based on the ...” and inserted “and.”



## LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

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

73. PAR. 126 C (5) (b) 1,  
pg. 376: Added plan code “01,” olives, and pistachios. Removed  
“cherries.” In 1 b, clarified price election can be the projected  
price.
74. PAR. 126 C (5) (b) 9,  
10, and 11, pg. 378: Removed calculations for Income Protection, Revenue  
Assurance, and Crop Revenue Coverage. Inserted calculations  
for Actual Revenue History, Revenue Protection with Harvest  
Price, and Revenue Protection with Harvest Price Exclusion.
75. PAR. 126 C, pg. 380: Deleted C (7).
76. PAR. 128 A (2), pg. 385: Clarified disease is not an insured cause of loss, even when first  
crop year damage is considered unavoidable, if the sole loss of  
production is due to a Federal or State quarantine requiring  
destruction of the diseased crop, unless specified otherwise in the  
crop provisions or SP.
77. PAR. 140 A (1), pg. 403 Revised procedures regarding good farming practice  
administrative review to agree with the Basic Provisions (BP).
78. PAR. 142, pg. 404 Restructured entire paragraph, added reference to 7 CFR part 400  
and section 20 (a) (1) of the BP, and added subparagraph (2).
79. Exhibit 1, pg. 412 Updated definition for “Common Land Unit (CLU)” in  
accordance with the CIH.
80. Exhibit 2, pgs. 436-447 Updated crop policy information and footnotes throughout the  
exhibit, as applicable.
81. Exhibit 3, pg. 448-450 Updated information regarding cause of loss names and codes to  
be consistent with crop policies.
82. Exhibit 4, pgs. 451-454 Updated unit of measure information and footnotes throughout  
the exhibit, as applicable.
83. Exhibit 18, pgs. 495-495.1 Revised to reflect the indemnity computations for the BP.
84. Exhibit 21, pg. 510 Added weight per bushel for canola/rapeseed.
85. Exhibit 22, pg. 511 Revised SCP form instructions for Cause of Loss and Date of  
Damage.
86. Exhibit 22, pg. 514 and  
pg. 515 Clarified in C, item 30, that the Verifier must sign, date, and  
enter the Verifier’s code on the SCP form. Also, revised the SCP  
form standards for Cause of Loss and Date of Damage.



**LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK**

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

<b>CONTROL CHART FOR: LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK</b>						
	<b>SC Page(s)</b>	<b>TC Page(s)</b>	<b>Text Page(s)</b>	<b>Exhibits</b>	<b>Date</b>	<b>Directive Number</b>
Insert	1-12	5-6	11-16		10-2012	FCIC-25010-2
			19-20		10-2012	FCIC-25010-2
			23-24.2		10-2012	FCIC-25010-2
			27-28		10-2012	FCIC-25010-2
			31-34		10-2012	FCIC-25010-2
			49-49.1		10-2012	FCIC-25010-2
			67-68		10-2012	FCIC-25010-2
			73-74		10-2012	FCIC-25010-2
			77-78		10-2012	FCIC-25010-2
			91-92		10-2012	FCIC-25010-2
			123-126		10-2012	FCIC-25010-2
			147-148		10-2012	FCIC-25010-2
			153-154		10-2012	FCIC-25010-2
			157-160		10-2012	FCIC-25010-2
			173-176		10-2012	FCIC-25010-2
			189-192		10-2012	FCIC-25010-2
			199-200		10-2012	FCIC-25010-2
			211-212		10-2012	FCIC-25010-2
			215-222		10-2012	FCIC-25010-2
			227-228		10-2012	FCIC-25010-2
			237-238		10-2012	FCIC-25010-2
			249-252		10-2012	FCIC-25010-2
			273-274		10-2012	FCIC-25010-2
			287-296		10-2012	FCIC-25010-2
			307-308		10- 2012	FCIC-25010-2
			319-322		10-2012	FCIC-25010-2
			333-334		10-2012	FCIC-25010-2
			353-354		10-2012	FCIC-25010-2
			363-364		10-2012	FCIC-25010-2
			373-380		10-2012	FCIC-25010-2
			385-386		10-2012	FCIC-25010-2
			403-404		10-2012	FCIC-25010-2
						1(411-412)
			1(435)	10-2012	FCIC-25010-2	
			2(436-447)	10-2012	FCIC-25010-2	
			3(448-450)	10-2012	FCIC-25010-2	
			4(451-454)	10-2012	FCIC-25010-2	
			18(495-495.2)	10-2012	FCIC-25010-2	
			19(496)	10-2012	FCIC-25010-2	
			20(509)	10-2012	FCIC-25010-2	
			21(510)	10-2012	FCIC-25010-2	
			22(511-516)	10-2012	FCIC-25010-2	

# LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

## SUMMARY OF CHANGES/CONTROL CHART (Continued)

CONTROL CHART FOR: LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK						
	SC Page(s)	TC Page(s)	Text Page(s)	Exhibits	Date	Directive Number
Current Index	1-12	1-4 5-6 7-8	1-10		10-2012	FCIC-25010-2
			11-16		02-2011	FCIC-25010
			17-18		10-2012	FCIC-25010-2
			19-20		02-2011	FCIC-25010
			21-22		10-2012	FCIC-25010-2
			23-24		02-2011	FCIC-25010
			25-26		10-2012	FCIC-25010-2
			27-28		02-2011	FCIC-25010
			29-30		10-2012	FCIC-25010-2
			31-34		02-2011	FCIC-25010
			33-48		10-2012	FCIC-25010-2
			49-49-1		10-2011	FCIC-25010-2
			49.2-58		10-2011	FCIC-25010-1
			59-66		10-2012	FCIC-25010-2
			67-68		02-2011	FCIC-25010
			69-72		10-2012	FCIC-25010-2
			73-74		02-2011	FCIC-25010
			75-76		10-2012	FCIC-25010-2
			77-78		02-2011	FCIC-25010
			79-80		10-2012	FCIC-25010-2
			81-84		10-2011	FCIC-25010-1
			85-86		02-2011	FCIC-25010
			87-90		10-2011	FCIC-25010-1
			91-92		02-2011	FCIC-25010
			93-98		10-2012	FCIC-25010-2
			99-110.2		02-2011	FCIC-25010
			111-122		10-2011	FCIC-25010-1
			123-126		02-2011	FCIC-25010
			127-128		10-2012	FCIC-25010-2
			129-130		02-2011	FCIC-25010
			131-142		10-2011	FCIC-25010-1
			143-146		02-2011	FCIC-25010
			147-148		10-2011	FCIC-25010-1
149-152		10-2012	FCIC-25010-2			
153-154		02-2011	FCIC-25010			
155-156		10-2012	FCIC-25010-2			
157-160		02-2011	FCIC-25010			
161-172		10-2012	FCIC-25010-2			
173-176		02-2011	FCIC-25010			
177-178		10-2012	FCIC-25010-2			
179-180		02-2011	FCIC-25010			
181-188		10-2011	FCIC-25010-1			
189-192		02-2011	FCIC-25010			
193-194		10-2012	FCIC-25010-2			
195-198		10-2011	FCIC-25010-1			
		02-2011	FCIC-25010-1			

**LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK**

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

<b>CONTROL CHART FOR: LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK</b>						
	<b>SC Page(s)</b>	<b>TC Page(s)</b>	<b>Text Page(s)</b>	<b>Exhibits</b>	<b>Date</b>	<b>Directive Number</b>
Current Index (Cont.)			199-200		10-2012	FCIC-25010-2
			201-208		02-2011	FCIC-25010
			209-210		10-2011	FCIC-25010
			211-212		10-2012	FCIC-25010-2
			213-214		10-2011	FCIC-25010-1
			215-222		10-2012	FCIC-25010-2
			223-224		02-2011	FCIC-25010
			225-226		10-2011	FCIC-25010-1
			227-228		10-2012	FCIC-25010-2
			229-232		02-2011	FCIC-25010
			233-234		10-2011	FCIC-25010-1
			235-236		02-2011	FCIC-25010
			237-238		10-2012	FCIC-25010-2
			239-248		02-2011	FCIC-25010
			249-252		10-2012	FCIC-25010-2
			253-258		02-2011	FCIC-25010
			259-260		10-2011	FCIC-25010-1
			261-270		02-2011	FCIC-25010
			271-272		10-2011	FCIC-25010-1
			273-274		10-2012	FCIC-25010-2
			275-276		02-2011	FCIC-25010
			277-278		10-2011	FCIC-25010-1
			279-286		02-2011	FCIC-25010
			287-296		10-2012	FCIC-25010-2
			297-300		02-2011	FCIC-25010
			301-302		10-2011	FCIC-25010-1
			303-306		02-2011	FCIC-25010
			307-308		10-2012	FCIC-25010-2
			309-310		10-2011	FCIC-25010-1
			311-318		02-2011	FCIC-25010
			319-322		10-2012	FCIC-25010-2
			323-328		10-2011	FCIC-25010-1
			329-330		02-2011	FCIC-25010
			331-332		10-2011	FCIC-25010-1
			333-334		10-2012	FCIC-25010-2
			335-352		02-2011	FCIC-25010
			353-354		10-2012	FCIC-25010-2
			355-358		02-2011	FCIC-25010
			359-360.2		10-2011	FCIC-25010-1
			361-362		02-2011	FCIC-25010
		363-364		10-2012	FCIC-25010-2	
		365-366		02-2011	FCIC-25010	
		367-368		10-2011	FCIC-25010-1	
		369-370		02-2011	FCIC-25010	

**LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK**

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

<b>CONTROL CHART FOR: LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK</b>							
	<b>SC Page(s)</b>	<b>TC Page(s)</b>	<b>Text Page(s)</b>	<b>Exhibits</b>	<b>Date</b>	<b>Directive Number</b>	
Current Index (Cont.)			371-372		10-2011	FCIC-25010-1	
			373-380		10-2012	FCIC-25010-2	
			381-384		10-2011	FCIC-25010-1	
			385-386		10-2012	FCIC-25010-2	
			387-388		02-2011	FCIC-25010	
			389-392		10-2011	FCIC-25010-1	
			393-394		02-2011	FCIC-25010	
			395-398		10-2011	FCIC-25010-1	
			399-402		02-2011	FCIC-25010	
			403-404		10-2012	FCIC-25010-2	
			405-406		02-2011	FCIC-25010	
				1(407-410)		10-2011	FCIC-25010-1
				1(411-412)		10-2012	FCIC-25010-2
				1(413-414)		10-2011	FCIC-25010-1
				1(415-428)		02-2011	FCIC-25010
				1(429-430)		10-2011	FCIC-25010-1
				1(431-432)		02-2011	FCIC-25010
				1(433-434)		10-2011	FCIC-25010-1
				1(435)		10-2012	FCIC-25010-2
				2(436-447)		10-2012	FCIC-25010-2
				3(448-450)		10-2012	FCIC-25010-2
				4(451-454)		10-2012	FCIC-25010-2
				5(455-456)		10-2011	FCIC-25010-1
				6(457-458)		02-2011	FCIC-25010
				7(459)		02-2011	FCIC-25010
				8(460)		02-2011	FCIC-25010
				9(461-463)		02-2011	FCIC-25010
				10(464-465)		02-2011	FCIC-25010
				11(466-470)		02-2011	FCIC-25010
				12(471-476)		10-2011	FCIC-25010-1
				13(477)		02-2011	FCIC-25010
				14(478-486)		02-2011	FCIC-25010
				15(487-489)		02-2011	FCIC-25010
			16(490-491)		02-2011	FCIC-25010	
			17(492-494)		02-2011	FCIC-25010	
			18(495-495.2)		10-2012	FCIC-25010-2	
			19(496)		10-2012	FCIC-25010-2	
			19 (497-500)		02-2011	FCIC-25010	
			20(501-508)		10-2011	FCIC-25010-1	
			20(509)		10-2012	FCIC-25010-2	
			21(510)		10-2012	FCIC-25010-2	
			22(511-516)		10-2012	FCIC-25010-2	
			23(517-526)		02-2011	FCIC-25010	

**LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK**

**TABLE OF CONTENTS (Continued)**

**PART 3 ON-THE-FARM INSPECTION (Continued)**

	<u>Page</u>
<b>SECTION 5 ADJUSTMENTS TO PRODUCTION.....</b>	<b>263</b>
95 General Information.....	263
96 Quality Adjustment (QA).....	265
97 Adjustments for Moisture.....	291
98 Adjustments for Foreign Material (FM) and Dockage.....	292
99 Consolidating Moisture or FM and/or Dockage Percentage Entries On the Claim Form .....	295
100 Averaging Moisture or FM Percentage Entries On the Claim Form.....	296
101 Test Weight and Test-Weight Factor .....	297
102 Quality Adjustment When Production Contains Mycotoxins or Other Substances or Conditions At Levels Injurious to Human and Animal Health .....	299
<b>SECTION 6 RECORDING AND DETERMINING THE QUANTITY OF FARM-STORED PRODUCTION.....</b>	<b>318</b>
103 Determining and Recording Farm-Stored Production That Requires Measurements.....	318
104 Production Weighed and Farm-Stored.....	319
105 Authorization to Accept Insureds' Structure Markings, Load Records, and Combine Monitor Records.....	324
106 When Grain is Stored in Grain <b>Bags</b> .....	332
107 Rounding Rules.....	333
108 Table to Convert Fractions to Percent Figures.....	335
109 Metric Conversion Table.....	335
110 Recording Farm-Stored Production on the Claim Form .....	336
111 Farm-Stored Production-to-Count Formula.....	339
112 Gross Cubic Feet Formulas By Structure .....	341
113 Unusual Storage Configurations: Measurements and Computations .....	345
114 Round Bin Chart.....	353
115 Net Cubic Feet Formula (Cubic Feet Deductions).....	353
116 Converting Volume to Bushels, Hundredweight, or Pounds.....	354

**PART 4 UNUSUAL/CONTROVERSIAL CASES AND  
SPECIAL CLAIMS PROCEDURES**

<b>SECTION 1 GENERAL INFORMATION .....</b>	<b>355</b>
117 General Procedures to Follow When Involved With Unusual or Controversial Cases.....	355
118 Report Writing - How to Document Findings.....	355
119 Points to Remember While Dealing With Problem Cases .....	356
120 Controversial Claim Procedure .....	358

**LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK**

**TABLE OF CONTENTS (Continued)**

**PART 4 UNUSUAL/CONTROVERSIAL CASES AND  
SPECIAL CLAIMS PROCEDURES (Continued)**

	<u>Page</u>
<b>SECTION 2 UNUSUAL/CONTROVERSIAL CASES.....</b>	<b>359</b>
121 Controversial Claim: Uninsured Causes of Loss.....	359
122 Claims for Indemnity Involving Suspected Concealment or Misrepresentation .....	367
<b>SECTION 3 SPECIAL CLAIMS PROCEDURES.....</b>	<b>367</b>
123 Third Party Cause of Loss .....	367
124 AIP Mediation and Arbitration .....	368
125 Claims Involving Fire Damage.....	369
126 Commingled Production .....	374
127 Unreported Units .....	381
128 Claims Involving Severe Wildlife Damage, Insect, Disease, or Weed Infestation .....	385
129 Airplane- or Broadcast-Seeded Barley, Oats, Rye, or Wheat.....	385
130 Severe Wind Erosion.....	386
131 Corrected Claims.....	388
132 Documenting Insured's Death After Insurance Attaches and When There is a Claim	390
133 Bankruptcy.....	391
134 Modification of Requirement to Destroy Crop Before Indemnification .....	391
135 Chemical Damage Due to Adverse Weather Condition .....	392
136 AIP Good Farming Practice (GFP) Determinations.....	393
137 Simplified Claim Process (SCP) .....	395

**PART 5 LATE PLANTING COVERAGE**

138 General Information.....	399
139 Late Planting Coverage .....	399

**PART 6 FCIC REVIEWS, DETERMINATIONS, INTERPRETATIONS, AND APPEALS**

140 Good Farming Practice (GFP) Administrative Review .....	403
141 Large Claim Reviews and FCIC Participation .....	403
142 FCIC Policy and Procedural Interpretations .....	404
143 Administrative Reviews or Appeals.....	404

**EXHIBITS**

	<u>Page</u>
1 Definitions .....	407
2 Crop Policy Information .....	436
3 Causes of Loss Names and Codes .....	448



- B Compliance/Implementation
- (1) Comply with and implement the loss adjustment standards (requirements) and loss-related form standards and form completion instructions (requirements) established by FCIC, through FCIC LASHs and/or the DSSH issued by RMA's PASD, or as otherwise specified in writing by FCIC; and
  - (2) Comply with all other requirements issued by FCIC in the administration of contracts between the AIP and FCIC.
- C Ensure that all documentation, determinations, and calculations are completed as specified in the, FCIC policy provisions, LAM Standards Handbook, crop LASHs, and any other applicable FCIC issuances.
- D Input. Provide input to FCIC regarding the loss adjustment standards.
- E Advise. Advise RMA's PASD of impending situations, which may necessitate the development of procedures, form standards, or calculations that are different than those identified in the FCIC-issued standards.
- F Documents/Procedures. Provide the adjuster with the insurance contract forms (or data from the processed forms) and procedures identified in PAR. 5.
- G Determinations and/or Verifications. In addition to the responsibilities identified in this handbook, determine or verify whether crop-specific contract provisions or requirements (identified in the crop LASHs) apply to the insured, and if so, whether they have been complied with by the insured.
- H Loss Adjustment Equipment. Assure that the adjuster has necessary equipment, is trained in its operation, and that such equipment is in proper working order to perform loss adjustment duties.
- I Conflict of Interest. Assure that there is no conflict of interest with anyone involved in the loss adjustment of a claim, as outlined in the SRA.
- J Review Summary of Coverage (Summary). Prior to the loss adjustment inspection, the AIP should: (1) Review the Summary against the data on the acreage report; (2) reprocess the acreage report if keying errors are found prior to assigning the loss to be worked; and (3) notify the insured that a new summary will be issued with the correct data.
- K Required Information. Ensure that the required information (i.e., entry instructions) specified in FCIC-issued loss adjustment standards (LAM, LASHs, or any other applicable procedures) is recorded on the specific forms, printouts, or on a Special Report attached to the appropriate form.
- L Maintaining and retaining records for claims in accordance with the criteria in section (g) of the SRA. The definition of "records" in section 1 of the SRA is as follows:

**"Records** means documentation in any form that relates to an eligible crop insurance contract or this Agreement. Such documentation includes original signed documents, or legible electronic images of the original signed documents, any other documents, or legible electronic images of any other documents, and electronic information either produced by the Company or an affiliate or obtained from outside sources or the

policyholder that are utilized by the Company or an affiliate to establish, calculate, verify or determine a policyholder's program eligibility, insurance coverage, APH yields, premium, liability, or indemnity."

**M** New Producer Verification. The AIP must assure before settlement of any claim on which the insured is shown as having a new producer status for the crop, that:

(1) Qualification for the new producer status has been verified to be correct; and

(2) In addition to subparagraph L above, AIPs must maintain documentation in the insured's claim file substantiating the AIP's determination (made at the time of underwriting) that an insured qualifies for new-producer status.

## 8 LOSS ADJUSTMENT RESPONSIBILITIES

### A General Information.

- (1) The following responsibilities and procedures throughout this handbook apply to whoever is performing loss adjustment whether it is an AIP employee whose primary duty and title is not adjuster or a person under contract or employed with an AIP specifically as an adjuster. For example, some AIPs may have employees whose primary function is NOT loss adjustment activities (e.g., underwriter) but this employee makes some loss adjustment verifications prior to assignment or after assignment of the loss notice to the adjuster. Additionally, some AIPs may have non-loss adjuster employees perform certain types of reviews or loss adjustment assignments found in this handbook.
- (2) Sales Agents, local agency employees, or sales representatives (other than taking notices of damage or loss or as otherwise specified in this handbook) cannot perform loss adjustment duties unless outside of their selling and servicing area as described in the SRA.

### B Loss Adjustment Responsibilities. Responsibilities include **(but are not limited to)** the following:

- (1) Be thoroughly familiar with the insured's contract folder or print-out supplied by the AIP showing the insured's coverage that is in effect, and all insurance documents (or data from documents) that pertain to the insured's insurance contract in the county; e.g., BP, applicable CP, any applicable endorsement or option provisions in effect for the crop year, Written Agreement information (if applicable), SP provisions, reported Acreage Report information, etc. PAR. 6.1 provides a general overview of the different plans of insurance.
- (2) Verify and/or determine and document the information as specified in this handbook or other FCIC-issued procedures necessary for loss adjustment. Document information as specified in this handbook or other forms of issuance approved by RMA's PM or PASD, or RMA Manager's Bulletins.
- (3) Use loss forms that meet FCIC-form standards and procedures as outlined in Part 1, PARs 2 B and C. All FCIC-issued procedures take effect on their approval date. For the LAM Standards Handbook and crop LASHs, the approval date is always found at the top of the SC 1 page. The FCIC-issued procedures are effective as of the approval date. The LAM Standards Handbook and all FCIC

LASHs for the applicable crop year are found on RMA's website (or its successor) at <http://www.rma.usda.gov/data/directives.html#25000>  
DO NOT deviate from FCIC-issued procedures without prior written approval from FCIC. (The AIP will provide the appropriate parties with any FCIC-approved deviations.)

- (4) Use and be proficient with the applicable loss adjustment equipment.
- (5) Identify the type of inspection that will be made. All inspections will fall into one of three types: (1) Indemnity Inspection (including prevented planting payment Inspection), (2) Replant Payment Inspections, and (3) Special Contract Services Inspections.
- (6) Visit farms for the purpose of inspecting damaged or destroyed crops during the growing season or following harvest.
- (7) Explain to insureds their contractual responsibilities, filing procedures, and what will be done during the inspection.
- (8) During farm visit:
  - (a) Determine and/or verify any insured and uninsured causes of loss. Establish production or dollar amount to count from appraisals for uninsured causes of loss.
  - (b) Determine and/or verify the time of loss.
  - (c) Review and verify the acreage report information as described in PAR. 21.
  - (d) Inspect insured crops and make inquiries to independently establish all harvested, unharvested, and potential production for all units of the crop being inspected in accordance with PART 3 Section 4. Determine (measure, if applicable) all farm-stored production from the loss units of the crop being inspected in accordance with PART 3.
  - (e) Determine (measure if applicable) the insurable acreage of the loss unit or as required in any other type of inspection.
  - (f) Determine if there is any unreported insurable acreage. If any is found, take appropriate steps, as found in this handbook.
  - (g) Inspect acreage to determine and verify correct FSA FNs, legal descriptions, classifications, planting dates, planting practices, and whether proper planting and care of the crop was carried out as it pertains to fertilizer, herbicides, irrigation (when applicable), etc.
  - (h) Appraise potential production and grant written consent to replant or put insured acreage to another use when the insured is not going to carry the crop to harvest as described in PARs 85 and 88.
  - (i) Perform APH review responsibilities as defined in PAR. 19.
  - (j) Perform on-the-farm inspections in accordance with procedures in this handbook and applicable crop LASHs.

- (9) Review information from any previous inspection for the crop being inspected, including information documented on Special Reports (definition in Exhibit 1).
- (10) Verify the insured's entity and share are correct. Verify whether the entity is married and, if so, whether the spouse's SSN/EIN has been provided to the AIP as stated in PARs 13 and 14.
- (11) During a loss inspection, review documents, records, etc., that would show the correct entity, share, legal description and/or FNs, and acres. Refer to the appropriate paragraphs for more information. As stated in PAR. 58, FSA records do not have to be used for verification purposes, UNLESS information needed to complete loss adjustment can only be obtained from FSA. However, such verification at FSA is recommended as an additional verification source since AIPs must ensure that producer-certified information is accurate and that liability is established and indemnities are paid according to FCIC-issued policies and procedures and any related Agency policy or procedural interpretations.
- (12) If the actuarial classification appears to be incorrect, adverse, or unusual risk conditions exist, prepare a Special Report with details and forward to the AIP. The AIP can then request an actuarial review or prepare a Request for Actuarial Change.
- (13) During an indemnity inspection, explain what the insured's options are under the terms and conditions of the contract, but in no way provide advice or suggestions that could affect the insured's decision concerning these options; e.g., do not advise or suggest whether to carry the crop to harvest or go to another crop, etc.
- (14) DO NOT provide any advice or suggestions to the insured regarding the insured's farming operation; e.g., type and application of chemicals, herbicides, tillage, etc. If the insured solicits your advice, advise the insured to consult with an agricultural expert (refer to definition in Exhibit 1).
- (15) Advise insureds that a routine quality assurance review may be made to assure the loss adjustment was done in a fair and impartial manner, and in accordance with contract terms.
- (16) **Prior to obtaining the insured's signature** (or authorized representative's signature) on the claim form: (1) Review all entries on appraisal worksheets and claim forms with the insured; (2) Explain any circumstances that may affect the indemnity; and (3) Explain the Certification Statement on the claim form and that the insured's (or authorized representative's) signature represents the insured's certification that the information on the claim form is complete and accurate. **Do not sign a final replant payment or final claim for indemnity (including prevented planting payment) until satisfied with all determinations.**
- (17) Use a Claim Checklist (similar or like the one shown in Exhibit 10) when instructed by the AIP to do so.
- (18) Do not discriminate against any insured because of race, color, religion, sex, age, disability, marital status, national origin, or sexual orientation.
- (19) Do not solicit or accept money, gifts, or favors from any party that are designed to influence (or give the appearance of influencing) any loss adjustment finding or decision.

(20) Do not use your position to gain favor, influence, or financial advantage over any insured or individual.

(21) Adjusters must provide written consent (not verbal consent, unless specified otherwise in these procedures) to the insured when the adjuster is releasing acreage to:

- (a) destroy the insured acreage;
- (b) put the insured acreage to another use;
- (c) replant the insured acreage (only for crops having replant provisions); and
- (d) abandon the insured acreage.

(22) Before a replanting, prevented planting, or indemnity claim is finalized, verify the insurability requirements of the crop and acreage; e.g., one of the insurability requirements of acreage is that the acreage upon which the insured crop is planted has had a crop planted and harvested or insured in one of the three previous crop years, unless it meets the exceptions, as stated in PAR. 44. Also, refer to PAR. 44 for additional reasons that acreage would not be insurable.

Insurability requirements for a crop can be found in PAR. 45, the CP, if applicable, or SP.

(23) When there is contained water, verify and document the elevation of the contained water at the time of loss. Refer to PAR. 78 A (6) (c) for details.

(24) Loss Adjustment Form corrections.

**DO NOT USE WHITE OUT ON ANY DOCUMENT.**

- (a) If during the time of loss adjustment the adjuster makes a correction on a loss adjustment form, the adjuster will follow the instructions for making corrections in the Section entitled Claim Form Entries and Completion procedures in the applicable crop LASH.
- (b) If a claims reviewer or auditor makes a correction on the claim for indemnity form prior to processing it for payment:
  - 1 the auditor/reviewer will:
    - a Line through the incorrect information and replace with the correct information,
    - b Initial and date the correction/change, and
    - c Document on an attached Special Report the reason why the correction/change was needed.
- (c) The AIP should notify the insured of this correction/change if this change/correction will result in reducing the Indemnity Payment (Replant

Payment or PP Payment, if applicable) from what it would have been had the correction/change not been made.

## 9 INSURED'S RESPONSIBILITIES

Besides the requirement to provide notice when damage occurs (as stated in PAR. 25), the BP requires the insured to:

- A Protect the crop from further damage by providing sufficient care.
- B Cooperate with the AIP in the investigation or settlement of a claim, and as often as the AIP reasonably requires:
  - (1) Show the AIP the damaged crop;
  - (2) Allow the AIP to remove samples of the insured crop; and
  - (3) Provide records and documents requested and permit the AIP to make copies.
- C Establish:
  - (1) The total production or value received for the insured crop on the unit;
  - (2) That any loss occurred during the insurance period;
  - (3) That the loss was caused by one or more of the insured causes specified in the CP; and
  - (4) That he/she has complied with all provisions of this policy.
- D Obtain consent from the AIP before, and notify the AIP after:
  - (1) Destroying any of the insured crop that will not be harvested,
  - (2) Putting the insured crop to an alternative use,
  - (3) Putting the acreage to another use, or
  - (4) Abandoning any portion of the insured crop.
- E Leave unharvested representative samples of the crop (RSCs) intact (if required by the CP to do so) in accordance with the BP and/or CP. For additional information for RSCs, refer to PAR. 84 B.
- F Submit a claim declaring the amount of the insured's loss by the dates specified in the BP. For additional information, refer to PAR. 69.
- G Provide a complete harvesting, production, and marketing record of each insured crop by unit including separate records showing the same information for production from any acreage not insured.
- H Separate records of production for 1<sup>st</sup> and 2<sup>nd</sup> crop acreage. Refer to PARs 51-52 for additional information on 1<sup>st</sup> and 2<sup>nd</sup> crop acreage.

## PART 2 INSPECTION DUTIES

### SECTION 1 PRODUCER ELIGIBILITY AND ENTITIES

#### 10 GENERAL INFORMATION

Before any loss adjustment or contract service can be initiated, verify that the insured and all who have an interest of 10 percent or more are eligible for insurance and the entity is legal.

#### 11 INSURANCE PROVISIONS

A Insurance will cover a PERSON'S share of an insurable crop as landlord, owner-operator, or tenant.

The definition of "person" is an individual, partnership, association, corporation, estate, trust, or other legal entity, and wherever applicable, a State, or a political subdivision or agency of a State. "Person" does not include the United States Government or any agency thereof. Refer to Exhibit 1 for definition of "Insured."

#### B Duplicate Policies

- (1) Duplicate policies are not permitted. Duplicate policies occur when more than one policy (issued under the authority of the Federal Crop Insurance Act) is in force for the same crop/county and for the same person, or for a spouse, child, or other member of the household who does not have a separate farming operation or share in the crop.
- (2) If it is discovered or suspected that duplicate policies exist, notify the next level of supervision. Duplicate policies will be handled in accordance with the procedures in the CIH.
- (3) Duplicate Policy Exceptions. The following are not considered duplicate policies:
  - (a) High-Risk Land, as designated by RMA, that has been excluded from an additional coverage policy and is insured under a separate CAT policy may be insured on a separate CAT policy provided that on or before the crop's SCD the insured:
    - 1 Executes a High-Risk Land Exclusion Option Form, and
    - 2 Obtains a CAT policy from the **same** AIP.

If the additional and CAT coverage policies are not insured with the same AIP, it is acceptable the first effective crop year for the policies to remain with the respective AIPs unless the AIPs involved agree otherwise. For example: An additional coverage policy is written with AIP A and a CAT policy is written with AIP B, the CAT policy written with AIP B may remain in effect or may be canceled and rewritten with AIP A. However, the following crop year the CAT policy and the additional coverage policy must be written with the same AIP.

(b) High-Risk Alternate Coverage Endorsement is designed to exclude all high-risk land by crop and county from the base policy and insure it on a separate additional coverage policy. Refer to the High-Risk Alternate Coverage Endorsement Standards Handbook (FCIC-20190).

(c) Hybrid Seed Corn or Hybrid Sorghum Seed grown under contract with more than one seed company. These CP allow:

- 1 A separate policy for acreage grown under contract with each different seed company. The policies do not have to be insured with the same AIP; however, all acreage of the insured crop in the county must be insured.
- 2 Different coverage levels may be selected on each separate policy. Payment of losses must be made accordingly and coordinated between policies and AIPs. Unit division is as stated in PAR. 55.

\*\*\*

(d) Specialty types listed on the SP for barley are excluded from a revenue protection policy and insured under the yield protection policy in order to receive a contract price.

(e) Crops also insured under AGR/AGR-Lite policies are also insured under the BP.

#### C CP With More Than One Insurable Crop

The following CP provide coverage for multiple crops: The Arizona and California Citrus, Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Coarse Grains, Grapes (California ONLY), Nursery, Small Grains, Stonefruit, and Tobacco. These CP allow insureds to designate which of the crop(s) is to be insured and may indicate which type(s) or variety(ies); e.g., Fresh Apricots and Processing Apricots insured under the Stonefruit CP are separate insured crops. However, this is not considered to be duplicate coverage. The section entitled "Insured Crop" in the applicable CP or the SP indicates the separate insurable crops. Also, Exhibit 2 of this handbook lists all of the insurable crop names and codes.

#### D Other Insurance/Excess Coverage

When other:

- (1) Fire insurance is carried on the insured crop, the BP provides for only excess coverage. Refer to PAR. 125 for more detailed information.
- (2) Insurance is provided by an AGR/AGR-Lite policy, the individual CP provides primary coverage and indemnity payments from those policies. Such payments are considered income to count under the AGR/AGR-Lite policy.

#### E Multiple Benefits From More Than One USDA Program.

- (1) If an insured is eligible for an indemnity and is eligible for the same loss under another USDA program, the insured may receive benefits under both programs, unless it is specifically limited by the crop insurance contract or by law.



4 When the minor gains majority to enter into a legally binding contract is dissolved; a new Application is required. Refer to the PAR. 14 D for entity status changes.

- (c) Have an insurable interest in the crop.
- (d) Must provide the applicable identification number and person type.
- (e) Must not be ineligible per the procedures in (2).

(2) Ineligible Person(s)

An ineligible person is a person denied participation in any program administered by RMA under the Act. Ineligibility occurs when a person:

- (a) Has a delinquent debt to FCIC or an AIP and remains ineligible until the debt is resolved, a written payment agreement is executed, or a bankruptcy petition is filed.
  - 1 When the debt is resolved, a written payment agreement is executed, or a bankruptcy petition is filed; that person becomes eligible for crop insurance.
  - 2 Application must be made on or before the applicable SCD for the crop.
  - 3 If the debt is resolved, a written payment agreement is executed, or a bankruptcy petition is filed after the SCD for a crop, the person cannot apply for insurance for that crop until the next crop year, unless:
    - a The crop also has a SCD for the crop year occurring after the payment is made (i.e., multiple SCDs within a crop year), or
    - b CP allows applications to be submitted after the SCD, such as Nursery. If a new Application is submitted, and all other criteria are met, the person is eligible to participate in that crop program the crop year eligibility is regained. For the new application, coverage is not provided for any loss incurred between the time the policy was terminated and insurance attached.
- (b) Is disqualified, suspended, or debarred under the ACT and applicable regulations, and remains ineligible for crop insurance for the period of disqualification, suspension, or debarment.
- (c) Is convicted of violating the controlled substance regulations as described in PAR. 56. Any person who is disqualified for violating the controlled substance regulations is ineligible for crop insurance for the length of time stated in PAR. 56.

## 13 VERIFYING AND/OR DETERMINING INSURABLE SHARE

### A Insurable Share

- (1) An insurable share is the percentage of interest in the insured crop the owner, owner-operator, tenant or sharecropper has at the time insurance attaches. An insurable share of the crop means the insured has a financial risk directly related to the production of the crop (receives all or part of a crop) as an owner-operator, landlord, sharecropper or tenant at the time insurance attaches.
- (a) A landlord is the person who holds the ownership interest to the land that is leased or rented to another person, called the tenant, on which the crop is grown. The landlord receives a cash payment or a share of the crop as a lease or as rental payment from the tenant.
- (b) The tenant is the person who holds the possessory interest in the land that is leased/rented from the landlord. The tenant pays the landlord for use of the land by cash or share of the crop.
- \*\*\* (c) Owner-operator is a person who holds an ownership interest to the land on which the crop is grown.
- (d) Sharecropper is a person who works the land for a share of the crop produced on the land.
- (e) To have an insurable share, the tenant or owner-operator must:
- 1 Produce the crop;
  - 2 Exercise managerial control relating to producing and marketing the crop (controls what to plant, when to plant, when to till, cultivate, irrigate, fertilize, spray, harvest, market, etc.);
  - 3 Carry all or part of the financial risk (including making credit arrangements, if applicable) related to producing the crop;
  - 4 Own, rent, or lease the farming equipment, make arrangements to obtain equipment, or hire custom work directly related to the production and harvest of the crop;
  - 5 Hire, manage, and be responsible for the payment of the labor; or
  - 6 Purchase all inputs (seed, fertilizer, pesticides, herbicides, etc.)
- (f) To have a 100 percent insurable share, the tenant or owner-operator must satisfy all the requirements in subparagraph (e), including having 100 percent of the financial risk.
- 1 If any of the requirements of subparagraph (e) are not satisfied, the tenant or owner-operator will have an insurable share that is less than 100 percent.
  - 2 The insured may be required to provide documentation demonstrating that all the requirements in paragraph (e) have been met.

3 To the extent that any of the functions stated in subparagraph (e) are shared with another entity, the tenant or owner-operator does not have a 100 percent share.

(g) If less than a 100 percent share, the amount of insurable share is determined by the extent by which the tenant or owner-operator performs the functions stated in subparagraph (e) or the amount of compensation provided to any other entity to perform the function.

(2) Insurance share covers:

- (a) Unless the accepted application clearly indicates insurance is requested for a partnership or joint venture, or is intended to cover the landlord's or tenant's share of the crop, insurance will cover only the share of the crop owned by the person who completed the application.
- (b) The share will not extend to any other person having an interest in the crop except as may be specifically allowed in the policy or CAT Endorsement.
- (c) The interest of spouses, children, or other household members in most cases will be insured under one PERSON and have only one policy number issued. Refer to PAR. 14 for exceptions that allow spouses and children to have separate policies.

(3) Tenant or Landlord insuring the other's share.

- (a) If a person is sharing with a landlord or tenant (or multiple landlords or tenants) only one person's share is allowed to be insured on each application, unless the landlord or tenant has requested to insure the other's share of the crop on their application.
- (b) Requirements for landlord or tenant to insure the other's share:
  - 1 Evidence of the other party's approval (lease, power of attorney, etc.) must be provided to the AIP by the SCD and retained.

**(RESERVED)**

crop. The share percentage of the entire crop cannot be determined at the time coverage begins since it is dependent on how many bushels in excess of 60 bushels will be produced.

**Situation 5:** The tenant (insured) agrees to give the landlord \$50 per acre cash and 10 bushels per acre.

- The agreement is a cash lease.
- The insured's share is 100 percent. We do not convert the 10 bushels to a percentage share. In this scenario the tenant will pay the landlord a fixed amount, cash (\$50) and commodity (10 bushels per acre).

**Situation 6:** The tenant (insured) agrees to give the landlord 25¢ for every bushel of peaches harvested.

- The agreement is a cash lease.
- The insured's share is 100 percent. Because there is no agreement for a set share percentage of the crop at the time coverage begins, the insured's share must be considered a cash lease.

**Situation 7:** The tenant (insured) agrees to pay the landlord \$25 per acre OR 1/4 of the crop, whichever is greater.

- The agreement is a cash lease.
- The insured's share is 100 percent. Since the lease contains an either/or type arrangement, the share cannot be considered a fixed element of the lease.

**Situation 8:** The tenant's (insured's) lease agreement states that the tenant will receive the first 85 bushels per acre of corn produced. Of any bushels in excess of 85 bushels per acre, the tenant will receive 60 percent and the landlord will receive 40 percent. The insured's guarantee is 85 bushels and is based on the highest level of coverage that can be elected.

- The agreement is a cash lease.
- The insured's share is 100 percent. Since the insured receives the first 85 bushels and this amount is the insured's guarantee, 85 bushels is the maximum amount that could be insured under the policy.

**Situation 9: Flexible Share Arrangement.** The tenant's (insured's) APH is 17.0 tons per acre. The tenant's lease agreement contains the following schedule:

<u>Tons produced</u>	<u>Tenant's share</u>	<u>Landowner's share</u>
0-8 tons	98%	2%
8.1 - 12.0	96%	4%
12.1 - 16.0	94%	6%
16.1 - 20.0	90%	10%
20.1 - 25.0	88%	12%
25.1 - ...	85%	15%

The agreement is a share arrangement since there is no mention of cash.

- The base share is derived from the tenant's (insured's) APH. Therefore, the share percentage range for the insured's (tenant's) APH reported on the acreage report would be 90%. Since the share is to be established at the time insurance attaches and both still have a share in the crop at the end of the crop year, the share percentage established at the time insurance attached will be retained for indemnity and premium purposes.

D Verify the Following:

- (1) Producer has an insurable interest in the crop. (Refer to PAR. 12).
- (2) Person type processed from the application reflects the correct person (individual, partnership, corporation, co-owner, joint operator, estate, trust, etc.). (Refer to PAR. 14.)
- (3) Producer qualifies as landlord, owner-operator, or tenant. (Refer to PAR. 14.)

E Crop Share Verification

Verify the insured's correct share, by crop, by comparing the reported share on the crop insurance acreage report to the insured's share shown on:

- (1) Lease agreements, elevator summaries, packer statements, **marketing records**, etc.; or
- (2) FSA-578 (Do not use other FSA documents to verify crop share since these documents may contain "contract" shares rather than crop share.) When crop shares are reported to the FSA, AIPs do not have to verify crop shares reported for crop insurance with the crop shares reported to the FSA, but are encouraged to do so since AIPs must ensure that producer-certified information is accurate so liability is established and indemnities are paid in accordance with the policy provisions; or

\*\*\*

2 It will be considered a share discrepancy when the total percentage of the two shares reported on the FSA-578 for non-crop insurance purposes does not equal the same percentage reported for crop insurance programs. Resolve the share discrepancy in accordance with PAR. 13 G.

(b) When the FSA has recognized the spouses as being separate entities (operations), and the AIP has verified that spouses are legally separated or separate under State law and has recognized them as separate entities by giving each spouse a separate contract, the share reported on each spouse's crop insurance acreage report will be compared against the crop share reported to the FSA for the individual spouse. (Each operation will have separate FSA FNs.) If the individual spouse's crop share amount does not agree with what has been reported to the FSA for non-crop insurance purposes, handle in accordance with PAR. 13 G above.

I Questionable Insurable Interest in the Crop

When it is questionable whether the insured has an insurable interest in the crop, document the circumstances on a Special Report. Forward the Special Report to the next level of supervision, and include the insured's contract folder if it has been assigned to you.

**14 PERSON(S): TYPES, DOCUMENTATION, AND DETERMINATION**

A Verification of Person at Loss Time

Using the information in the following subparagraphs, the adjuster (or AIP if specified), must:

(1) From information obtained from the insured, FSA or other reliable sources, and from the criteria for each person type found below; verify that the person qualifies for the entity shown on the application or qualifies for a separate person from another household member, relative, corporation, etc., and that the person on the application has an insurable interest in the crop.

There may be a situation where it appears the person (name and entity type) shown on the application has no insurable interest in the crop because the person shown on FSA documents, marketing records, etc., do not agree with the person on the application. The particular situation may be one for which a correction to the person shown on the application is allowed as outlined in subparagraph E below. However, if it is determined the person shown on the application has no insurable share in the crop, and the reason this policy was set up under this particular person is one of the reasons stated in section 27 of the BP for concealment, misrepresentation, or fraud, the policy must be voided.

(2) Verify whether the insured is married and, if so, whether the insured has provided the spouse's SSN or EIN. Refer to 14 C and F (2) below for requirements of the spouses SSN/EIN. AIPs do not have to verify persons through the FSA; however, are encouraged to do so since AIPs must ensure that producer-certified information is accurate and that liability is established and indemnities are paid according to policy provisions.

- \*\*\* (3) If the person type reported is questionable or incorrect, document the facts and refer the case to the next line of supervision or to whom the AIP has instructed.
- \*\*\* (a) if the person type is verified at FSA and there is a discrepancy between the person type recorded for crop insurance and the local FSA office, AIPs will try to resolve the discrepancy with the FSA. If the discrepancy cannot be resolved and the AIP has evidence supporting its position, the AIP should retain the person type reported to them; and keep on file all documentation and evidence supporting this decision.
- \*\*\* (b) **The insured or the agent's certification and/or statement are not adequate documentation** (evidence) to support questionable person types or discrepancies between the person types reported to FSA and the AIP.
- (4) Signature/Documentation. Verify that the person has authority to sign the document. Refer to Exhibit 5 for a list of the person authorized (and documentation required for such authorization) to sign documents (including loss documents) for each person type and documentation required for each person type.
- (5) AIPs must verify that the RAN has not expired, as stated in B (3) below, before an indemnity, replant payment, or PP payment is made.

**B General Information for Person Types and ID Numbers**

- (1) To obtain insurance, each person type requires either a(n) SSN, EIN, or RAN be reported on the application.
  - (a) An EIN is to be used only by the person to whom it was assigned.
  - (b) A SSN is to be used only by the individual to whom it was assigned, with exception for co-ownerships/joint operations/joint ventures, LLCs, revocable trusts, and estates.
- (2) Insurance will not be provided to persons who fail to report their SSN, EIN, or RAN, if applicable, by the SCD. An incorrectly reported person type may result in an invalid policy.
- (3) RANs
  - (a) RMA will issue a RAN if the applicant or applicant's SBI can demonstrate the applicant or applicant's SBI is a non-citizen qualified alien entitled to Federal benefits in accordance with the PRWORA.
  - (b) For BIA trust allotments only, AIPs may issue a RAN in accordance with the CIH procedures when the BIA allotment does not have an EIN.
  - (c) RAN Expiration.
    - 1 For non-citizen qualified aliens, a RAN is temporary, and will expire either when the qualified alien becomes a U.S. citizen and is assigned an SSN or the documentation provided to support qualified alien status expires. If a RAN expires:



- a And the applicant or the applicant's SBI receives an admittance extension from the USCIS, of which renews the individual's qualified alien status, then the applicant or applicant's SBI must resubmit a request for a RMA assigned RAN.
- b And after resubmitting a request for a RMA RAN:
  - (i) If the applicant no longer qualifies for a RAN, then a policy will not be issued.
  - (ii) If the applicant's SBI does not qualify for a RAN, then the amount of coverage for all crops on the Application will be reduced proportionately by the percentage of interest the SBI has in the applicant.

2 For BIA trust allotments, the RAN has no expiration.

3 The AIP is responsible for monitoring the expiration of the RAN.

- a If a RAN expires due to a non-citizen receiving a SSN, the AIP must correct the policy to include the SSN and notify RMA of the receipt of the SSN.
- b If a RAN expires due to a non-citizen no longer qualifying as a qualified alien; upon discovery the AIP must notify RMA of the disqualification by the next SCD.

Failure to report the expiration may adversely affect the insured's ability to continue coverage. Refer to the CIH for more information regarding failure to report.

(d) RANs for SBIs of a Business Entity.

- 1 Obtaining insurance as a business entity cannot be used to defeat the purpose of PRWORA. If a business entity only has one individual with a SBI in the entity and it is determined that the business entity was formed in order to defeat the requirements of PRWORA, the entity is to be treated as an individual; therefore, no insurance will be provided.
- 2 If any individual belonging to the entity does not qualify for federal benefits under PRWORA, then the entity's insurable interest must be reduced proportionately. If any individual is eligible to receive federal benefits, then the individual's share is insurable.

(e) Refer to the CIH for more detailed information about RANs.

- (4) If an incorrect SSN/EIN is certified or an insured receives an indemnity, PP payment, or replant payment and the SSN/EIN is not correct; the insured may be subject to civil, criminal, or administrative sanctions.
- (5) The Application must also contain SBI information, if applicable, as stated in subparagraph **C** below.

- (6) Correction After Discovery. When an AIP discovers an incorrect identification number for an insured or an incorrect or unreported identification number for a SBI:
- (a) The AIP must notify the insured in writing of the incorrect or unreported identification number(s) and establish a deadline for submitting the corrected or unreported identification number(s);
  - (b) Failure by the insured to correct or provide the identification number by the AIPs established deadline results in policy voidance;

A policy that has been voided after the established deadline has expired cannot be reinstated.

### C SBI Information

The following requirements apply to an interest held by any person of at least 10 percent in the insured/applicant: A SBI of less than 10 percent is not required to be reported to the AIP nor RMA.

#### (1) Requirements

- (a) All persons with a SBI in a person must be listed and the SSN, EIN, or RAN of each SBI provided on the policy/application.
- (b) All SBI information must be provided by the applicable SCD for both new and carryover insureds.
- (c) SBI information collected must be provided to an assuming AIP for any policy transferred.
- (d) If any SBI information changes after the SCD for the previous crop year:
  - 1 The Application must be revised by the SCD for the current crop year.
  - 2 If such information changes less than 30 days before the SCD for the current crop year, the Application must be revised by the SCD of the next crop year.
  - 3 If the insured fails to provide such revisions, the procedures in subparagraph D below apply.
- (e) The spouse of any individual applicant/individual insured will be presumed to have a SBI in the applicant or insured, even if the spouses qualify for separate policies in accordance with F(2)(b) below;

**Exception:** If the spouses can prove they are legally separated or otherwise legally separate under the applicable state dissolution of marriage laws, then separate policies may be available. Refer to F (2) (a) below.

- (f) Any child of an individual applicant/individual insured will not be considered to have a SBI in the applicant or insured unless the child has a separate legal interest in such person.

(2) **Discharge and Settlement.**

- (a) Upon settlement of the estate and the discharge of the personal representative or executor, the policy is canceled and a new Application is required to maintain insurance protection.
- (b) Removal or discharge of a personal representative or executor and the appointment of another does not terminate the insurance contract.

M Person Type: Trusts

The person type is an arrangement through which trustees take title to property for the purpose of protecting or conserving it for the beneficiaries under the ordinary rules applied in chancery or probate courts. A trust is a legal entity created during an individual's lifetime (inter vivo) or at the time of his or her death under will (testamentary). The person who creates the trust is called the grantor or settlor.

- (1) **Trust Types.** For crop insurance purposes, the commonly recognized trusts include irrevocable, revocable, and BIA allotment trusts. State law and the trust instrument establish whether a trust is revocable or irrevocable.
  - (a) **Irrevocable Trusts.** This person type is a legal entity created and governed under the laws of the state in which it was formed where legal title/interest is transferred from the settlor or grantor to the trustee for the benefit of the designated beneficiary(ies). This trust cannot be modified, amended, canceled, or revoked at any time by the settlor without the permission of the beneficiary.
  - (b) **Revocable Trusts.** This person type is a legal entity created and governed under the laws of the state in which it was formed where legal title/interest is transferred from the settlor or grantor to the trustee for the benefit of the designated beneficiary(ies). This trust may be modified, amended, canceled, or revoked at any time by the grantor. The grantor of a revocable trust has a SBI in the trust.
  - (c) The Bureau of Indian Affairs and Indian Tribal Ventures (BIA Trusts).
    - 1 Native American land is frequently held in trust by the Bureau of Indian Affairs or a Tribal governing body and leased to operators. Often BIA trusts are referred to as allotments, identified by an allotment number. A separate policy is required for each allotment with different individual owners.
    - 2 Native American land, held under trust, is processed in the same manner as land held in an irrevocable trust. The name of the trust is the named insured. If the trust agreement provides that operators of leased land purchase crop insurance, a POA will be executed by the BIA granting the operator the authority to purchase crop insurance on behalf of the trust.
    - 3 Linkage to other USDA farm program benefits for individual Native Americans who own parcels of an allotment are established by that trust.

- 4 All other Native American persons will be insured as applicable (i.e., individuals, partnerships, joint operators, etc.) with the exception of those tribal ventures that do not meet the requirements for joint ventures, which will be treated as a BIA trust for crop insurance policy processing purposes.

(2) **Trust Application.**

(a) **Identification Number Required**

- 1 For an irrevocable trust, an EIN must be reported. Effective for 2012, an irrevocable trust which previously reported a SSN must provide an EIN to continue to be insured as an irrevocable trust for the 2012 CY.
    - a The AIP must use the applicable form to obtain an EIN and revise existing policies.
      - (i) The change in identification number does not constitute a new insured.
      - (ii) Any multi-year WA must be revised to reflect the new identification number reported.
    - b If the irrevocable trust does not possess an EIN, then the AIP must contact the trustee and determine the appropriate person type to revise the policy, if applicable.
  - 2 For a revocable trust, an EIN must be reported if it has been established for the revocable trust. If an EIN has not been established, then a SSN/RAN must be reported.
- (b) The Application must be signed by the administrator or fiduciary/trustee appointed to administer the business affairs of the trust.
- (c) The Application extends to only the trust's interest. This extension does not include the interest of the beneficiaries to the trust.
- (d) If the individual/married individual operates both as an individual/married individual and as a revocable trust, both operations must be reported under the individual/married individual policy.
  - 1 If operating as an individual and a revocable trust, the revocable trust's interest would be covered by the individual policy.
  - 2 If both spouses each have a revocable trust, each trust must be covered under the individual/married policy, unless the criteria for separate policies have been met.
  - 3 The revocable trust must be listed as a SBI to the individual/married individual policy.
- (e) If the individual/married individual operates both as an individual/married individual and as an irrevocable trust, both operations must be reported under separate and distinct policies (e.g., 1 individual/spousal policy and 1

- (3) Insured's signature (or authorized representative) and date, UNLESS circumstances warrant the absence of the insured's (authorized representative) signature.

→**For CAT coverage ONLY:** Unless a person with an insurable interest in the crop objects in writing on or before the ARD and provides a signed acreage report on his or her own behalf, the operator may file/sign the acreage report for all other persons with an insurable interest in the crop, including a revised acreage report. A power of attorney is not required and all other persons with an insurable interest in the crop, and for whom the operator purports to sign for and represent, are bound by the information contained in that acreage report.

←**For CAT coverage ONLY.**

If the insured's signature is not obtained, document why the signature was not obtained in the "Remarks" or on a Special Report. Based on the nature of the revision and the reasons the insured's (or authorized representative's) signature was not obtained, the AIP will determine whether the revised acreage report should be approved without the insured's (or authorized representative's) signature (e.g., correcting keying error would not require the insured's (or authorized representative's) signature; and

- (4) The AIP's authorized representative's approval if acreage reports are revised after the final ARD.

## 29 REVISED ACREAGE REPORTS - AFTER THE ARD

### A AIP Approval

#### (1) **Planted acreage.**

- (a) Acreage reports may be revised AFTER the ARD ONLY with the AIP's authorized representative's consent (i.e., approval) as stated in the following subparagraphs.
- (b) The AIP can provide consent for a revised acreage report if:
- 1 No cause of loss has occurred. (When insureds request revisions to reduce acres, AIPs can provide consent as stated in subparagraph B (8) below);
  - 2 The crop unit passes the crop inspection criteria for accepting unreported acreage information; e.g., adding acreage or units, as stated in PAR. 74; or
  - 3 A crop inspection is not needed to revise the acreage report as stated in subparagraphs B below.
- (c) Acreage reported as an irrigated practice (and that qualifies for an irrigated practice at the time insurance attached) **cannot** be revised to a non-irrigated practice (even when the insured never applied any irrigation water) or vice versa WHEN loss is evident on the unit **or** WHEN harvest is general in the area, unless subparagraph A (1) (d) below or subparagraph B

applies. PAR. 40 K (8) applies when acreage cannot be revised from irrigated to non-irrigated. When acreage does not qualify for an irrigated practice, PAR. 40 K (4) applies.

- (d) When the insured has reported both an irrigated and non-irrigated practice and claims there is an error in the reported acreage of irrigated and/or non-irrigated practices, a revised acreage report may be approved to change a non-irrigated practice to an irrigated practice (acreage must qualify for an irrigated practice) or irrigated may be revised to a non-irrigated), PROVIDED:

- 1 no damage or loss has occurred,
- 2 harvest is not general in the area, **AND**
- 3 the AIP has verified that the practice for which the change was requested actually existed and is being carried out in a manner consistent with a good farming practice for the practice that the acreage is being revised.

\*\*\* (2) PP Acreage: Refer to Section 7 I of the PP LASH.

**B** Acreage Reports May Be Revised to Add or Revise Information on a Crop Unit Without Crop Inspections for the Following Situations and a LAF is ONLY Applicable to Misreported Information on the Revised Acreage Report:  
\*\*\*

- (1) Short-rated acreage (refer to subparagraph 29 C below);
- (2) Measurement service requested by the date specified in 29 E below;
- (3) The crop is replanted to a different type or variety than was initially reported and that is specified on the actuarial documents (e.g., initially planted oil-type sunflowers, and replanted to non-oil type), unless specified otherwise in the crop provisions or SP. The same acres as were shown on the initial acreage report would be shown on the revised acreage report, unless the insured requested that additional acreage be added, which would then require a crop inspection;
- (4) Keying errors of the acreage report caused an incorrect Summary to be issued;

The insured files a claim for unit 0001-0001OU.

Production Worksheet (PW) - The PW for unit 0001-0001OU wheat is completed with 80.0 acres as the entry for "Final Acres" assuming that the 80.0 acres is the "Determined Acres" in accordance with PAR. 80. The production that was harvested from all 100.0 acres is counted as production to count against the 80.0 insured acres, even if the harvested production from the 20.0 acres that were short-rated was kept separate from the production harvested from the 80.0 acres.

\*\*\*

APH - In accordance with the CIH, if the short-rated acreage is harvested, and the production from the short-rated acreage is **not commingled** with the insured acreage production, then the APH would include 80.0 acres and the production from the 80.0 insured acres. **However**, if the short-rated acreage production **is commingled** with the insured acreage production, the APH would include 100.0 acres and production from the 100.0 acres.

**Example of how the production and acres would be handled if all the insured acreage in the unit is short-rated and taken to harvest:**

Unit 0001-0001OU wheat = 100.0 insured acres initially reported. The insured timely notifies the AIP that he/she is destroying the acreage. The AIP short-rates the 100.0 acres, but the insured takes all 100.0 acres to harvest.

Wheat units in the county with remaining insured acres **reported**:

0001-0002OU = 50.0 acres  
0001-0003OU = 100.0 acres  
0001-0004OU = 25.0 acres.

\*\*\*

Production Worksheet - The production harvested from the 100.0 acres will be allocated **to** the wheat units above. The production will be allocated and shown on the PW following the instructions in PAR. 127. None of the acres from unit 0001-0001OU will be allocated and added to the Final Acres shown on the PW.

APH - The APH will be handled as stated in PAR. 127.

- (e) If the insured destroys (by grazing or mechanical means) the acreage without proper and timely notification, the acreage is considered to have been destroyed without consent. An appraisal of not less than the guarantee will be assessed on such acreage.
- (3) Requirements for Short-rated Acreage for ARH Citrus:
- (a) When the insured reports all planted acreage as insurable, the premium will be reduced if the insured notifies the AIP in writing of his/her intention to destroy trees on or before the date designated in the SP, and does not claim an indemnity on the acreage and the trees that are destroyed are contiguous and equals at least the lesser of 10 percent of the acreage in the unit or at least five acres.

- 1 No premium reduction will be allowed if the required notice is not given or if the insured claims an indemnity for the acreage.
- 2 Upon receiving timely notice, insurance coverage on the acreage the insured does not intend to harvest will cease and the AIP will revise the acreage report to indicate the applicable reduction in premium.
- 3 If the insured fails to destroy the crop as intended, the insured will be subject to the under-reporting provisions contained in section 6 of the BP.

(b) When an insured anticipates destroying trees at acreage report time:

The insured may report all insurable planted tree acreage that he/she does not intend to destroy as insured planted acreage and report as uninsurable acreage any tree acreage that he/she intends to destroy for the crop year. No coverage will be considered to have attached to the acreage intended to be destroyed and reported as uninsurable and no premium will be due for such acreage. If the insured does not destroy such acreage, the insured will be subject to the under-reporting provisions contained in section 6 of the BP.

D Acreage reports CANNOT be revised to add acreage of a small grain crop initially reported as uninsurable because the crop was planted for a use other than for which coverage is provided; e.g., wheat planted for the purpose of being grazed or destroyed before harvesting for grain (i.e., uninsurable acreage). When acreage of a small grain crop reported as uninsurable is harvested, the under-reporting provisions (under-reported for a reported unit or an unreported unit) in the section entitled "Report of Acreage" in the BP apply.

E Revisions Due to Measurement Service

(1) If the insured provides documentation to the AIP that they have requested Measurement Service from FSA or a firm engaged in land measurement (see (2) below), prior to the ARD, and submits an acreage report to the AIP with estimated acres by the ARD, the insured must provide the measurement to the AIP when the Measurement Service has completed the measurements. If the measured acreage was different than the reported acreage, the acreage will be increased or decreased based on the Measurement Service's measured acres (even at loss adjustment time), unless there is a discrepancy between the acreage measurements of the Measurement Service and the AIP or FSA (refer to \*\*\* (5) below). However, no LAF will apply if due to irreconcilable differences, the AIP or FSA acreage measurements are used in lieu of the Measurement Service's measurements.

(2) Firms engaged in measurement service may include those operated by sales agents or firms in which the sales agent is associated. However, for claim purposes, acreage measurements performed by a measurement service operated by or in which the sales agent is associated are not considered "measured acres," but no LAF will apply as explained in PAR. 80 B (2).



- 2 A revised acreage report to change the unreported practice/type/variety information along with the applicable APH yield, guarantee, etc., determined to actually exist, UNLESS (3) below applies.

- \*\*\* (2) A LAF based on the initial acreage report liability must be applied to the replant payment, prevented planting payment, or indemnity calculation, if applicable. For the purpose of determining a LAF, share is excluded from liability. Refer to PAR. 21 and the definition of liability in Exhibit 1.
- \*\*\*
- (3) If the AIP has supporting evidence of the insured misrepresenting the practice/type for the purpose of obtaining lower premium or a higher guarantee, the policy should be voided in accordance with the policy provisions.

**J** Different Production Method Has Been Carried Out and Will Result in Lower Yield

If it is discovered that a different production method has been carried out than what was reported on the acreage report, and will likely result in a lower actual yield than was established for the production method reported:

- (1) The approved yield will be reduced to an amount consistent with the production methods actually carried out for the crop year. The yield will be adjusted based on the insured's other units where such production methods were carried out or to the applicable county transitional yield for the production methods if other such units do not exist.
- (2) The acreage report will be revised with the revised APH yield that matches the practice determined to actually exist; and
- \*\*\* (3) If applicable, a LAF will be applied to the replant payment, PP payment, or indemnity payment calculation. Refer to subparagraph G for more information about the LAF and PAR. 21 D for information about the LAF.
- \*\*\*

**K** Revision to Correct Uninsurable Crop Acreage Reported As Insured Acres

When it is determined that uninsurable acreage has been incorrectly reported as insured acres, the AIP must revise and process the revised acreage report to delete such acreage from the insured acres (Insured Acres block area of the Acreage Report form) and add the uninsurable acreage to the uninsured acres (Uninsured Acres block area of the Acreage Report form). No premium is due for the uninsurable acreage. However, if both insurable insured acreage and uninsurable acreage are in the same unit, and the production from the insured and uninsurable acreage has not been kept separate, it will all be counted as production to count against the unit guarantee.

\*\*\*

\*\*\*

L Perennial Crop Acreage

If the AIP discovers during loss adjustment that part of the perennial crop acreage reported for the crop year had been reduced due to disease, a natural occurring weather-related event, or a man-made event that occurred prior to insurance attaching, the acreage report may have to be revised. Refer to PAR. 80 G (3) (a) 2 for further instructions.

**30 (RESERVED)**

**31 REVISED ACREAGE REPORTS - EXAMPLES**

Following are some examples of acreage report revisions that may be needed during an inspection. Always document the reason for the revision on the form used to revise acreage reports or document on a Special Report.

A Examples

- (1) Insured reported units 0001-0001OU and 0001-0002OU of grain sorghum as insurable. Upon inspection unit 0001-0002OU was found to be planted to an uninsurable practice.

ACTION: Revise 0001-0002OU to designate the acreage as uninsurable acreage instead of insurable. Indicate the reason why the acreage is uninsurable.

- (2) During an inspection prior to harvest being general in the area, the AIP discovered that unit 0001-0001BU of soybeans had not been reported on the original acreage report. The crop inspection indicated that this unit and all other units met the appraisal criteria for accepting additional liability for the additional unit, as defined in PAR. 74.

ACTION: Unit 0001-0001BU may be added.

- (3) Based on the APH yield, an incorrect risk classification for unit 0001-0001BU was entered on the original acreage report.

ACTION: Revise the acreage report to show correct risk classification, and notate the reason of the revision in the "Remarks Section" or on a Special Report.

- (4) The original acreage report shows 25.0 acres for unit 0001-0001BU, and the inspection reveals 50.0 acres were planted. The crop inspection indicated that all the criteria for accepting additional acreage for this unit (reported and unreported acreage) were met, as defined in PAR. 74.

ACTION: The acreage report may be revised to add the additional acreage.

- (4) Insured should have reasonable expectations, at the time coverage begins, of receiving adequate water to carry out a good irrigation practice. If the insured knew or had reason to know that the amount of his/her irrigation water may be reduced before coverage begins, no reasonable expectation existed.

Decreased water allocation resulting from the diversion of water for environmental or other reasons is not an insurable cause of loss unless the diversion is made necessary due to an insured cause of loss.

- (5) Insured needs to be able to document and/or demonstrate good irrigation practices, showing the application of adequate water in an acceptable manner at the proper times to allow for normal crop production, measured as the Approved APH yield for the unit.
- (6) The determination of the adequacy of water will be based upon;
  - (a) The water available (at the time insurance attaches) from the irrigation water supply, soil moisture levels, and, as applicable, snow pack storage levels;
  - (b) Supplementary precipitation which would normally be received, after insurance attaches, during the period that a good irrigation practice is normally carried out.
  - (c) Consideration will also be given to the factors identified in Item 3 (a) above, including the legal entitlement or rights to water.
- (7) Insured must demonstrate that they have the physical resources, other than water, used to regulate the flow of water from a water source to the acreage. This includes pumps, valves, sprinkler heads, and other control devices. It also includes pipes or pipelines which: (1) are under the control of the insured, or (2) routinely deliver water only to acreage which is owned or operated by the insured. A center pivot system is considered irrigation equipment and facilities.
- (8) Irrigation facilities are considered adequate if it is determined that, at the time insurance attaches to planted or perennial acreage, they will be available and usable at the times needed and have the capacity to timely deliver water in sufficient quantities to carry out a good irrigation practice for the acreage insured under the irrigated practice.
- (9) If the acreage fails to qualify for insurance under the irrigated practice, it will result in such acreage being insured under a practice other than irrigated. If no other appropriate practice is available for the acreage, insurance will not be considered to have attached on the acreage.
- (10) Failure to carry out a good irrigation practice on acreage properly insured under the irrigated practice will result in an appraisal for uninsured causes against such acreage, unless the failure was caused by unavoidable failure of the irrigation water supply after insurance attached or failure or breakdown of the irrigation equipment or facilities due to an insured cause of loss provided all reasonable efforts to restore the irrigation equipment facilities to proper working order within a reasonable amount of time were taken by the insured, unless the AIP determines it is not practical to do so. Cost will not be considered when determining whether it is practical to restore the equipment or facilities.

If a loss is evident, acreage reported as an irrigated practice that qualified as an irrigated practice at the time insurance attached cannot be revised to a non-irrigated practice after the acreage reporting date even if liability stays the same or decreases, even if the insured never applied any water.

- (11) Insureds are required to keep separate production records for acreage insured under the irrigated practice from acreage insured under a practice other than irrigated (or with no practice applicable) and uninsured acreage.

C Identify Irrigated Acres

The number of acres for which a good irrigation practice can be carried out must be identified and properly reported by the insured as early in the insurance period as possible, but no later than the published ARD.

D Provide Irrigated Practice Guidelines

AIPs are to provide a copy of the "**Irrigated Practice Guidelines**" contained in the DSSH for planted and perennial acres and for PP coverage. The "Irrigated Practice Guidelines" as outlined in B above, identify factors to be considered in determining the proper acreage to be reported and insured under an irrigated practice. Upon the AIP's request, insureds must document the factors they considered in reporting acreage to be insured under the irrigated practice. AIPs must verify this documentation whenever a claim for indemnity is made due to failure of the irrigation water supply, as well as anytime the accuracy of the irrigated practice reporting is suspect.

E General Irrigation Data Specific For An Area

The RMA RO Directors will compile data on water needs by crop in their region, normal precipitation figures, and other data considered appropriate to ensure uniform application of these irrigated practice standards. This task will be initiated first in those areas where irrigation problems are anticipated in the near future and/or have existed in the past.

F Regional Irrigation Information

- (1) The RMA ROs will assist in gathering information concerning areas, water districts, aquifers, reservoirs, and other water sources where there is concern regarding the amount of available irrigation water.

\*\*\*

- (2) The RMA RO Director will provide any information it obtains on the amount of available irrigation water to Insurance Services and post this information on the affected RMA RO's individual RO websites for the AIPs use and information. Refer to the RMA public website at [www.rma.usda.gov](http://www.rma.usda.gov) and select Field Offices, then Regional Offices, the state you are interested in, and finally, Irrigation Information.
- (3) If the AIP has any questions after reviewing the posted information, the AIP may contact the RMA RO serving the state of interest.

## 49 INDEMNITY PAYMENT AS IT RELATES TO DOUBLE-CROPPING HISTORY

A Receive a full Indemnity Payment on the 1<sup>st</sup> Insured Crop under the Following Scenarios (Refer to PP LASH for PP Scenarios)

\*\*\* The insured may receive a full indemnity payment on the 1<sup>st</sup> insured crop in the following scenarios IF ALL of the double cropping qualifications stated in section B below are met:

(1) The 1<sup>st</sup> insured crop is planted, suffers a loss, and an indemnity is due. Then in the same crop year, a 2<sup>nd</sup> insured crop is planted (on the same acreage as the 1<sup>st</sup> insured crop) suffers a loss, and an indemnity is paid to the insured;

\*\*\*

(2) The 1<sup>st</sup> insured crop is planted and the subsequent insured crop is PP on the same acreage in the same crop year (cannot call the subsequent PP crop a 2<sup>nd</sup> crop since it is not a planted crop; refer to definition of “Second Crop”); or

(3) The 1<sup>st</sup> planted crop for the crop year is uninsured but insurance is available for the uninsured crop (refer to footnote in B (2) below) and a subsequent insured crop is PP on the same acreage in the same crop year (the subsequent PP crop is the 1<sup>st</sup> insured crop).

B Double Cropping Criteria for Planted Acreage (Refer to PP LASH for Criteria for PP)

IF all of the following conditions are met, the insured qualifies for double cropping history:

(1) It is a practice that is generally recognized by agricultural experts or the organic agricultural experts in the area to plant the second crop for harvest following harvest of the **1<sup>st</sup> insured crop**;

(2) Additional coverage insurance offered under the authority of the Act is available <sup>1/</sup> in the county for two or more crops that are double cropped;

(a) The insured is not required to have additional coverage to qualify for double-cropping.

(b) The two crops claimed as qualifying double-cropped acreage for the current crop year, must both be “insurable” in the current crop year in order to qualify as double-cropped acreage (i.e., insurance offered under the authorization of the ACT is AVAILABLE in the county for both crops.);

<sup>1/</sup> Available means that a Federal crop insurance program is offered for the insured crop in the county by either having: (1) actuarial documents on file for the crop in the county (crop not required to be insured), or (2) if no actuarial documents are on file for the crop in the county, the crop is insured via a written agreement.

**EXAMPLE:** Wheat planted for harvest as grain would have insurance available under the ACT, but wheat planted for haying purposes would not. For the purpose of determining double-crop history, both crops do not have to have been insurable or insured in prior years; e.g., for the current crop year, the 1<sup>st</sup> insured crop is wheat, and the 2<sup>nd</sup> crop is soybeans. Prior year records show wheat is followed by carrots in at least two of the last four crop years. If soybeans are planted following 1<sup>st</sup> insured wheat acres, the wheat qualifies for double-cropping (entitled to 100% indemnity payment) due to the fact that there was double-cropping history for carrots, which is not a crop for which insurance is available.

\*\*\*

(3) The insured provides records as stated in (a) or (b); and

(a) **His/her own records** acceptable to the AIP of acreage and production that show the insured has double-cropped acreage in at least two of the last four crop years in which the 1<sup>st</sup> insured crop was planted in the county for which the claim is being made, OR

\*\*\*

\*\*\*

**1** If the 1<sup>st</sup> insured crop is the subsequent crop planted on the same acreage in the same crop year as the uninsured crop, the double crop records are based on the subsequent crop (1<sup>st</sup> insured crop). Refer to examples in D below.

**2** Refer to C below for what constitutes acceptable records and the examples in D below regarding the insured's own records of double-cropping. When the double-cropping history requirements have been based on the insured's own records, the double cropping exemption may be used anywhere in the county.

(b) **Someone else's records** acceptable to the AIP of acreage and production that show the exact same acreage in the county on which the claim is being made for the 1<sup>st</sup> insured crop was actually double cropped in at least two of the last four crop years in which the 1<sup>st</sup> insured crop was grown by someone else, and the insured has acquired this exact same acreage.

\*\*\*

**1** If the 1<sup>st</sup> insured crop is the subsequent crop planted on the same acreage in the same crop year as the uninsured crop, the double crop records are based on the subsequent crop (1<sup>st</sup> insured crop). Refer to examples in D below.

**2** Refer to C below for what constitutes acceptable records and see example 4 in D below for an example of using someone else's double-cropping records. When the double-cropping history requirements have been met based on someone else's records, the double-cropping exemption may only be used for the exact same acreage for which the double-cropping records were provided.

- (4) The amount of acreage the insured is double cropping in the current crop year does not exceed the number of acres for which the insured provides records, as required in (3) above.

C Acceptable Double-Cropping Records (Refer to PP LASH for Acceptable PP Double-Cropping Records)

- (1) Acceptable double-cropping records must include, but are not limited to: APH acreage and production records such as settlement sheets, bin measurements, FSA maps, and FSA 578s that identify the acreage, production, and location from which the production came.
- (2) For production from double-cropped acreage that was not kept separate from non-double cropped acreage, the AIP may allocate commingled first/second crop production to that acreage in proportion to the liability for the acreage that was not double cropped, provided the yields are representative as described in (b) below.
  - (a) This allocation procedure applies to commingled production from the first crop that is double-cropped (i.e., wheat production from acreage planted to a second crop and not planted to a second crop) as well as the second crop that is double-cropped (i.e., soybean production from acreage planted after a first crop and not planted after a first crop). Refer to PAR. 53. AIPs may divide total production by total acres to allocate commingled production for the following situations: liability per acre is the same for the crop on the acreage that was and was not double cropped, the crop was not insured or was not an insurable crop, or liability is not known or is not readily available to be obtained (e.g., year in question is 10 or 11 years ago and was insured with different AIP).
  - (b) The amount of allocated production must be representative of the yields per acre, for the particular year and area from both double cropped and non-double cropped acreage (e.g., the amount of allocated production is reasonable compared to the average yields per acre for the area and that all such production would not have reasonably come from only the first crop acreage or the second crop acreage).

**CLARIFICATION:** Potential production from appraised acreage (including acreage bypassed by a processor) of an insured crop would meet the requirement for records of acreage and production that show double-cropping history, provided it also meets the criteria in B above. Short-rated wheat acreage cannot be considered for double-cropping history since such acreage is not appraised and does not meet the criteria in (B) above.

D Examples of Double-Cropping Eligibility for Planted Acreage (Refer to PP LASH for PP Examples)

**EXAMPLE 1:** A producer on Farm A had double cropped 300 acres of wheat and soybeans three years ago. This same producer on Farm B (same county) had double cropped 300 acres of wheat and soybeans the previous year. These are the only double cropping records this producer has for the last four crop years. This insured would be eligible for 300 acres of double cropping wheat and soybeans for the current crop year in this county.

\*\*\*

**EXAMPLE 2:** A producer on Farm A double cropped 200 acres of wheat and soybeans for one year out of the last four crop years and for another year out of the last four crop years, the same producer double cropped 200 acres of wheat and sunflowers on Farm B (same county). The insured would be eligible for 200 acres of double cropping wheat in this county.

**EXAMPLE 3:**

**Question:** If an insured double-cropped 50 acres somewhere in the county and the insured's unit structure is an Enterprise unit with different fields and different APHs, which 50 acres will be considered the double cropped acreage that the AIP pays 100% on the first insured crop acres on which a second crop is planted?

**Answer:** The insured has the choice of whichever 50 acres in the county he/she desires. If the insured is using someone else's double-cropping records, see Example 4 below.

**EXAMPLE 4:** The insured had no double-cropping history of his/her own in the county in which the claim is being made. However, part of the land the insured is farming this crop year is land he/she acquired from another person.

Out of 10 fields of the 1<sup>st</sup> insured crop (wheat) planted in the county, 3 of those fields (fields A, B, C in tract 1044) of section 20 have a 2<sup>nd</sup> crop (soybeans) planted. Of those 10 fields, two of those fields were farmed by another person in previous crop years. The other person has double-cropping records for 5 fields of wheat followed by soybeans in the county for two of the last four crop years. These records show that two of these fields (fields A and C) are the exact same acreage on which the insured planted the wheat followed by soybeans. Field B is not the same exact acreage.

**QUESTION:** Will the insured be able to receive a 100% wheat indemnity payment on fields, A, B, and C if the 1<sup>st</sup> and 2<sup>nd</sup> crop acreage in all three of these fields suffered a loss and an indemnity is due on both crops?

**ANSWER:** The insured will be able to receive a 100% indemnity payment on the wheat planted in field A and C. However, the insured will only be able to receive a 35% indemnity payment on field B since field B was not one of the fields for which the other person had double-cropping history.



- (3) **Tobacco.** For Tobacco policies, the BU consists of all insurable acreage of an insurable type of tobacco in the county in which the insured has a share on the date of planting for the crop year and that is identified by a single FSA FN (without regard to state or county lines) at the time insurance attaches. Other unit arrangements (EU/OU) must be authorized by the SP.
- (4) **CAT Endorsement.** The CAT Endorsement generally limits the units available for each insured crop to BUs determined only by the crop share arrangement on the date coverage begins for the crop year. Refer to B(1) above.
  - (a) **Undivided Interest Policy Exception.** A policy covering all landowners with an undivided interest in the land upon which an insured crop is planted is limited to one BU. Refer to PAR. 14.
  - (b) OUs or further BUs (e.g., type, non-contiguous land, FSA FN, etc.) defined in the applicable CP or SP are not allowed for CAT coverage. Refer to the CAT Endorsement for the unit definition.
- (5) **Refer to the CIH** for information pertaining to APH Databases for BUs and maintaining APH Databases below the BU level.
- (6) **Commingled acres and production.** If the insured has a loss for the current crop year, the insured is required to maintain production evidence to support the current crop year's unit arrangement as shown on the acreage report. If at loss time, production is discovered to be commingled between BUs (including high-risk land excluded from additional coverage and insured under a CAT policy or **HR-ACE endorsement**) the production **MUST** be allocated in proportion to the liability for the harvested acreage from the commingled BUs to the appropriate BUs. The apportioned production is used to process both the current year's claim and the following crop year's APH production reports. Refer to PAR. 126 for specific instructions for commingled production of BUs.

C Optional Unit (OU)

Land that would otherwise be one BU may be divided into OUs according to the OU definition contained in the BP, CP, and/or SP.

- (1) **Availability.** Separate OUs are available for additional coverage policies only and are determined by:
  - (a) Section.
  - (b) Section equivalents, or other unit division arrangements provided by RMA approved procedures such as Written Unit Agreement (WUA) or Unit Division Option (UDO).
  - (c) Separate FSA FNs:
    - 1 In the absence of sections, section equivalents, or other unit division arrangements provided by RMA approved procedures, such as WUA or UDO (see the WAH for information regarding WUAs and UDOS;

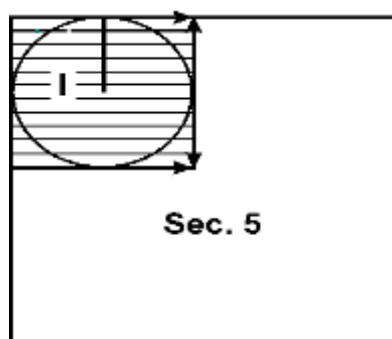
- 2 In areas where survey boundaries are not readily discernable;
- 3 In Alabama, Arkansas, Florida, Louisiana, and Mississippi for Barley, Corn, Cotton, Grain Sorghum, Oats, Rice, Rye, Soybeans, and Wheat as provided in the SP.

The boundaries of the section, section equivalent, or FSA FN must be readily discernable by the AIP without using survey instruments or locating survey markers. Refer to subparagraph F for further explanation and illustrations.

(d) IRR and NI practices. IRR and NI practices within a single section, section equivalent, FSA FN, WUA, or UDO, provided all requirements below and in subparagraph C (5) (a) below are met.

- 1 To qualify as separate IRR and NI OUs:
  - a Division of OUs by IRR and NI, if allowed by the CP;
  - b The NI acreage may not continue into the IRR acreage in the same rows or planting pattern; **and**
  - c The IRR acreage may not extend beyond the point at which the irrigation system can deliver the quantity of water needed to produce the yield on which the guarantee is based, except the NI corners of a field in which a center-pivot irrigation system is used may be considered as IRR acreage:
    - (i) If the NI corners of a field in which a center-pivot irrigation system is used do not qualify as a separate NI OU, and
    - (ii) Production from both practices will be used to determine the IRR approved yield.
- 2 Additional center pivot instructions:
  - a If the crop's planting pattern/rows continue into one or more NI corners of the field and the portion of the field IRR by a center pivot irrigation system (circle), the acreage within intersecting lines drawn at right angles to the radius of the center pivot is not eligible for a separate optional NI unit (**refer to 2 c below for exception**).

**(One Unit)**



- (b) Crops for which revenue protection is not available. EUs are available only if allowed by the SP.
- (2) **Election.** EUs must be elected by the insured, in writing on an application or policy change, on or before the earliest SCD for the insured crop(s) in the county insured. EU unit structure must be reported on the acreage report.
- (a) Fall or winter SCD and Spring SCD. For counties with actuarial documents specifying a fall or winter SCD and a spring SCD, the unit election may be changed on or before the spring SCD if there is not any insured fall planted acreage of the insured crop.
  - (b) EU Election is Continuous. EU election remains in effect from year to year unless written notification requesting cancellation of the EU is provided to the AIP by the earliest cancellation date for the crop year. If the insured has an EU in effect and does not qualify for the current crop year the election will continue to apply in subsequent crop years. Refer to subparagraph C (3) below.
  - (c) Further Division. EUs may not be further divided except as specified in this procedure. However, the unit structure may be changed based on information determined to be correct when adjusting a loss or at any other time.
- (3) **Qualifications.** To qualify for EUs:
- (a) The EU must contain all of the insurable acreage of the same insured crop in:
    - 1 Two or more sections, if OUs are available by sections;
    - 2 Two or more section equivalents, if OUs are available by section equivalents;
    - 3 Two or more FSA FNs, if OUs are available by FSA FNs;
    - 4 Any combination of two or more sections, section equivalents, or FSA FNs, if more than one of these is the basis for OUs;
    - 5 Two or more units as established by a WUA or UDO; or
    - 6 One section, section equivalent, or FSA FN that contains at least 660 planted acres, based on the type of parcel that is utilized to establish OUs.
  - (b) Each of the above subparagraphs (a)1-5 that are used to qualify for the EU must have planted acreage (unless specified otherwise in the SP) that constitutes at least the lesser of 20 acres or 20 percent of the insured crop acreage in the EU. If there is planted acreage in more than two sections, section equivalents, FSA FNs or units established by written agreement, these can be aggregated to form at least two parcels to meet this requirement. **(See example below.)**

**For example:** If sections are the basis for OUs and the insured has 80 planted acres in section 15, 10 planted acres in section 34, and 10 planted acres in section 35, sections 34 and 35 may be aggregated to meet the 20 acres/20% requirement.

- (c) The crop must be insured under revenue protection or yield protection, unless otherwise specified in the SP; and
- (d) Must be an additional coverage policy.

(4) **Reporting Requirements**

- (a) Separate Record Requirement.

Each BU for each crop in the EU must be designated separately on the acreage report. Separate production reports must be provided for APH purposes for each crop by P/T/TMA in the EU. Separate records of acreage and production for BUs/OUs must be maintained if the insured wants to change unit structure from EUs to BUs or OUs in any subsequent crop year. For additional information, refer to section 10 of the CIH.

- (b) EU Acreage Report Requirement. Each BU, each section, or other basis used to qualify for an EU (refer to subparagraph (a) above) must be separately designated **by BU** on the acreage report;
- (c) EU Claim Requirement. It is the AIP's choice of whether to have the adjuster enter each BU or OUs (or each section, or other basis used to qualify for an EU) on separate line entries on the claim form; however, it is strongly recommended that the AIP do so.
- (d) **Qualification Determination.** Qualification for the EU will be determined at acreage reporting time when the insured reports all insurable acreage of the insured crop in the county for all BUs and/or OUs comprising the EU.

- (5) **Discounts.** Only planted acres (unless specified otherwise in the SP) are used when determining the appropriate EU discount factor contained in the actuarial documents. Any applicable EU discount factor applies to planted and PP acres, if applicable, in the EU when determining premium.

- (6) **Assigned Unit Structure.** If it is discovered the insured does not qualify for an EU, the unit structure will be assigned as follows:

- (a) On or before the ARD, the unit division will be based upon BUs or OUs whichever is reported on the acreage report and for which the insured qualifies, if the production reporting requirements are met by the PRD; or
- (b) After the ARD a BU structure will apply any time (including at time of loss adjustment).

- (7) For information regarding assigned yield, cups, new insureds, cups, etc., as they relate to EUs, refer to CIH.

- (b) It was not possible to establish a projected price for at least one of the insured's crops, the unit structure will be based on the unit structure reported on the acreage report and will qualify for only the crop for which a projected price could not be established unless the remaining crops in the unit would no longer qualify for a WU. In such case, the unit division for the remaining crops will be based on the unit structure reported on the acreage report for which the insured qualifies.

## F Unit Numbering

The unit number is assigned by the AIP and identifies the unit. The unit number consists of an eight-position number and a two-position alpha-character field to designate unit structure.

- (1) **Structure Code.** The unit structure code is a two-position alpha character field to designate the unit structure **for which the insured elects and qualifies**

**Exception:** When an insured elects and qualifies for OUs, unit numbers may be coded with the OU (including UD or UA if OU established by UDO or WUA) or BU structure code. A unit number is coded with the BU structure code if an insured elects and qualifies for OUs, and a BU is not further divided into OUs or only one OU (including UD or UA if OU established by UDO or WUA) within a BU, that contains multiple OUs, is planted.

- (a) **Applicable Unit Structure Codes:**

- 1 BU – Basic Unit;
- 2 OU – Optional Unit;
- 3 EU – Enterprise Unit;
- 4 WU – Whole-farm Unit;
- 5 UD – OU established by UDO; and
- 6 UA – OU established by a WUA.

- (b) The Unit Structure Code will not be required on the production report or APH database. However, the Unit Structure Code must be reported on the acreage report.

- (2) **Number.** The unit number is an eight-position number divided into two separate fields. The unit structure code will identify the insured's unit structure, not the unit number. For example, an insured elects an EU and reports acreage and production on an OU or BU basis, an AIP must assign unit numbers on the basis the APH database is established **and the unit structure code (EU) will designate the unit structure.**

- (a) The first four digits are the BU number and may be any number between 0001-9999. However, BUs for an insured should start with 0001, if possible.
- (b) The last four digits are the OU number and may be any number between 0000-9999.

(c) **Example 1:** An insured elects OUs and has two OUs within one BU.

1 The unit numbers are as follows:

a 0001-0001**OU**; and

b 0001-0002**OU**.

2 Same scenario as in 1, but in the subsequent year, the insured elects BUs, no other changes. The unit number does not change; only the unit structure code (OU changed to BU) does change:

a 0001-0001**BU**; and

b 0001-0002**BU**.

(d) **Example 2:** An insured has three BUs and elects OUs: the first BU has two planted OUs, the second BU contains multiple OUs but only one OU is planted in the current crop year, and the third BU is not further divided into OUs.

1 The unit numbers are as follows:

a 0001-0001**OU**;

b 0001-0002**OU**;

c 0002-0001**BU**; and

d 0003-0000**BU**.

(3) **Unit Numbers Should Remain Constant.** The unit number for a particular unit should remain the same from year to year to the extent possible, even when a policy transfers to a different AIP. Unit numbers do not change when a different unit structure is elected (i.e., an insured with OUs elects EUs); the two-character unit structure code indicates unit election **qualification**. AIPs may change unit numbers due to unit combination/division.

(a) **Numbering When Units are Combined.** When units are combined, unit numbering should be handled as follows:

1 When BUs are combined, the unit number for the resulting BU should be the lowest unit number of the BUs which were combined. The first set of four characters of the combined unit designate the BU (0001).

2 When OUs are combined, the unit number of the resulting OU should be the lowest unit number of the OUs which were combined. The second set of four characters designate the OUs.

**Example:** Original units are 0001-0001OU, 0001-0002OU, and 0001-0003OU. If 0001-0001OU and 0001-0002OU are combined due to commingled production, the revised acreage report and unit numbers would be 0001-0001OU and 0001-0003OU.

- (b) Numbering When Units are Divided. When units are divided, unit numbering should be as follows:
- 1 When BU(s) are divided, the unit numbers for the resulting BUs will be the original unit number and the lowest next available BU number.
  - 2 When BU(s) are divided into OUs, the unit numbers for the resulting OUs will be the lowest available OU numbers for that BU.
  - 3 When OUs are divided, the unit numbers of the resulting OU will be the original unit number and the lowest next available OU number.

**Example:** Original unit is 0001-0001OU. If 0001-0001OU is divided, the resulting unit numbers will be 0001-0001 and 0001-0002OU (if 0001-0002 is not already in use).

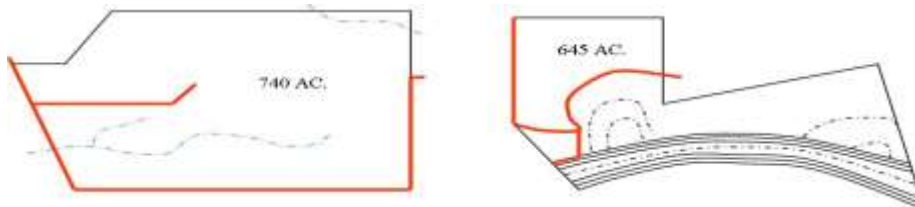
- (4) **Unit Numbers Should be Consistent.** Unit numbers should correspond for each crop as much as possible (i.e., wheat unit 0001-0001BU should match with the location of the corn unit 0001-0001), if possible.
- (5) **2011 Conversion to New Unit Number:**
- (a) 00100 → 0001-0000BU;
  - (b) 00100 Rec. 001 → 0001-0001BU  
(Rec. 001 qualifies as OU but insured as BU);  
  
00100 Rec. 002 → 0001-0002BU  
(Rec. 002 qualifies as OU but insured as BU);
  - (c) 00101 → 0001-0001OU;  
  
00102 → 0001-0002OU; and
  - (d) 00101 Rec. 001 → 0001-0001BU (Rec. 001 does not qualify as an OU but is a required APH database, e.g., combined OU but not APH database or added land using an existing units yield).

G Sections, Section Equivalents, FSA FNs

- (1) Sections. In regards to unit structure, a section is a unit of measure under a rectangular survey system describing a tract of land usually one mile square and usually containing approximately 640 acres.
- (2) Section Equivalents. In some areas of some states (e.g., Illinois, Indiana, Louisiana, New Mexico, Ohio and Texas), other methods of measure (i.e., Spanish grants, railroad surveys, leagues, labors, Virginia Military Lands etc.) are employed. If these units of measure are legally recorded and consist of at least 640 acres, they will be considered a section equivalent.

See examples of section equivalent on the next pages.

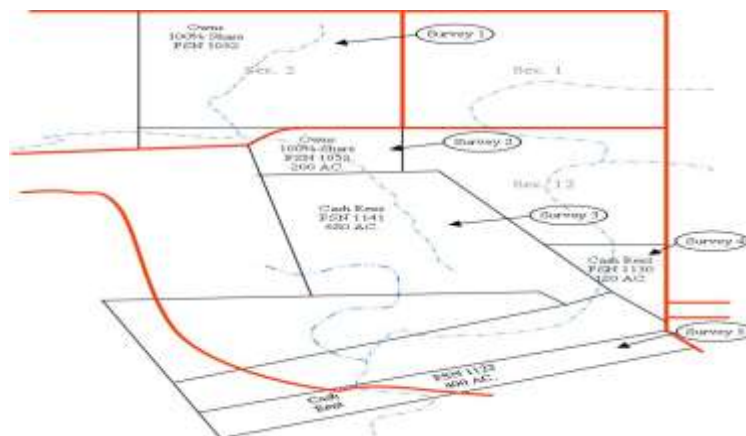
Examples of section equivalents:



- (3) **FSA Farm Numbers.** FSA assigns a FSA FN to farms owned or operated by a person.
- (4) **Order of Precedence.** The order of precedence to determine whether sections, section equivalents, or FSA FNs are used to determine OUs is:
  - (a) Section;
  - (b) Section equivalent, containing at least 640 acres;
  - (c) FSA FNs in the absence of section descriptions, section equivalents.
- (5) **Examples**

Assume that for each survey identified, the insured has kept separate records of acreage and production, the survey boundaries are clearly visible, and that the planting pattern does not cross the survey boundaries.

**Example 1:** The County is primarily surveyed in sections one-mile square containing approximately 640 acres. However, some of the land is surveyed using methods other than sections.



Units are determined by precedence as follows:

Survey #1 is a separate OU (section) – 0001-0001;

Survey #3 is a separate OU (section equivalent survey containing 640 acres or more) – 0001-0002; and

Survey #2, #4 and #5 are each FSA FN OUs (FSA FN units in the absence of section and section equivalent descriptions) – 0001-0003, 0001-0004 and 0001-0005.



staked tomatoes, ground tomatoes, etc.; they are considered **production** practices rather than **planting** practices. This is also not applicable to skip-row planting patterns for cotton or grain sorghum.) If the insured files a claim for indemnity, the practice originally reported will be entered in the appropriate column for practice on the claim form, and the replanted practice will be documented in the narrative.

- (13) Some crop provisions have a liability limitation when the crop is replanted by a practice that was uninsurable as an original planting. Specific claim preparation instructions will be found in the applicable crop handbooks.
- (14) If the crop is replanted to a different type than initially planted, the acreage report must be revised to reflect the new type and amount of acres replanted. Replant payments will be based on the new type replanted, unless specified otherwise in the crop provisions or SP.
- (15) Replanting payments will be calculated using the price election and production guarantee for the crop type that is replanted and insured, unless specified otherwise in the crop provisions or SP. For example: The Small Grains CP indicates: A replanting payment will be based on the guarantee and projected price for the crop type initially planted when: (1) A damaged winter crop type is replanted to a spring crop type, and retains insurance based on the winter crop type guarantee and projected price, and (2) Acreage replanted at a reduced seeding rate into a partially damaged stand of the insured crop.
- (16) When acreage being claimed for a replant payment was initially timely planted (after the earliest planting date (if applicable) and before the final planting date) and then is replanted during the late planting period, the timely-planted guarantee will apply to the replanted acreage and will be used to determine the replant payment. If the acreage being claimed for a replant payment was initially planted in the late planting period, then the initial late planting guarantee would be used to determine the replant payment.

## C Self-Certification Replant Inspections

- (1) General Information
  - (a) If authorized by the AIP, the self-certification replant inspection can be used on the following crops provided replanted acreage will be 50 gross acres (before share) or less on a unit and the unit acreage qualifies for a replanting payment in accordance with policy/endorsement replanting provisions. **Authorized crops: barley (spring-seeded only), buckwheat, canola and rapeseed, corn, dry beans, flax (spring-seeded only), grain sorghum, mustard, oats (spring-seeded only), popcorn (including popcorn revenue), peanuts, safflowers, soybeans, sugar beets, sunflower seed, and spring wheat (if replant payment allowed by crop provisions and/or effective endorsement).**
  - (b) No provisions of the contract are waived. As outlined below, the Self-Certification Replant Worksheet (Exhibit 12) will be used in lieu of the on-the-farm-visit and in place of the Certification Form. The APPROVED Self-Certification Replant Worksheet constitutes the AIP's determination that all replanting payment requirements are considered to have been met.

- (c) To claim a replanting payment, the insured must give notice of damage to his/her AIP prior to obtaining consent to replant without an inspection. (The agent CANNOT give consent to replant without an inspection.) The AIP upon receiving the notice of damage will prepare the claim form as a Preliminary Notice.
  - (d) A Self-Certification Replant Worksheet is mailed to the insured when AIP consent is given to replant. A form letter provided by the AIP, which highlights the insured's requirements, will be attached to the worksheet.
- (2) Prior to mailing the Self-Certification Replant Worksheet to the insured, the adjuster will:
- (a) Contact the insured to determine if the insured's damaged acreage to be replanted is 50 gross acres or less per unit and if the unit acreage will qualify for a replanting payment.
    - 1 Unit replanting acreage qualifications are based on the same qualifications as in subparagraph B (4) (a)-(c) above.
    - 2 If this determination cannot be made because additional insured acreage on the unit is to be planted and the minimum may not be met, consent to replant may be given, but handle as a preliminary replant inspection with an on-the-farm visit.
    - 3 Refer to subparagraph B (8) and (10) above if the unit does not qualify for a replanting payment at this time.
    - 4 Damaged acreage appraisals will be based on the insured's judgment that the potential production from the damaged acreage will not exceed the amount stated in the applicable policy. Obtain the insured's estimated yield per acre to determine this, and enter in item 18 of the worksheet. If the damage is due to hail, blowing sandy soils, frost or freeze, the insured must defer making estimate of yields for the length of time stated in PAR. 85 C and AIPs must not approve release of acreage to replant until this time has elapsed. The insured must certify to this information by completing and signing the worksheet.
  - (b) Complete as many items as possible from information obtained from the insured's file folder information and/or from the insured. Circle the uncompleted items that are to be completed by the insured. (Completion instructions are included in Exhibit 12.)
- (3) The insured is to be advised:
- (a) To review the Self-Certification Replant Worksheet items completed by the adjuster, line through any incorrect information, insert the correct information, and initial any changes;
  - (b) To complete the circled uncompleted items on the worksheet (upon replanting the acreage), sign and date, and immediately return the completed worksheet to the person/office instructed by the AIP;

- (c) To submit a copy of receipts to support his/her actual replanting cost (not applicable to support replanting costs for crops that do not consider actual costs if so stated in the individual CP but is required to verify that the crop was replanted);
  - (d) That further notification is required if additional acreage will need to be replanted;
  - (e) An adjuster must make an on-the-farm inspection and appraisal any time the total (cumulative) replanting payment acreage will exceed 50 gross acres for a unit;
  - (f) That the acreage replanted in EXCESS of 50 gross acres for a unit WITHOUT the adjuster making an on-the-farm inspection and crop appraisal, WILL NOT be eligible for a replanting payment;
  - (g) That a random review **may** be conducted on self-certification replants;
  - (h) That the replant payment cannot be processed until ALL acreage for the unit has been planted, and the insured reports the unit acreage to his/her agent; and
  - (i) That it is the insured's responsibility to report ALL other acreage planted for all insured crops to his/her agent prior to the ARD for the crop and county.
- (4) A Self-Certification Replant Worksheet cannot be approved until the entire unit has been initially planted.
- (5) The adjuster (or other authorized employee) will review the insured's completed worksheet and attached receipts to verify eligibility for a replanting payment in accordance with policy/endorsement provisions (refer to subparagraph B (4) above and B (7)-(8) and any procedural restrictions for self-certification before signing and dating the completed worksheet.
- (6) For the applicable replant unit(s), compare the reported acres, practice, etc., shown on the acreage report against the acres, practice, etc., shown on the replant worksheet.
- (a) If there is a discrepancy in acres and/or practice, which would result in a lower premium when the replant claim is processed, contact the insured to clear up the discrepancy or make an on-the-farm visit to determine the acres and/or practice. If an on-the-farm visit is not made, the insured must be in agreement with the reduction in premium as a result of the reduced acres or different practice. If it is before the ARD, the acreage report can be revised by the insured without the AIP's approval.
  - (b) The insured should understand that if the liability is reduced as a result of the information on the replant worksheet and the acres/practice determined at final loss time results in a greater liability than the unit liability established by the insured on the replant worksheet, the unit liability at time of final loss will be held to the unit liability reported for the replant claim. Any production from any under reported and/or unreported acreage will count against the adjusted guarantee.

- (7) If an initial acreage report has not been previously submitted and processed by the AIP, it must be submitted and processed before the replant claim can be processed.
- (8) If the acreage report HAS NOT been received by the agent by the ARD, but the Self Certification Replant Worksheet was received prior to that date; the acreage on the replant worksheet will be considered the timely reported acres for the crop. Contact the insured and do a field inspection.
  - (a) Determine all insured and uninsured acreage for the unit(s) for which a replant payment has been claimed, and prepare an acreage report accordingly.
  - (b) Any insurable acreage not reported on the replant worksheet at this time is considered late filed and will require a crop inspection to determine if such acreage will be accepted or rejected, as outlined in PAR. 74.

If crops other than the crop reported on the worksheet has not been reported by the final ARD, the AIP will determine whether the inspection will include determinations for a late-filed acreage report for the unreported crop(s). For example, the acreage reported on the Self-Certification Replant Worksheet was for soybeans; however, the insured has a policy for corn and grain sorghum but failed to timely report the acres for these two crops.

- (9) If the acreage report is revised after submission of a replanting payment (final) claim, a corrected claim must be submitted with the revised acreage report if it affects the replant unit.
- (10) After confirming that the insured acreage for the unit is eligible for a replanting payment, and any discrepancy on the acreage report and replant worksheet have been resolved:
  - (a) Change the notice from a Preliminary to a Final Replant Claim.
  - (b) Transfer the information from the worksheet to the claim form in accordance with completion instructions in the crop handbook for replanting payments, with the exception of obtaining the insured's signature. Enter "See attached" on the line for the insured's signature, and enter the same date the insured signed the worksheet.
  - (c) Attach the worksheet original and receipts to the AIP's copy of the claim form.
  - (d) Attach a copy of the worksheet to the insured's copy of the claim form.
- (11) If there is any reason to suspect misrepresentation by the insured for this type of inspection, do not allow the insured to self-certify a replant claim. An actual field inspection must be completed in this situation.

#### D Replant Payments Offsetting Amounts Due

Replant payments are not to be used to offset amounts due (i.e., premium, interest, or overpayments), unless the insured agrees in writing to this.

- (2) The standard corrected claim tolerances apply to these procedures. Refer to PAR. 131.

## 68 INDEMNITY INSPECTION (FINAL) - END OF THE INSURANCE PERIOD (EOIP)

- A When the calendar date for the EOIP has been reached, and the crop has not been harvested, appraised production will be used to adjust the loss if the crop will not be harvested. A final inspection is required as soon as practical unless the AIP determines that insured perils (listed in the policy) delayed and prevented harvest of the crop.
- (1) AIPs may settle claims based on harvested production by authorizing additional time to harvest on a case-by-case basis if:
    - (a) The AIP determines and documents that the delay in harvest was due to an insured cause of loss; and
    - (b) The insured proves that harvest was not possible; and
    - (c) The delay in harvest was not due to uninsured causes of loss or because the insured did not have sufficient equipment or manpower to harvest the crop by the calendar date for the EOIP.
  - (2) If additional time is not granted because it is determined that an insured peril was not the cause for the crop not being harvested; and there is significant snow cover, the crop is under water, or extreme wet conditions exists, AIPs should not, and are not required to, perform final inspections when such conditions make it impossible to obtain appraisals accurately according to procedures.
  - (3) AIPs are expected to perform appraisals and close out any open claims after the calendar date for the EOIP once conditions improve sufficiently to do so.
  - (4) When an appraisal is deferred for immature crop acreage that has been released to go to another crop or use, the end of insurance period does not occur for such acreage until the representative areas left for the deferred appraisal have been appraised or harvested (within time frame specified in procedures or crop provisions where there is a disagreement of appraisal amount), unless the insured failed to care for the representative areas (i.e., abandons the acreage in the representative areas). Refer to PAR.'s 85 C and 88 for more information about deferred appraisals.
- B When the AIP authorizes additional time (for annual crops only) to complete loss adjustment due to an insured peril preventing harvest by the calendar date for the EOIP (as stated above), follow the instructions below:
- (1) Notify RMA's Risk Management Services Division (RMSD) via e-mail at [RMA.RMSD@rma.usda.gov](mailto:RMA.RMSD@rma.usda.gov) when authorization is being provided to an insured or insureds, list the number of units by crop, county, and state for which the authorization was given, the reason authorization is being given. If it is anticipated that there may be additional authorizations needed for crop units, provide approximates of the preceding information (i.e., number of units by crop, etc.) and note that the information is based on approximations. RMSD will notify the other AIPs, PASD, Risk Compliance, RMA ROs, and CFOs that service the counties/states where the authorizations have been provided.

- (2) If harvest completion was delayed due to an insurable cause occurring within the insurance period, any subsequent damage to the crop, due to the insurable causes specified in the contract, is covered provided that it is determined on a case-by-case basis that the insured has:
  - (a) Complied with the notice of damage or loss requirements identified in the policies and administered in accordance with the loss adjustment procedures, and
  - (b) Made every reasonable attempt to harvest the crop timely and properly.
- (3) This does not include a mature crop that could have been harvested by the calendar date for the EOIP but was not because the insured was waiting for the moisture to decrease to avoid drying costs. In such cases, appraise the crop and finalize the claim as soon as possible after the calendar date for the EOIP.
- (4) The calendar date for the EOIP is NOT extended. Rather, the insured is given additional time to attempt to harvest the crop in order to settle any loss on the basis of harvested production.
- (5) In the above circumstances, any subsequent and unavoidable loss of production caused by insurable causes is to be considered as an unavoidable loss resulting from the original insurable cause, which prevented the timely harvest of the crop. Any avoidable loss of production is to be charged as an appraisal against the guarantee.
- (6) The insured is expected to harvest the crop if a window of harvest opportunity arises. If the insured had the opportunity to harvest and failed to do so, AIPs are to appraise the acreage and finalize the claim based on the appraisal. Damage occurring after the producer had an opportunity to harvest is uninsurable.
- (7) Verify and document that damage resulted from insured causes occurring during the insurance period (as clarified in B (2) and (3) above). Items to verify include (but are not limited to) the following:
  - (a) Specific variety planted.
  - (b) Planting date.
  - (c) Length of normal growing season needed for the insured crop variety.
  - (d) Insurable causes preventing timely harvest and dates of occurrence.
  - (e) Area conditions, surrounding producers' situations, percent of harvest completion in the area, the adequacy of the insured's harvest equipment and efforts to harvest, and windows of harvest opportunity.
  - (f) The rationale for establishing the portion of the loss resulting from causes which occurred during the insurance period and any appraisals for uninsured causes.
  - (g) If AIPs wish to further document that the insured was informed of the above, they should retain in the insured's file folder, a copy of the document sent or given to the insured that outlines the insured's responsibility to mitigate the

damage by harvesting at first opportunity, and informing the insured that if a window of harvest opportunity occurs and harvest does not occur, appraisals will be assessed for failure to follow recognized good farming practices. The date the document was mailed or given to the insured should be noted on the copy.

- (h) Photographs, video, etc., if they will conclusively verify the reasons that the crop could not be harvested by the EOIP.
- (8) If a loss is anticipated and acreage remains unharvested, perform an inspection on the unharvested acreage in the unit as soon as possible after the calendar date for the EOIP. Although it is preferred to provide the insured reasonable opportunity to harvest the crop and to settle losses on the basis of harvested production, very few claims should remain to be finalized beyond 60 days after the calendar date for the EOIP. Such cases will require extensive documentation to support proper payment of the affected claims.
- (9) All applicable instructions in PAR. 67 also apply.

## 69 INDEMNITY INSPECTION (FINAL) - DELAYED NOTICE OF DAMAGE OR LOSS AND/OR DELAYED CLAIM

### A Delayed Notice and Delayed Claim Definition.

- (1) A DELAYED NOTICE is a notice that the insured files after the time specified in the policy provisions. The specified time to submit a notice:
  - (a) For a planted crop (for production losses and dollar losses under dollar plans of insurance) is “within 72 hours of initial discovery of damage or loss of production but not later than 15 days after the EOIP <sup>1/</sup>, even if crop has not been harvested [by unit, for each insured crop” in a county].
  - (b) For crops for which revenue protection is elected, if there is no damage or loss of production, not later than 45 days after the latest date the harvest price is released for any crop in the unit where there is a revenue loss.
  - (c) For PP notices, the notice must be filed within 72 hours:
    - 1 After the final planting date if the insured does not intend to plant during the LP period, or if a LP is not applicable; or
    - \*\*\*** 2 When the insured determines the crop will not be able to be planted within any applicable LP period.
  - (d) For perennial crops and other plans of insurance, the specified timeframe for filing notices may differ from the preceding information; refer to the specific policy provisions for these crops.

---

<sup>1/</sup> The BP state the EOIP is the earlier of: (1) The total destruction of the insured crop on the unit; (2) Abandonment; (3) Harvest of the unit; (4) Final adjustment of a loss on a unit; (5) The calendar date for the EOIP; or (6) As otherwise specified in the Crop Provisions.

(2) A DELAYED CLAIM is when the insured submits a claim (signs a final claim) later than the following, **unless (3) below applies:**

(a) For policies other than revenue protection, 60 days after the date of the EOIP for all acreage in the unit (when there is acreage in the unit where the insurance period ended on different date, it is the last date the insurance period ends on the unit).

**Example:** If a unit has corn acreage that was put to another use on July 1, and corn acreage where harvest was completed on Sept. 30, the claim must be submitted not later than 60 days after September 30; or

(b) For revenue protection, the later of:

1 60 days after the last date the harvest price is released for any crop in the unit; or

2 The date determined in accordance with (a) above; i.e., 60 days after the date of the EOIP for all acreage in the unit.

(3) **EXTENSION FOR SUBMITTING CLAIMS**

(a) The insured must submit a claim within the timeframe stated in (2) above, unless the insured requests an extension in writing and the AIP agrees to such request (Extensions will only be granted if the amount of loss cannot be determined within such time period because the information needed to determine the amount of the loss is not available); or

→ **Applicable only for grain crops**

(b) Has harvested farm-stored grain production and elects, in writing, to delay measurement of the farm-stored production and settlement of any potential associated claim for indemnity (Extensions will be granted for this purpose up to 180 days after the EOIP<sup>1/</sup>)

(4) When an insured requests delayed measurement of his or her farm-stored grain production for up to 180 days after the EOIP<sup>1/</sup>, the following procedures will apply:

(a) If all or part of the landlord's and tenants' share of the grain crop is in the same farm-storage structure and if one of the entities requests 180-day delayed measurement of their farm stored production, then the associated claims for the unit(s) of the tenant or landlord can be settled based on:

1 Measurements of stored production on the date of final inspection if the insured does not elect the 180 delay in measurement;

2 Measurements of stored production at the end of the 180-day period if the insured elects the 180 delay in measurement, or

**Applicable only for grain crops ←**

---

<sup>1/</sup> The BP state the EOIP is the earlier of: (1) The total destruction of the insured crop on the unit; (2) Abandonment; (3) Harvest of the unit; (4) Final adjustment of a loss on a unit; (5) The calendar date for the EOIP; or (6) As otherwise specified in the Crop Provisions.



- (6) Whether any uninsured causes contributed to the loss, and if so, the methods used in making per-acre appraisals for such causes. (See PAR. 121.)
- (7) How production on the unit compared with that of other farms in the community; include a statement as to whether other insureds or producers on nearby farms incurred similar losses.
- (8) If the insured's reason for delay was inability to harvest timely because of unfavorable weather during the normal harvest period, include the following information:
  - (a) The date when the insured started harvesting this crop, and the date harvest was started on this unit.
  - (b) To what extent neighboring farmers (both insured and uninsured) were able to complete harvest by the calendar date for the EOIP specified in the crop policy or endorsement.
  - (c) Whether the insured owns harvesting equipment and if it was adequate to complete harvest timely under normal conditions. Whether the insured performed custom work in lieu of timely harvesting his/her insured crop.
  - (d) If the insured does not own adequate equipment, document whether:
    - 1 There was firm, advance custom arrangements, assuring prompt harvest of the crop upon maturity,
    - 2 The insured deferred making arrangements until harvest time, or
    - 3 The insured depended upon equipment that would not be available until the custom operator completed his/her own harvest or that of other farmers.
  - (e) With readily available equipment and other necessary facilities, the earliest date harvest could have been completed under the weather and soil conditions that existed.

H AIP Approval/Rejection Guidelines for Delayed Notice of Loss

Generally, the amount of loss CANNOT be accurately determined if the insured failed to give the AIP the opportunity to examine the unharvested crop potential or the harvested crop residue. Therefore, usually a claim will be rejected if the crop and crop residue have been removed from the fields prior to loss adjustment inspection. However, if such a claim is approved, it will require extensive documentation to support satisfactory determinations of planting practices, production, etc.

I AIP Approval or Rejection of a Claim Having a Delayed Notice

- (1) The AIP's approving official will:
  - (a) Approve only claims for which the adjuster was able to satisfactorily establish all of the data needed to properly adjust the claim; and

- (b) Reject claims for which the adjuster was not able to satisfactorily establish all of the data needed to properly adjust the claim.
- (2) Provide written notification to the insured of approval or rejection of the claim.

## 70 PRODUCTION PRE-MEASUREMENT SERVICE INSPECTION

A General Information. In order to keep production separate by unit when there is a probable loss situation for a crop, ADJUSTERS, not insureds (unless the AIP's authorization is given – refer to PAR. 105), are to measure existing production in a single storage structure when an insured is going to add production from another unit, crop year, or production harvested from acreage which has been identified as uninsurable and such production will not be weighed before placing in the storage structure. Refer to PAR. 104.

B Measurements from FSA. Insureds are not to request or be told to request FSA measurements of production in a storage structure for the purpose of a crop insurance claim(s). However, if FSA has already made recent measurements for the purpose of a FSA program and such measurements meet the qualifications stated in A for keeping production separate, the FSA measurements for each unit, crop year, and/or production from uninsurable acreage stored in the same structure may be used, UNLESS:

- (1) The AIP has supportable reasons to believe the measurements are incorrect (or moisture determinations made at the time of measurement were incorrect);
- (2) The paperwork upon which the measurements are recorded DOES NOT contain all of the following:
  - (a) Insured's name,
  - (b) For each structure measured:
    - 1 Date of each measurement that shows that the measurements were done just prior to production being added to the existing production from another unit, crop year, or uninsured acreage or vice versa;
    - 2 Dimensions of the structure and depth of production in each structure for: (1) preceding crop year's production (if applicable) with crop year(s) identified, (2) each unit for current crop year with crop year identified (if unit number is not shown, the field(s) the production was from, production from uninsured acreage (if applicable), and (3) measurements of space displaced by chutes, vents, etc.; and
    - 3 Location of the structure with some type of alpha/numeric or other type identifier for each structure.

C Insured's Notification to AIP for Production Pre-Measurement from the AIP

Prior to adding such production, the insured will notify his/her AIP that measurements are needed for this reason. The AIP will immediately forward this information on to the appropriate personnel who sets up the adjuster assignments so that the insured can be contacted for an appointment or as otherwise described in PAR. 105, provided all parts of the criteria for authorization in PAR. 105 have been met.

document the elevation of the subject land for use as a comparison to the elevation of the contained water. To determine the elevation of the subject land, the AIP is responsible for obtaining maps or data containing the elevations for the acreage.

- (c) There are several web sites offering topographical maps that provide land elevations. One such source is the United States Geographic Survey web site. There are also many other commercial sites that sell CD's containing topographical maps.

**B** Verification that cause of loss is uninsurable

During the on-the farm inspection, verification of whether the cause of loss is insurable or uninsurable must be made. When it has been verified that there is an uninsurable cause of loss it must be documented. Refer to PAR. 121 for additional details about verifying whether there are uninsured causes of loss.

**79 ABANDON VERSUS NOT FOLLOWING A GOOD FARMING PRACTICE**

There is a definite distinction between “not following a good farming practice” and “abandon.”

**A** Abandon

- (1) Basic Provision Definition of Abandon. “Failure to continue to care for the crop, providing care so insignificant as to provide no benefit to the crop, or failure to harvest in a timely manner, unless an insured cause of loss prevents the insured from properly caring for or harvesting the crop or causes damage to it to the extent that most producers of the crop on acreage with similar characteristics in the area would not normally further care for or harvest it.
- (2) Acreage where the producer has stopped caring for the crop, at whatever stage, is considered to have been abandoned, regardless of whether the crop was otherwise damaged by an insurable cause of loss. There does not need to be an express intent to abandon the crop. The producer must simply have stopped all care for the crop, or the care provided must be so insignificant as to provide no benefit to the crop. An appraisal as stated in PAR. 85 (B) (10) below must be assessed when the crop is abandoned.
- (3) Although rare, the insured may decide to harvest the abandoned acreage if there is production that can be harvested. If this happens, and the harvested production from the abandoned acreage is commingled with the harvested production from the acreage not abandoned, all of the harvested production from the abandoned acreage will be included in the production to count.
- (4) A crop damaged to the extent that harvest is not practicable will not be considered as abandoned because the producer fails to harvest the crop. In these cases, the producer should provide a notice of loss and the acreage should be appraised. For “failure to timely harvest” to be considered as abandonment, the crop must be in a condition where harvest would be considered as a good farming practice and no condition exists which would make it physically impossible to harvest the crop, such as the ground is too wet.

- (5) Insured turns in a notice of damage or loss after the act of abandonment

It must be considered abandonment if the insured stops caring for the crop PRIOR to providing notice of damage or loss and the time elapsed is such that the AIP cannot satisfactorily distinguish whether damage is solely from the insured cause or a combination of the insured cause and the abandonment.

- (6) Insured abandons the crop for a length of time and then begins caring for the crop. If enough time has elapsed that the care is untimely and will not benefit the crop or the care is so insignificant that it does not benefit the crop, it is still considered abandonment as stated in (2) above.

**B** Not Following A Good Farming Practice

Acreage where the producer continues to care for the crop by performing all the practices needed to produce a mature crop, but does so inadequately, such as the application of an insufficient amount of fertilizer or herbicides, topping only a portion of the tobacco acreage, etc., will be considered not following a good farming practice. The amount of loss attributed to not following a good farming practice will be included as the production to count; i.e., an uninsured cause of loss appraisal. These determinations must be on a case-by-case basis. The AIP must first determine whether the necessary farming and cultural practices have been carried out by the producer and, if they have, whether they were adequate. Refer to PAR.'s 121 K and R for additional information.

## **SECTION 3 ACREAGE DETERMINATION**

### **80 GENERAL INFORMATION AND METHODS**

Determined acres are required on some preliminary claims and all final claims as specified in the crop handbooks. Determined acres must consist of ONLY insurable crop acres. Non-crop acres must also be measured so that this measurement can be deducted from the total measurement of the field, orchard, etc. Refer to illustrated example in 81 C (6). For producers utilizing precision farming technology **systems**, electronic record outputs for planted and harvested acreage may be acceptable provided all requirements in paragraph I, below are met. Acreage measurements must only be made by (1) the AIP (AIP approved precision farming technology system planter monitor records shall be considered to be equivalent to AIP measured acres. Refer to Par. 80 I (2)(b)); (2) FSA; (3) or a disinterested third-party firm engaged in land measurement (i.e., measurement service). Use the following procedures for determining acreage:

**A** FSA Measured Acres

- (1) Acres measured by FSA through or during a spot check of the insured's certified acres for the current crop year, may be used as the determined acres for claim purposes if they are available at the time the claim is worked. If the AIP has reason to believe the FSA measured acres are incorrect, the AIP must re-measure the acres and use the re-measured acres for the claim.

- (2) Prior year(s) measurements of a field that was measured by an AIP, local FSA office, or a measurement service, will be used if the acres have not been measured for the current crop year, provided the:
  - (a) entire field is planted to a single crop (same practices or types if there are separate guarantees), and
  - (b) field boundaries have not changed.

If there is reason to suspect that the measurements are not accurate, the acres must be re-measured as described in F below.

#### E Acres Not Measured

If measured acres as described in subparagraphs A or D are not available, acreage has been measured by a measurement service owned or operated by the sales agent or in which the agent is affiliated, or no measurement service has been requested as stated in subparagraph B, then the following applies:

- (1) The acres reported on the Crop Insurance Acreage Report may be considered “determined acres” for claim purposes, IF the:
  - (a) insured has signed the acreage report indicating certification of the reported information; AND
  - (b) adjuster can determine through visual inspection of the acreage and with the use of FSA certified acreage reports or aerial photo copies obtained from the local FSA office or other acceptable sources (e.g., providers of aerial maps or satellite imagery that clearly depicts the field boundaries, landmarks, etc.), that the acreage would measure within 5 percent of the acreage reported on the acreage report.
- (2) If the information in (1) (b) above is not available or is unacceptable, the adjuster must measure the acreage as described in F below.
- (3) If the adjuster measures the acres because the adjuster does not believe the reported acres would be within the 5 percent tolerance, the measured acres must be used even when the measured acres are within the 5 percent tolerance.

**EXAMPLE 1:** The insured reports and certifies 100 acres planted. The adjuster believes the acreage would measure more than 105 acres. The adjuster measures the acreage to be 104 acres. The 104 acres must be used as the determined acres even though it is within the 5 % tolerance. Therefore, the insured has under-reported acres and all production from the 104 acres will be applied to the liability for the 100 acres the insured reported.

**EXAMPLE 2:** The following is an example of a situation where the reported acreage is within the 5 percent tolerance, but cannot be used as the determined acreage:

- Previous measurement = 80 acres (field boundaries have not changed).
- Crop insurance acreage report = 80 acres of corn.

- Entire field planted to boundaries, but about 2 acres are oats.

In this instance, the reported acres cannot be used as the determined acres. Either an actual measurement must be made (e.g., wheeled) OR because the reported acreage is within the 5 percent tolerance, the acreage can be determined as follows: estimate the oat acreage and deduct from the reported corn acreage. Determined corn acres = 78 acres (80 - 2 = 78).

#### F When AIP Must Measure Acreage

Acreage must be measured (or re-measured, as applicable) IF it fails to meet the criteria described in subparagraphs A, B, C, D or **E** above OR if any of the following apply:

- (1) Part of a unit is released and that part released will lose its field identity (i.e., there will be no way to establish the amount of acres at the time of a final loss inspection because of the loss of field identity) unless the AIP has approved the precision farming **technology** system records;
- (2) Part of a field has been harvested and the rest of the field has not. In this case, the acres of the harvested and unharvested portions of the field must be determined by the adjuster's actual measurement<sup>1/</sup> unless the AIP has approved the precision farming **technology** system records;
- (3) Precision farming system **technology** records have not been approved. Part of the fields in the unit has been harvested, and part of the fields in the unit has not been harvested. Measurements of each field are not available for the crop year. In this case, the acres of the harvested and unharvested fields must be determined by the adjuster's actual measurement<sup>1/</sup>;
- (4) Part of the field is planted and part of the field is claimed as PP acres. The acreage available for planting (total field acres minus non-cropland acres) in the field is not known and must be determined. If there are non-cropland acres within the field boundaries, the non-cropland acres and the planted or PP acres must be measured<sup>1/</sup>;
- (5) The AIP or the insured has reason to question the accuracy of the measurement or does not agree with the previously measured acres;
- (6) Field boundaries have changed unless the AIP has approved the precision farming system **technology** records;
- (7) Only a portion of a field is planted and measurements for determining the planted portion are unavailable<sup>1</sup>. The total field acres are unknown and a precision farming **technology** system was not used;
- (8) Acreages of varying practices, types, appraisals, etc., (as appropriate to separate on the claim) are not separated; or

---

<sup>1</sup> Measuring the entire field and the non-cropland acres to determine the acres available for planting, then measuring either the harvested or unharvested portion (or planted, unplanted, or PP portion, if applicable) of the field and subtracting that amount from the acres available for planting is acceptable. Additionally, if the field has a permanent measurement, after deducting non-cropland acres, only one of the portions of the field need be measured.

- (9) When the field boundaries are not known and there are non-cropland acres, so that this measurement can be deducted from the determined acres in the field, orchard, etc.

**G Acreage Measurement of Perennial Crops**

**(1) General Information**

- (a) Refer to PAR 80, herein, for information on determining acreage for preliminary and final claims.
- (b) When the adjuster inspects damaged acreage and discovers inspected acreage differs from the acreage report, if necessary, refer to the Producer's Pre-acceptance Worksheet (PAW). Also refer to the SP, CP, and/or LASH, as applicable, for information on added/reduced acreage.
- (c) Measure perennial crop acreage using land acres (i.e., planimetered, wheeled/taped, GPS, etc.) with deductions for non-crop areas. Non-crop acreage must be determined in the same manner as when land-acre measurements are employed.
- (d) Measure perennial crop acreage using tree/vine/bush acreage in limited situations as described below.
- (e) When blocks/groups of trees/vines/bushes are removed, measure acreage using land acres or tree/vine/bush acre method, as applicable, and deduct such removed blocks from the determined acreage.
- (f) For insured cranberry acreage only, bog maps developed by marketing organizations may be used for AIP acreage determination in lieu of the measuring methods listed in subparagraph G (1) (a) and (b).

**(g) Measure acreage of insured native stands or randomly planted pecan trees in accordance with the CIH.**

**(2) How to Make Land-Acre Measurements**

- (a) When an AIP elects to use this method, measure around the outside of each block/plot of trees/vines/bushes based on the spacing within row and between rows as described below.
- (b) For the length, measurements should extend beyond the end of the rows, by  $\frac{1}{2}$  the within-row spacing, from the center of the outside plants on the end of the rows. However, where a road forms an orchard boundary, the measuring point will be  $\frac{1}{2}$  the spacing between tree rows not to extend past the center of the road.
- (c) For the width, measurements should extend past the outside row of each block/plot by  $\frac{1}{2}$  the distance between rows.

**EXAMPLE:** An orchard has 15' x 25' spacing, or an average of 15 feet between trees (center of tree to center of tree) within row and 25 feet between rows (center of tree to center of tree). Measurements would begin  $\frac{1}{2}$  of 15' (7.5') from the middle of the trunk of the end tree in the outside row

extend ½ of 25' (12.5') from the outside row, using the same spacing and around the entire block (7.5 feet beyond the ends of the rows and 12.5 feet beyond the outside rows, referred to as the drip line).

(3) **Use of Tree/vine/bush Acreage Determination Rather Than Land-Acre Measurements**

- (a) An AIP may elect to use the tree/vine/bush measurement method instead of land acre measurement method for the specific situations listed below.
- 1 A particular tract of measured acreage contains different plant densities, ages, types, varieties, or other characteristics that have different T-Yields, or where crops are interplanted. The sum of the parts must be equal to the measured acreage.
  - 2 Acreage reduction due to stand reduction caused by disease, natural occurring weather-related events, or man-made events that occur prior to insurance attaching (e.g., buckhorning, dehorning, stumping, or grafting, etc.). Such acreage reduction is made WHEN the reduction was NOT made prior to the acreage being reported for the current crop year, and:
    - a It is required by the SP;
    - b When the AIP determines the reduction in stand is significant (refer to CIH for more information), or
    - c For claims purposes, an acreage reduction is not made for the current crop year when the reduction in stand occurred after insurance attached.
  - 3 The acreage is irregularly shaped. Such acreage has not been previously measured, and there is no FSA aerial photograph for such acreage at the local FSA office.
  - 4 The acreage is composed of irregular terrain. Such acreage cannot be accurately wheel/tape measured, has not been previously measured, and there is no FSA aerial photograph for such acreage at the local FSA office.
- (b) When the AIP elects to measure tree/vine/bush acreage using one of the methods in subparagraphs (a) 1 through 4 above, any such measured acreage must not exceed the total measured acreage (i.e., unit acreage).
- (c) Refer to Exhibit 19 for instructions and calculation formulas for making tree/vine/bush acreage determinations on acreage with various planting patterns, acreage interplanted with more than one perennial crop, and acreage with missing or various size/age trees.



## H Measurement Methods

Acreage measurement for loss adjustment purposes must be performed by using:

- (1) The measuring wheel, surveying devices, or global positioning systems (GPS), remote sensing devices used in conjunction with aerial photos or satellite imagery;
- (2) FSA-accepted measuring methods or devices used with aerial photos that are to scale (such as: polar planimeter, digitizer, or scale rule);
- (3) A measurement service; or
- (4) AIP approved precision farming technology system planter monitor records.

## I Acceptable Farm Management Records from Producers Using Precision Farming Technology Systems

This section will apply if the insured is utilizing the full Precision Farming Technology System from planting through harvesting.

- (1) Acceptable Precision Farming Technology Systems must include at least the following components:
  - (a) GPS technology integrated with planter monitors, combine monitors, yield mapping software;
  - (b) The capability of producing summary reports that reflect planted acres, harvested acres, and harvested production; and
  - (c) Report of calibrations performed per manufacturer's requirements. Refer to Par. 90 C (4).
- (2) Planted acreage records from precision farming technology systems used as determined acres:
  - \*\*\*** (a) The AIP must inform the insured in writing of the automated planter monitoring system record requirements prior to planting.
  - \*\*\*** (b) For planted acreage records from automated planter monitoring systems to be acceptable as determined acres, the insured must provide the following information:
    - 1 Insured's name;
    - 2 Unit number;
    - 3 FSA farm/tract/field ID number (optional);
    - 4 Legal description of acreage; and

- 5 A print out from the precision farming technology system with the following information:
      - a Crop name;
      - b Acres planted; and
      - c Electronically produced maps of planted acreage and acreage summary records. These records must show required discernable breaks between units or practices except as stated in (3) below.
    - 6 If the insured planted overlapping rows within the planted acreage, the AIP must determine if the automated planter monitor records adjusted for overlapping planted rows. If the system did not adjust for the overlapping planted rows, the AIP must determine the acreage in accordance with Par 80 A-F, H and J, as applicable.
- (3) AIP approved precision farming technology system automated planter records may be used to separate optional units on center pivots irrigation systems for irrigated circles and non-irrigated corners (refer to PAR. 55 C (5) (b) 3 b) without discernable breaks in the planting pattern provided the insured can:
  - (a) provide records showing the variable rate planting populations;
  - (b) document the automated planter monitoring system used;
  - (c) provide the acres planted and practice for each optional unit;
  - (d) provide production records by optional unit and practice; and
  - (e) provide the required information in (1) above.
- (4) If the automated planter monitor acreage records provided by the insured are not reasonable, or the AIP has reason to question the records, the insured must provide the precision farming technology system's raw data, and any additional records requested by the AIP. If the AIP determines the planted acreage records are not acceptable, the AIP must determine planted acreage in accordance with Par 80 A-F, H and J, as applicable. **However,** the production records from the precision farming technology system's yield monitor may still be used.

\*\*\*

J When Measurement Estimates Are Allowed

Acreage breakdowns WITHIN a UNIT or field may be estimated if a determination is impractical. (Some situations where acreage might be considered impractical to measure (but not limited to) are the following: flooded portion of a field; numerous potholes within a field; a levy breaking and resulting in removal/destruction of border(s) of the field or delineation of portion of the field planted and portion prevented from planting.) Document why acreages could not be measured, and also explain how the estimated acres were determined in the Narrative of the claim form or on a Special Report. Total acreage for the field or unit however, must be determined in accordance with the procedures in subparagraph A-H above.

- K Documentation. Document, in the narrative of the claim or on a Special Report, the method of acreage determination and any calculations used to arrive at the determined

acres; e.g., "Acreage wheel measured - Field A - 215.0 W X 180.0 W = 38.7 acres; Field C - 220.0 W X 185.0 W = 40.7 acres; Total unit acreage - 38.7 + 40.7 = 79.4 acres, or in the case of determined acres via the acreage the insured certified to on his/her MPCl acreage report; "Determined acres using MPCl acreage report-would measure within 5 percent."

## 81 WHEEL MEASURING METHOD AND FORMULAS

### A When measuring with a measuring wheel:

- (1) Determine the basic lines of linear measurements needed to calculate the acreage. Refer to subparagraph C below for examples of basic measurements (and Combinations) required.
- (2) Begin each linear measurement with the revolution counter turned to indicate all "0's." If the wheel has a white spoke, start with the white spoke on the ground and the counter at "0."
- (3) Walk in a straight and direct line. Do not lift the wheel off the ground or allow the wheel to skip or bounce. If an obstacle (to the wheel) is encountered directly in the path, grasp the wheel with the handle shaft (so that the wheel will not turn in relationship to the handle), and move at a right angle to clear the obstacle. Place the wheel on the ground and wheel forward enough to clear the obstacle. Again, grasp the wheel and the handle shaft to immobilize the rotation, walk at a right angle again in order to be directly in line with the original path of measurement, and continue making the measurement.
- (4) Note the position of the handle. It must be in the same position when being set to zero, as it is when it is read, at the end of the linear measurement. Additionally, at the end of the linear measurement, if the wheel has a white spoke, count the number of spokes past the last whole revolution of the white spoke, and add to the counter reading. Each spoke past the white spoke, is one-tenth of a wheel. Round according to procedure for the crop being measured.
- (5) Non-crop acres must also be measured so that this measurement can be deducted from the total determined acres, provided they have not already been deducted from the determined acres; e.g., the measurement of a permanent field is with the deductions for non-crop acres. Refer to C (6) below.

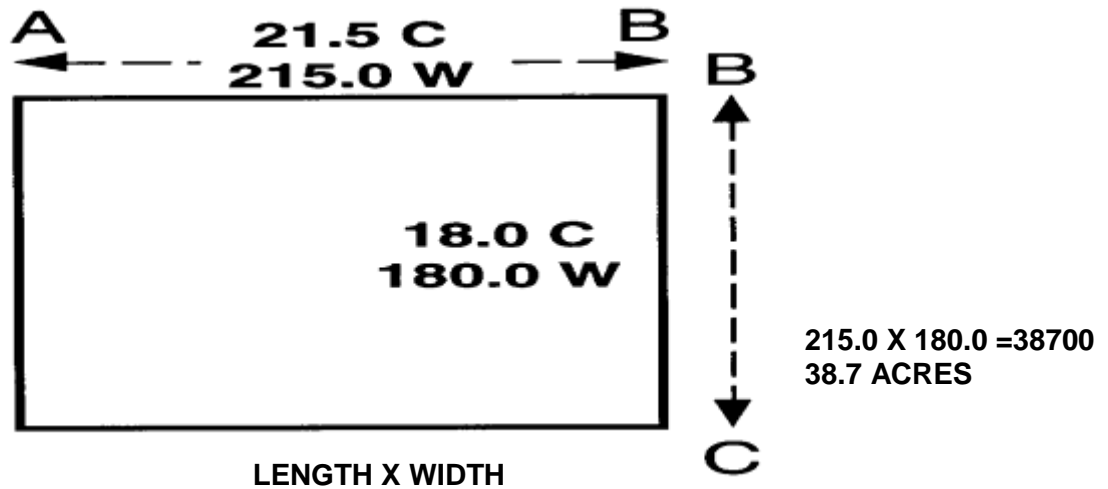
B Converting Square Wheels to Acres. When converting square wheels to acres, move the decimal three places to the left; i.e., 38700 square wheels = 38.7 acres. (1000 square wheels equals one acre.)

**EXAMPLE:** 1.0 chain = 10.0 wheels = 66.0 feet  
1.0 wheel = 6.6 feet

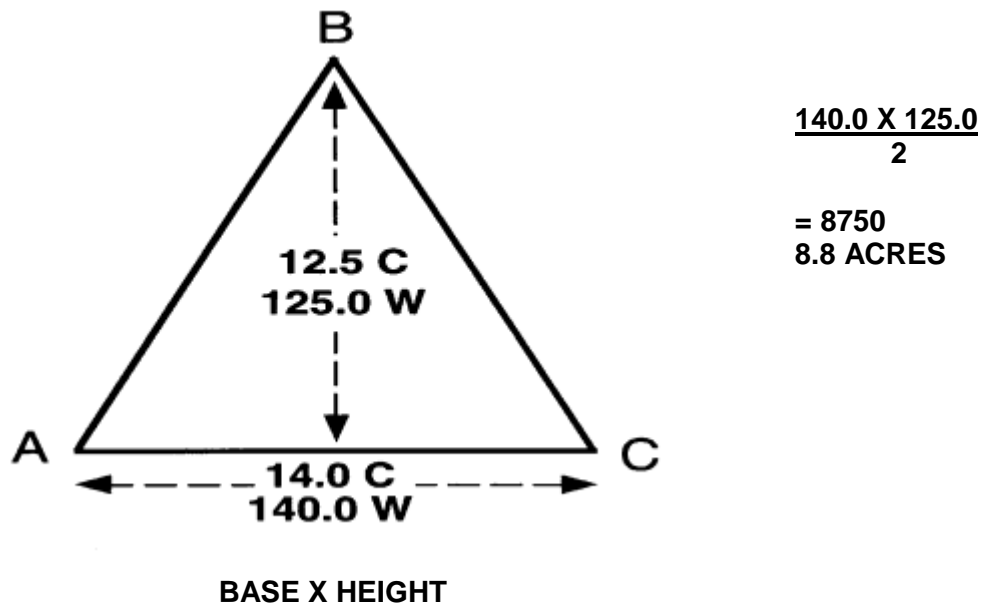
C Wheel Measuring Formulas

For any of the following field formulas, if the crop acreage being measured is for Fresh Market Peppers, Fresh Market Tomatoes (Dollar Plan), Fresh Market Tomatoes (Guaranteed Production Plan), or Processing Tomatoes, see the applicable crop LASH for additional measurement instructions.

- (1) **Square or Rectangular Field Formula:** Length (wheels) x Width (wheels) = Square wheels. (Move the decimal point three (3) places to the left to determine the acres).



- (2) **Triangular Field Formula:** Base (Wheels) x Height (Wheels) ÷ by 2 = Square Wheels. (Move the decimal point three places (3) to the left to determine the acres)



the type of disposition. The TOTAL production for the entire damaged unit is the insured's production share plus the production share of each person sharing in the unit. If the insured has not kept acceptable records separate by unit (whether stored, fed, or sold), the production is considered commingled. Refer to PAR. 126.

**C** Establishing Total Production from Non-Loss Units

Obtain and document an estimate of production per acre for each undamaged unit of the indemnified crop from the insured or the insured's authorized representative and record as instructed in the crop handbook.

**D** Insured's Request of Measurement of Stored Production When Crop Damaged

The insured is responsible for providing separate records of production for each unit and for notifying the AIP for measurement of production when production from another unit, crop year, or uninsured acreage is to be added to existing production in a single storage structure. (Refer to PAR. 70.) If the inspection indicates that separate records have not been kept for each unit, refer to PAR. 126 for commingled production. Also, refer to PAR. 126 if production from more than one practice/type, which has separate APH yields, has been commingled.

**E** Determining and Recording Production

Accurately determine and enter in the appropriate column(s) of the claim the amount of established production for the entire damaged unit including production from unreported unit(s) if applicable (refer to subparagraph F below). Enter the unit number and estimated production for each undamaged unit on the claim (Refer to the individual crop handbook for specific instructions).

**F** Accounting for Production from Unreported Units

Production from unreported units discovered at loss time will be counted. Refer to PAR. 127 for specific instructions.

**84** **VERIFYING TOTAL PRODUCTION - APPRAISED OR HARVESTED**

**A** General Instructions

Be aware and watch for certain problems while on the farm verifying the information you have collected, such as (but not limited to), the following:

- (1) Unreported production or acreage. If when measuring a bin, you notice another bin containing the same type of grain and the insured has not informed you of this fact, question the insured to determine where this grain was produced. If the explanation does not seem reasonable, document the facts and notify your supervisor.
- (2) Unjustified difference in production. If one farm produced 30 bushels of corn per acre and across the road, a neighboring farm produced 100 bushels per acre, determine if there is a justifiable explanation. Refer to PARs. 118 and 119 regarding written and pictorial documentation.

- (3) Unjustified difference in quality. If there are differences in the quality of the insured's production from other units of the crop or from other producer's that cannot be justified considering the insured cause of loss, document and contact your immediate loss supervisor for further instructions. Retain such documentation in the insured's loss file.

**B** Determining if total HARVESTED production is correct:

**DO NOT CONFUSE** procedures in this paragraph and Section 14 (c) of the BP with PAR. 88. PAR. 88 allows the AIP to authorize the insured to leave RSAs of the unharvested crop when the insured wants immediate release of a field to go to another use, replant, etc., but the appraisal cannot be made at the time because of reasons stated in PAR. 88 B.

- (1) Representative samples of (unharvested) crop (RSCs):
  - (a) Left intact in a harvested field for evidence of yield cause of loss, whether good farming practices were employed, quality of mature crop released to go to other use, etc.; i.e., stand, number of bolls or burrs, stage of maturity, size of stalk, plant population, etc. (Insured's may be required to leave RSCs, as specified in section 14 (c) of the BP and CP).
  - (b) If required intact RSCs were not left by the insured or were harvested before the field was inspected, examine the stubble, size of the stalk, amount of straw stubble, etc., to judge whether the amount of production turned in by the insured is reasonable.
- (2) When the amount of crop production submitted by the insured for the unit appears questionable (e.g., from visual inspection of RSCs, it appears the per-acre appraisal would be significantly higher than the production records submitted by the insured or the per-acre production is not comparable or reasonable for the area and/or acreage, etc.):
  - (a) Question the insured to determine if there could be missing tickets, fed production, production from this unit that was sold in another person's name, missing production records for commercially stored production, forgotten farm-stored production in another location, etc.
  - (b) If the insured cannot provide missing tickets, other records, or clarifying information as stated in (2) (a) above and there are RSCs intact, complete a per-acre production appraisal from the RSCs and/or compare the per-acre production amount submitted by the insured to other comparable acreage production. To compare comparable acreage, use comparable acreage from the insured's farming operation. However, if there is no comparable acreage available in the insured's farming operation, use comparable acreage from other neighboring farms. Comparable acreage is acreage that is planted to the same crop, following the same farming practices, management practices, similar planting dates, etc. If comparable acreage is not available from the insured's operation or from neighboring farms, refer to PAR. 121 L (2) (c). If production is still questionable, refer to subparagraphs C and D.

## 86 APPRAISAL METHOD VARIATIONS

### A Appraisal Modifications

The AIP's authorizing official may authorize the use of any appraisal modifications listed in the crop handbooks **without prior approval from RMA**. However, the use of the modification cannot begin until the AIP has notified RMA's Risk Management Services Division (RMSD). AIP's are to notify RMSD via e-mail at [RMA.RMSD@rma.usda.gov](mailto:RMA.RMSD@rma.usda.gov) and provide the following in the e-mail: A copy of the written authorization stating the modification, documentation of the field condition that warrants an appraisal modification, effective crop year, area affected, and effective beginning and ending dates. RMSD will then in turn notify other AIPs, RMA PASD, RMA Risk Compliance, and the affected RMA ROs and CFOs.

### B Appraisal Deviations

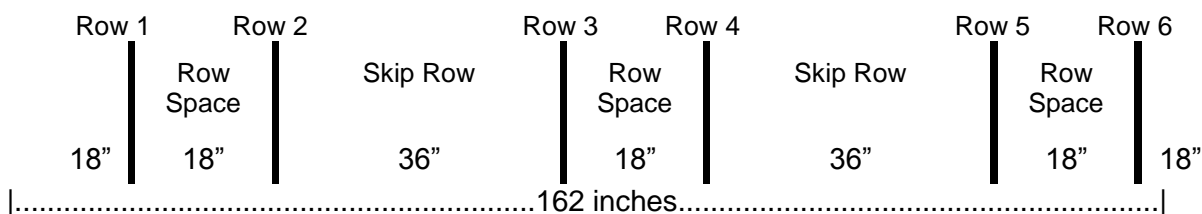
- (1) Appraisal deviations **require** the RMA's written authorization after receiving approval from RMA's PASD and/or RMSD, and consist of deviations that are necessary to apply to the standard appraisal method in order to provide an accurate determination of crop potential under the circumstances.
- (2) The AIP will immediately notify RMA's PASD and/or RMSD of the situation with a recommendation and justification, before proceeding. Notify RMSD via e-mail at [RMA.RMSD@rma.usda.gov](mailto:RMA.RMSD@rma.usda.gov) and PASD at [DirectorPDD@rma.usda.gov](mailto:DirectorPDD@rma.usda.gov) with the following: the deviation recommended, the effective crop year, area affected, and beginning and ending dates for which the deviation is to be applied.
- (3) RMSD will:
  - (a) Immediately advise the affected RMA RO of the situation;
  - (b) Coordinate the recommendation with the appropriate AIPs; and
  - (c) Assess the need for and impact of the deviation.
- (4) Upon receiving written authorization from RMA, the AIP will issue written authorization to use the approved deviation, and ensure the proper implementation and monitoring of the deviation.

## 87 APPRAISALS INVOLVING AVERAGE ROW-WIDTH MEASUREMENTS

When appraisal instructions in a specific crop handbook require an average row-width measurement to be used in determining sample selections AND where rows are skipped to form a skip-row planting pattern or for tractor and planter tires (except for cotton, use the respective cotton handbook instructions for skip-row patterns), determine the “average row width” as follows:

- Measure across one entire pattern;
- Count the number of planted rows; and
- Divide the total distance measured by the number of rows measured across.

### EXAMPLE:



$$162 \text{ inches} \div 6 \text{ rows} = 27 \text{ in. average row width}$$

For other types of row-width measurement instructions, see the individual crop handbook.

## 88 REPRESENTATIVE SAMPLE AREA (RSA) APPRAISALS

**DO NOT CONFUSE** procedures in this paragraph with Section 14 (c) of the BP and PAR. 84 BC. PAR. 84 B requires the insured to leave RSCs of the unharvested crop if the insured reports damage less than 15 days before the time the insured begins harvest or during harvest.

### A General Information

- (1) RSAs are areas of a field that the AIP authorizes the insured to leave when the insured wants immediate release of the field to go to another use, replant, etc., but the appraisal cannot be made at this time for one of the reasons stated in subparagraph B below. Appraisals from the RSAs of the unharvested crop acreage is made at a later date to determine the per-acre appraisal for the entire unharvested acreage.
- (2) If the insured put acreage to another use and left RSAs prior to notifying and receiving approval from the AIP to put the acreage to another use and to leave RSAs, the acreage put to another use is considered destroyed without consent, and the AIP must assess an uninsured cause appraisal of at least the per-acre guarantee for such acreage. There are no exceptions for not assessing an uninsured cause for at least the per-acre guarantee in this situation.



- G Damaged and Undamaged Acreage in the Same Field. When there is damaged and undamaged insured crop acreage in the same field (and can be identified as such) and the processor chooses to bypass the entire field instead of accepting the harvested production or the processor harvesting the undamaged acreage, the damaged and undamaged acreage will be divided into separate subfields.
- (1) An appraisal is not required on the damaged acres, provided the AIP can verify the damage was due to an insurable cause of loss.
  - (2) The undamaged acreage will be appraised, and the production will be counted as production to count for claim purposes.
- H Claim Entries When Bypassed Acreage Due to Uninsured Cause of Loss. The stage column on the claim form will show "PB" for unharvested (bypassed) acreage **when insured cause(s) of loss did not prevent the processor or producer from timely harvesting** (e.g., the processor over-contracted, equipment breakdown, etc.). The potential production per acre (as of the date the crop should have been harvested) shown on the claim form in the column for appraised potential will be the appraised amount and will be counted as production against the guarantee for claim purposes and for APH purposes.
- (1) A separate appraisal is required to assess production lost on acreage damaged by uninsured causes of loss (i.e., livestock damage, failure to follow good farming practices, etc.). The appraised per acre production from such acreage will be shown on the claim form in the item for uninsured causes. This appraisal for uninsured causes will not be counted for APH purposes.
  - (2) Although acreage may have been bypassed and an insured cause of loss did not prevent harvest (e.g., the processor over-contracted, equipment breakdown, etc.), an appraisal which shows production below the unit guarantee due to insurable causes (e.g., drought reduced the potential PRIOR to bypass) may result in an indemnity.
- I Production to Count When NO Insured Cause of Loss Prevented Timely Harvest. When an insured cause of loss DID NOT prevent timely harvest of the crop, the production to count for the insured crop acreage that is bypassed or not timely harvested will include:
- (1) The appraised production on unharvested acreage;
  - (2) Any production or value lost due to uninsured cause(s), whether harvested or unharvested acreage; or
  - (3) **For green peas, processing beans, processing pumpkins, processing sweet corn, and processing tomatoes:** The harvested/delivered production from any acreage not timely harvested. The amount of harvested production to count will be determined by dividing the dollar amount paid, payable, or which should have been paid under the terms of the processor contract for the quality and quantity of the insured crop delivered to the processor, by the base contract price per tons (pounds for green peas). If the price paid for the harvested production has been reduced because of quality deficiencies resulting from not timely harvesting (when an insured cause of loss did not prevent timely harvest of the insured crop), an appraisal for uninsured cause will be required. Subtract the amount

paid from the amount that would have been paid before the price reduction. Divide this amount by the contract price and enter the result in the column on the claim form for uninsured cause appraisals.

- J Processor Payments For “Bypassed Acreage”- Do NOT include such payments in any appraisal OR as production to count.

## 90 VERIFYING HARVESTED PRODUCTION

- A Harvested production will be verified or determined by the following:

- (1) Acceptable evidence of third-party sales and/or commercial storage.
- (2) Measuring farm-stored harvested production (refer to Refer to Part 3, Section 6).
- (3) Comparing harvested production to appraisals made from the unharvested areas of the fields left under the terms of the policy when the amount of reported harvested production is questionable.
- (4) Comparing reported production to appraisals and production in the area when there is reason to question the reported harvested production.
- (5) Weighed and farm-stored records. Refer to PAR. 104. Insured’s records of prior year’s weighed and stored production CANNOT be used.
- (6) Verifiable farm management records from producers using precision farming technology **system**.
- (7) If the insured claims all of the unit has been harvested, verify that all fields and areas of the field (orchards or vineyards, if applicable) have been harvested. Also, verify that all of the production that could be harvested has been harvested; i. e., if only the best acreage or best fruit (cherry picked) from the trees or vines has been harvested, the remaining unharvested crop must be considered production to count unless such crop is not considered production to count in accordance with PAR 85 H of this handbook, with procedures in the respective crop loss adjustment handbook, crop provisions or if applicable, SP.

- B Caution. DO NOT rely solely on statements or evidence of sales to represent all of the production. Review all production evidence CLOSELY when the **insured** controls the transportation (e.g., trucking or handling company); manufacturing (processing plant); farm scales; or sales (warehouse) of a particular crop. If there is evidence that suggests the insured has misrepresented production, DO NOT (adjuster) sign the claim. Notify the AIP of the situation.

- C Acceptable harvested production records from producers using precision farming technology **systems** to establish total production

- (1) Acceptable Precision Farming **Technology** Systems must include at least the following components:
  - (a) GPS technology integrated with planter monitors, combine monitors, yield mapping software;

- (b) The capability of producing summary reports that reflect planted acres, harvested acres, and harvested production; and
  - (c) Report of calibrations performed per manufacturer's requirements.
- (2) If the AIP determines the precision farming technology system production records are not acceptable, production must be determined in accordance with Par. 104 and 105. The planter monitor acreage record can still be used as determined acres.
- (3) Production records from precision farming technology systems

\*\*\*

- (a) The AIP must inform the insured in writing of the precision farming technology system record requirements prior to harvest.
- (b) Production records from precision farming technology systems may be used in lieu of settlement sheets and bin measurements provided all of the requirements under Par. 80 I and 90 C are met.
- (c) The insured should be advised to maintain alternate production records by unit in the event the precision farming production records are determined to be unacceptable.
- (d) If acreage is not harvested, production will be appraised.

\*\*\*

- (4) For the production records to be acceptable, the insured must provide the following information:

- (a) Calibration of the automated yield monitoring system.
  - 1 The insured must have calibrated the yield monitoring system for each insured crop and crop year, in accordance with the owner's manual specifications. The insured must provide documentation showing the weighed average sensor calibrations for the crop and crop year. The sensor calibrations must not exceed three percent when compared to the actual weighed production harvested from the acreage used to calibrate the sensor (refer to Par. 104 B for acceptable scale types). If the initial sensor calibration difference exceeds three percent when compared to the actual weighed production harvested from the acreage used to calibrate the sensor, additional calibration samples must have been taken until the results were within tolerance (see 2 below for an exception).
  - 2 If after calibrating the yield monitoring system as stated in 1 above, the average sensor calibrations for the crop and crop year still exceed three percent when compared to the actual production harvested from the acreage used to calibrate the sensor, the insured may utilize the precision farming technology system post-harvest calibration of yield maps created by the system. The insured must provide documentation of the actual production based on acceptable weight records used to post calibrate the system and yield maps.
  - 3 The annual calibration report, from the yield monitor system or documentation from the insured, must include all calibrations and

adjustments performed, by crop, for the crop year, including the date each calibration/adjustment was performed and the difference from the previous setting. The annual calibration report must be provided to the AIP or RMA.

- (b) Insured's name;
  - (c) Unit number;
  - (d) FSA farm/tract/field ID number;
  - (e) Legal description of acreage; and
  - (f) A print out, by unit, of the following precision farming technology information:
    - 1 Crop name;
    - 2 Acres harvested;
    - 3 Date harvested;
    - 4 Total production (unadjusted for moisture);
    - 5 Average moisture content (moisture must be adjusted in accordance with the crop provisions); and
    - 6 Yield maps and acreage/production summary records. These records, generated from the system, must show separate production records were maintained by unit and/or practice. These maps must be reviewed to identify harvested and unharvested acreage. If the map indicates unharvested acreage, a visual inspection is required to determine if crop appraisals are needed.
- (5) If the production and yield map records provided by the insured are not reasonable or the AIP has reason to question the production and/or yield map records, the insured must provide the precision farming technology **system** or yield monitor systems raw data and any additional production records requested by the AIP. If after reviewing the systems raw data, the precision farming **technology system** production records are determined to be not acceptable, production must be determined in accordance with Par. 104 and 105.
- (6) All quality determinations must be made in accordance with Par. 96 and Par. 102 as applicable.

- (b) ZMV and Fair Consideration. When due to insured deficiencies, there are no buyers in the insured's local market area but there are buyers in distant markets and after fair consideration, the AIP determines by using the steps in subparagraph H that the production is:
- 1 ZMV (Section D of SP) and the insured:
    - a Destroys the production in a manner acceptable to the AIP, the DF will be 1.000, resulting in zero production to count.
    - b Destroys the production in a manner NOT acceptable to the AIP or makes no attempt (or refuses) to destroy the production, then such production is no longer considered ZMV and the applicable pre-established DFs on the charts in Section A for the level or type of damage (without adjustments for fair consideration) will be used to determine the QAF to adjust the production to count.
  - 2 Greater than ZMV, the applicable pre-established DFs for the level or type of damage in Section A of the SP (without adjustments for fair consideration) will be used to determine the QAF to adjust the production to count.
- (9) Pre-established DFs from the Chart in Section A of the SP
- (a) When there is a pre-established DF for the individual type/level of damage (such as, test weight, kernel damage, etc., or grade (refer to (b) below)) shown on the chart in Section A of the SP, the pre-established DF must be used to establish the QAF, unless ZMV applies.
  - (b) Pre-established DFs for Grade in Section A of the SP
    - 1 General Information
      - a Besides DFs for the individual type/level of damage (e.g., test weight, kernel damage, etc.) there may also be a DF for grade. The individual type/level of DFs should be added to the DF for grade (if the grain qualifies for the grade DF). The grade DF factor is NOT used in combination with RIVs.
      - b **DFs for Grade Designations**
        - (i) **DFs for U.S. NO. 5 Grade**

The DF for the U.S. NO. 5 grade DF is applicable to wheat and barley only. Use this DF, plus any applicable pre-established DFs for wheat Falling Numbers and wheat and barley Special Grade Discounts contained in the SP. The DFs for US No. 5 and U.S. Sample grade cannot be added together.

(ii) **DFs for U.S. Sample Grade**

The DF for Sample Grade is applicable to barley, canola, corn, flax, grain sorghum, oats, rye, soybeans (test weight is not a grading factor for soybeans), sunflowers (oil-type only), and wheat. Safflowers do not have a DF for Sample Grade. Use the DF for Sample Grade plus any applicable pre-established DFs for other quality deficiencies. The DFs for U.S. No 5 and U. S. Sample grade cannot be added together.

(iii) **DFs for Allowable Special Grades or Specific Allowable Sample Grade Defects**

- i Special grade (as shown on the grade certificate) of light smutty (wheat), smutty (wheat, oats) or garlicky (barley, oats, wheat) DFs may be used separately or in addition to U.S. NO. 5 or Sample Grade DF.
- ii DFs for specific allowable Sample Grade defects such as musty, sour, or commercially objectionable foreign odors (barley, canola, corn, flax, grain sorghum, oats, rye, soybean, sunflower, safflower, and wheat) will be used in addition to the Sample Grade DF.

- 2 DFs for grade can be used in combination with DFs for Mycotoxins or other substances or conditions that are injurious to animal or human health (Refer to Section C of the SP and PAR. 102 below).

When there are types/levels of damage or grade for which there are pre-established DFs, a type/level of damage for which there is NO pre-established DFs, or a combination of a pre-established DFs from Section A with a DF from Section C of the SP, refer to subparagraph H (14) below for various examples determining the total DF.

- (c) If there is a type/level of damage or grade for which there are pre-established DFs shown in Section A of the SP AND at least one type/level of damage for which Section B of the SP would be applicable, do not use the pre-established DF(s) on the chart in Section A of the SP. In this case, the QA factor is established as stated in Section B.

- (10) Section B of the SP and other applicable SP Sections:

**For a type or level of deficiency not shown in Section A, DFs will be determined from Section B, or Section C if the production contains Mycotoxins or other substances or conditions injurious to human or animal health as follows:**

- (a) For production that is sold (**bids cannot be used**) to a disinterested third party (as verified by the AIP), the DF will be the reasonable RIV applied by

the buyer due to all insurable quality deficiencies and that value divided by the local market price. If the RIV is determined to not be reasonable, the

2 Conditioning costs are not allowed if there are pre-established DFs shown on the charts in the SP for the types and levels of damage(s).

(d) If a market still cannot be found for the damaged production after the determinations in subparagraph J (1) (a)-(c) above have been made, the AIPs shall delay finalization of a claim if there is a reasonable probability that there will be a market for the damaged production within the next few weeks, (but not later than 60 days after the calendar date for the EOIP). This may happen if the markets have bought enough higher quality grain to enable them to buy the lower quality grain to blend with the higher quality grain.

(e) For crops having QA provisions in the SP

If the AIP has determined the production to be ZMV because there are no buyers in the insured's local market area and any distant market (with fair consideration of transportation and conditioning), and the insured opts to not destroy the production:

1 For types and levels of damage that fall under Section A of the SP, production will be quality adjusted based on the DFs in section A.

2 For types and levels of damage that fall under Section B of the SP that remains unsold 60 days after the calendar date for the EOIP, claims will be settled based on .500 as outlined in subparagraph H (10).

3 For types and levels of damage that fall under Section C of the SP, refer to PAR. 102.

(f) Document all determinations made in subparagraph J (1) (a)-(e) above, including names and locations of marketing outlets, values (RIVs if applicable for the crop) quoted for the damaged production, any information pertinent to possible conditioning of the damaged production, any allowable fair consideration for transportation costs of the damaged production, etc. Use the highest obtainable value (after allowable adjustments for conditioning or fair consideration of transportation costs, if applicable) or if RIVs are applicable for the crop, use the lowest RIV.

(2) Destruction

(a) When the AIP has determined the production to be ZMV or any Federal or State agency requires destruction, as stated in section 15 (i) of the Basic Provisions) and the insured destroys the production, the following must occur before the claim can be quality adjusted to zero production to count:

1 Prior to the insured destroying the production, the adjuster:

a Must communicate the acceptable methods of destruction as stated in (2) (c) below; and

b The insured must agree, in writing, upon a method that would meet the definition in (2) (c) below.

- 2 The adjuster must either:
  - a Witness the destruction and document the destruction method (refer to (2) (c) below) of the production during an on-the-farm inspection; **or**
  - b The adjuster shall leave a Certification Form as described in (3) below, and follow-up with an on-the-farm inspection to verify destruction and whether the destruction method was an acceptable method as described in (2) (c) below.

(b) **Exceptions to Requirement for Destruction:**

**THERE IS NO EXCEPTION TO DESTRUCTION WHEN PRODUCTION IS INFECTED BY A TYPE AND LEVEL OF MYCOTOXIN (OR OTHER SUBSTANCES OR CONDITIONS INJURIOUS TO HUMAN OR ANIMAL HEALTH) FOR WHICH STATE AND/OR FEDERAL REGULATIONS OR GUIDELINES REQUIRE DESTRUCTION OF THE INFECTED PRODUCTION.**

**Exception 1:**

- 1 In cases of:
  - a Mature unharvested production that in itself is destroyed (i.e., the unharvested production is of such poor quality that it could never be used for feed or in another manner which would provide any type of value to the insured); or
  - b There is no crop production on the stems/stalks, only vegetation from the stems/stalks of the plant on which the crop was growing remains.
- 2 The requirement to destroy the crop prior to indemnification can be waived by having the insured (or insured's representative) sign a Certification Form containing a statement indicating that the crop will not be harvested and will be destroyed.
- 3 Documentation. AIPs must take pictures of the crop demonstrating that the production is in itself destroyed (e.g., only plant vegetation from which the crop was growing or should have grown remains) along with any other documentation, and this documentation must be referenced in the Narrative of the claim form or on a Special Report attached to the claim form. This documentation must be retained in the insured loss file folder.
- 4 When there is no crop production, only plant vegetation, the vegetation does not have to be destroyed. Insureds may hay, bale, or graze the vegetation.

**Exception 2:** When the criteria in PAR. 134 are met, immature and mature unharvested production are exempt from the destruction requirement when destruction of the crop acreage would cause wind erosion problems. AIPs must include such documentation as described in PAR. 134 in the insured's



loss file folder and note this in the Narrative of the claim form or on a Special Report attached to the claim.

**Exception 3:** Production can be gleaned by an approved charitable organization rather than destroyed, provided all the criteria stated in PAR. 94 are met. AIPs must place such documentation as described in PAR. 94 in the insured's loss file folder and note this in the Narrative of the claim or on a Special Report attached to the claim.

(c) **Acceptable Destruction Method**

An acceptable destruction method is a method that will result in the production having no possibility of being marketed or possibility of salvage use that could result in any type of compensation to the insured. Grazing and haying (even for the insured's own use) is still considered a salvage use because it results in compensation (value) to the insured; therefore, it is not an acceptable destruction method except as stated in subparagraph J (2) (b) above. Destruction of such production should be done in accordance with any applicable method prescribed by State or Federal regulations.

(3) Use of Certification Form for Destruction of Production

- (a) When the adjuster has not witnessed destruction, a Certification Form shall be used to record the insured's certification that the production has been destroyed.
- 1 In lieu of or in addition to the instructions for completing a Certification Form, refer to the required completion instructions in Exhibit 11:
  - 2 Before leaving the Certification Form, the adjuster and insured must agree on an acceptable method of destruction as described in (2).
  - 3 The adjuster must:
    - a Instruct the insured to enter the date the production was destroyed and document the destruction method in the "Remarks" section of the Certification Form.
    - b Advise the insured that when the AIP has received the Certification Form back from the insured certifying destruction of the production that another inspection will be made to verify destruction of the production.
- (b) Before the claim can be finalized, an adjuster must make an on-the-farm inspection after the Certification Form has been received by the AIP to verify destruction and the destruction method of the ZMV production, unless one of the exceptions in subparagraph J (2) (b) above apply.
- (c) The adjuster must document on the claim form or on a Special Report, the following:
- 1 The date and method of destruction,
  - 2 The documentation method, and whether the destruction method was acceptable,

3 The date the verification and on-the-farm visit took place, and

4 Any other pertinent information.

K Consolidating QAF Entries

If there are multiple loads of production with the same QAFs, these loads can be consolidated on one line in the part II of the Production Worksheet only if the other information (such as, FM and/or dockage, and moisture) is the same.

L Waiving Quality Adjustment

(1) There may be times when the insured wants to waive the quality adjustment portion of the claim on a loss unit (The waiver is applicable only to loss units; refer to L (2) (c) below.) because of an expected delay in the determination of values or RIV's for the damaged production. Except for the situation stated in (2) below, AIPs may allow an insured to choose to waive the quality portion of the claim for indemnity on a loss unit to facilitate earlier payment of indemnities, PROVIDED:

(a) The AIP obtains a signed waiver from insureds who choose to waive quality.

(b) All loss units of the crop are waived for an eligible crop insurance contract; i.e., crop/state/county. The insured will not have the choice of waiving quality by unit.

(c) Insureds who waive quality on a crop, shall not be allowed to reconsider at a later date and request his/her claim be re-opened and adjusted for quality. The production to count on the claim will be used for the APH report for that unit.

(d) The documentation of the election to waive quality must be completed and made a part of the loss file. A statement regarding the waiving of quality adjustment should be entered on each Production Worksheet for each loss unit and this statement signed by the insured in addition to the insured's regular signature on the claim form.

(2) **A QUALITY WAIVER WILL NOT APPLY:**

(a) For Crops that contain quality provisions in the SP that are determined to contain Aflatoxin exceeding 300 ppb, Vomitoxin in excess of 10 ppm, or contains substances or conditions that are injurious to human or animal health because the SP require that the claim will not be completed until such crop production is sold, fed, used in any manner, or destroyed.

(b) If any Federal or State agency requires destruction of the crop or crop production, as applicable, because it contains levels of a substance, or has a condition that is injurious to human or animal health in excess of the maximum amounts allowed by the FDA or an agency of the applicable State in accordance with section 15 (j) of the BP.

(c) To Non-Loss units. Production to count for APH purposes on Non-Loss units will be determined in accordance with procedures in the CIH.

## 97 ADJUSTMENTS FOR MOISTURE

### A Policy or Endorsement Provisions

- (1) Mature production will be reduced when it meets the requirement stated in the crop policy/endorsement. Apply moisture adjustment, as specified in the crop handbook, prior to any quality adjustment.
- (2) Hybrid Corn Seed Crop Provisions and Hybrid Sorghum Seed Crop Provisions provide for adjustments for excess and deficient moisture percentages. Refer to the specific crop provisions and crop handbooks.
- (3) Moisture adjustment charts are in the Reference Material Section contained in applicable crop handbooks. Use these charts only when computing net production.

### B Moisture Determinations from Sold Production

Moisture percentages are established from the individual load slips or settlement sheets, as explained in this subparagraph. Grain buyers use various methods to discount high moisture grain. One method reduces the price in relation to the amount of moisture on the basis of currently established standards (charts). Another method applies additional dockage, relative to the amount of moisture. Another method applies additional discounts relative to the amount of moisture percentage. (Refer to PAR. 96 I (3) (d) (3).) In both cases, the gross production of wet production and the actual moisture percentage must be determined before the crop can be considered for a moisture adjustment.

### C Moisture Tests of Farm-Stored or Unharvested Mature Production

- (1) Moisture tests can be performed by:
  - (a) Grain handlers at a commercial facilities that buys or stores grain,
  - (b) FGIS Field Offices or FGIS-designated or FGIS-delegated entities, or
  - (c) Adjusters; provided the adjuster has a properly maintained, functioning, and calibrated moisture tester.
  - (d) Insured's are permitted to adjust their contemporaneous load records for excess moisture (refer to PAR. 105 D).
- (2) Samples for Moisture Tests
  - (a) The adjuster is responsible for ensuring that any sample used to make a moisture determination is representative of the production in the entire storage structure. This is done by using a grain probe (may need an extension on the probe) to take samples from various depths and areas of the bin or other various means to derive a moisture percentage that is representative of the entire storage structure.
  - (b) Only the adjuster can take samples of farm-stored or mature unharvested production for moisture determinations, unless excepted as stated in PAR.'s 104 or 105.

- D Consolidating and Averaging Moisture Percentages. For consolidating and averaging moisture percentages on the claim form, refer to PAR.'s 99 and 100.
- E Claim Form Entries. Entries for moisture factors (and/or moisture percentages) on the claim form are made as instructed in the individual crop handbook.

## 98 ADJUSTMENTS FOR FOREIGN MATERIAL (FM) AND DOCKAGE

### A General Information

- (1) For the purpose of determining:
  - (a) Production to count for the crops listed in Exhibit 17, adjustments of gross production due to FM and/or dockage (there may be other items such as stones, conspicuous admixture, or admixture for which gross production may be adjusted) will be allowed unless it is due to uninsured causes of loss. Adjustments for the FM and/or dockage will not be made if the insured is not discounted for FM and/or dockage.
  - (b) The actual percentage of FM and/or dockage will be deducted regardless of grade. Enter in the column for FM% (column 58a) on the claim form, the **FM factor as determined in PAR. 98 F.**
- (2) The crop provisions specify whether to use FGIS grading standards, or the State or other entity grading standards when determining FM or dockage.

Adjustments for material found in production are only allowed if it meets the definitions for FM and/or dockage (shown in Exhibit 17) as defined by FGIS or the applicable grading standards of the State or other entity for the insured crop. If such material is not included in the definitions, it cannot be deducted from gross production as FM or dockage.

- (3) Because the definitions of FM and dockage are subject to change by FGIS, the AIP should verify the definitions in Exhibit 17 are current by checking the FGIS website or via a link on the RMA website where the loss adjustment standards handbooks are located.
- (4) **Normal Dockage.** The FM and/or dockage determinations made by the buyer may be accepted for claims purposes if the adjuster verifies the amount of dockage is normal for the crop, crop year, and the area. The adjuster will not be required to document the cause of loss for normal dockage.
- (5) **Excessive Dockage.** If the amount of FM and/or dockage is in excess of normal for the crop, crop year, and the area; the adjuster must verify whether or not the cause of damage for the FM and/or dockage is insurable. Document such cause in the narrative of the claim form or on a Special Report. If the cause of damage is insurable, the FM and/or dockage determinations made by the buyer may be accepted for claims purposes.

### B Dockage and/or FM terms used by buyers

- (1) The term "FM" or "dockage" is sometimes used by buyers differently than the FGIS definition. The adjuster must determine that the buyer's determination of

FM and/or dockage is made in accordance with the FGIS definitions in the grading standards, or of the applicable State or other entity.

- (2) When the term(s) for “FM” or “dockage” used by the buyer is not consistent with the FGIS definitions (or definitions in the grading standards of a State or other entity specified in the crop provisions for the respective crop), the adjuster must work with the buyer to determine the percentage of FM and/or dockage deducted by the buyer that is consistent with FGIS’ (or of the applicable State or other entity) definition for FM and dockage for the insured crop; otherwise, FM and/or dockage will not be allowed.

#### C Commercially Stored or Sold Production

- (1) When a FM and/or dockage percentage(s) is shown on producers' records (i.e., warehouse receipts, summaries, settlement sheets, individual load slips), enter in the FM% column of the claim form the **FM factor as determined in PAR. 98 F** that the buyer or storage facility has actually deducted from the gross production. Refer to PAR.'s 99 and 100 for consolidating or averaging FM and/or dockage percentage entries on the claim form.
- (2) When FM and /or dockage is shown as a price discount and not as a percentage, contact the elevator either by phone or visit and determine the percentage that was actually deducted. Make no entry in the FM% column of the claim form if this percentage cannot be determined.
- (3) Do not include any adjustments for moisture in the FM% entry on the claim form.

#### D Farm-Stored Production

- (1) FM and/or dockage as defined by FGIS, (Exhibit 17) can be determined by the adjuster if the adjuster has the proper equipment and follows FGIS instructions (refer to E below) and the adjuster and the insured agree there are no quality deficiencies other than test weight.
- (2) **When** the adjuster performs FM or dockage tests for crops using FGIS grading or inspection standards, the grain must be measured, and weighed as described in subparagraph E below or from the FGIS publication “*Practical Procedures for Grain Handlers.*” This publication can be downloaded and printed from the FGIS website or via a link from the RMA website, located in the same location as the loss adjustment standards handbooks. If the crop is not included in this handbook, contact FGIS to determine where this information can be obtained. For crops for which the crop provisions require grading standards of a State or other entity, obtain instructions from the applicable State or entity. If the State or other entity will not provide such instructions, samples must be transported or mailed to a facility designated by the State or other entity.
- (3) The adjuster may take samples to a local elevator to obtain the percentage of FM and/or dockage **provided** the insured agrees that there is no quality deficiencies other than test weight.
- (4) If the adjuster and the insured are unsure if the production qualifies for quality adjustment, the adjuster must obtain a sample of the farm-stored production and transport or mail it to an FGIS office (AMS, if applicable, or if the crop provisions for the respective crop require grading standards of a State or other entity, the

applicable sites specified by the State or other entity) for these determinations.  
(Refer to PAR. 96.)

## E Determining Dockage and FM on the Farm

The following materials and instructions are to be used when determining dockage and FM on the farm for wheat and barley. For a large portion of the crops, screen sizes and procedures can be obtained from the FGIS publication "*Practical Procedures for Grain Handlers*." This is the same publication referred to in D (2) above. If the crop is not listed in this publication, contact FGIS to obtain this information or submit the adjuster-obtained samples to FGIS. For crops for which crop provisions require grading standards for a State or other entity, obtain the instructions from the applicable State or entity. If the State or other entity will not provide such instructions, the samples must be transported or mailed to a facility designated by the State to grade.

### (1) Materials

- (a) Screen "A" - 12/64" round aperture (for wheat).
- (b) Screen "B" - 8/64" triangular aperture (for wheat).
- (c) Screen "C" – 5/64" or 4.5/64" round aperture (for wheat).
- (d) Screen "D" – 5/64" triangular aperture (for barley).
- (e) Pan - round non-perforated (610-E).
- (f) Funnel.
- (g) One-pint or one-quart grain measuring bucket.
- (h) One-pint or one-quart grain measuring scale (each scale must be calibrated to the respective bucket).
- (i) Leveling stick.

### (2) Weight and FM

- (a) Measure and weigh grain as outlined in PAR. 101 B and C, except the samples will not be "clean" (free of FM and/or dockage (as defined by FGIS)).

Determine the weight of one pint or one quart of grain by use of the "lbs. & ozs." Line on the scale. (One pint = one pound.)

- (b) Refer to subparagraph (1) above: screens "B" and "C" are both wheat screens. Use screen "B" in the presence of buckwheat infestation. Use screen "C" under normal conditions.
- (c) For wheat, place screen "B" or "C," whichever is needed, in the non-perforated pan, insert screen "A" next and spread weighed grain over screen "A". Use a circular shaking motion to cause all dockage to pass through the screens into the pan. For barley, follow all the same

instructions, except only screen "D" is used. (See subparagraph (1) above for screens A, B, C, and D.)

- (d) The screenings in the pan along with anything remaining in the top screen is dockage.
- (e) From the dockage-free sample, remove all the matter other than wheat that remains in the sample by hand picking. The matter that is handpicked is FM. Establish the amount of FM by weighing the handpicked matter with the bucket and scale. Use the "% of lbs." line on the scale to make the final determination of the FM percentage.

F FM Factor

The FM% factor is one minus the sum of the percent of dockage and the full-sample FM equivalent percent. The full-sample FM equivalent percent is needed to convert the percent of FM to the equivalent percent that it would be if determined based on the entire sample as a whole, before the removal of dockage (FGIS grading procedures require the percent of FM be determined after the removal of dockage, and is based on the dockage-free sample weight). It is computed by multiplying the percent of FM by one minus the percent of dockage. **Example:** The grade certificate shows dockage of 3.0% and FM of 2.0%. The FM factor is:  $1 - [0.03 + (0.020 \times (1 - 0.03))] = 0.951$ .

G Unhusked Cribbed Corn. (Husk factor is NOT TO BE ENTERED in the FM % column of the claim form.

Unhusked cribbed ear corn on which none of the husks have been removed is unusual, but when it occurs, determine the husk factor and apply this factor to the calculated gross bushels to determine the production to be entered in "Gross Production (column 55) on the claim. Determine the husk factor as follows:

- (1) Fill a straight-sided container (wooden box 24" X 24" X 12") with a representative sample packed to the same density as the crib.
- (2) Remove husks. Put husked ears in the box. Pack and measure depth.
- (3) Divide the depth of the husked corn by the depth of the unhusked sample. Round to two decimal places. Multiply this factor by the calculated gross bushels, and enter the result in column 55. Retain a copy of all calculations in the insured's contract folder.

**99 CONSOLIDATING MOISTURE OR FM AND/OR DOCKAGE PERCENTAGE ENTRIES ON THE CLAIM FORM**

A General Information and Instructions

- (1) Adjusters may consolidate loads containing the same moisture or FM and/or dockage percentages (if allowed by PAR. 98 A) on a single line of the claim form (as listed below) unless separate lines are required for reasons other than FM and/or dockage or moisture differences. This applies to the crops listed in PAR. 96 C (1)(d) 1 a, except:
  - (a) For dry peas. FM and dockage are applicable; however, a moisture percentage is not applicable. Refer to PAR. 98 and the Pea LASH for FM entries.

- (b) For rice, only moisture is applicable; FM and dockage are not applicable).
- (c) Moisture adjustment is not allowed for flax in accordance with the Small Grains Crop Provisions.
- (2) When quality adjustment applies, list quality-adjusted production on separate lines.
- (3) When there are two or more individual settlements sheets or summaries, list each on a separate line.
- (4) To consolidate percentages, total the production of the loads with the same percentages, and make a single entry for such loads.

## 100 AVERAGING MOISTURE OR FM PERCENTAGE ENTRIES ON THE CLAIM FORM

### A General Information and Instructions

- (1) Moisture adjustment applies to the crops listed in PAR. 96 C (1) (d) 1 a, except as stated in Par. 99 A (1) (a), (b), or (c) above.
- (2) When the elevator has averaged the FM and/or dockage (if allowed by PAR. 98 A) or moisture percentages on the settlement sheet or summary sheet, adjusters may average moisture or FM and/or dockage (as stated in PAR. 98 A) percentage entries on a single line of the claim form (as listed below) unless separate lines are required for reasons other than moisture, FM and/or dockage (if allowed as stated above) differences.

### B Entering Averaged Moisture on the Claim Form

- (1) Averaged Moisture percentages are entered on one line on the claim form except when:
  - (a) Quality adjustment applies. List quality-adjusted production on separate lines.
  - (b) Elevator settlements sheets or summary sheets are based on consolidated or averaged FM and/or dockage, and there are two or more individual settlement sheets or summary sheets, list each on a separate line.
- (2) To enter averaged percentages, use the same average provided on the elevator settlement sheet or summary sheet, after verifying its acceptability. Use of averaged percentages is authorized ONLY when the elevator has calculated and settled on the basis of an average on the settlement sheet or summary sheet and the determined average is acceptable to the adjuster. **Exercise caution in determining the acceptability of averages because of the potential for significant impact on indemnities (e.g., one 20,000# load @ 15% moisture and one 4000# load @ 25% moisture (Simple avg. = 20%; Weighted avg. = 16.7%). In this case, use of the simple average is not acceptable.**



- (d) When the elevator, processor, or other facility is willing to pull the samples and the AIP agrees to use the samples pulled by the elevator for quality adjustment:
- 1 The AIP can agree to allow the elevator to submit the samples directly to an approved testing facility. When the elevator receives the test results for the insured's samples and notifies the insured, the insured must notify the AIP that the test results have been received.
  - 2 If the elevator is NOT going to submit samples to approved testing facilities, the adjuster or other authorized AIP representative must pick the samples up from the elevator in time to mail or transport the sample to the approved testing facility within 4 days of the time the elevator obtained the sample. **NO ONE OTHER THAN THE ADJUSTER OR OTHER AIP-AUTHORIZED REPRESENTATIVE IS ALLOWED TO PICK THE SAMPLE UP FROM THE ELEVATOR AND MAINTAIN THE SAMPLE UNTIL IT CAN BE MAILED OR TRANSPORTED TO THE APPROVED TESTING FACILITY.**
- (3) If the elevator has a testing facility that meets the criteria for an approved testing facility (refer to PAR. 102 I (3)) for the mycotoxin (or other substance or condition), and there is a test result for each load, use the test results of each load to determine the RIV for quality adjustment (value of damaged grain for crops that use value of damaged production instead of RIVs for quality adjustment purposes).
- (4) Loads having the same quality adjustment factors can be combined and entered on one line on the claim form as stated in the crop handbooks.

L Discrepancy Between Test Results

AIPs shall only use test results from approved testing facilities to determine if the production is eligible for quality adjustment under Section D. When there is a discrepancy between the test result of a sample from an approved lab used by the AIP and the one used by the disinterested third party buyer or commercial storage facility:

- (1) **For crops having QA provisions in the SP (not applicable to Malting Barley – refer to applicable Malting Barley Price and Quality Endorsement:**
  - (a) **For sold production** for which RIVs are applicable, the test results of the approved lab used by the disinterested third party who bought the production will be used, unless there is substantial reason to believe that the samples taken by the buyer were not done in accordance with approved industry standards for obtaining samples for the particular substance or condition. If the samples taken by the buyer were not done in accordance with approved industry standards, the AIP test result will be used.
  - (b) **For unharvested production or for farm-stored production** containing mycotoxins other than Vomitoxin (**e.g., Aflatoxin**), the only test results used will be those from samples obtained by the adjuster prior to entering storage and submitted to the approved lab.

- (c) **For unharvested production or for farm-stored production containing Vomitoxin only** if there is a discrepancy between the test results of the sample taken on the farm by the adjuster and the test results from a commercial facility where the production has been delivered and sold or stored, the test results from the buyer or commercial storage facility test will be used.
- (2) **For crops using Actual Value to Determine QA (QA provisions only in the Policy Provisions – does not apply to Malting Barley – refer to Malting Barley Price and Quality Endorsement):**
  - (a) **For harvested SOLD production**, the test results of the approved lab used by the buyer will be used if the production is sold at the time of final settlement of the claim.
  - (b) **For unharvested production or farm-stored production**, only the test results from samples obtained by the adjuster and sent to the approved lab will be used.

M Documentation of Mycotoxins or Other Substances or Conditions Injurious to Animal or Human Health

Document in the narrative of the claim form or on a Special Report, the following:

- (1) **Name** of condition or substance (e.g., **Aflatoxin**) for which the production is being tested, and the level of contamination if the Federal or State agency-issuance states a type and level of substance/condition that would be in excess of the levels considered safe for animal usage. Refer to Par. 102 D (3);
- (2) Test type - qualitative or quantitative;
- (3) Name and location of **approved** testing facility;
- (4) Type of testing facility;
- (5) Test date; and

**A copy of the test results from the approved testing facility may be attached to the claim form in lieu of writing in the Narrative of the claim form if items (1)–(5) above are included in the test results. If applicable, a photocopy of the Federal or State destruction order must also be attached to the claim form. Note in the narrative that that the copies are attached to the claim form.**

N Potential Markets for Infected Production

Since various mycotoxins affect animal species differently, document by name which potential markets were contacted in establishing a fair grain market price. Take into account use for feed for tolerant animal species, value for blending with other grain (when allowed), and commercial (alcohol fuel plant or other product) uses. Likewise, document and take these same things into account for other substance or conditions that FDA or other State or Federal Health Agency has identified. Take steps to safeguard against any vulnerability involving claims of insureds who are directly involved in the buying or testing of damaged production.

- C Claim Form Entries. Entries on the claim form must be legible and printed in ink.
- D Deductions for Obstructions. All obstructions must be found and deducted from the volume of the grain or silage.
- E Insured/Adjuster Cooperation. Cooperate with the insured while working in and around his/her property.

F Caution

DO NOT ENTER storage structures:

- (1) That are air tight (the result could be FATAL).
- (2) Without someone there to assist.
- (3) If the stored production has been treated with any chemicals and the re-entry time has not elapsed.

G Stirring Device

If a stirring device is being used in stored grain, advise the insured that accurate measurements cannot be made unless stirring is stopped at least 4 to 6 days prior to the inspection.

H Accounting for all Farm-stored Production

- (1) Working with the insured, ensure that all storage structures containing production for the units being inspected have been accounted for and measured. AIPs must include storage-structure location charts and measurement calculations for all farm-stored measured and calculated production in the insured's claim folder. DO NOT finalize the claim until the insured has confirmed that all structures have been accounted for and that production for ALL entities sharing in the crop(s) has been included (for all units being inspected). Refer to PAR. 83 for information about establishing total production for the crop.
- (2) **Current FSA measurements of storage structures, depth of production for each unit, crop year, etc., in each structure are acceptable if all the criteria shown in PAR. 70 have been met.**

## 104 PRODUCTION WEIGHED AND FARM-STORED

**If the insured meets the requirements for acceptable harvested production from a precision farming technology system as outlined in PAR. 90 C, the following procedures do not apply. Conversely, if the insured does not meet the requirement for acceptable harvested production from a precision farming technology system, but the insured has weight tickets that can be used in accordance with the following procedures, then these procedures are applicable.**

- A Use this procedure if there is a possibility that the insured may weigh and farm-store his/her production to keep records of separate production for optional units, basic units, and separate production from insured and **uninsurable** acreage. AIPs must (prior to harvest) provide insureds **(in writing)** with the criteria for acceptable scales and acceptable scale weight/records outlined in subparagraphs C and D below. Non-

compliance with these instructions may result in the production being considered commingled as stated in PAR. 126.

**B Insured's Weighed Production for the Current Crop Year**

Adjusters must measure and calculate all farm-stored production for the unit and current crop year unless as discussed in subparagraph G below, production to count is determined from pre-harvest appraisals as required or permitted. If the insured provides acceptable weight records for the current crop year adjusters may:

- (1) Use the insured's weighed production<sup>1/</sup> for the current crop year PROVIDED the:
    - (a) Insured's weighed production<sup>1/</sup> is within 3% of the adjuster-measured and calculated production, (adjusted for any excess moisture and pack factor (if applicable)).
- <sup>1/</sup> Convert the weight (refer to E below) to the applicable unit of measure, if needed, and adjusted for any excess moisture based on the insured's recorded moisture determination for EACH load at the time production was weighed. Refer to crop provisions for what is considered excess moisture. **Any conveyance load for which there is not excess moisture or the insured has no records of moisture determinations for the conveyance load cannot be adjusted for excess moisture.**
- (b) Insured has met the criteria for acceptable scale types, as stated in C below and provides the verifiable location of the scales used to weigh the production;
  - (c) Insured has met the criteria for acceptable weight tickets/records as stated in **D** below);
- (2) If the insured's weighed production (adjusted as stated in (1) (a) footnote) for the current crop year is NOT within 3% of the adjuster-measured production and calculated production (with adjustments for moisture (if applicable) and pack factor (if applicable), the AIP will use the GREATER of the:
    - (a) Insured's weighed and adjusted production (as stated above) for the current crop year, OR
    - (b) Adjuster-measured and calculated production (adjusted as stated above) for the current crop year.

- (3) Prorating production when there are multiple units in the storage structure

When the insured's weighed production is NOT within 3% of the adjuster measured and calculated production:

- (a) If the insured's weighed production (adjusted as stated in (1) (a) footnote above) for these units is greater than the adjuster's measured and calculated production, no proration is needed.
- (b) If the adjuster's measured and calculated production (adjusted as stated in (2) above) is greater than the insured's weighed production (adjusted as stated in (1) (a) footnote above), then the adjuster measured and calculated production must be prorated to each unit, as follows:

**Step 1: Total the weight tickets, per unit.**

For example, the storage structure contained corn from units 0001-0001OU, 0001-0002OU, and 0001-0003OU. Based on the total weights (converted to bushels) for each of these units, the production for each of these units were as follows: unit 0001-0001OU = 3,019.5 bu., 0001-0002OU = 5,685.4 bu., and unit 0001-0003OU = 2,789.3 bu.

**Step 2: Sum the totals for all units in the storage structure.**

For example, assume the total weight records for each were as follows:

Unit 0001-0001OU = 3,019.5 bu.  
Unit 0001-0002OU = 5,685.4 bu.  
Unit 0001-0003OU = 2,789.3 bu.  
Total = 11,494.2 bu.

**Step 3: Proration of Each Unit Based on Total Weight of all Units (rounded to 6 decimal places)**

For example, using the same figures in Step 2:

3,019.5 ÷ 11,494.2 bu. = .262698  
5,685.4 ÷ 11,494.2 bu. = .494632  
2,789.3 ÷ 11,494.2 bu. = .242670  
Total = 1.000000

If the total of these factors do not equal 1, as shown in this example, adjust one or more of these factors so the total equals 1.

**Step 4: Total Measured and Calculated Production**

For example, assume the adjuster measured and calculated production in the storage structure as: 12,564.7 bu.

**Step 5: Proration of production to each unit**

For example, using the figures from Steps 2, 3, and 4, the per-unit proration of the total weighed production for all units in the structure is:

12,564.7 X .262698 = 3,300.7 bu. unit 0001-0001OU production to count  
12,564.7 X .494632 = 6,214.9 bu. unit 0001-0002OU production to count  
12,564.7 X .242670 = 3,049.1 bu. unit 0001-0003OU production to count

- (4) If either or both of the insured's scale or weight tickets/records are unacceptable, the insured's records of weighed production cannot be used. The adjuster measured and calculated production will be used and the procedures for commingled production in PAR. 126 will apply.
- (5) **Insured's weight tickets/records for previous year's production CANNOT be used to separate prior year's production from current year's production stored in the same storage structure, UNLESS the AIP or another USDA agency measures the prior year's production just prior to current year's production being added (a copy of the other USDA agency's measurements must be kept in the loss file). Also, refer to PAR. 93 C (2).**

C Acceptable Scale Types

Acceptable scale types are, as follows:

- (1) Non-portable farm scales,
- (2) Commercial elevator scales, or
- (3) Grain carts, provided the grain cart:
  - (a) Can produce printed tickets showing the weight, or
  - (b) Has an integrated display panel to show the weight of the production in the cart, provided the cart is available so the capacity of the cart can be determined.

D Acceptable Scale Weight Tickets or Records

- (1) General Information
  - (a) To inform the insured prior to harvest of what is needed to have acceptable scale weight tickets/records for loss adjustment purposes, the AIP must provide the following information (in writing) to the insured.  
\*\*\*
  - (b) A summary record of scale weight tickets/records is not acceptable.
  - (c) The insured must hand-write any of the required information listed in (2) below if the scale that is being used is not capable of printing a ticket or the required information.
- (2) **To be acceptable, each individual scale weight ticket or record<sup>1/</sup> for each load must be available and must provide at least the following information:**
  - (a) Insured's name;
  - (b) Crop;
  - (c) Per load, the **gross weight of the conveyance with production and** the gross weight of the conveyance **without production, except as stated in 1 below**;
    - 1 If the production is weighed using a grain cart that prints out tickets showing the gross weight of production in the cart or has an integrated panel showing the gross weight of the production in the cart from which the insured documents the weight, **only the gross weight**, per grain cart, of the production is required.
    - 2 Scale Weight tickets/records from grain carts should be photo copied since the print can disappear with time.

---

<sup>1</sup> When scale weights are from a grain cart that cannot print tickets but has an integrated display panel, a record is considered a handwritten contemporaneous log the insured has kept that provides all of the information above for each grain cart load weighed.

the grain bags can be identified. For quality adjustment of grain, refer to subparagraph A (2) above and PAR. 69 A (4) (d).

- (2) The AIP may determine the production in the grain bag, as specified in item A (1) above, to settle the claim, provided the amount of production for each separated unit contained in the grain bag can be identified when:
  - (a) A single unit or multiple units have been weighed prior to being placed in a grain bag, the weight tickets may be used if all of the criteria in PAR. 104 have been met.
  - (b) Multiple units have been placed in a grain bag and the unit production for each unit has been separated by one of the methods allowed in PAR. 105 (e.g., load records) and all of the criteria in PAR. 105 have been met, such production may be used to settle the claims.
  - (c) Part of the grain stored in the bag(s) has been removed and sold, and part of the grain remains in the grain bag(s), settle the claim based on the settlement sheets for the sold production and measurement of production remaining in the grain bags. For quality adjustment of grain, refer to subparagraph A (2) above.
- (3) The AIP may determine production from acceptable feed records as outlined in PAR. 92 to settle the claim when all or part of the grain in the grain bags has been fed. However, if there are no acceptable feed records, the full per-acre guarantee must be applied to the applicable acres.
- (4) If by the time the adjuster makes the farm visit to determine the amount of production in the grain bags, the grain in the bags has been moved to a permanent farm storage structure (e.g., bin), the AIP may determine the production in the permanent farm storage structure, provided the unit(s) from which the production was harvested can be identified and the AIP is satisfied that all production for the unit has been established. For quality adjustment of grain, refer to subparagraph A (2) above and PAR. 69 A (4) (d) if the insured requested to delay measurement of the grain for up to 180 days after the EOIP.

## 107 ROUNDING RULES

### A Rounding Computations

Carry out computations to one digit beyond the digit to be rounded.

- B Rounding Rules. If the last digit is 4 or less, disregard; if 5 or more, round upward. (Refer to example below.)

**EXAMPLE:** Bushel fractions are to be rounded to tenths:

100.04 bushels ----- Record as 100.0 bushels

100.66 bushels ----- Record as 100.7 bushels

C General Rounding Applications – Round

ITEM	FORM	ROUNDING RULES			
ACRES**	Production Report, APH Database, Acreage Report, All Loss Forms.	Tobacco Round to (0.01) Other Crops Round to (0.10)			
		UNIT OF MEASURE			
		Bushels, Boxes, Cartons, Lugs, Hundredweight (cwt.)	Tons	Barrels	Dollars, Pounds
APH YIELDS (PER ACRE)	Production Report, APH Database, Acreage Report.	Round To: 1.00	0.10	0.10	1.00
TOTAL PRODUCTION	Production Report, APH Database, Acreage Report	Round To: 1.00	0.10	0.10	1.00
PRODUCTION TO COUNT	All Loss Forms	Round To: .10	0.10	0.10	1.00
INSURED (SHARE)	Acreage Report Notice, Loss Pmt., All Loss Forms	Round To: 0.001 for all crops.			

\*\*[Refer to SRA Appendix III for line/record rounding rules regarding indemnity calculations.]

"Round to (1.00)" Indicates rounding to whole numbers in a 2-position decimal field.

"Round to (0.10)" Indicates rounding to tenths in a 2-position decimal field.

"Round to (0.01)" Indicates rounding to hundredths in a 2-position decimal field.

"Round to (0.001)" Indicates rounding to thousandths in a 3-position decimal field.

**For all other Raisin rounding rules, refer to the Raisin LASH.**

**For all other rounding rules for loss calculations (appraisals, cubic feet, moisture percentage, foreign material or dockage, test weight, etc.) are found in the LAM or individual crop LASHs.**



## 114 ROUND BIN CHART

Refer to Exhibit 14 for converting circumference to diameter and square feet.

## 115 NET CUBIC FEET FORMULA (CUBIC FEET DEDUCTIONS)

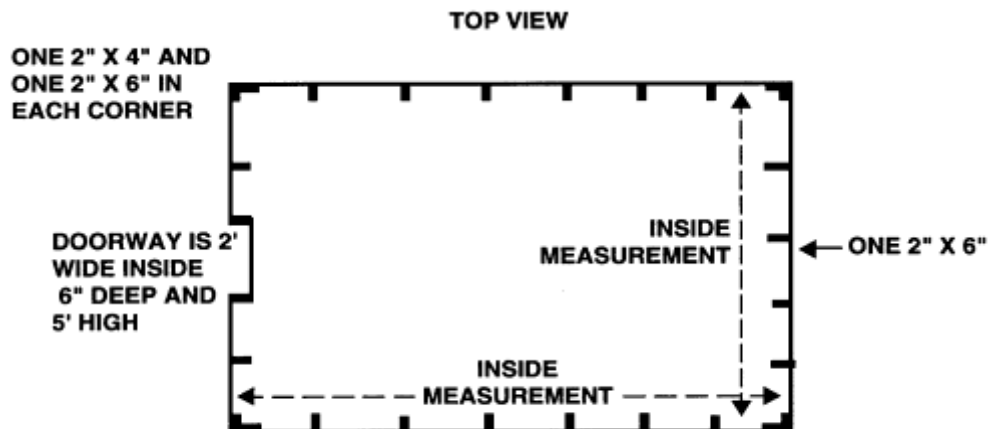
- A Net Cubic Feet Calculation. Gross cubic feet minus Cubic feet of deductions equals net cubic feet.
- B Determining Deductions. Calculate net cubic feet by computing the cubic feet of studs, vents, etc., which displace the crop inside the structure and deducting that amount from the gross cubic feet.
- C Deductions for Regular Type Structures. For regular type structures (round augers, square air vents, etc.) use the formulas given in PAR. 111 and in D below to determine cubic feet deductions.
- D To compute studs and joists which displace the crop:
- (1) 2" x 4" - multiply the number of studs times depth of the stored crop and divide by 18.
  - (2) 2" x 6" - multiply the number of studs times depth of the stored crop and divide by 12.
  - (3) 2" x 8" - multiply the number of studs times depth of the stored crop and divide by 9.

EXAMPLE: A bin with 30 studs (2" x 6") with a depth of 5 feet in the crop:

$$\frac{30 \times 5}{12} = 12.5 \text{ cu. ft.}$$

- (4) Angled (diagonal, etc.) support studs should be calculated by dividing the total length of the studs by the appropriate factor.

### OBSTACLE DEDUCTION



**116 CONVERTING VOLUME TO BUSHELS, HUNDREDWEIGHT, OR POUNDS**

Net cubic feet times conversion factor, hundredweight, or pounds shown in the chart below **results** in unadjusted gross production (before adjustments for weight, moisture, and dockage).

**CONVERSION FACTOR CHART**

<b>CROPS</b>	<b>FOR BUSHELS</b>	<b>FOR HUNDREDWEIGHT</b>	<b>FOR POUNDS</b>
Barley	0.8		
Beans (Dry)	0.8		<u>1/</u>
Buckwheat	0.8		
<b>Camelina</b>	<b>0.8</b>		<b><u>1/</u></b>
Canola/rapeseed	0.8		<u>1/</u>
Corn (Shelled)	0.8		
Corn (ear)	0.4		
Corn (Ground Shelled)	0.7		
Corn (Ground Ear)	0.6		
Corn (Hybrid Seed)	0.8		
Flaxseed	0.8		
Grain Sorghum	0.8		
Hybrid Seed Sorghum	0.8		
Millet	0.8		
Mustard	0.8		<u>1/</u>
Oats	0.8		
Peanuts (Spanish SW & SE)			19.7 <b><u>1/</u></b>
Peanuts (Runner)			16.9 <b><u>1/</u></b>
Peanuts (Virginia)			13.5 <b><u>1/</u></b>
Peanuts (Valencia)			17.5 <b><u>1/</u></b>
Peas (Dry)	0.8		<u>1/</u>
Popcorn (Shelled)	0.8		<b><u>1/</u></b>
Popcorn (Ear)	0.4		<b><u>1/</u></b>
Potatoes		0.4167	
Rice	0.8		<u>1/</u>
Rye	0.8		<u>1/</u>
Safflowers	0.8		<u>1/</u>
Soybeans	0.8		
<b>Sesame</b>	<b>0.8</b>		<b><u>1/</u></b>
Sunflower (oil and non-oil)	0.8		<u>1/</u>
Louisiana Sweet Potatoes (Pilot)		0.4283	
Wheat	0.8		
Wild Rice (Cultivated)	0.8		<u>2/</u>

1/ To convert to pounds: Net cubic feet x Conversion Factor x Actual Test Weight = adjusted Gross Production for test weight.

2/ Refer to the Cultivated Wild Rice Handbook for specific weight to use for calculations.

- (6) Failure to apply adequate water under an irrigated practice, failure to timely apply irrigation water, and/or failure to apply the recommended quality of irrigation water.
- (7) Interplanting another crop (except winter legumes) into a growing insured cotton crop or other insured crop for which the policy provisions do not provide coverage to do so.
- (8) The use of chemicals resulting in damage to the insured crop.
- (9) Failure to follow the recognized good farming practices for the insured crop(s) and area in order to adhere to land lease restrictions (e.g., Leases for land owned by the State used primarily for wildlife conservation purposes which restrict the use of certain chemicals, restricts access to the land, etc.).

L Use of Comparable Acreage to Determine Uninsured and/or Insured Cause(s) of Loss

- (1) When insured cause(s) of loss are present in the area, the yield potential of the crop, prior to the occurrence of any uninsured cause(s), must be determined if possible.
- (2) **Yield potential of the crop prior to the occurrence of any uninsured cause** is determined with the use of comparable<sup>1/</sup> acreage as the basis for determining the per-acre yield due to uninsured cause(s) of loss.

<sup>1/</sup> Comparable acreage is acreage on the insured's farm or on another farm in the area that is planted to the same crop following the same farming practices, management practices, similar planting dates, etc., and that **has not** been damaged by uninsured cause(s) of loss.

- (a) If the insured has comparable acreage, this acreage should be used to determine the per-acre yield basis for uninsured cause(s) of loss. The per-acre yield difference between the comparable acreage and the acreage with damage from an uninsured cause(s) is the per-acre uninsured cause appraisal.
- (b) When comparable acreage is not available on the insured's farming operation, refer to subparagraph M.
- (c) When comparable acreage is not available on the insured's farm or other producer's farming operations in the area, refer to subparagraph M (2).
- (3) Appraisals for uninsured cause(s) must always be discussed and the impact on the loss explained to the insured. Always include full information in the report as to the uninsured cause(s) of loss and the basis used for determining the amount of production lost by such causes.

M Using Other Farms to Determine Production Lost Due to Uninsured Cause(s)

Give proper consideration to what other producers, who did not have uninsured causes of loss present, produced in the area. For crops which require cultivation or other care during the growing period, it is not unusual for an insured to allege that because of some insured cause, such as excessive rain, it was not possible to care for the crop in a proper manner. While this may be true, consider what other producers in the surrounding area

accomplished under similar conditions. The following formula may be used to determine yields to use for an uninsured cause(s) of loss.

- (1) When comparable acreage is not available on the insured's operation, but is available on those of other producers in the area, try to get permission to appraise the other producers' fields to use as a comparison.

For example: The insured's acreage, which has been damaged by uninsured causes of loss, appraised at 60.0 bushels per-acre. You obtain permission to appraise the fields of two neighboring producers who have comparable acreage (comparable as described in subparagraph L (2) above) that has NOT been damaged by uninsured cause(s) of loss. The appraisals are as follows:

Producer No. 1: Field appraisals indicate 105.0 bushels per acre.

Producer No. 2: Field appraisals indicate 99.0 bushels per acre.

The average yield produced in the area would be 102.0 bushels per acre, as determined from the average of producer 1's and 2's appraisals. ( $105.0 + 99.0 \div 2 = 102.0$ ). Use the insured's 60.0 bushel per-acre appraisal compared against the 102.0 bushel average area yield as a basis to determine the per-acre amount of production the insured lost due to uninsured causes. (e.g.,  $102.0 \text{ bushels} - 60.0 \text{ bushels} = 42.0 \text{ bushels}$  for uninsured cause appraisal).

- (2) When comparable acreage is not available on the insured's farm or other producers' farming operations in the area, the following may be used as a method to determine a yield to use for uninsured cause(s):

For example:

Insureds' approved APH Yield: 90.0 bushels

Producer No. 1: APH yield: 85.0 bushels

Producer No. 2: APH yield: 83.0 bushels

Total of 258.0 bushels  $\div 3 = 86.0$  bushel average estimated yield.

Deduct any per-acre potential production lost in the area due to insured causes of loss from the average estimated yield. For example, it is determined that due to an insured cause of loss an average of 20.0 bushels per acre has occurred in the area.

Under normal conditions the AIP estimates the crop will produce 86.0 bushels per acre in the area (based on an average of the yields located on 3 farms of similar productivity in the area. However, because there is also an insured cause of loss of 20.0 bushels per acre, it must be deducted from the 86.0 bushels resulting in an estimated yield of 66.0 bushels per acre without uninsured causes.

The appraisal completed on the insured's damaged acreage with the uninsured cause of loss was 27.5 bushels per acre. The difference between the estimated yield for the area and the appraisal of the acreage with the uninsured cause of loss would be used as the per-acre uninsured cause of loss appraisal:

$$\begin{aligned} & 66.0 \text{ bu. (estimated yield for area) minus} \\ & \underline{-27.5 \text{ bu. (appraisal of insured's damaged acreage with uninsured causes)}} \\ & = 38.5 \text{ bu. uninsured cause of loss appraisal.} \end{aligned}$$

- (e) Divide the determined acreage for the unit by the total acreage for all units involved and round the resulting factor to three decimal places.
  - 1 Multiply the amount of fire coverage by this factor.
  - 2 The result thus obtained will be used as the amount of fire coverage applicable to the unit.
- (f) The amount of indemnity paid or payable to the insured by the other insurer with respect to:
  - 1 the entire loss, and
  - 2 that part of the loss applicable to the unit in question.
- (g) The quantity of the crop (expressed in bushels, tons, pounds, etc.) from the unit damaged or destroyed by fire. Include:
  - 1 The total VALUE per unit of measure (e.g., pounds, bushel, etc.) AND the total value on the date of the fire BEFORE fire damage.
  - 2 The total VALUE per unit of measure (e.g., pounds, bushel, etc.) (if any) on the date of the fire AFTER fire damage from the "Value" column in the Harvested Production portion of the claim form.
- (h) If the crop from two or more units was damaged or destroyed by the same fire, show the total unit of measure (e.g., pounds, bushel, etc.) and total value and the bushels and total value applicable to the unit for which the loss is being adjusted.
- (i) Indicate if an agreement with the other insurance adjuster has been reached as to the quantity and value per unit of production destroyed. If there is disagreement, explain what caused the difference and how the quantity and value of the crop destroyed were determined.
- (j) A statement of all known facts as to how the fire originated (including location of the field(s)), and if the fire resulted from the act of any person, the name and address of such person, and the name and address of person(s) having knowledge of the origin of the fire.
- (k) Damage from fire is only covered if the fire is the result of an unavoidable naturally occurring event. If it is found that fire was NOT caused by unavoidable naturally occurring event, follow the instructions for uninsured causes of damage.

**This procedure applies to commingled production in storage structures or conveyances used to transport the harvest production. It also applies to sold production shown on settlement sheets that has not been or cannot be separated by unit.**

Production from the landlord's and tenant's share of the crop unit that is stored in the same structure is not considered commingled production. Refer to PAR. 84 C.

**A Different Types of Commingled Production**

- (1) Harvested production from insured acreage commingled with harvested production from uninsured acreage;
- (2) Harvested production from more than one crop year is commingled;
- (3) Harvested production from acreage of a reported unit and from acreage of an unreported unit is commingled;
- (4) Harvested production from two or more optional units is commingled;
- (5) Harvested production from basic units and/or from different policies/counties is commingled; or
- (6) Harvested production from different practices/types having separate APH yields within a unit is commingled.

**B Separated Commingled Production**

If the AIP is satisfied the insured has complied with PAR. 105 instructions for the method selected by the insured to separate commingled production stored within the same storage structure or within the same truck load (or other conveyance; refer to definition in Exhibit 1), the following procedures do not apply.

**C Unsatisfactory Records or No Records**

This procedure does not apply when there are unacceptable records of multiple entities that have stored their production in the same storage structure with one or more uninsured entities. In this instance, there is no way of applying the following procedures since uninsured producers do not have liability. Therefore, because there were no acceptable records to separate the production, the insureds failed to prove their losses and the indemnities on these units must be denied.

When subparagraph B above does not apply and the insured does not have satisfactory records or no records are available (Satisfactory records would include weighed production as detailed in PAR. 104 and records of each weighed load of production sold or commercially stored, identified by unit.), handle as instructed below:

- (1) **Production from insured and uninsured acreage.** Prepare the claim to show all production as being from the insured acreage. In the narrative section, explain that the reported production is commingled production from insured and uninsured acreage.

- (2) **Production from current and prior crop year.** Prepare the claim to show all production as being from the current crop year acreage. In the narrative section of the claim explain that the reported production is commingled from current crop year and prior crop year production.
- (3) **Production from acreage of a reported unit and from acreage of an unreported unit.** If it is determined that the unreported unit and the reported units were optional units, then allocate the amount of production from the commingled reported unit and unreported unit in accordance with (5) below.

Once the amount of production for the unreported unit has been determined, follow the procedures for allocating the harvested allocated production from the unreported unit to the reported units, as stated in PAR. 127 below.

- (4) **Production from two or more optional units.** If production from two or more separate optional units is commingled, such commingling renders any such unit determination void for the current and succeeding crop year (refer to the CIH). Any remaining optional units that were not commingled will retain their optional unit structure.
- (a) Determine which optional units were commingled. If there were other optional units that were not commingled, combine only the commingled optional units into one optional unit. If ALL optional units were commingled, combine all optional units into applicable basic unit structure(s).
- (b) The approved APH yields for each commingled unit are retained for the current crop year and succeeding crop year but will be processed on the acreage report and claim form (Production Worksheet) under the same unit. The claim form will be prepared with separate lines representing the guarantees and approved yields for each of the units commingled.
- (c) The CIH outlines the eligibility of commingled optional units for the next crop year.
- (d) The revised APH form and revised acreage report must be approved or rejected by the AIP's approving official for these forms.
- (5) **Commingled harvested production from basic units and or from different policies/counties.** The total commingled production will be allocated to each basic unit in proportion to the liability (do not include share) for the harvested insured acreage of the commingled units. Prepare separate claims for each basic unit that has been commingled. This may involve more than one policy; e.g., basic units from two different policies (policy for each county or policy for the landlord and tenant). Liability is hereafter called dollar coverage or coverage (cov.).
- (a) Use the following formula to allocate production to each commingled basic unit in proportion to the dollar liability for the harvested insured acreage:
- 1 For each basic unit, multiply the per-acre dollar coverage for the insured acreage X the number of harvested acres = unit dollar coverage for harvested acres (U Coverage.) (Refer to (b) below for dollar coverage calculation instructions.

- 2 Total the unit coverage's for only harvested acreage from all commingled units to obtain the Total Commingled Unit Coverage (TCU Cov. for only harvested acres from all commingled units).
- 3 Divide the unit coverage's for only the harvested acres by the TCU Cov. for only the harvested acres from all commingled units to obtain the Commingled Production (CP) Factor (four-place factor).
- 4 For each commingled unit: multiply the total harvested production (insured's and shareholder's share) from all commingled units times the CP Factor to obtain the apportioned production for each commingled basic unit.

(b) Determine Per-acre Dollar Coverage, as follows:

- 1 For APH crops with insurance plan codes 01 and 90: Alfalfa seed, almonds, avocados (FL), barley, buckwheat, canola, corn, cotton (AUP and ELS), cranberries, cultivated wild rice, dry beans, dry peas, flax, forage production, grain sorghum, Hawaii Tropical Fruit **\*\*\*** (bananas, coffee, papaya), millet, mint, mustard, oats, olives, peaches, peanuts, pistachios, popcorn, potatoes, rice, rye, safflowers, soybeans, sugar beets, sugarcane, sunflowers, processing sweet corn, tobacco (all crop codes), FM tomatoes, canning & processing tomatoes, and wheat:

- a Approved APH yield X insured's coverage level (if certified seed potatoes with 125% acreage limitation or with the 110T acreage limitation take the preceding result X Yield Conversion Factor.) = Per-acre Guarantee.
- b Per-acre guarantee (X Guarantee Reduction Factor, if acreage late planted) X price election (projected price if applicable) = Per-acre Coverage.

- 2 For APH crops with insurance plan code 90: blueberries, cabbage, AZ citrus fruit, all CA citrus crops (except navel oranges), TX citrus fruit, dry beans, dry peas, figs, grapes, green peas, macadamia nuts, onions, pears, plums, potatoes, processing beans, prunes, stonefruit, table grapes, and walnuts:

**\*\*\***  
**\*\*\***  
**\*\*\***

- a Approved Yield X insured's coverage level X Option Historical Packout Factor (X Guarantee Reduction Factor, if acreage late planted) = Per-Acre Guarantee (all listed crops except cabbage and potatoes (certified seed).
- b For cabbage (except processing) and potatoes (certified seed) with the 125 % acreage limitations: Approved APH Yield X insured's coverage level X Yield Conversion Factor = Per-Acre Guarantee.



- c Per-acre guarantee X insured's price election = Per-acre Coverage.
- 3 For crops **with** dollar plan of insurance (plan code 50): Florida citrus, forage seeding, peppers, raisins, fresh market sweet corn, and fresh market tomatoes:
- a The Reference Maximum Amount from the actuarial documents X the insured's coverage level (X the insured's elected price election factor for Florida Citrus only) = the Per-acre Dollar Amount of Insurance.
- b Per-acre Dollar Amount of Insurance X price election = Per-acre Coverage.
- \*\*\*** 4 For crops **with** fixed dollar amount of insurance (insurance plan code 51): **chile** peppers:
- a Actuarial document dollar amount X Guarantee Reduction Factor = Per-acre Dollar Amount of Insurance
- b Per-acre Dollar Amount of Insurance = Per-acre Coverage.
- 5 For **crops with** Dollar Amount of Insurance (Insurance plan code 46): California avocados:
- a Farmer Approved Average Revenue X insured's coverage level = Per-acre Dollar amount of Insurance.
- b Per-acre Dollar Amount of Insurance = Per-acre Coverage.
- 6 For **crops with** Dollar Amount of Insurance (insurance plan code 41): pecans:
- a Approved average revenue per acre X insured's elected coverage level = Per-acre Dollar Amount of Insurance.
- b Per-acre Dollar Amount of Insurance = Per-acre Coverage.
- 7 For crops **with** Yield Base Dollar Amount of Insurance (insurance plan code 55): **hybrid seed corn and hybrid seed sorghum**:
- a County Yield from FCI-35 X insured coverage level – minimum payment (in bushels) = Yield.
- b Yield X insured's elected price election (if late planted, X Guarantee Reduction Factor due to late planting) = Dollar per-acre Guarantee.
- c Dollar per-acre Guarantee = Per-acre Coverage.

- 8 For crops with GRP (insurance plan code 12) and GRIP (insurance plan code 73):
- a Must be  $\geq 60\%$  of the Maximum Protection per Acre and  $\leq 100\%$  of the Maximum Protection per Acre = Dollar Per-Acre Guarantee.
  - b Dollar Per-Acre Guarantee = Per-acre Coverage.
- 9 For crops with Actual Revenue History (insurance plan code 47): citrus (navel oranges), cherries, and strawberries:
- The approved revenue X expected revenue factor = Value per Acre X coverage level X the payment factor = Amount of Insurance Per acre (Guarantee).
- 10 For APH crops with Revenue Protection with Harvest Price (insurance plan code 02): barley, canola/rapeseed, corn, cotton, grain sorghum, rice, soybeans, sunflowers, and wheat:
- a Approved APH Yield X insured's coverage level (X Guarantee Reduction Factor if acreage late planted) = Per-acre Guarantee.
  - b Per-acre Guarantee X higher of insured's projected price or harvest price) = Per-acre Coverage
- 11 For APH crops with Revenue Protection with Harvest Price Exclusion (insurance plan code 03): barley, canola/rapeseed, corn, cotton, grain sorghum, rice, soybeans, sunflowers, and wheat:
- a Approved APH Yield X insured's coverage level (X Guarantee Reduction Factor if acreage late planted) = Per-acre Guarantee.
  - b Per-acre Guarantee X insured's projected price = Per-acre Coverage

**EXAMPLE OF COMMINGLED PRODUCTION FROM THREE BASIC UNITS FROM DIFFERENT POLICIES**

**Step 1:** Unit 0001-0001BU: 10.0 harvested acres X 69.0 bu. (harvest guarantee) X \$2.00 (PE) = \$1380 (Line Cov.)

15.0 harvested acres X 78.0 (harvest Guar.) X \$2.00 (PE) = \$2340. (Line Cov.)

\$1380 (Line Cov.) + \$2340 (Line Cov.) = \$3720 (U Cov. for only the harvested acres in the unit)

Unit 0001-0002BU: 20.0 acres harvested X 104.0 bu. (harvest Guar.) X \$2.00 (PE) = \$4160 (U Cov. for only the harvested acres in the unit)

Unit 0001-0003BU: 25.0 harvested acres X 96.0 bu. (harvest Guar.) = X  
\$2.00 (PE) = \$4800 (U Cov. for only the harvested acres  
in the unit)

**Step 2:** \$3720 (0001-0001BU U Cov.) + \$4160 (0001-0002BU U Cov.) + \$4800  
(0001-0003BU U Cov.) = \$12,680 (TCU Cov. for only the harvested acres  
from all commingled units.)

**Step 3:** Unit 0001-0001BU: \$3720 (U Cov. for only the harvested acres in the unit)  
÷ \$12,680 (TCU Cov. for only the harvested acres from all commingled  
units) = .2934 (CP Factor)

Unit 0001-0002BU: \$4160 (U Cov. for only the harvested acres in the unit) ÷  
\$12,680 (TCU Cov. for only the harvested acres from all commingled units)  
= .3281 (CP Factor)

Unit 0001-0003BU: \$4800 (U Cov. for only the harvested acres in the unit)  
÷ \$12,680 (TCU Cov. for only the harvested acres from all commingled  
units) = .3785 (CP Factor)

**Step 4:** Unit 0001-0001BU: 5000.0 bu. (TOTAL of only harvested Prod. from all  
commingled units) X .2934 (CP Factor)  
= 1467.0 bu. to be allocated to unit 0001-0001BU.

Unit 0001-0002BU: 5000.0 bu. (TOTAL of only harvested Prod. from all  
commingled units) X .3281 (CP Factor)  
= 1640.5 bu. to be allocated to unit 0001-0002BU.

Unit 0001-0003BU: 5000.0 bu. (TOTAL of only harvested Prod. from all  
commingled units) X .3785 (CP Factor)  
= 1892.5 bu. to be allocated to unit 0001-0003BU.

(c) Completing the Claim Form for Basic Units that Are Commingled:

- 1 Enter "Commingled Production" in the heading.
- 2 Prepare Parts I and II in the usual manner, except for farm-stored production; enter the allocated gross production for the unit in the column for gross production.
- 3 Enter the following in the narrative of each commingled unit claim or on a Special Report attached to the claim form:
  - a Total the harvested production from all commingled basic units and the calculations used to arrive at the allocated production for each commingled unit.
  - b Explain the reasons given by the insured for the commingling of production.

(6) **Commingled production from different practices/types having separate APH yields within a unit:** Prorate commingled production which cannot be separated with satisfactory records to each practice/type in proportion to the

production on the harvested acreage for each practice/type. This also could apply to commingled production between basic units. Separate line entries are required on the claim form in the harvest production part of the claim. (See applicable crop handbook.) Refer to example below for formula to prorate production in proportion to the unit acreage within the same unit.

- (a) EXAMPLE: Unit 0001-0001BU having multiple commingled practices with different APHs

\*\*\* **Step 1:** LINE 1: 10.0 acres of harvested production (003 dryland practice).  
LINE 2: 15.0 acres of harvested production (002 irrigated practice).

**Step 2** 1500.0 bu. (TOTAL the harvested production for practices commingled) ÷ 25.0 (Total acres of commingled practices) = 60.0 bu. per acre.

\*\*\* 10.0 acres of harvested production (003 dryland practice) X 60.0 bu. per acre = 600.0 bu. harvested prorated for line 1 (003 dryland practice).

15.0 acres of harvested production (002 irrigated practice) X 60.0 bu. per acre = 900.0 bu. harvested prorated for line 2 (002 irrigated practice).

- (b) Completing the Claim Form:

- 1 Enter "Commingled Production" in the heading.
- 2 Prepare Parts I and II in the usual manner, except for farm-stored production; enter the prorated gross production for each practices/types/class on separate lines in Part II, including the corresponding field ID from Part I of the claim form as instructed in the individual crop handbooks.
- 3 Enter the following in the narrative of each commingled unit claim or on a Special Report attached to the claim form:
  - a Total the harvested production from all commingled practices/types and the calculations used to arrive at the allocated production for each commingled unit.
  - b Explain the reasons given by the insured for the commingling of production.

\*\*\*

128 **CLAIMS INVOLVING SEVERE WILDLIFE DAMAGE,<sup>1/</sup> INSECT, DISEASE, OR WEED INFESTATION**

A General Information

- (1) The first crop year damage resulting from severe wildlife damage<sup>1/</sup>, insect, disease, or weed infestations (such as cheat grass) will generally be considered unavoidable if the insured was unaware of the conditions at planting time. However, if:
- (a) It is determined that the insured was (or should have been) aware of the wildlife presence<sup>1/</sup>, insect, disease, or weed infestation at planting time or later but did not follow appropriate recognized good farming practices (e.g., crop rotation or soil treatment practices), or recognized wildlife control measures<sup>1/</sup> that could be effectively used on agricultural acreages, some or all of the loss will be considered an avoidable (uninsured) cause of loss.
  - (b) A disease resistant variety exists for a disease that agriculture experts in the local area are recommending be planted, and the insured does not plant such a variety, the disease is considered to be an avoidable cause of loss, even in the first year.
- (2) Disease is not an insured cause of loss, even when the first crop year damage is considered unavoidable, if the sole loss of production is due to a Federal or State quarantine that required destruction of the diseased crop, unless otherwise stated in the CP or SP. Refer to PAR. 121 Q (3).

- B Inform Insured. Advise the insured that some or all of the damage due to the same cause in subsequent years on the same acreage will be considered avoidable (uninsured) unless recognized good farming practices or recognized wildlife control measures<sup>1/</sup> have been followed. Suggest that the insured contact the local county extension office to obtain their recommendations for treating and eradicating the infestation, or the state conservation department to determine if there are any recommended control measures for the wildlife on agricultural crop acreage.
- C Documentation. Record the details of the case and identify the cause and name of weed, disease, or other pest in the narrative section of the claim or on a Special Report.
- D Documenting Location of Infested Fields. Identify the infested field(s) on an aerial photomap and the claim or on a Special Report.
- E Appraisal. Appraise and record loss of production from avoidable causes according to applicable procedure (Refer to PAR. 121).

129 **AIRPLANE- OR BROADCAST-SEEDED BARLEY, OATS, RYE, OR WHEAT**

- \*\*\* A General Information. Insurance generally attaches at the time of seeding. The BP provide that the contract will not cover any loss of production due to failure to follow recognized good farming practices.

**1/ Only CPs which mentions control measures for wildlife.**

**B**    Protection for Airplane- or Broadcast-Seeded Barley, Oats, Rye, or Wheat

- (1)    Most SP for most small grain crops state the following: Any fall planted acreage on which seed is spread onto the soil surface by any method (e.g., airplane or otherwise broadcast seeded) and is subsequently mechanically incorporated into the soil, will be insurable ONLY IF the insured requests an inspection for the acreage within 72 hours after the final planting date or within 72 hours after the insured completed incorporating the seed in the late planting period, and the AIP agrees in writing that the acreage has an adequate stand to produce the yield used to determine the insured's production guarantee. No coverage will be provided if an adequate stand is not established within 30 days after the end of the late planting period or within 30 days after the final planting date if no late planting period is applicable. Insurance will attach to such acreage with adequate stand on the date the AIP inspects the acreage.
- (2)    Subparagraph D below provides instructions for when the insured is prevented from mechanically incorporating the seed due to an insured cause of loss. Mechanical incorporation is required unless excepted by the county actuarial documents.
- (3)    All other insurability provisions of the contract are met.

This subparagraph is not applicable to an air seeder implement that applies the seed to the soil surface and incorporates it into rows in a single operation. Application of seed with an air seeder implement is considered planted and insurance would attach at that time.

**C**    Improperly Prepared Seedbed

Failure to properly prepare the seed bed will be considered failure to follow recognized good farming practices, and when it results in a loss of potential production, it will necessitate an appraisal for uninsured causes on any subsequent claim.

**D**    If Seed Not Mechanically Incorporated

If the insured did not mechanically incorporate (and lack of incorporation was not due to an insured cause of loss) the barley, oats, rye, or wheat seed into the soil and mechanical incorporation is not excepted in the county actuarial document, show such acreage in the "Remarks" section of the acreage report as uninsured. If the original acreage report showed such acreage as insurable acreage, prepare a revised acreage report to delete such acreage.

**130 SEVERE WIND EROSION**

**A**    General Guidance

- (1)    In some geographical areas, emergency tillage to control wind erosion in order to conserve the soil and minimize further damage to planted crops is a recognized good farming practice. Such emergency tillage usually begins in strips, but under extreme conditions may progress to the point of solid tillage. Implements used for this purpose vary, although a chisel plow is preferred in many areas. In geographical areas where emergency tillage is a recognized good farming practice to control severe wind erosion, appraisals are NOT TO BE CHARGED as production to count for acreage insureds have tilled to control severe soil erosion when the AIP can document that such tillage was necessary.

## PART 6 FCIC REVIEWS, DETERMINATIONS, AND INTERPRETATIONS AND APPEALS

No award or settlement determined in appeal, administrative review, or reconsideration process can exceed the amount of liability established or which should have been established under the policy, except for interest awarded.

### 140 GOOD FARMING PRACTICE (GFP) ADMINISTRATIVE REVIEW

#### A General Information

A GFP Review is a type of administrative review to determine whether the insured followed a GFP.

(1) If the insured disagrees with a decision of what constitutes a GFP made by the AIP, the insured must request, in writing, a GFP determination from the RO before filing any suit against FCIC. If the insured disagrees with the RO GFP determination, the insured may:

- (a) Submit a written request for reconsideration to the Deputy Administrator of Insurance Services according to 7 C.F.R. §400.98. Refer to MGR-05-010 for more information; or
- (b) File suit against FCIC in United States district court where the insured farm is located. Any suit must be filed against FCIC not later than one year after the date of the RO GFP determination or reconsideration decision.

\*\*\*

- (2) The insured cannot sue the AIP for GFP decisions.
- (3) Disputes regarding the AIP determination of the amount assigned for uninsured causes of loss for failure to follow a GFP must be resolved through mediation or through arbitration in accordance with the rules of the American Arbitration Association.
- (4) If an agricultural expert is not qualified to render an objective, unbiased opinion of the production methods, crop, or areas at issue, the opinion cannot be considered in the GFP reconsideration decision or RO determination.
- (5) GFP decisions apply to all the shareholders on the acreage for which a decision is made.

B Additional Information. Refer to MGR. 05-010 and MGR. 05-012.

### 141 LARGE CLAIM REVIEWS AND FCIC PARTICIPATION

#### A General Information

In accordance with Section IV, Large Claims of Appendix I of the SRA, it states:

As a condition of reinsurance and prior to commencing any loss adjustment activity, the Company agrees to comply with all provisions of FCIC's Large Claims Procedures, as applicable.

- B Refer to the Large Claims Handbook, FCIC-14040 for detailed procedures for RMA participation in Large Claim Reviews.

## 142 FCIC POLICY AND PROCEDURAL INTERPRETATIONS

Pursuant to 7 CFR part 400 and section 20 (a) (1) of the BP, if a dispute in any way involves a policy or procedure interpretation, regarding whether a specific policy provision or procedure interpretation is applicable to the situation, how it is applicable or the meaning of any policy provision or procedure, either the AIP or the insured must obtain an interpretation from FCIC in accordance with 7 CFR part 400, subpart X or such other procedures as established by FCIC.

### A Items Applicable to Only Interpretations of Policy Provisions:

- (1) An interpretation by FCIC of a policy provision is considered a rule of general applicability and is not appealable. If the insured disagrees with an interpretation of a policy provision by FCIC, the insured must obtain a Director's review from the National Appeals Division in accordance with 7 CFR 11.6 before obtaining judicial review.

- (2) Subpart X provides information on how to request policy provision interpretations. Also, the RMA website provides the same information at the following URL:  
<http://www.rma.usda.gov/regs/533/section533.html>

### B Items Applicable to Both FCIC Interpretation of Policy Provisions and Interpretation of Procedures

- (1) Any interpretation by FCIC will be binding in any mediation or arbitration.
- (2) Failure to obtain any required interpretation from FCIC will result in the nullification of any agreement or award.

### C Items Applicable to Only FCIC Interpretation of Procedures

- (1) A FCIC interpretation of a procedure may be appealed to the National Appeals Division in accordance with 7 CFR part 11.
- (2) For information on how to request procedural interpretations, refer to Manager's Bulletin 05-018 on the RMA website at the following URL:  
<http://www.rma.usda.gov/news/managers/2005/PDF/mqr-05-018.pdf>

## 143 ADMINISTRATIVE REVIEWS OR APPEALS

### A Administrative Reviews or Appeals of FCIC Determinations

- (1) Except as provided in sections 18(n) or (o), or 20(d) or (k) of the BP, if the insured disagrees with any other determination made by FCIC or any claim where FCIC is directly involved in the claims process or directs the AIP in the



## EXHIBIT 1

### DEFINITIONS

Certification Form	Refer to PAR. 66.
Certification (Organic)	A determination made by a certifying agency that the production or handling operation is in compliance with the certifying agency's certification standards.
Certified Organic Acreage	Acreage in the certified organic farming operation that has been certified by a certifying agent as conforming to organic standards in accordance with OFPA and 7 CFR part 205.
Certifying Agent (Organic)	A private or governmental entity accredited by the USDA Secretary of Agriculture for the purpose of certifying a production, processing or handling operation as organic.
Cherry Pick	To harvest or remove a portion of the crop from the crop acreage by selecting the best or most desirable fruit production including quality by either hand or mechanical harvesting while leaving less desirable fruit unharvested on the crop acreage.
Circumference	The distance around the outer boundary of a circular structure, such as a grain bin.
Claim	See Claim for Indemnity.
Claim Form	An insurance document used to record appraisals of potential or assessed production, unharvested and harvested production to count, guarantees, and acres by practice and type from which an indemnity will be computed.
Claim for Indemnity	A claim made on the AIPs form that contains the information necessary to pay the indemnity as specified in the applicable FCIC issued procedures, and complies with the requirements in section 14 of the BP.
Claims Adjuster	Refer to Adjuster.
Claims Supervisor	Any person having immediate or day-to-day supervisory control, management or oversight authority of the activities of loss adjusters or other persons who determine whether an indemnity will be paid and the amount thereof.
Classified Land (Insurable Land)	Land on which both a coverage and rate have been established in the County Actuarial Documents, making crops showed on the table that are grown on the land eligible for insurance.
Code of Federal Regulations (CFR)	The codification of general and permanent rules published in the Federal Register by the Executive departments and agencies of the Federal Government. Rules published in the Federal Register by FCIC are contained in 7 CFR chapter IV. The full text of the CFR is available in electronic format at <a href="http://www.access.gpo.gov/">http://www.access.gpo.gov/</a> or a successor website.
Collateral Assignment	Refer to Assignment of Indemnity.

## EXHIBIT 1

### DEFINITIONS

Commingled Production	Refer to PAR. 126.
Companion Contracts	Crop insurance contracts of individuals having a share in the same crop/crop units for the crop year.
Commodity Exchange Price Provisions	A part of the policy that is used for all crops for which revenue protection is available, regardless of whether an insured elects revenue protection or yield protection for such crops. This document includes the information necessary to derive the projected price and the harvest price for the insured crop, as applicable.
Common Land Unit (CLU)	The smallest unit of land that has a permanent, contiguous boundary, common land cover and land management, common owner, and common producer association. <b>This information will be used by RMA as an electronic representation of the FSA field.</b>
Conical Pile	A quantity of crop whose base is a circle and whose sides taper evenly up to a point.
Consent	Approval in writing by the AIP allowing the insured to take a specific action; e.g., putting a damaged crop to another use.
Continuous Coverage	Insurance coverage not canceled or terminated for a crop year. Transfer of coverage to a different AIP is still continuous coverage.
Continuous Rating	A rate presentation method that allows a rate to be calculated for each unit of measure of a crop or for any producer's APH yield.
Continuous Production Reports	Production reports submitted by an insured for each consecutive APH crop year (within the base period), including the most recent APH crop year in the base period. Continuity is not interrupted if for any calendar year the crop was not planted, prevented from being planted by an insurable cause, or NOT produced for an insurable purpose. Rules for reporting continuity of records also apply to applicants/insureds certifying percentages of grade or other applicable grade factors when applicable.
Contained Water	Refer to paragraph 121.
Contract	Refer to "Policy." Also known as insurance contract.
Contract Changes	The form used to make changes to or cancel an existing crop insurance contract.
Contract Change Date	The calendar date by which changes to the policy, if any, will be made available in accordance with the applicable section in the BP and CP.
Contract File	Refer to Policyholder File.
Contract Number	A number assigned by the AIP to identify insureds' specific contracts. Also known as policy number.

Verify	Determine by an on-site inspection, whether information submitted is true and accurate through independent means in accordance with procedures. With respect to certifications, asking the provider of the information whether the information is true and accurate does not constitute verification. Information from independent third parties or independent documentation must be obtained.
Void	When the policy is considered not to have existed for a crop.
Whole Farm Unit	All insurable acreage of all the insured crops planted in the county in which the insured has a share on the date coverage begins for each crop for the crop year and for which the whole-farm unit structure is available.
Written Agreement (WA)	A document designed to provide crop insurance for insurable crops when coverage or rates are unavailable or to modify existing terms and conditions in the crop insurance policy when specifically permitted by the policy. ROs are authorized to conduct the underwriting and approve or deny requests for WA on behalf of the FCIC.
Yield protection	A plan of insurance that only provides protection against a production loss and is available only for crops for which revenue protection is available.
Yield Protection Guarantee (per acre)	When yield protection is selected for a crop that has revenue protection available, the amount determined by multiplying the production guarantee by the insured's projected price.
Zero Acreage Report	An acreage report filed by an insured that certifies that the insured does not have a share in insurable acres of the crop for that crop year.

**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated). Yield Protection, Revenue Protection <sup>1/</sup> & Revenue Protection With Harvest Price Exclusion Crops <sup>1/</sup>	Crop Code	FCIC		NCIS		Late Planting Prov.	Prev. Planting Prov.	Replant Payment Prov. <sup>1/</sup>	Enterprise (E) Optional (O) <sup>1/</sup> Basic (B) Whole (W) <sup>3/</sup> Unit	High-Risk Land Ex. Opt.
		*Basic Provisions	*Crop Provisions	*Basic Provisions	*Crop Provisions					
Barley	0091	11-BR	11-0011	2011-700B	2011-714	Yes <u>3/</u>	Yes <u>3/</u>	Yes <u>1/</u>	O/B/E/W	Yes <u>4/</u>
Canola/Rapeseed	0015	11-BR	11-0015	2011-700B	2011-795	Yes <u>3/</u>	Yes <u>3/</u>	Yes <u>1/</u>	O/B/E/W	Yes <u>4/</u>
Corn	0041	11-BR	11-0041	2011-700B	2011-702	Yes <u>3/</u>	Yes <u>3/</u>	Yes <u>1/</u>	O/B/E/W	Yes <u>4/</u>
Grain Sorghum	0051	11-BR	11-0041	2011-700B	2011-702	Yes <u>3/</u>	Yes <u>3/</u>	Yes <u>1/</u>	O/B/E/W	Yes <u>4/</u>
Soybeans	0081	11-BR	11-0041	2011-700B	2011-702	Yes <u>3/</u>	Yes <u>3/</u>	Yes <u>1/</u>	O/B/E/W	Yes <u>4/</u>
Cotton	0021	11-BR	11-0021	2011-700B	2011-703	Yes <u>3/</u>	Yes <u>3/</u>	No	O/B/E/W	Yes <u>4/</u>
Malting Barley <u>2/</u>	0091	11-BR	11-0011	2011-700B	2011-714	Yes <u>3/</u>	Yes <u>3/</u>	No	B	Yes <u>4/</u>
Rice	0018	11-BR	11-0018	2011-700B	2011-716	Yes <u>3/</u>	Yes <u>3/</u>	Yes <u>1/</u>	O/B/E/W	Yes <u>4/</u>
Sunflower Seed	0078	11-BR	11-0078	2011-700B	2011-708	Yes <u>3/</u>	Yes <u>3/</u>	Yes <u>1/</u>	O/B/E/W	Yes <u>4/</u>
Wheat	0011	11-BR	11-0011	2011-700B	2011-714	Yes <u>3/</u>	Yes <u>3/</u>	Yes <u>1/</u>	O/B/E/W	Yes <u>4/</u>

<sup>1/</sup> Applies to additional coverage only.

<sup>2/</sup> See Barley (Malting) Price and Quality Endorsement on the Option and Endorsement Table below.

<sup>3/</sup> Refer to Part 5 for additional LP instructions, and the Prevented Planting LASH for additional PP instructions.

<sup>4/</sup> Requires insured's signature; refer to actuarial documents.

**\*Current, up to signature date of this handbook.**

**Unit structures are as identified unless otherwise specified in the SPs.**

**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated).	Crop Code	FCIC		NCIS		APH, ARH, or Dollar (\$)	Late Planting Prov.	Prev. Planting Prov.	** Replant Payment Prov.	***Enterprise (E) **Optional (O) Basic (B) Unit	** High-Risk Land Ex. Opt.
		*Basic Provisions	*Crop Provisions	*Basic Provisions	*Crop Provisions						
Almond	0028	11-BR	08-028	2011-700B	2008-719	APH	No	No	No	B/O	Yes <u>1/</u>
Apple	0054	11-BR	11-0054	2011-700B	2011-721	APH	No	No	No	B/O	Yes <u>1/</u>
Avocado Pilot (CA Only) <u>4/</u>	0019	11-BR	12-0019	2011-700B	2012-807	APH	No	No	No	B/O	Yes <u>1/</u>
Avocado (FL Only)	0019	11-BR	11-0019A	2011-700B	2011-808	APH	No	No	No	B/O by Type	Yes <u>1/</u>
Bean (Processing)	0046	11-BR	98-046	2011-700B	1998-704	APH	Yes <u>2/</u>	Yes <u>2/</u>	No	B/O/O by Type	Yes <u>1/</u>
Bean (Fresh Market)	0105	11-BR	11-0105	2011-700B	2011-826	APH	No	No	No	E by Planting Period	No
Blueberry	0012	11-BR	05-012	2011-700B	2005-794	APH	No	No	No	B/O by Type <u>3/</u>	Yes <u>1/</u>
Cabbage	0072	11-BR	11-0072	2011-700B	2011-810	APH	No	No	Yes	B/O by Type <u>3/</u>	Yes <u>1/</u>
<b>Camelina</b>	<b>0333</b>	<b>11-BR</b>	<b>12-0333</b>	<b>2011-700B</b>	<b>2012-815</b>	<b>APH</b>	<b>Yes <u>2/</u></b>	<b>No</b>	<b>Yes</b>	<b>B by County</b>	<b>Yes <u>1/</u></b>
ARH Cherry (Pilot)	0057	11-BR	2011-057	2011-700B	2011-991	ARH	No	No	No	B/O	Yes <u>1/</u>
Chile Pepper, Processing (Pilot)	0045	11-BR	10-045	2011-700B	2010-832	\$	No	No	No	B/O by Type by County	Yes <u>1/</u>
ARH Citrus (Pilot)	0215	11-BR	2012-0215 47	2011-700B	2012-992	ARH	No	No	No	B/O	Yes <u>1/</u>
Citrus (AZ & CA) <u>4/</u> Grapefruit Lemons Mandarin Minneola Tangelos Navel Oranges Sweet Oranges Valencia Oranges Orlando Tangelos Kinnow Mandarins	0201 0202 0205 0206 0215 0216 0217 0237 0239	11-BR	00-126	2011-700B	2000-731	APH	No	No	No	B by Crop/O	Yes <u>1/</u>

1/ Requires insured's signature. Refer to the actuarial documents to determine land designated as high risk.  
2/ Refer to Part 5 for additional LP instructions, and the Prevented Planting LASH for additional PP instructions.  
3/ Optional units allowed by type if on SPs.  
4/ 2014 Crop Year Information.

**\*Current, up to signature date of this handbook.**  
**\*\*Applies to additional coverage ONLY.**  
**\*\*\* Enterprise units if provided for in the SPs.**  
**Unit structures are as identified unless otherwise specified in the SPs.**  
**For pilot crops, only selected states and counties apply.**

**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated).  Crop	Crop Code	FCIC		NCIS		APH or Dollar (\$)	Late Planting Prov.	Prev. Planting Prov.	** Replant Payment Prov.	***Enterprise (E) **Optional (O) Basic (B) Unit	** High-Risk Land Ex. Opt.
		*Basic Provisions	*Crop Provisions	*Basic Provisions	*Crop Provisions						
Citrus Fruit (Florida) Citrus I (Early/Mid-Season Orange) Citrus II (Late Oranges – Juice) Citrus III (Grapefruit – Juice) Citrus IV (Tangelos & Tangerines) Citrus V (Murcott Honey Oranges & Temple Oranges) Citrus VI (Lemons & Limes) Citrus VII (Grapefruit & Late Oranges - Fresh) Citrus VIII (Navel Oranges)	0245 0246 0247 0248 0249 0250 0251 0252	11-BR	09-026	2011-700B	2009-724	\$	No	No	No	B by Crop/O	Yes <u>1/</u>
Citrus Fruit (Texas) <u>5/</u> Early & Midseason Oranges Late Oranges All Other Grapefruit Ruby Red Grapefruit Rio Red & Star Ruby Grapefruit	0224 0225 0226 0228 0238	11-BR	00-226	2011-700B	2000-733	APH	No	No	No	B/O by Crop	Yes <u>1/</u>
Citrus Tree (Texas) Citrus Trees I Citrus Trees II Citrus Trees III Citrus Trees IV Citrus Trees V	0240 0241 0242 0243 0244	11-BR	13-TCT	2011-700B	<u>6/</u>	\$	No	No	No	B by Type/O <u>4/</u>	Yes <u>1/</u>
Cultivated Clams (Pilot)	0116	11-BR	12-0116	2011-700B	2012-882	\$	No	No	Yes	B/O	Yes <u>1/</u>
Cotton (ELS)	0022	11-BR	12-0022	2011-700B	2012-745	APH	No	Yes <u>2/</u>	No	B/O	Yes <u>1/</u>
Cranberry	0058	11-BR	99-058	2011-700B	1999-742	APH	No	No	No	B/O	Yes <u>1/</u>
Dry Bean	0047	11-BR	11-0047	2011-700B	2011-712	APH	Yes <u>2/</u>	Yes <u>2/</u>	Yes	B/O/O by Type	Yes <u>1/ 3/</u>
Fig	0060	11-BR	01-060	2011-700B	2001-792	APH	No	No	No	B by Type/O	Yes <u>1/</u>
Florida Fruit Trees (Pilot) Avocado Trees Orange Trees Grapefruit Trees Lemon Trees Lime Trees All Other Citrus Trees Carambola Trees Mango Trees	0212 0207 0208 0209 0210 0211 0213 0214	11-BR	13-0014	2011-700B	2013-748	\$	No	No	No	B by Crop/ O by Section	Yes <u>1/</u>

1/ Requires Insured's Signature. Refer to the actuarial documents to determine land designated as high risk.  
2/ Refer to Part 5 for additional LP instructions, and Prevented Planting LASH for additional PP instructions.  
3/ Not available in Idaho, Oregon, Utah, and Washington.  
4/ Optional units only by non-contiguous land.  
5/ For 2014 crop year information.  
6/ Use FCIC crop provisions. NCIS did not issue this crop provision.

\*Current, up to signature date of this handbook.  
\*\*Applies to additional Coverage ONLY.  
\*\*\*Enterprise units if provided for in the SP.

Unit structures are as identified unless otherwise specified in the SP.  
For pilot crops counties, only selected counties apply.

**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated).  Crop	Crop Code	FCIC		NCIS		APH or Dollar (\$)	Late Planting Prov.	Prev. Planting Prov.	** Replant Payment Prov.	***Enterprise (E) **Optional (O) Basic (B) Unit	** High-Risk Land Ex. Opt.
		*Basic Provisions	*Crop Provisions	*Basic Provisions	*Crop Provisions						
Forage Production	0033	11-BR	01-033 (Rev. 3/2000)	2011-700B	2001-729	APH	No	No	No	B/O	Yes <u>1/</u>
Forage Seeding	0032	11-BR	04-032	2011-700B	2004-730	\$	No	No	Yes	B/O	Yes <u>1/</u>
Forage Seed (Pilot) Alfalfa Seed	0107	11-BR	12-0107	2011-700B	2012-886	\$	No	No	No	B/O/O by Contract or by Variety <u>4/</u>	Yes <u>1/</u>
Grape	0053	11-BR	10-0053	2011-700B	2010-717	APH	No	No	No	B/O by Type <u>3/</u>	Yes <u>1/</u>
Grape, Table	0052	11-BR	10-0052	2011-700B	2010-741	APH	No	No	No	B/O by Type <u>3/</u>	Yes <u>1/</u>
Grass Seed (Pilot)	0102	11-BR	11-0102	2011-700B	2011-887	APH	No	No	No	B/O <u>5/</u>	Yes <u>1/</u>
Hawaii Tropical Fruit (Pilot) Bananas Coffee Papaya	0255 0256 0257	11-BR	11-0255	2011-700B	2011-892	APH	No	No	No	B/O <u>6/</u>	Yes <u>1/</u>
Hawaii Tropical Trees (Pilot) Banana trees Coffee trees Papaya trees	0265 0266 0267	11-BR	11-0265	2011-700B	2011-894	Tree based/ \$ plan	No	No	No	B/O <u>7/</u>	Yes <u>1/</u>
Hybrid Seed Corn	0062	11-BR	98-062	2011-700B	1998-738	\$	Yes <u>2/</u>	Yes <u>2/</u>	No	B/O	Yes <u>1/</u>
Hybrid Sorghum Seed	0050	11-BR	98-050	2011-700B	1998-797	\$	Yes <u>2/</u>	Yes <u>2/</u>	No	B/O	Yes <u>1/</u>
Macadamia Nuts <u>8/</u>	0023	11-BR	12-0023	2011700B	2012-790	APH	No	No	No	B/O	Yes <u>1/</u>
Macadamia Trees	0024	11-BR	11-0024	2011-700B	2011-791	\$	No	No	No	B/O	Yes <u>1/</u>
Millet	0017	11-BR	08-017	2011-700B	2008-789	APH	Yes <u>2/</u>	Yes <u>2/</u>	No	B/O	Yes <u>1/</u>
Mint	0074	11-BR	08-074	2011-700B	2008-828	APH	No	No	No	B/O by County	Yes <u>1/</u>
Mustard	0069	11-BR	09-0069	2011-700B	2009-816	APH	Yes <u>2/</u>	Yes <u>2/</u>	Yes	B/O by County <u>5/</u>	Yes <u>1/</u>
Nursery (Container/Field Grown)	0073	11-BR	08-073 (Rev. 10-06)	2011-700B	2008-782	\$	No	No	No	Share/Plant/Type	Yes <u>1/</u>
<b>Olives</b>	<b>0501</b>	<b>11-BR</b>	<b>12-OL-0501</b>	<b>2011-700B</b>	<b>2012-805</b>	<b>APH</b>	<b>No</b>	<b>No</b>	<b>No</b>	<b>B/E by County</b>	<b>No</b>

- 1/ Requires Insured's Signature. Refer to the actuarial documents to determine land designated as high risk.  
2/ Refer to Part 5 for additional LP instructions, and the Prevented Planting LASH for additional PP instructions.  
3/ Basic unit by variety in CA/Optional units by non-contiguous land only - All other states B/O units.  
4/ Optional unit by contract or variety only if permitted by the SP.  
5/ By type if allowed by SP.  
6/ Optional units (unless limited by the SP) for noncontiguous land (except papaya), type, (if types specified in the SP), and harvest period, for bananas.  
7/ Optional units (unless limited by the SP) for noncontiguous land (except papaya) and type (if types specified on the SP).  
8/ For 2014 crop year information.

**\*Current, up to signature date of this handbook.**

**\*\*Applies to additional Coverage ONLY.**

**\*\*\*Enterprise units if provided by SP.**

**Unit structures are as identified unless otherwise specified in the SP.  
For pilot crops, only selected states and counties apply.**

**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated).  Crop	Crop Code	FCIC		NCIS		APH, ARH or Dollar (\$)	Late Planting Prov.	Prev. Planting Prov.	** Replant Payment Prov.	***Enterprise (E) **Optional (O) Basic (B) Unit	** High-Risk Land Ex. Opt.
		*Basic Provisions	*Crop Provisions	*Basic Provisions	*Crop Provisions						
Onion	0013	11-BR	13-0013	2011-700B	8/	APH	Yes 2/	Yes 2/	Yes	B/O/O by Type	Yes 1/
Peach	0034	11-BR	13-0034	2011-700B	6/	APH	No	No	No	B/O 7/	Yes 1/
Peanut	0075	11-BR	07-075	2011-700B	2007-718	APH	Yes 2/	Yes 2/	Yes	B/O	Yes 1/
Pear	0089	11-BR	11-0089	2011-700B	2011-715	APH	No	No	No	B/O	Yes 1/
Pea Dry Green	0067 0064	11-BR 11-BR	11-0067 98-064	2011-700B 2011-700B	2011-713-D 1998-713-G	APH APH	Yes 2/ Yes 2/	Yes 2/ Yes 2/	Yes No	B/O/O by Type	Yes 1/
Pecan	0020	11-BR	05-020	2011-700B	2005-802	\$	No	No	No	B/E	Yes 1/
Pepper, (Fresh Market)	0083	11-BR	99-083	2011-700B	1999-740	\$	No	No	Yes	B/O	Yes 1/
Pistachios	0470	11-BR	2012-0470	2011-700B	2012-803	APH	No	No	No	B/O	No
Popcorn Popcorn Revenue	0043	11-BR	99-043 11-PRC-043	2011-700B	1999-744 2012-744-R	APH	Yes 2/	Yes 2/	Yes	B/O	Yes 1/
Potato (Central/Southern)	0084	11-BR	09-0284	2011-700B	2009-734CS	APH	Yes 2/	Yes 2/	No	B/O	Yes 1/
Potato (Northern)	0084	11-BR	08-0184	2011-700B	2008-734N	APH	Yes 2/	Yes 2/	No	B/O	Yes 1/
Prune	0036	11-BR	13-0036	2011-700B	6/	APH	No	No	No	B/O 3/, 5/	Yes 1/
Processing Pumpkin (Pilot)	0147	11-BR	09-0147	2011-700B	2009-821	APH	No	No	No	B by Contract	Yes 1/
Raisin	0037	11-BR	98-037	2011-700B	1998-723	\$	No	No	No	B by Variety/O 5/	Yes 1/
Sesame (Pilot)	0396	11-BR	2011-0396	2011-700B	2011-817	APH	No	No	No	B/O	No
Safflower	0049	11-BR	11-0049	2011-700B	2011-749	APH	Yes 2/	Yes 2/	Yes	B/O	Yes 1/
Silage Sorghum Pilot	0059	11-BR	11-0059	2011-700B	2011-702	APH	Yes 2/	Yes 2/	Yes	B/O/E	Yes 1/
Small Grains Buckwheat Flax Oats Rye	114 0031 0016 0094	11-BR	11-0011	2011-700B	2011-714	APH/\$	Yes 2/	Yes 2/	Yes 4/	B/O/E	Yes 1/
ARH Strawberries	154	11-BR	2012-154	2011-700B	2012-993	ARH	No	No	No	B/O	Yes 1/

- 1/ Requires Insured's Signature Refer to the actuarial documents to determine land designated as high risk.  
2/ Refer to Part 5 for additional LP instructions, and Prevented Planting LASH for additional PP instructions.  
3/ Optional units by irrigated and non-irrigated do not apply.  
4/ Not available when SP for the crop/county has only a fall planting date for the small grain crop.  
5/ Optional units only by non-contiguous land.  
6/ Use FCIC crop provisions. NCIS did not issue this crop provision.  
7/ Optional units by non-contiguous land; or fresh and processing as specified in the Special Provisions.  
8/ Use FCIC crop provisions. NCIS did not issue this crop provision.

\*Current, up to signature date of this handbook.  
\*\*Applies to additional Coverage ONLY.  
\*\*\*Enterprise units if provided for in the SP.

Unit structures are as identified unless otherwise specified in the SP.  
For pilot crops, only selected states and counties apply.



**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated).	Crop Code	FCIC		NCIS		APH or Dollar (\$)	Late Planting Prov.	Prev. Planting Prov.	** Replant Payment Prov.	***Enterprise (E) **Optional (O) Basic (B) Unit	** High-Risk Land Ex. Opt.
		*Basic Provisions	*Crop Provisions	*Basic Provisions	*Crop Provisions						
Stonefruit <u>5/</u> Fresh Apricots Processing Apricots Fresh Nectarine Processing Cling Peaches Processing Freestone Peaches Fresh Freestone Peaches Fresh Plums	0218 0219 0220 0221 0222 0223 0092	11-BR	11-077	2011-700B	2011-796	APH	No	No	No	B/O by Type/Variety	Yes <u>1/</u>
Sugar Beet <u>6/</u>	0039	11-BR	98-039	2011-700B	1998-707	APH	Yes <u>2/</u> , <u>3/</u>	Yes <u>2/</u> , <u>3/</u>	Yes	B/O	Yes <u>1/</u> <u>4/</u>
Sugarcane	0038	11-BR	11-0038	2011-700B	2011-732	APH	No	No	No	B/O	Yes <u>1/</u>
Sweet Corn (Processing)	0042	11-BR	98-042	2011-700B	1998-728	APH	Yes <u>2/</u>	Yes <u>2/</u>	No	B/O	Yes <u>1/</u>
Sweet Corn (Fresh Market)	0044	11-BR	08-044	2011-700B	2008-746	\$	No	No	Yes	B/O	Yes <u>1/</u>
Sweet Potato (Louisiana) Pilot	0156	11-BR	11-0156	2011-700B	2011-806LA	APH	No	No	No	E/B	Yes <u>1/</u>
Tobacco Flue Cured Fire Cured Burley Maryland Dark Air Cigar Filler Cigar Binder Cigar Wrapper	0229 0230 0231 0232 0233 0234 0235 0236	11-BR	10-0071	2011-700B	2010-736	APH	Yes <u>2/</u>	Yes	No	B by Type/FN O/E if allowed by the SP	Yes <u>1/</u>
Tomato (Fresh Market Guar. Prod.)	0086	11-BR	99-186	2011-700B	1998-722 1999-722A	APH	No	No	Yes	B/O	Yes <u>1/</u>
Tomato (Fresh Market Dollar Plan)	0086	11-BR	13-086	2011-700B	8/	\$	No	No	Yes	B/O	Yes <u>1/</u>
Tomato (Processing)	0087	11-BR	05-087	2011-700B	2005-727	APH	No	No	Yes	B/O	Yes <u>1/</u>
Walnut	0029	11-BR	08-029	2011-700B	2008-743	APH	No	No	No	B/O	Yes <u>1/</u>
(Cultivated) Wild Rice	0055	11-BR	09-0055	2011-700B	2009-820	APH	No	No	No	B/O <u>7/</u>	Yes <u>1/</u>

1/ Requires insured's signature. Refer to the actuarial documents to determine land designated as high risk.  
2/ Refer to Part 5 for additional LP instructions, and the Prevented Planting LASH for additional PP instructions.  
3/ Late and Prevented Planted is not applicable in California Counties with a July 15<sup>th</sup> Cancellation Date.  
4/ Not available in Colorado.  
5/ Optional Units by contiguous land (unless limited by SP).  
6/ Late and prevented planting provisions not applicable in California counties with a July 15<sup>th</sup> Cancellation Date.  
7/ Basic only in MN – Basic/Optional in CA.  
8/ Use FCIC crop provisions. NCIS did not issue this crop provision.

\*Current, up to signature date of this handbook.  
\*\*Applies to additional Coverage ONLY.  
\*\*\*Enterprise units, if provided for in the SP.

Unit structures are as identified unless otherwise specified in the SP.  
For pilot crops, only selected states and counties apply.

**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated).		FCIC		NCIS		Expected County Yield	Late Planting Prov.	Prev. Planting Prov.	Replant Payment Prov.	Unit of Measure	Unit by County/ (C) Basic (B)/ Optional (O) Enterprise (E) Whole Farm (WF)	High-Risk Land Ex. Opt.
INSURANCE PLANS	Crop Code	*Basic Provisions	*Crop Provisions	*Basic Provisions	*Crop Provisions							
Crop												
<b>Group Risk Protection (GRP)</b>												
Corn	0041	09-102	00-141	2009-950	2000-954	Yes	No	No	No	bu.	C	No
Cotton	0021	09-102	00-121	2009-950	2000-956	Yes	No	No	No	lbs.	C	No
Forage Production	0033	09-102	00-133	2009-950	2000-942	Yes	No	No	No	tons	C	No
Oysters	0115	09-GRP-Oysters	N/A	2009-969	N/A	Yes	No	No	No	lbs.	C	No
Peanuts	0075	09-102	00-175	2009-950	2000-960	Yes	No	No	No	lbs.	C	No
Sugarcane	0038	09-102	09-GRP-Sugarcane	2009-950	2009-966	Yes	No	No	No	lbs.	C	No
Sorghum	0051	09-102	00-151	2009-950	2000-962	Yes	No	No	No	bu.	C	No
Soybeans	0081	09-102	00-181	2009-950	2000-964	Yes	No	No	No	bu.	C	No
Wheat	0011	09-102	00-111	2009-950	2000-941	Yes	No	No	No	bu.	C	No
<b>Group Risk Income Protection (GRIP)</b>												
Corn	0041	05-GRIP-BASIC	06-GRIP-Corn	2005-950-GRIP	2006-954-GRIP	Yes	No	No	No	bu.\$	C	No
Cotton	0021	05-GRIP-BASIC	06-GRIP-Cotton	2005-950-GRIP	2006-956-GRIP	Yes	No	No	No	lbs./\$	C	No
Grain Sorghum	0051	05-GRIP-BASIC	05-GRIP-Grain Sorghum	2005-950-GRIP	2005-962-GRIP	Yes	No	No	No	bu./\$	C	No
Soybeans	0081	05-GRIP-BASIC	06-GRIP-Soybeans	2005-950-GRIP	2006-964-GRIP	Yes	No	No	No	bu./\$	C	No
Wheat	0011	05-GRIP-BASIC	06-GRIP-Wheat	2005-950-GRIP	2006-941-GRIP	Yes	No	No	No	bu./\$	C	No

\*Current, up to signature date of this handbook.

Unit structures are as identified unless otherwise specified in the SP.

**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated).		FCIC		NCIS		Expected County Yield	Late Planting Prov.	Prev. Planting Prov.	Replant Payment Prov.	Unit of Measure	Unit by County (C) Basic (B) Optional (O) Enterprise (E) Whole Farm (WF)	High Risk Land Ex. Opt.
INSURANCE PLANS	Crop Code	*Basic Provisions	*Crop Provisions	*Basic Provisions	*Crop Provisions							
Crop												
<b>Rainfall Index (RI) (Pilot)</b>												
Apiculture	1191	13-RIV <sup>1/</sup>	13-RI-API	1 <sup>1/</sup>	1 <sup>1/</sup>	Final Grid Index	No	No	No	Grid Index	B	No
Pasture, Rangeland, Forage	0088	13-RIV <sup>1/</sup>	13-RI-PRF	1 <sup>1/</sup>	1 <sup>1/</sup>	Final Grid Index	No	No	No	Grid Index	B	No
<b>Vegetation Index (VI) (Pilot)</b>												
Apiculture (pilot)	1191	13-RIV <sup>1/</sup>	13-VI-API	1 <sup>1/</sup>	1 <sup>1/</sup>	Final Grid Index	No	No	No	Grid Index	B	No
Pasture, Rangeland, Forage – (Pilot)	0088	13-RIV <sup>1/</sup>	13-VI-PRF	1 <sup>1/</sup>	1 <sup>1/</sup>	Final Grid Index	No	No	No	Grid Index	B	No
<b>Adjusted Gross Revenue (AGR) (Pilot)</b>												
Agricultural Commodities	0063	2007-AGR	N/A	2007-980	N/A	Revenue \$	No	No	No	\$	WF	No
<b>Adjusted Gross Revenue Lite (AGR-L)</b>												
Agricultural Commodities	0061	07-AGR-Lite	N/A	2007-982	N/A	Revenue \$	No	No	No	\$	WF	No

<sup>1/</sup> Use FCIC crop provisions. NCIS did not issue this crop provision.

\*Current, up to signature date of this handbook.

Unit structures are as identified unless otherwise specified in the SP.

**EXHIBIT 2  
CROP POLICY INFORMATION**

<b>2013 CY INFORMATION (OR 2014 CY where designated).</b>		<b>FCIC</b>		<b>NCIS</b>		<b>Unit of Measure</b>	<b>Sales Closing</b>	<b>Coverage Levels</b>	<b>Contract Length</b>	<b>Policy Limits</b>
<b>Insurance Plans</b>	<b>LC Code</b>	<b>*Basic Provisions</b>	<b>*Crop Provisions</b>	<b>*Basic Provisions</b>	<b>*Crop Provisions</b>					
<b>Livestock</b>										
Livestock Gross Margin -Cattle	0803	LGM-Cattle 2010	N/A	2010-916	N/A	CWT/\$	Monthly	80-100	11 Months	15,000 Head/Insurance Period or 30,000 Year
Livestock Gross Margin - Dairy	0847	LGM-Dairy 2011	N/A	2010-918	N/A	CWT/\$	Monthly	80-100	11 Months	240,000 CWT of Milk/Insurance Period or Year
Livestock Gross Margin - Swine	0815	LGM-Swine 2012	N/A	2010-912	N/A	CWT/\$	Monthly	80-100	6 Months	15,000 Head/ 6 Months or 30,000 Year
Livestock Risk Protection Swine	0815	10-LRP Basic	08-LRP Swine	2010-902	N/A	CWT/\$	Daily	70-100	13, 17, 21 or 26-Week Periods	10,000 Head/SCE or 32,000 Head/Year
Livestock Risk Protection Fed Cattle	0802	10-LRP Basic	08-LRP Fed Cattle	2010-902	N/A	CWT/\$	Daily	70-100	13, 17, 21, 26, 30, 34, 39, 43, 47, or 52 Week Periods	2,000 Head/SCE or 4,000 Head/Year
Livestock Risk Protection Feeder Cattle	0801	10-LRP Basic	10-LRP Feeder Cattle	2010-902	N/A	CWT/\$	Daily	70-100	13, 17, 21, 26, 30, 34, 39, 43, 47, or 52 Week Periods	1,000 Head/SCE or 2,000 Head/Year
Livestock Risk Protection Lamb	0804	10-LRP Basic	10-1-LRP-LAMB	2010-902	N/A	CWT/\$	Weekly	80-95	13, 20, or 39 Week Periods	2,000 Head /SCE or 28,000 Head/Year

\*Current, up to signature date of this handbook.

Unit structures are as identified unless otherwise specified in the SP.

**EXHIBIT 2  
CROP POLICY INFORMATION**

<b>2013 CY INFORMATION (OR 2014 CY where designated).</b>		<b>FCIC</b>			<b>NCIS</b>			<b>Late Plant Prov.</b>	<b>Prev. Plant Prov.</b>	<b>Replant Pymnt Prov.</b>	<b>Unit by: County (C) Basic (B) Optional (O) Enterprise (E) 3/ Whole Farm (WF) 3/</b>	<b>High-Risk Land Ex. Opt.</b>
<b>Plan/Endorsement Title</b>	<b>Crop or Product</b>	<b>*Endors. #</b>	<b>*Basic Provisions</b>	<b>*Crop Provisions</b>	<b>*Endors. #</b>	<b>*Basic Provisions</b>	<b>*Crop Provisions</b>					
Catastrophic Risk Protection Endorsement		6/	09-CAT	6/	2009-777 6/	N/A	N/A	N/A	N/A	N/A	N/A	No
Actual Revenue History Pilot Endorsement	ARH Cherries Citrus	11-ARH	11-BR	2009-057 2011-0215 47	2009-NCIS 990	2011-700B	2011-991 2011-992	No	No	No	B/O	Yes 4/
Wheat or Barley Winter Coverage Endorsement 2/	Barley, Wheat	04-011A	11-BR	11-0011	2004-714FS	2011-700B	2011-714	Yes	Yes	Yes 2/	B/O/E	Yes 4/
Malting Barley Price & Quality Endorsement	Barley	11-0091B	11-BR	11-0011	2011-773	2011-700B	2011-714	Yes	Yes	Yes 2/	B	Yes 4/
***	***	***	***	***	***	***	***	***	***	***	***	***
Commodity Exchange Endorsement	Wheat	08-GRIP- WHEAT- CEE	05-GRIP- BASIC	06-GRIP-Wheat	2008-941 GRIP-CEE	05-950-GRIP	2006-941- GRIP	No	No	No	B/O	Yes 4/
Cottonseed (Pilot) Endorsement	AUP Cotton ELS Cotton	12-0021A	11-BR	00-121 99-022	2011-703-CPE	2011-700B	2011-703 2011-745	Yes	Yes	No	B/O/E	Yes 4/
Texas Citrus Tree Crop Insurance Comprehensive Tree value Endorsement	Texas Citrus Trees	12-TCT-A	11-BR	13-TCT	2012-737CTV	2011-700B	1/	No	No	No	B by Type/O	No
Texas Citrus Tree Crop Insurance Coverage Enhancement Option	Texas Citrus Trees	12-TCT-B	11-BR	13-TCT	2012-778CEO	2011-700B	1/	No	No	No	B by Type/O	No
GRIP – Harvest Revenue Option Endorsement	Corn Soybeans	04-GRIP-- HRO	05-GRIP- BASIC	06-GRIP-Corn 06-GRIP Soybeans	2004-950- GRIP-HR	05-950-GRIP	2006-954- GRIP	No No	No No	No No	C	No
***	***	***	***	***	***	***	***	***	***	***	***	***
Farm Bill Amendment	All	10-Farm Bill	All	All	2010-NCIS 701-FB	All	All	N/A	N/A	N/A	N/A	N/A
Florida Fruit Tree Pilot Crop Insurance Comprehensive Tree Value (CTV) Endorsement	Orange grapefruit All other citrus Avocado	13-0014A	11-BR	08-0014	2008-748 CTV	2011-700B	2013--748	N/A	N/A	N/A	B/O by County	Yes 4/
Hawaii Tropical Tree Pilot Crop Insurance Comprehensive Tree Value (CTV) Endorsement	Banana Coffee Papaya	07-0265A	11-BR	09-0265	2007-894 CTV	2011-700B	2009-894	N/A	N/A	N/A	B/O 5/	Yes 4/
Hybrid Seed Price Endorsement	Corn Sorghum	02-HSPE (Ed 12/01)	11-BR	98-062 98-050	2002-738 PE	2011-700B	1998-738 1998-797	Yes Yes	Yes Yes	No No	B/O B/O	Yes 4/ No
Nursery Crop Provisions Rehabilitation Endorsement	Nursery	06-073B	11-BR	08-073 (Rev. 10-06)	2006-782 R	2011-700B	2008-782	N/A	N/A	N/A	B by Share/Plant/Type	Yes 4/

1/ Use FCIC crop provisions. NCIS did not issue this crop provision.

2/ Only available in counties having fall and spring planting dates.

3/ Enterprise units or Whole Farm Units, for some plans may be offered only if provided for in the SP.

4/ Requires insured's signature.

5/ Optional unit by noncontiguous land /type if type specified in SP/harvest period for bananas.

6/ Endorsement attaches to BP specific crop policies when CAT coverage is selected by the insured.

\*Current, up to signature date of this handbook.

Unit structures are as identified unless otherwise specified in the SP.

**EXHIBIT 2  
CROP POLICY INFORMATION**

2013 CY INFORMATION (OR 2014 CY where designated).		FCIC			NCIS			Late Plant Prov.	Prev. Plant Prov.	Replant Pymnt Prov.	Unit by: County (C) Basic (B) Optional (O) Enterprise (E) <u>3/</u> Whole Farm (WF) <u>3/</u>	High-Risk Land Ex. Opt.
Plan/Endorsement Title	Crop or Product	*Endors. #	*Basic Provisions (BP)	*Crop Provisions (CP)	*Endors #	*Basic Provisions (BP)	*Crop Provisions (CP)					
High-Risk Alternate Coverage Endorsement (HR-ACE)	High-Risk Land	13-HR-ACE	11-BR	<u>7/</u>	<u>6/</u>	2011-700B	<u>6/</u>	N/A	N/A	N/A	N/A	N/A
Dry Pea Revenue Endorsement	Dry Pea	13-0067a	11-BR	11-0067	<u>6/</u>	2011-700B	2011-713-D	Yes <u>1/</u>	Yes <u>1/</u>	Yes	B/O/O by Type	Yes <u>4/</u>
Nursery Peak Inventory End.	Nursery	08-073A	11-BR	08-073 (Rev. 10-06)	2008-782 P	2011-700B	08-782	N/A	N/A	N/A	B by Share/Plant/Type	Yes <u>4/</u>
Nursery Growers Price Endorsement (Pilot)	Nursery	06-073C	11-BR	08-073 (Rev. 10-06)	2006-782 E	2011-700B	08-782	N/A	N/A	N/A	B by Share/Plant/Type	Yes <u>4/</u>
Northern Potato Certified Seed Endorsement	N. Potatoes	08-084C	11-BR	08-0184	08-769	2011-700B	734N	Yes	Yes	No	B/O	Yes <u>4/</u>
Northern Potato Processing Quality Endorsement	N. Potatoes	08-084B	11-BR	08-0184	08-775	2011-700B	734N	Yes	Yes	No	B/O	Yes <u>4/</u>
Northern Potato Quality End.	N. Potatoes	08-084A	11-BR	08-0184	08-771	2011-700B	734N	Yes	Yes	No	B/O	Yes <u>4/</u>
Northern Potato Storage Coverage Endorsement	N. Potatoes	08-084D	11-BR	08-0184	08-774	2011-700B	734N	Yes	Yes	No	B/O	Yes <u>4/</u>
Onion Stage Removal Option (Pilot)	Onions	00-013A	11-BR	00-013	00-709A	2011-700B	709	Yes	Yes	Yes	B/O/O by Type	Yes <u>4/</u>
Quarantine Endorsement Pilot	California Citrus, California Avocado, ARH Citrus Pilot	2011-QE	05-BR	00-126 2010-0019 2011-0215 47	2011-763	2011-700B	807 731 2011-992	N/A	N/A	N/A	N/A	N/A
Sugar Beet Stage Removal Option (Pilot)	Sugar Beets	04-039A	11-BR	98-039	04-7075 RO	2011-700B	707	Yes	Yes	Yes	B/O	Yes <u>4/</u>
[MPCI ] Program – Winter Coverage Endorsement <u>2/</u>	Wheat	04-011A	11-BR	04-011	04-714 FS	2011-700B	714	Yes	Yes	Yes	B/O/E	Yes <u>4/</u>
***	***	***	***	***	***	***	***	***	***	***	***	***
Sanctions Amendment	All	09-Sanctions		All, allowed by applicable GRP or GRIP	2009-NCIS 701-S	All	All, allowed by applicable GRP or GRIP	N/A	N/A	N/A	N/A	N/A
***	***	***	***	***	***	***	***	***	***	***	***	***

1/ Refer to Part 5 for additional LP instructions, and Prevented Planting LASH for additional PP instructions.

2/ Only available in counties having fall and spring planting dates.

3/ Enterprise units or Whole Farm Units, for some plans may be offered only if provided for in the SP.

4/ Requires insured's signature.

5/ Optional unit by noncontiguous land/type (if type specified in SP/harvest period for bananas).

6/ Use FCIC crop provisions. NCIS did not issue this crop provision.

7/ Endorsement attaches to BP specific crop policies when HR-ACE is selected by the insured.

\*Current, up to signature date of this handbook.

Unit structures are as identified unless otherwise specified in the SP.

**EXHIBIT 2  
CROP POLICY INFORMATION**

**(RESERVED)**

**EXHIBIT 3**

<b>CAUSE OF LOSS NAMES AND CODES</b>		
<b>LOSS CAUSE</b>	<b>CODE</b>	<b>APPLICABLE TO:</b>
NO INDEMNITY	(00)	ALL CROPS
DECLINE OF PRICE	(01)	All crops insured under, Adjusted Gross Revenue, Livestock Risk Protection, Livestock Gross Margin, pecans, ARH plans of insurance, and revenue protection and revenue protection with harvest price exclusion. For revenue protection and revenue protection with harvest price exclusion, this is applicable when the harvest price falls below the projected price and is the primary or secondary cause of loss. This is applicable for pecans when a decline in the market price used to determine the indemnity is the primary or secondary contributor of the loss, or for ARH plans of insurance when an inadequate market price results in a revenue loss. ***
ASIAN SOYBEAN RUST	(09)	<b>ONLY:</b> Soybeans
DROUGHT <u>1/</u> , <u>2/</u>	(11)	ALL CROPS <b>EXCEPT:</b> Texas Citrus Fruit, Texas Citrus Trees, Florida Citrus, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, Rice, *** Fresh Market Tomatoes (\$ Plan), unless this cause of loss is provided on the SP.
HEAT <u>2/</u>	(12)	ALL CROPS <b>EXCEPT:</b> Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, *** and Fresh Market Tomatoes (\$ Plan).
FIS (Failure of irrigation (water) supply)	(13)	ALL CROPS <b>EXCEPT:</b> Florida Citrus, Cultivated Clams, Florida Fruit Trees, Livestock, and Raisins.
FIE (Failure of irrigation equipment)	(14)	All CROPS <b>EXCEPT:</b> Cultivated Clams, Livestock, and Raisins.
Inability to prepare land for Irrigation	(15)	All CROPS <b>EXCEPT:</b> Cultivated Clams, Livestock, and Raisins.
HAIL <u>2/</u>	(21)	ALL CROPS <b>EXCEPT:</b> Cultivated Clams, Florida Fruit Trees, Livestock, and Raisins.
EXCESS SUN (Sunburn)	(22)	<b>ONLY:</b> Apples
EXCESS MOISTURE/PRECIP/RAIN <u>2/</u>	(31)	ALL CROPS <b>EXCEPT:</b> Florida Citrus, Livestock, and Cultivated Clams.
FROST <u>2/</u> , <u>3/</u> (See footnote below.)	(41)	ALL CROPS <b>EXCEPT:</b> Florida Citrus, Cultivated Clams, Florida Fruit Trees, Livestock, Texas Citrus Trees, Fresh Market Peppers, Raisins, *** and Fresh Market Tomatoes (\$ Plan).

Some crop provisions may contain specific cause of loss definitions; e.g., wind, frost, or freeze. Please refer to the crop provisions for any such specifics.

1/ If the insured practice is irrigated, drought cannot be listed as the cause of loss. See PAR. 40 N for more information.

2/ If the applicable crop provisions list “adverse weather” as a cause of loss, the footnoted cause is considered “adverse weather.” For statistical purposes, RMA requires that “adverse weather” is broken down into the specific cause; e.g., drought. If “Other” is used, it must be explained on the claim form.

3/ SP may state freeze or frost is not an insurable cause if this cause occurs after the specified date or for some crops is not an insurable cause if adequate frost/freeze protection is not in effect.



**EXHIBIT 3**

<b>CAUSE OF LOSS NAMES AND CODES</b>		
<b>LOSS CAUSE</b>	<b>CODE</b>	<b>APPLICABLE TO:</b>
FREEZE <u>2/</u> , <u>3/</u> (See footnote below.)	(42)	ALL CROPS <b>EXCEPT</b> : Raisins and Livestock.
COLD WINTER <u>2/</u>	(43)	ALL CROPS <b>EXCEPT</b> : Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, <b>***</b> and Fresh Market Tomatoes (\$ Plan).
COLD WET WEATHER <u>2/</u>	(44)	ALL CROPS <b>EXCEPT</b> : Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, <b>***</b> and Fresh Market Tomatoes (\$ Plan).
ICH (Insufficient Chill hrs.)	(45)	<b>*** ONLY the following</b> : Blueberries and Peaches.
FLOOD <u>2/</u>	(51)	ALL CROPS <b>EXCEPT</b> : Florida Citrus, Texas Citrus Fruit, <b>***</b> , Cultivated Clams, Florida Fruit Trees <sup>5/</sup> , Livestock, Fresh Market Peppers, Raisins, <b>***</b> and Fresh Market Tomatoes (\$ Plan).
GRP CROPS ONLY	(55)	CROPS INSURED UNDER THE GRP PLAN OF INSURANCE.
WIND/EXCESS WIND <u>1/</u> (See footnote below.), <u>2/</u>	(61)	ALL CROPS <b>EXCEPT</b> : Florida Citrus <b>Fruit Types I, II, III, and IV</b> , Cultivated Clams, Livestock, Fresh Market Peppers, Raisins, and Fresh Market Tomatoes (\$ Plan).
HOT WIND <u>2/</u>	(62)	ALL CROPS <b>EXCEPT</b> : Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, <b>***</b> and Fresh Market Tomatoes (\$ Plan).
CYCLONE <u>2/</u>	(63)	ALL CROPS <b>EXCEPT</b> : Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, <b>***</b> and Fresh Market Tomatoes (\$ Plan).
TORNADO <u>2/</u>	(64)	ALL CROPS <b>EXCEPT</b> : Cultivated Clams, Florida Fruit Trees, <b>Texas Citrus Trees</b> , Livestock, and Raisins.
TIDAL WAVE/Tsunami	(65)	<b>ONLY</b> : Cultivated Clams, and Hawaii Tropical Fruit, and Hawaii Tropical Fruit Trees.
OXYGEN DEPLETION	(66)	<b>ONLY</b> : CULTIVATED CLAMS.
STORM SURGE	(67)	<b>ONLY</b> : CULTIVATED CLAMS.
INSECTS <u>1/</u> (See footnote below.)	(71)	ALL CROPS <b>EXCEPT</b> : Florida Citrus, Texas Citrus Trees <sup>6/</sup> , Cultivated Clams, Florida Fruit Trees <sup>6/</sup> , Figs, Livestock, and Raisins.
PREDATION <u>4/</u> (See footnote below.)	(73)	<b>ONLY</b> : CULTIVATED CLAMS.
ICE FLOE	(74)	<b>ONLY</b> : CULTIVATED CLAMS.

Some crop provisions may contain specific cause of loss definitions; e.g., wind. Please refer to the crop provisions for any such specifics.

1/ Some policies may be limited or restricted for this cause of loss; see the individual crop provisions for specifics.

2/ If the applicable crop provisions list “adverse weather” as a cause of loss, the footnoted cause is considered “adverse weather.” For statistical purposes, RMA requires that “adverse weather” is broken down into the specific cause; e.g., drought. If “Other” is used, it must be explained on the claim form.

3/ SP may state freeze or frost is not an insurable cause if this cause occurs after the specified date or for some crops is not an insurable cause if adequate frost/freeze protection is not in effect.

4/ This cause of loss is excluded unless allowed by the SP.

5/ Flooding is covered **ONLY** if allowed by the SP.

6/ Coverage for insects as provided by SP.

**EXHIBIT 3**

<b>CAUSE OF LOSS NAMES AND CODES</b>		
<b>LOSS CAUSE</b>	<b>CODE</b>	<b>APPLICABLE TO:</b>
SALINITY	(76)	<b>ONLY:</b> CULTIVATED CLAMS.
DISEASE, AQUACULTURE	(80)	<b>ONLY:</b> CULTIVATED CLAMS.
PLANT DISEASE <b>1/ (See footnote below.)</b>	(81)	ALL CROPS <b>EXCEPT:</b> *** Florida Citrus <sup>2/</sup> , Texas Citrus Trees <sup>2/</sup> , Cultivated Clams, Florida Fruit Trees <sup>2/</sup> , Figs, Livestock, and Raisins (see 1/ for Hawaii Tropical fruit, and Hawaii Tropical Fruit Tree.)
MYCOTOXINS (e.g., mycotoxins (such as Aflatoxin or Vomitoxin)	(82)	***ALL CROPS <b>EXCEPT:</b> Texas Citrus Trees, Chile Peppers, Cultivated Clams, Florida Fruit Trees, Hawaii Tropical Trees, Livestock, Macadamia Trees, and Mint.
FEDERAL OR STATE ORDERED DESTRUCTION (e.g., substances or conditions injurious to human or animal health)	(85)	ALL CROPS under section 15 (j) of the BP.
FALLING NUMBERS	(87)	<b>ONLY:</b> Wheat and only for the classes of wheat specified on the SP.
FIRE <b>3/ (See footnote below)</b>	(91)	ALL CROPS <b>EXCEPT:</b> Cultivated Clams, Florida Fruit Trees, Livestock, and Raisins.
HURRICANE OR TROPICAL DEPRESSION <b>4/ (See footnote below), 5/</b>	(92)	ALL <b>CROPS EXCEPT:</b> Texas Citrus Fruit, Texas Citrus Trees, Florida Fruit Trees, Livestock, Peaches, Raisins, and Fresh Market Sweet Corn.
WILDLIFE <b>6/ (See footnote below.)</b>	(93)	ALL CROPS <b>EXCEPT:</b> Florida Citrus, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Pears, Fresh Market Peppers, Raisins, and Fresh Market Tomatoes (\$ Plan).
HOUSE BURN/POLE BURN	(95)	<b>ONLY:</b> Tobacco
EARTHQUAKE	(97)	ALL CROPS <b>EXCEPT:</b> Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, and Fresh Market Tomatoes (\$ Plan).
VOLCANIC ERUPTION	(98)	ALL CROPS <b>EXCEPT:</b> Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, and Fresh Market Tomatoes (\$ Plan).
OTHER (Snow, Lightning, Etc.) <b>5/</b>	(99)	ALL CROPS <b>EXCEPT:</b> Florida Citrus, Texas Citrus Fruit, Texas Citrus Trees, Cultivated Clams, Florida Fruit Trees, Livestock, Fresh Market Peppers, Raisins, Fresh Market Sweet Corn, and Fresh Market Tomatoes (\$ Plan).

Some crop provisions may contain specific cause of loss definitions; e.g., wind. Please refer to the crop provisions for any such specifics.

**1/** Some policies may be limited or restricted for this cause of loss; see the individual crop provisions for specifics. This cause is applicable to Hawaii Tropical Trees when the AIP authorizes destruction of live Banana trees determined by the AIP to have BBTV or Papaya trees determined to have PRV. This cause is also applicable to loss of fruit insured under Hawaii Tropical Fruit Crop Provisions when fruit trees are infected with a disease for which the AIP authorizes destruction of the trees. **In addition, for other diseases, sufficient or proper control measures must have been applied.**

**2/** Disease as specifically provided by SP.

**3/** Fire must be due to an act of nature. **For Hawaii Tropical Fruit, Hawaii Tropical Trees, and prunes; loss due to fire is not covered if weeds or undergrowth are not controlled and pruning debris is not removed from the grove.**

**4/** The Florida Citrus Fruit Crop Provisions and Cultivated Clam Pilot Crop Provisions list “Hurricane” as an insured cause of loss, but not “Tropical Depression.”

**5/** If the applicable crop provisions list “adverse weather” as a cause of loss, the footnoted cause is considered “adverse weather.” For statistical purposes, RMA requires that “adverse weather” is broken down into the specific cause; e.g., drought. If “Other” is used, it must be explained on the claim form.

**6/** Some policies may be limited or restricted for this cause of loss; see the individual crop provisions for specifics.

**EXHIBIT 4**

<b>UNITS OF MEASURE OF PRODUCTION, BY CROP</b>	
<b>CROP NAME</b>	<b>UNIT OF MEASURE</b>
Almonds	Pounds
Apiculture Pilot Rainfall Index plan Vegetative Index plan	Grid Index
Apples (Area B)	Bushels (42 lbs.)
Apples (Area C)	Bushels (40 lbs.)
Apples (Area A)	Boxes (35 lbs. lose/field box)
Avocados California Only (Pilot)	Pounds
Avocados Florida Only (Pilot)	Bushels (55 lbs.)
Barley	Bushels (48 lbs.)
Barley (Malting)	Bushels (48 lbs.)
Beans, Fresh Market (Pilot)	Cartons (30 lbs.)
Beans, Processing	Tons <u>1/</u>
Blueberries	Pounds
Buckwheat	Bushels (48 lbs.)
Cabbage	Hundredweight
<b>Camelina</b>	<b>Pounds</b>
Canola/Rapeseed	Pounds
ARH Citrus (Pilot)	Carton/Dollars <u>2/</u>
ARH Cherry (Pilot)	Pounds/Dollars <u>2/</u>
ARH Strawberries	Pounds/Dollars <u>2/</u>
Chile Peppers, Processing (Pilot)	Pounds/Dollars <u>2/</u>
Citrus (AZ-CA) Navel, Valencia, Sweet Oranges Lemons Grapefruit Tangerines, Tangelos, Mandarin Oranges	Cartons (38 lbs.) Cartons (40 lbs.) Cartons (32 lbs.) Cartons (25 lbs.)
Citrus (FL)	Boxes (90 lbs. for Types I, II, IV (Tangelo), V (Temples), VI (Lemons) and VIII) Boxes (95 lbs. for Types IV (Tangerines), V (Murcott Honey Oranges) Boxes (88 lbs. for Types VI (Limes)) Boxes (85 lbs. for Types III and VII)
Citrus (TX) Early & Midseason Oranges Late Oranges All Other Grapefruit Ruby Red Grapefruit Rio Red & Star Ruby Grapefruit	Tons <u>1/</u>

1/ Tons = 2,000 pounds

2/ Loss measurement is first based on weight/capacity measurement, as shown, and then is converted to dollars.

**EXHIBIT 4**

<b>UNITS OF MEASURE OF PRODUCTION, BY CROP</b>	
<b>CROP NAME</b>	<b>UNIT OF MEASURE</b>
Texas Citrus Trees Early & Midseason Oranges Late Oranges All Other Grapefruit Ruby Red Grapefruit Rio Red & Star Ruby Grapefruit	% Tree Damage/Dollar <u>3/</u>
Cultivated Clams (Pilot)	Dollar (Individual Clam Value) <u>4/</u>
Corn (grain)	Bushels (56 lbs.) <u>1/</u>
Corn (Silage)	Tons <u>2/</u>
Cotton	Pounds
Cotton, ELS	Pounds
Cranberries	Barrels (100 lbs.)
Dry Beans	Pounds
Figs	Pounds
Flaxseed	Bushels (56 lbs.)
Florida Fruit Trees (Pilot)	% Stand/Tree Damage/Dollar <u>3/</u>
Forage Production	Tons <u>2/</u>
Forage Seed (Pilot)	Pounds
Forage Seeding	% Stand/Dollar <u>3/</u>
Grain Sorghum	Bushels (56 lbs.)
Grass Seed (Pilot)	Pounds
Grapes	Tons <u>2/</u>
Table Grapes	Lugs (20-21 lbs.) <u>5/</u>
Hybrid Corn Seed	Bushels (56 lbs.)/Dollar <u>6/</u>
Hawaii Tropical Fruit (Pilot)	Pounds
Hawaii Tropical Fruit Trees (Pilot)	% Tree damage/Dollar <u>3/</u>
Hybrid Sorghum Seed	Bushels (56 lbs.)/Dollar <u>6/</u>
Livestock	Hundredweight/Dollar <u>6/</u>
Macadamia Nuts	Pounds
Macadamia Trees	% Tree damage/Dollar <u>3/</u>
Millet	Bushels (50 lbs.)
Mint	Pounds
Mustard	Pounds

1/ Convert weight of ear corn to equivalent bushels of shelled corn divide by 70

2/ Ton = 2,000 pounds

3/ For Forage Seeding, the loss measurement is first based on the % of stand, and then the dollar loss is determined from this. For Tree Crops, the loss measurement is first based on the % of tree damage, and then the dollar loss is determined from this.

4/ Clam value by size

5/ 20 lbs. in Arizona and Coachella Valley, CA district; 21 lbs. in all other CA districts.

6/ Loss measurement is first based on weight/capacity measurement, as shown, and then is converted to dollars.

**EXHIBIT 4**

<b>UNIT OF MEASURE OF PRODUCTION, BY CROP</b>	
<b>CROP NAME</b>	<b>UNIT OF MEASURE</b>
Nursery	Dollar (Individual Plant Value)
Oats	Bushels (32 lbs.)
Olives Table Oil	Tons <u>1/</u> Gallons
Onions	Hundredweight
Pasture, Rangeland, Forage Pilot Rainfall Index plan	Grid Index
Pasture, Rangeland, Forage Pilot Vegetative Index plan	Grid Index
Peaches	Bushels (50 lbs.)
Peanuts	Pounds
Pears	Tons <u>1/</u>
Peas, dry	Pounds
Peas, green	Pounds
Pecans	Pounds/Dollars <u>2/</u>
Peppers	1 1/9 bushels (per box) /Dollar <u>2/</u>
Pistachios	Pounds
Fresh Plums	Lugs (28 lbs.)
Popcorn	Pounds
Potatoes (Northern and Central/Southern)	Hundredweight
Prunes	Tons <u>1/</u>
Pumpkins (Pilot)	Tons <u>1/</u>
Raisins	Tons <u>1/</u> Dollar <u>2/</u>
Rice	Pounds
Rye	Bushels (56 lbs.)
Safflowers	Pounds
Sesame Seed	Pounds
Sorghum Silage (Pilot)	Tons <u>1/</u>
Soybeans	Bushels (60 lbs.)
Stonefruit Fresh Apricots Fresh Nectarines Freestone Peaches Proc. Apricots and Proc. Cling Peaches, and Processing Freestone Peaches Fresh Plums	Lugs (24 lbs.) Lugs (25 lbs.) Lugs (22 lbs.)  Tons <u>1/</u> Lugs (28 lbs.)

1/ Ton = 2,000 pounds.

2/ Loss measurement is first based on weight/capacity measurement, as shown, and then is converted to dollars.

**EXHIBIT 4**

<b>UNIT OF MEASURE OF PRODUCTION, BY CROP</b>	
<b>CROP NAME</b>	<b>UNIT OF MEASURE</b>
Sugar Beets	Tons <u>1/</u>
Sugarcane	Pounds
Sugarcane (Hawaiian)	Pounds
Sunflower Seed (Oil)	Pounds
Sunflower Seed (Non-Oil)	Pounds
Sweet Corn (Processing)	Tons <u>1/</u>
Sweet Corn (Fresh)	Containers (42 lbs.)/Dollar <u>2/</u>
Sweet Potatoes Louisiana (Pilot)	Hundredweight
Tobacco	Pounds
Tomatoes (Processing)	Tons <u>1/</u>
Tomatoes (Fresh)	Cartons (25 lbs.)/Dollar <u>2/</u>
Tomatoes (Fresh Guarantee)	Cartons (25 lbs.)
Walnuts	Pounds
(Cultivated) Wild Rice	Pounds (25 lbs. per bu. for MN & 29 lbs. per bu. for CA.)
Wheat	Bushels (60 lbs.)

1/ Ton = 2,000 pounds.

2/ Loss measurement is first based on weight/capacity measurement, as shown, and then is converted to dollars.

## EXHIBIT 18

### \*\*\* CALCULATION SEQUENCE OF LIABILITY ADJUSTMENT FACTOR LAF AND 1<sup>ST</sup>/2<sup>ND</sup> CROP REDUCTION

#### A General Information

- (1) Refer to PAR. 21 for information on LAF, and Exhibit 1 for definition of LAF.
- (2) Refer to PAR. 47 for information on 1<sup>st</sup>/2<sup>nd</sup> Crop Reduction.
- (3) **The liability used to determine the LAF for a replanting payment, preventing planting payment, and an indemnity payment is a separate liability for each type of payment (i.e., the liability for a replanting payment, a prevented planting payment, and an indemnity payment with the same unit number are not combined). They are kept separate in the same manner that each payment type is a separate payment.**

#### B. Calculation Sequence of LAF and 1<sup>st</sup>/2<sup>nd</sup> Crop Reduction

##### (1) **Indemnity Payment:**

###### Step 1. **Yield and Revenue Protection**

Guarantee Per Acre<sup>2/</sup> X Price Election or Harvest Price Amount X Determined Acreage X LAF = Loss Guarantee Amount

###### **Other applicable crops under the BP**

Acre Stage Guarantee Amount<sup>1/</sup> X Determined Acreage X LAF = Loss Guarantee Amount.

###### Step 2 **Yield and Revenue Protection**

Production to Count Quantity X Price Election or Harvest Price Amount = Revenue Conversion Production To Count

###### Step 3. **Yield and Revenue Protection**

Loss Guarantee Amount – Revenue Conversion Production To Count = Unit Deficiency Quantity

###### **Other applicable crops under the BP**

Loss Guarantee Amount minus Production to Count Quantity = Production Loss (Unit Deficiency Quantity).

###### Step 4. **Yield and Revenue Protection**

Unit Deficiency Quantity X Insured Share Percent = Preliminary Indemnity Amount

###### **Other applicable crops under the BP**

Unit Deficiency Quantity X Price Election Amount X Stage Price Percent Factor<sup>2/</sup>, if applicable X Insured Share Percent = Preliminary Indemnity Amount.

###### Step 5. Preliminary Indemnity Amount X Multi-crop Adjustment Factor, if applicable = Indemnity Amount.

<sup>1/</sup> If a Guarantee Adjustment Factor is applicable, the Acre Stage Guarantee Amount (or Guarantee Per Acre<sup>2/</sup>) is Guarantee Per Acre X Guarantee Adjustment Factor; e.g., Guarantee Adjustment Factor would be for late planted, prevented planting acres, and is also applicable for a particular crop such as strawberries. Refer to Appendix III (M-13 Handbook) for applicable calculation for the Acre Stage Guarantee Amount (or Guarantee Per Acre<sup>2/</sup>) for the applicable crop.

<sup>2/</sup> Refer to Appendix III/M-13 Handbook to determine whether a Stage Price Percent Factor applies.

**(2) Replant Payment:**

- Step 1. Lesser of 20% of the Guarantee Per Acre, the Maximum Replant Guarantee Per Acre, or the actual cost per acre on applicable crops (as stated in the CP) = Acre Stage Guarantee Amount.
- Step 2. Acre Stage Guarantee Amount X Determined Acreage Replanted X <sup>2/</sup>LAF = Loss Guarantee Amount.
- Step 3. Loss Guarantee Amount X Price Election Amount X Insured Share Percent = Replant Payment Amount.

**(3) Prevented Planting Payment**

- Step 1. Acre Stage Guarantee for timely planted acres<sup>1/</sup> X Guarantee Adjustment Factor<sup>2/</sup>; X Determined Acreage X LAF = PP Loss Guarantee Amount.
- Step 2. Loss Guarantee Amount X Price Election Amount X Insured Share Percent = Preliminary PP Payment Amount.
- Step 3. Preliminary PP Payment Amount X Multi-crop Adjustment Factor = PP Payment Amount

<sup>1/</sup> Acres Stage Guarantee for timely planted acres = Approved Yield X PP Coverage Level.

<sup>2/</sup> For PP, the Guarantee Adjustment Factor is the PP coverage for the crop (inclusive of the +5 or +10 option, if elected by insured); e.g. 60% for wheat, converted to a 2 point decimal (.60) and with +5 option = .65 and with +10 option = .70).



**(RESERVED)**

## EXHIBIT 19

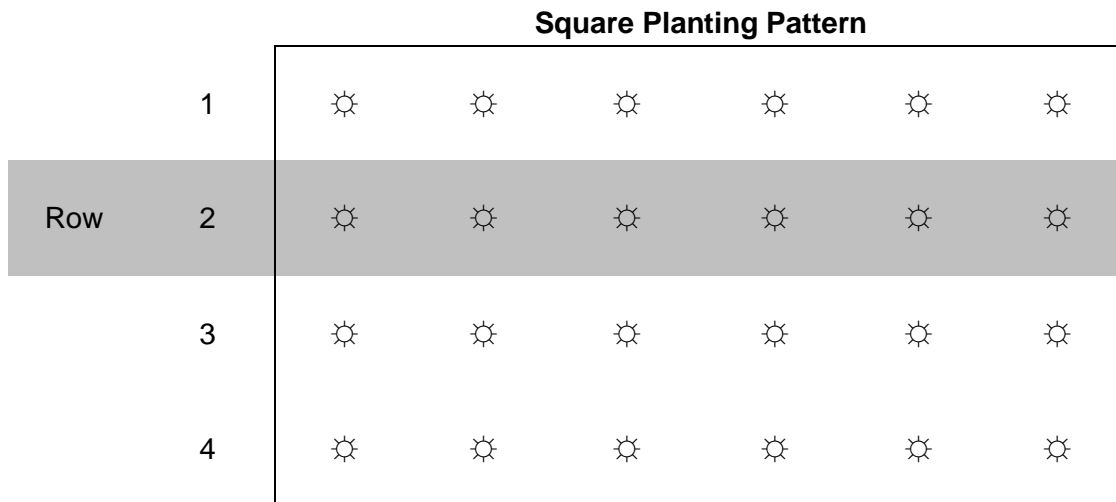
### INSTRUCTIONS FOR DETERMINING TREE/VINE/BUSH ACRES

Generally, determined perennial crop acres are based on land acres. However, for certain situations perennial crop acres may be determined using tree/vine/bush plantings as stated in PAR. 80 G (3). ADJUSTERS ARE AUTHORIZED TO USE THIS PROCEDURE ONLY IF ONE OF THE SITUATIONS DESCRIBED IN PAR. 80 G (3) EXISTS. If one of the situations does not exist, land acres must be determined as stated in PAR. 80 G (1)-(2). Refer to PAR. 80 G (1) (g) for measurement information pertaining to native stands or randomly planted pecan trees.

The symbols (☼, x, etc.) in the planting pattern diagrams herein, represent a single tree/vine/bush. Planting pattern diagrams and number of trees/vines/bushes contained herein are for illustration purposes only and are not to scale.

#### A. SQUARE OR RECTANGLE PLANTING PATTERNS

- (1) Trees/vines/bushes planted in a square or rectangle pattern (see diagram below).



- (2) Calculate the number of trees/vines/bushes per acre by multiplying the average distance between trees/vines/bushes (L) by the average distance between tree/vine/bush rows (W) and divide this product into 43,560 sq. ft./acre using the formula below.

**Number of Trees per Acre Formula:**

$$43,560 \text{ sq. ft./acre} \div (L \times W) = \text{trees/vines/bushes per acre (T)}$$

Example:  $43,560 \text{ sq. ft./acre} \div (20.0 \text{ ft.} \times 20.0 \text{ ft.}) = 108.9$  rounded to 109 trees/acre.

- (3) Count the actual number of trees in the orchard (N) and divide this amount by the number of trees/acre (T) to calculate acreage using the formula below.

**Orchard Acreage Formula:**

$$N \div T = A$$

Example:  $42 \div 109 = 0.385$  rounded to 0.4 acres.

**EXHIBIT 20**

**SETTLEMENT OF CLAIM WHEN INSURED HAD LESS THAN 100% SHARE**

The insured's delivery/storage receipt for the commercially stored 300 bushels delivered on Nov. 4<sup>th</sup> is as follows:

300 bushels at 46.5 lb. TW weighted average.

Disposition of the 1,800 bushels as of November 30<sup>th</sup> (sold by volume based on weighted average test weight of 46.5 lbs.)

900.0 bushels were sold at \$3.00/bu. on November 8 with a \$3.75/bu. LMP.

600.0 bushels were sold at \$3.25/bu. on November 20 with a \$4.00/bu. LMP.

300.0 bushels remains unsold in commercial storage.

**QUESTION 1:** Based on the above information, can the claim be settled on November 30<sup>th</sup>?

**ANSWER 1:** Yes. Section B2 of the SP indicates the DF will be .500 for all unsold production, plus any additional DFs in Section C that may apply." Therefore, if on the date of adjustment (November 30<sup>th</sup>), the production is unsold and the insured wishes to settle the claim, the claim can be settled rather than waiting until 60 days after the calendar date for the EOIP.

**EXHIBIT 21**

**STANDARD BUSHEL (STANDARD TEST) WEIGHTS FOR BUSHEL UNIT OF MEASURE**

A Table

<b>CROP</b>	<b>WEIGHT PER BUSHEL (LBS.)</b>
Avocados (Florida) <u>1/</u>	55 <u>1/</u>
Barley <u>1/</u>	48 <u>1/</u>
Barley, Malting <u>1/</u>	48 <u>1/</u>
Buckwheat <u>1/</u>	48 <u>1/</u>
Camelina <u>2/</u>	50 <u>2/</u>
Canola/Rapeseed <u>2/</u>	50 <u>2/</u>
Dry Beans <u>2/</u>	60 <u>2/</u>
Corn, Shelled <u>1/</u> , <u>3/</u>	56 <u>1/</u>
Corn, Ear husked <u>1/</u> , <u>3/</u>	70 <u>1/</u>
Flaxseed <u>1/</u>	56 <u>1/</u>
Grain Sorghum <u>1/</u>	56 <u>1/</u>
Grass Seed <u>2/</u>	60 <u>2/</u>
Hybrid Seed Corn <u>1/</u>	56 <u>1/</u>
Hybrid Sorghum <u>1/</u>	56 <u>1/</u>
Millet <u>1/</u>	50 <u>1/</u>
Mustard <u>1/</u>	60 <u>1/</u>
Oats <u>1/</u>	32 <u>1/</u>
Peaches	50 <u>1/</u>
Peas, Dry <u>2/</u>	60 <u>2/</u>
Pears	Refer to the Pear LASH.
Popcorn <u>2/</u>	56 <u>2/</u>
Rice <u>2/</u>	45 <u>2/</u>
Rye <u>1/</u>	56 <u>1/</u>
Safflowers <u>2/</u>	35 <u>2/</u>
Sesame <u>2/</u>	45 <u>2/</u>
Soybeans <u>1/</u>	60 <u>1/</u>
Sunflower Seed (Oil) <u>2/</u>	29 <u>2/</u>
Sunflower Seed (Non-oil) <u>2/</u>	25 <u>2/</u>
Wheat <u>1/</u>	60 <u>1/</u>
Wild Rice, Cultivated <u>2/</u>	25. for MN <u>2/</u> 29 for CA <u>2/</u>

1/ These crops have bushel units of measure.

2/ These crops have a pound unit of measure and the standard test weight is not used in the farm-stored calculation of gross production.

3/ For corn insured as grain that is to be harvested and ground and stored as corn and cob meal (ground ear corn) or chopped for earlage, a pre-harvest appraisal is required to establish the production. (Refer to PAR. 85.)

B For crops that have a bushel unit of measure. If settlement sheets provide scale weights (i.e., pounds) instead of bushel weights, determine the gross bushel amount by dividing the total gross pound weight of production (before adjustments) shown on the settlement sheet by the standard bushel weight; e.g., 50,000 pounds of shelled corn divided by 56 (standard bushel weight) = 892.86 rounded to tenths – 892.9 bushels.

C For crops that have a pound unit of measure. In the rare case that a settlement sheet showed bushels for a crop having pound unit of measure, then determine the pounds of production by multiplying the total bushel weights (before adjustments) by the standard bushel weight; e.g., 50 bushels of safflowers times 35 (standard bushel weight) = 1,750 pounds.

**EXHIBIT 22**  
**SCP FORM COMPLETION INSTRUCTIONS**

**1 General Information**

A Refer to PAR. 137 for authorized crops and other information pertaining to SCP Claim criteria.

B Refer to the DSSH for the form standards.

**2 Form Completion Instructions**

All of the following completion instructions are “**Substantive**” (required).

<b>ITEM #</b>	<b>ITEM TITLE</b>	<b>COMPLETION INSTRUCTIONS</b>
1	Insured's Name	<b>Insured's Instructions:</b> Enter your name exactly as shown on the most recent Policy Confirmation.
2	Policy Number	<b>Insured's Instructions:</b> Enter the policy number from your most recent Policy Confirmation.
3	My Insurance Agent is:	<b>Insured's Instructions:</b> Enter the name of your crop insurance agent.
4	My Phone Number is:	<b>Insured's Instructions:</b> Enter your area code and phone number where you can be reached.
5	Town/State Where You Live:	<b>Insured's Instructions:</b> Enter the Town/State where you reside.
6	Crop (only one per form)	<b>Insured's Instructions:</b> Enter the name of the insured crop for which you are filing the loss (list only one crop per SCP form). If you have other insured crops you wish to file a SCP claim on, complete a separate SCP for each crop.
7	Crop Year	<b>Insured's Instructions:</b> Enter the crop year for which the claim is applicable.
8	County Where Crop is Grown (only one per form)	<b>Insured's Instructions:</b> Enter the County where the crop/unit is located (list only one per SCP form).
9	State Where Crop is Grown (only one per form)	<b>Insured's Instructions:</b> Enter the State where the crop/unit is located (list only one per SCP form).
10	Non-Loss (N-L) Units and Est. Prod. Per Acre	<b>Insured's Instructions:</b> Enter in each sub-block (e.g., 10a) any non-loss unit (for the crop listed in item 6) you have and the estimated production per-acre of the non-loss unit. If all of the units for the crop in item 6 are loss units, enter N/A.
11	Loss Unit #	<b>Insured's Instructions:</b> Enter the unit number (s) of the crop for which you are claiming a loss, entered on separate lines.
12	Cause of Loss	<b>Insured's Instructions:</b> Enter the cause(s) of damage in 12a and 12b for this crop. If more space is needed for additional causes of damage, document the additional causes of damage on a separate form.  ***
13	Date of Damage	<b>Insured's Instructions:</b> Enter in 13a, the month during which the damage listed in 12a occurred. In 13b, enter the dates of damage for additional causes of loss listed in 12b, as needed. For progressive damage, enter the month that identifies when the majority of the damage occurred. Include the SPECIFIC DATE where applicable as in the case of hail damage (e.g., June 15). If more space is needed for additional dates of damage, document the additional dates of damage on a separate form.

**EXHIBIT 22**  
**SCP FORM COMPLETION INSTRUCTIONS**

**C** Required Item Titles and Completion Instructions for These Items (Continued)

ITEM #	ITEM TITLE	COMPLETION INSTRUCTIONS
14	Harvest Completion Date	<b>Insured's Instructions:</b> Enter the date the entire acreage on the unit listed on this line was harvested.
15	Companion Contract Yes/No?	<b>Insured's Instructions:</b> For the unit on this line, if you are sharing in the crop with another person and that person has crop insurance on this crop, enter "Yes." If the person does not have crop insurance on this crop, enter "No." If you do not know, enter "Do not know."
16	Assignment of Indemnity Yes/No?	<b>Insured's Instructions:</b> For the unit on this line, enter "Yes" if an Assignment of Indemnity is on file for the crop in item 6 for the crop year; otherwise answer "No."
17	Transfer of Right to Indemnity Yes/No?	<b>Insured's Instructions:</b> For the unit or partial unit on this line, enter "Yes" if a Transfer of Right to Indemnity is on file for the crop in item 6 for the crop year. If no Transfer of Right To Indemnity is on file, check "No".
18	Has all acreage of the loss units listed in item 11 been harvested?	<b>Insured's Instructions:</b> Check "Yes" <u>only if ALL</u> of the units you listed in item 11 have been harvested; otherwise, check "No."  If you checked "No," list the unit numbers for the units listed in item 11 that have not been harvested.
19	Has all of the production from the loss unit(s) listed in item 11 above been sold or commercially stored?	<b>Insured's Instructions:</b> Check yes <u>only if all of the production</u> for ALL of the units you listed in item 11 above has been sold or commercially stored; otherwise, answer "No."  If you checked, "No," list the unit numbers for any of the units that have not been sold or commercially stored.
20	Have you completed harvest of all insurable acreage for all crops on your policy? (This includes the crop you listed above as well as any other crop you may have on your policy).	<b>Insured's Instructions:</b> Check "Yes" only if ALL crops insured under this policy (including the crop listed in item 6 above) have been harvested. If any crop has not been harvested, check "No."  If "No" was checked, list the crops not harvested.
21	Do you anticipate any loss units for any other crop not listed in item 11 for this crop year?	<b>Insured's Instructions:</b> Check "Yes" only if you anticipate or know if you have loss units for any other crop not listed in item 11 for the crop year. Otherwise, check "No."
22	Has any production from any acreage from the units listed in item 11 above been farm stored, fed to livestock, or saved for seed?	<b>Insured's Instructions:</b> Check "Yes" if production from ANY of the loss units listed in item 11 above is farm-stored or has been fed, or saved for seed; otherwise check "No".  If you checked "NO," list the unit number(s) for which "No applies.
23	Do you have third party written verification (i.e., summary/settlement sheets) available for 100 percent of the production from all units listed in item 11 above? (This must include <b>both</b> landlord and tenant shares, when applicable.)	<b>Insured's Instructions:</b> Check "Yes" only if this is true for ALL units listed in item 11 above; otherwise answer "No. Such documents must be attached to this form.
24	Is damage for the loss units listed in item 11 similar to other farms in the area?	<b>Insured's Instructions:</b> Check "Yes" only if this is true for all units listed in item 11; otherwise, answer "No."  If "No" is checked, list the unit number of any unit listed in item 11 that does not have similar damage and explain why that particular unit does not have similar damage.

**EXHIBIT 22**  
**SCP FORM COMPLETION INSTRUCTIONS**

**C** Required Item Titles and Completion Instructions for These Items (Continued)

ITEM #	ITEM TITLE	COMPLETION INSTRUCTIONS
25	Are you or any member of your household directly associated with the Federal Crop Insurance program (i.e., agent, agency owner, loss adjuster, FCIC employee, insurance provider employee or contractor)?	<b>Insured's Instructions:</b> Check "Yes" or "No" as applicable.
26	Was all acreage of your insured crop(s) in the county, in which you have a share, reported by you on your acreage report?	<b>Insured's Instructions:</b> Check "Yes" only if all acreage of your insured crop(s) in the county was reported on your acreage report; otherwise, check "No."  If you checked "No," list the unit or location where the acreage was not reported.
27	On the specific loss unit(s) listed in item 11 above, is your Summary of Coverage correct for:	
	a. Your share?	<b>Insured's Instructions:</b> For all of the units listed in item 11, check "Yes" only if the share you reported on your acreage is correct for all of the units listed in item 11; otherwise answer "No."  If "No" is checked, list the unit number(s) for which "No" applies and explain why.
	b. The legal description(s) and/or the FSA Farm Serial Numbers?	<b>Insured's Instructions:</b> For all of the units listed in item 11, check "Yes" only if the legal description(s) and/or the FSA Farm Serial Numbers reported on your acreage report are correct for ALL of the units listed in item 11; otherwise check "No."  If "No" is checked, list the unit number(s) for which "No" applies.
	c. The practice actually carried out by you (i.e., If you reported your practice as irrigated, was water applied at the proper time and rate)?	<b>Insured's Instructions:</b> For all of the units listed in item 11, check "Yes" only if the practice(s) you actually carried out agrees with the practice(s) for ALL of the units listed in item 11; otherwise check "No."  If "No" is checked, list the unit number(s) for which "No" applies.
	d. The type or variety (if applicable)?	<b>Insured's Instructions:</b> For all of the units listed in item 11, check "Yes" only if the type or variety reported on your acreage report is correct for ALL of the units listed in item 11; otherwise check "No."  If "No" is checked, list the unit number(s) for which "No" applies and enter the correct type or variety for the each unit listed.
	e. The total acreage for each unit listed in item 11 above (if measured or re-measured) would be within 5% of what you reported on your acreage report?	<b>Insured's Instructions:</b> For all of the units listed in item 11, check "Yes" only if the total acreage for each unit listed in item 11 (if measured or re-measured) would be within 5% of what you reported on your acreage report; otherwise, check "No."  If you checked "No," list the units listed in item 11 for which "no" applies.

**CONTINUED ON THE NEXT PAGE**

**EXHIBIT 22**  
**SCP FORM COMPLETION INSTRUCTIONS**

**C** Required Item Titles and Completion Instructions for These Items (Continued)

<b>ITEM #</b>	<b>ITEM TITLE</b>	<b>COMPLETION INSTRUCTIONS</b>
28	Pre-printed Statements above the insured's certification/signature blocks.	
	<b>INSURED OR VERIFIER MAKES NO ENTRY</b>	
29	Insured's Signature and Date of Signature	<b>Insured's Instructions:</b> The insured or the insured's authorized representative signs the form and enters the date signed.
30	<b>Company Use ONLY:</b>  Verifier's Signature, Code #, and Signature Date	<b>VERIFIER'S COMPLETION INSTRUCTIONS</b>  After the verifier has verified that the crop/unit(s) has met all of the required criteria for processing the claim as an SCP claim in (including the required documentation provided with this form), has transferred the information to a PW and attached a copy of this form to the PW, the verifier <b>must</b> sign the form, <b>must</b> enter the verifier's code number, and <b>must</b> enter the signature date the verifier signed the form. If there is any crop/unit listed above that does not meet the qualifications, the verifier is to list these on the form.
31	Page ____ of ____	<b>Insured's Instructions:</b> Enter the page numbers (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).



# EXHIBIT 22 SCP FORM COMPLETION INSTRUCTIONS

## FOR ILLUSTRATION PURPOSES ONLY SIMPLIFIED CLAIMS PROCESS (SCP) QUALIFICATION AND NOTICE OF LOSS For proper service, you must fill in all blanks and answer all questions as completely as possible.

1. Insured's Name (Please Print) <i>J. M. Insured</i>					2. Policy Number <i>XXXXX</i>			
3. My insurance Agent is: John Doe.			4. My phone number is: (XXX) XXX-XXXX		5. Town/State Where You Live: Any Town, Any State			
6. Crop (only one per form) <i>Corn</i>		7. Crop Year <i>XXXX</i>	8. County Where Crop is Grown: (Only one per form): <i>Adams</i>		9. State Where Crop is grown (only one per form): <i>Any State</i>			
10. Non-Loss (N-L) Units and Est. Prod. Per Acre		10a N-L Unit <i>001C3</i>	10b N-L Unit <i>001C4</i>	10c N-L Unit <i>N/A</i>	10d N-L Unit <i>N/A</i>	10e N-L Unit <i>N/A</i>		
		10a Est. Prod <i>150 bu.</i>	10b Est. Prod. per Acre <i>175 bu.</i>	10c Est. Prod. per Acre <i>N/A</i>	10d Est. Prod. per Acre <i>N/A</i>	10e Est. Prod. per Acre <i>N/A</i>		
11. Loss Unit #	12a. CAUSE OF LOSS 13a. DATE OF DAMAGE		12b. CAUSE OF LOSS 13b. DATE OF DAMAGE		14. Harvest Completion Date	15. Companion Contract- Yes/No?	16. Assignment Of Indemnity- Yes/No?	17. Transfer Of Right To Indemnity- Yes/No?
	12. a Cause of Loss	13. a Date of Damage	12. b Cause of Loss	13. b Date of Damage				
<i>0001-</i>	<i>Excess Moisture</i>	<i>PLNE</i>	<i>Hail</i>	<i>June 15</i>	<i>October 10</i>	<i>Yes</i>	<i>Yes</i>	<i>Ne</i>
<i>0001-</i>	<i>Excess Moisture</i>	<i>PLNE</i>	<i>Hail</i>	<i>June 15</i>	<i>October 15</i>	<i>Yes</i>	<i>Yes</i>	<i>Ne</i>

NOTE: Please use a separate form for additional loss units.

**Carefully consider each of the following questions and check the "Yes" or "No" box.**

	YES	NO
18. Has all acreage of the loss unit(s) listed in item 11 above been harvested? If No, list the unit number(s) for which "No applies: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19. Has all of the production from the loss unit(s) listed in item 11 above been sold or commercially stored? If you answered no, list the applicable unit numbers meeting "no" <i>Unit 1C2</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20. Have you completed harvest of all insurable acreage for all crops on your policy? (This includes the crop you listed above as well as any other crop you may have on your policy). If you answered No, list the crops not harvested: <i>soybeans</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. If you answered "NO" to the above question, do you anticipate loss units for any other crop not listed in item 11 above for this crop year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
22. Has any production from any acreage from the units listed in item 11 above been farm stored, fed to livestock, or saved for seed? If "No," list the unit number(s) for which "No" applies <i>Unit 1C2</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
23. Do you have third party written verification (i.e., summary/settlement sheets) available for 100 percent of the production from all units listed in item 11 above? (This must include both landlord and tenant shares, when applicable.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
24. Is damage for the loss units listed in item 11 similar to other farms in the area? If "No," list the unit(s) for which "No" applies and explain: <i>Unit 1C2 - Most other farms in the area received no hail damage.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
25. Are you or any member of your household directly associated with the Federal Crop Insurance program (i.e., agent, agency owner, loss adjuster, FCIC employee, insurance provider employee or contractor)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
26. Was all acreage of your insured crop(s) in the county, in which you have a share, reported by you on your acreage report? If "No," list the unit or location where the acreage was not reported _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27. On the specific loss unit(s) listed in item 11 above, is your Summary of Coverage correct for:		
a. Your share? If "No," list the unit(s) and explain here: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. The legal description(s) and/or the FSA farm serial number? If "No," list the unit(s) for which "No" applies: <i>Unit 1C2</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. The practice actually carried out by you (i.e., If you reported your practice as irrigated, was water applied at the proper time and rate)? If "No," list the unit(s) for which no applies: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. The type or variety (if applicable)? If "No," list the unit(s) numbers for which "No" applies and enter the correct type or variety for each unit listed: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. The total acreage for each loss unit listed in item 11 above (if measured or re-measured) would be within 5% of what you reported on your acreage report? If "No," list the unit(s) for which "No" applies: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>

28. This form serves as written verification of your notice of loss and as an aide in determining qualified insureds for the SCP. We may rely on the information you provide on (or attach to) this form in making material determinations in the preparation of your claim. Once this completed Notice of Loss Form and supporting documentation has been received by your insurance provider, it will be determined whether or not your claim qualifies for the SCP. If it DOES qualify, the appropriate claim for indemnity form(s) will be prepared and may need to be sent to you for your signature if the AIP determines when reviewing this information with you over the phone that a correction is needed. Otherwise, the signature on this SCP form will serve as the signature for each Claim for Indemnity form to which this information was transferred, and a copy and a copy will be mailed to you. The claim form(s) will contain all the necessary data and production information to complete your claim. If qualified, you will have your claim processed in the most expedient manner possible. You will not need to wait for an adjuster. The SCP is subject to an in-field review for compliance to established policies and procedures. If any of the unit(s) listed in item 11 above DOES NOT qualify for the SCP, you will be contacted in the near future by a claims representative to set up an appointment to adjust your loss on that or all units listed above.

Supporting documentation must be attached to this form and delivered to the address provided by your agent or insurance provider. You must attach either a settlement sheet(s), summary sheet(s) or similar third party ledger(s) that accounts for all production from any crop unit you have listed above. Individual load tickets will not qualify. Individual loads on any settlement/summary sheet(s) must be clearly marked to indicate which unit they came from. If you have FSA or similar measurement service such as utilization of Global Positioning Systems, remote sensing devices, etc., for the current crop year, please attach copies and indicate who made the measurement. In all cases you must attach copies of maps identifying each field, crop and acreage by loss unit. The per unit acreage used in calculating any indemnity will be the lesser of your reported acres or your actual planted acres.

This form example does not illustrate all required entry items or statements; e.g., signatures, etc. Refer to the SCP Form instructions above for all requirements.

**EXHIBIT 22**  
**SCP FORM COMPLETION INSTRUCTIONS**

**(RESERVED)**