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PROCESSING SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

2014 and Succeeding Crop Years

**RISK MANAGEMENT AGENCY
KANSAS CITY, MO 64133**

TITLE: PROCESSING SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK	NUMBER: 25480
EFFECTIVE DATE: 2014 and Succeeding Crop Years	ISSUE DATE: November 25, 2013
SUBJECT: Provides procedures and instructions for administering the Processing Sweet Corn crop insurance program.	OPI: Product Administration and Standards Division
	APPROVED: /s/ Tim B. Witt Deputy Administrator for Product Management

REASON FOR AMENDMENT

The Processing Sweet Corn Loss Adjustment Standards Handbook is being amended to revise the definition of "Processor Contract" in accordance with the Processing Sweet Corn Crop Provisions (14-042).

PROCESSING SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

CONTROL CHART

Processing Sweet Corn Loss Adjustment Standards Handbook						
	TP Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Remove	1-2		1-2 25-26		11-2010	FCIC-25480
Insert	1-2		1-2 25-26		11-2013	FCIC-25480-1
Current Index	1-2	1-2	1-2 3-24 25-26 27-28	29	11-2013 11-2010 11-2013 11-2010 11-2013 11-2010 11-2010	FCIC-25480-1 FCIC-25480 FCIC-25480-1 FCIC-25480 FCIC-25480-1 FCIC-25480 FCIC-25480

FILING INSTRUCTIONS

This handbook replaces the 2011 Processing Sweet Corn Loss Adjustment Standards Handbook, FCIC-25480 (11-2010). This handbook is effective for the 2014 and succeeding crop years and is not retroactive to any 2013 or prior crop year determinations.

PROCESSING SWEET CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

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1. INTRODUCTION

THIS HANDBOOK MUST BE USED IN CONJUNCTION WITH THE LOSS ADJUSTMENT MANUAL (LAM) STANDARDS HANDBOOK, FCIC-25010.

The FCIC-issued loss adjustment standards for this crop are the official standard requirements for adjusting losses in a uniform and timely manner. The FCIC-issued standards for this crop and crop year are in effect as of the signature date for this crop handbook at www.rma.usda.gov/handbooks/25000/index.html. All Approved Insurance Providers (AIPs) will utilize these standards for both loss adjustment and loss adjustment training for the applicable crop year. These standards, which include crop appraisal methods, claims completion instructions, and form standards, supplement the general (not crop-specific) loss adjustment standards identified in the LAM.

2. SPECIAL INSTRUCTIONS

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

A. DISTRIBUTION

- (1) The following is the minimum distribution of forms completed by the adjuster and signed by the insured (or the insured's authorized representative) for the loss adjustment inspection.
- (2) One legible copy to the insured. The original and all remaining copies as instructed by the AIP. It is the AIP's responsibility to maintain original insurance documents relative to policyholder servicing as designated in their approved plan of operations.

B. TERMS, ABBREVIATIONS, AND DEFINITIONS

- (1) Terms, abbreviations, and definitions **general** (not crop specific) to loss adjustment are identified in the LAM.
- (2) Terms, abbreviations, and definitions **specific** to processing sweet corn loss adjustment and this handbook, which are not defined in this section, are defined as they appear in the text.
- (3) Abbreviations:

APH	Actual Production History
BP	Basic Provisions
CAT	Catastrophic Risk Protection
CIH	Crop Insurance Handbook

CP	Crop Provisions
DSSH	Document and Supplemental Standards Handbook, FCIC-24040
SP	Special Provisions

(4) Definition(s):

Base Contract Price	The price stipulated on the processor contract without regard to discounts or incentives that may apply.
Bypassed Acreage	Land on which production is ready for harvest but the processor elects not to accept such production so it is not harvested.
Harvest	The removal of the ears from the stalks for the purpose of delivery to the processor.
Planted Acreage	In addition to the definition contained in the BP, sweet corn must initially be planted in rows far enough apart to permit mechanical cultivation. Acreage planted in any other manner will not be insurable unless otherwise provided by the SP or by written agreement.
Processor Contract	<p>A written agreement between the producer and a processor, containing at a minimum:</p> <ul style="list-style-type: none"> (a) The producer’s commitment to plant and grow sweet corn, and to deliver the sweet corn production to the processor; (b) The processor’s commitment to purchase all of the production stated in the processor contract; and (c) A base contract price <p>Multiple contracts with the same processor that specify amounts of production will be considered as a single processor contract, unless the contracts are for different types. Your base contract price will be the weighted average of all applicable base contract prices.</p>
Unhusked Ear Weight	Weight of the seed-bearing spike of sweet corn including the membranous or green outer envelope.
Usable Tons	The quantity of sweet corn for which the producer is compensated or should have been compensated by the processor.

3. INSURANCE CONTRACT INFORMATION

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

A. INSURABILITY

The following may not be a complete list of insurability requirements. Refer to the **BP**, **CP**, and **SP** for a complete list.

- (1) The crop insured will be all the processing sweet corn in the county for which a premium rate is provided by the county actuarial documents:
 - (a) In which the insured has a share; and
 - (b) That is grown under, and in accordance with, the requirements of a processor contract executed on or before the acreage reporting date and not excluded from the processor contract at any time during the crop year.
- (2) Unless allowed in the **SP** or a written agreement, processing sweet corn is not insurable if it is:
 - (a) Interplanted with another crop; or
 - (b) Planted into an established grass or legume.
- (3) Any acreage of the insured crop damaged before the final planting date, to the extent that the majority of producers in the area would normally not further care for the crop, must be replanted unless the AIP agrees that it is not practical to replant. Refer to the LAM for replanting provision issues.
- (4) Insurance is not provided on any acreage of processing sweet corn that does not meet crop rotation requirements, if applicable, contained in the **SP**.

B. INSURABLE ACREAGE

Refer to the LAM for information on Insurable Acreage and Acreage Under Contract With a Processor.

C. GUIDELINES RELATIVE TO “BYPASSED” PROCESSING SWEET CORN ACREAGE

Refer to the LAM for guidelines relative to “Bypassed Acreage.”

D. PRODUCTION IN EXCESS OF AMOUNT UNDER CONTRACT

For processor contracts that stipulate the amount of production to be delivered, all production from any basic unit in excess of the amount under contract will be included as production to count if such production is applied to any other basic unit for which the contracted amount has NOT been fulfilled.

E. PROVISIONS AND PROCEDURES NOT APPLICABLE TO CAT COVERAGE

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

F. UNIT DIVISION

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

- (1) For processor contracts that stipulate the number of acres to be planted, refer to the **BP**.
- (2) For processor contracts that stipulate the amount of production to be delivered, refer to the **CP**.
 - (a) There will be no more than one basic unit for all production contracted with each processor contract; and
 - (b) Provisions that allow optional units by section, section equivalent, or FSA farm serial number and by irrigated and non-irrigated practices are not applicable.

4. REPLANTING PAYMENT PROCEDURES

There is currently no replanting payment available for processing sweet corn. Refer to the **BP** and the **CP** for replanting requirements prior to the final planting date.

5. PROCESSING SWEET CORN APPRAISALS

A. GENERAL INFORMATION

Potential production **for all types of inspections** will be appraised in accordance with procedures specified in this handbook and the LAM.

B. SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS

- (1) Determine the minimum number of required samples for a field or subfield by the field size, the average stage of growth, age (size) and general capabilities of the plants, and variability of potential production and plant damage within the field or subfield.

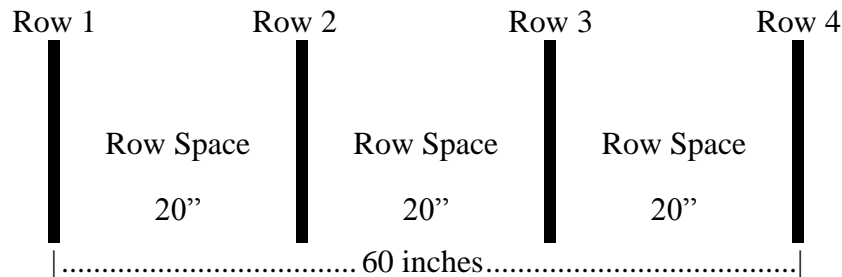
- (2) Split the field into subfields when:
 - (a) Variable damage causes the crop potential to appear to be significantly different within the same field; or
 - (b) The insured wishes to destroy a portion of a field.
- (3) Each field or subfield must be appraised separately.
- (4) Take not less than the minimum number (count) of representative samples required in **TABLE A**.

C. MEASURING ROW WIDTH FOR SAMPLE SELECTION

Use these instructions for all appraisal methods.

- (1) Use a measuring tape marked in inches or convert a tape marked in tenths, to inches, to measure row width (refer to the LAM for conversion table).
- (2) Measure across **THREE OR MORE** row spaces, from the center of the first row to the center of the fourth row (or as many rows needed), and divide the result by the number of row spaces measured across, to determine an average row width in whole inches.

EXAMPLE:



$$60 \text{ inches} \div 3 \text{ row spaces} = 20 \text{ inch average row width}$$

- (3) Apply the average row width to **TABLE B** to determine the required length of sample row.
- (4) When using two or more rows to fulfill the required length of sample row, divide the length of row required by the number of rows used in the sample. The combined length of all rows must equal the single row length.
- (5) Where rows are skipped for tractor and planter tires, refer to the LAM.

D. STAGES OF GROWTH

- (1) From emergence to early milk stage, sweet corn is appraised utilizing a surviving plant method of appraisal.

- (2) From early milk stage through maturity (milk) stage, a weight method of appraisal is used.

Kernels in the blister stage are white “blisters” and contain only a colorless fluid. When kernel color starts to change (a more pearl-like or light yellow color) and the interior fluid begins to become chalky, the early-milk stage has been reached. Typically, sweet corn will be at this transition about four days depending on environmental conditions. Use the weight method after kernels have generally reached full size within this transition.

- (3) When there are distinctly different stages within the same field, the field should be split into subfield(s).

- (4) Plant Stages of Growth

STAGE	PLANT GROWTH CHARACTERISTICS
Emergence	Seed sprouts, coleoptile comes into view above the ground.
Blister	Kernels on cob appear as watery blisters (colorless fluid).
Early Milk	Beginning of roasting ear stage. Thin chalky or milky substance in kernels.
Maturity (Milk)	Prime roasting ear stage. Milky fluid in kernel with little or no solid substance.

6. APPRAISAL METHODS

A. GENERAL INFORMATION

These instructions provide information on appraisal methods for:

Appraisal Method...	Use...
Surviving Plant Method	for planted acreage with no emerged seed, and on plants from emergence to early milk.
Weight Method	from early milk through maturity (milk).

If the reduction in stand is solely due to non-emerged seed due to insufficient soil moisture, do not complete appraisals prior to the time specified in the LAM. Refer to the paragraph in the LAM regarding deferred appraisals and non-emerged seed.

Appraisals represent ear and husk weight of marketable sweet corn as normally picked by harvesting equipment at harvest time.

B. SURVIVING PLANT METHOD

- (1) This method is based on the number of surviving plants in a designated sample row length (use 1/100 of an acre).
- (2) Surviving plant counts are converted to tons (to tenths) per acre appraisal by multiplying the average number of plants per sample by a standard factor of 0.03. The standard factor of 0.03 is determined as follows: $0.03 = (0.6 \text{ pounds per husk and ear} \times 100) \div 2000$ lbs/ton. This factor is shown in the Appraisal Worksheet, Part I instructions, item 11. If individual average ear weight (ear and husk as would be harvested by a mechanical harvester) is anticipated to differ significantly from 0.6 pounds per ear, defer the appraisal until the Weight Method appraisal can be used.

C. WEIGHT METHOD

- (1) This method is based on weighing the ear sweet corn production in a designated sample row length.
- (2) Acre sample size is determined by the anticipated per-acre appraisal. If the per-acre potential is:
 - (a) Less than 2.0 tons per acre, a 1/100-acre sample size is used.
 - (b) 2.0 tons or more per acre, a 1/1000-acre sample is used.
- (3) Samples of ears and husks normally picked by harvesting equipment are weighed and average sample weight is determined.
- (4) Weights are converted to tons, to tenths, per acre by multiplying the average weight per sample by a standard factor for the area sampled. The standard factors are shown in the Appraisal Worksheet instructions, Part II, item 20.

7. APPRAISAL DEVIATIONS AND MODIFICATIONS

A. DEVIATIONS

Deviations in appraisal methods require FCIC written authorization (as described in the LAM) prior to implementation.

B. MODIFICATIONS

There are no pre-established modifications contained in this handbook. Refer to the LAM for additional information.

8. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES

A. APPRAISAL WORKSHEET FORM STANDARDS

- (1) The entry items in section 8C are the minimum requirements for the Processing Sweet Corn Appraisal Worksheets. All of these entry items are “Substantive,” (i.e., they are required.)
- (2) Appraisal worksheet completion instructions. The completion instructions for the required entry items on the appraisal worksheet in the following sections are “Substantive,” (i.e., they are required.)
- (3) The Privacy Act and Non-Discrimination statements are required statements that must be printed on the form or provided to the insured as a separate document. These statements are not shown on the example form in this section. The current Non-Discrimination Statement and Privacy Act Statement can be found on the RMA website at <http://www.rma.usda.gov/regs/required.html> or successor website.
- (4) Refer to the DSSH for other crop insurance form requirements (e.g., font point size, etc.)

B. GENERAL INFORMATION FOR WORKSHEET ENTRIES AND COMPLETION INSTRUCTIONS

- (1) Include the AIP’s name in the appraisal worksheet title if not preprinted on the AIP’s worksheet **or** when a worksheet entry is not provided.
- (2) Include the claim number on the appraisal worksheet (when required by the AIP), when a worksheet entry is not provided.
- (3) Separate appraisal worksheets **must be completed** for each unit appraised **(applicable to preliminary and final claims)**. Refer to section 5, **herein**, for sampling requirements.
- (4) For every inspection, complete items 1 through 4 and items 22 through 26. Complete Part I and II as instructed below.
- (5) Standard appraisal worksheet items are numbered consecutively in section 8C **below**. Example appraisal worksheets are provided to illustrate how to complete all entries, except the last three items on the respective appraisal worksheets.

C. WORKSHEET ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

Item

No. Information Required

Company: Name of AIP, if not preprinted on the worksheet (Company Name).

Claim No.: Claim number as assigned by the AIP.

1. **Insured's Name:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.

2. **Policy No.:** Insured's assigned policy number.

***3. **Unit No.:** Unit number from the Summary of Coverage after it is verified to be correct.

4. **Crop Year:** Four-digit crop year, as defined in the policy, for which the claim **is** filed.

PART I - SURVIVING PLANT METHOD

5. **Field ID:** Field identification symbol.

6. **Row Width, Inches:** Row width to nearest inch. Refer to subsection 5 C for row width determination information.

7. **Number of Surviving Plants:** Number of plants in the sample capable of producing an ear. Refer to section 5 D and **TABLE B** for sample row length.

8. **Total of All Samples:** Total number of surviving plants from all samples in item 7 for the field or subfield.

9. **Number of Samples:** Number of samples in item 7 for the field or subfield.

10. **Avg. No. of Plants Per Sample:** Total of All Samples (Item 8) divided by Number of Samples (item 9), rounded to tenths.

11. **Percent/Factor:** The standard factor, "0.03."

12. **Appraisal Per Acre:** Average Number of Plants per Sample (item 10) × Factor (item 11) in tons, to the nearest tenth.

PART II - WEIGHT METHOD

13. **Fraction of Acre Sample:** Indicate size of sample utilized. Refer to **TABLE A** for sample size selection criteria.
14. **Field ID:** Field identification symbol.
15. **Row Width, Inches:** Row width to nearest inch. Refer to subsection 5 C for row width determination information.
16. **Total Per Sample:** The weight of sweet corn ears and husks harvested for each sample, to the nearest tenth of a pound.

Include husks normally included by a mechanical harvester.

17. **Total of All Samples:** The total weight, to the nearest tenth of a pound, of all samples in item 16 for the field or subfield.
18. **Number of Samples:** Number of samples in item 16 for the field or subfield.
19. **Avg. per Sample:** The average weight per sample, to nearest tenth of a pound. Divide the Total of All Samples (item 17) by Number of Samples (item 18).
20. **Factor:**
 - a. For 1/100-acre sample size, use the factor "0.05."
 - b. For 1/1000-acre sample size, use the factor "0.50."
21. **Appraisal Per Acre:** Tons per acre for the field or subfield, to the nearest tenth. Average per Sample (item 19) X Factor (item 20).

The following required entries are not illustrated on the Appraisal Worksheet example below.

22. **Insured's Signature and Date:** Insured's (or insured's authorized representative) signature and date. BEFORE obtaining the signature, REVIEW ALL ENTRIES on the Appraisal Worksheet WITH THE INSURED (or insured's authorized representative), particularly explaining codes, etc., which may not be readily understood.
23. **Adjuster's Signature, Code No., and Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured's authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of appraisal in the Remarks section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the "Narrative" of the Production Worksheet.
24. **Page:** Page numbers (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.)

EXAMPLE 1: SURVIVING PLANT METHOD APPRAISAL

COMPANY: Any Company		CLAIM NO: XXXXXX									
Sweet Corn-Fresh/C&F Appraisal Worksheet (FOR ILLUSTRATION PURPOSES ONLY)			1. INSURED'S NAME I. M. Insured	2. POLICY NO. XXXXXXXX	3. UNIT NO. 0001-0001-BU	4. CROP YEAR YYYY					
PART I - SURVIVING PLANT METHOD											
FIELD ID	ROW WIDTH (INCHES)	EACH BLOCK EQUALS NUMBER OF SURVIVING PLANTS IN ONE SAMPLE					TOTAL OF ALL SAMPLES	NUMBER OF SAMPLES	AVG. NO. PLANTS PER SAMPLE	PERCENT/FACTOR	APPRAISAL PER ACRE
5	6	7					8	9	10	11	12
1A	40	40	25	30	16	19	= 130 ÷	5 =	26.0 x	0.03 =	0.8
							=	=	x	=	
							=	=	x	=	
PART II - WEIGHT/EAR-COUNT METHOD (after sweet corn has reached maturity)						13. FRACTION OF ACRE SAMPLE 1/100 <input type="checkbox"/> 1/1000 <input type="checkbox"/>					
FIELD ID	ROW WIDTH (INCHES)	MATURE SWEET CORN IN EACH BLOCK EQUALS ONE SAMPLE (EAR AND HUSK)					TOTAL OF ALL SAMPLES	NUMBER OF SAMPLES	AVG. PER SAMPLE	FACTOR	APPRAISAL PER ACRE
14	15						17	18	19	20	21
		16 TOTAL PER SAMPLE					=	÷	=	x	=
		16 TOTAL PER SAMPLE					=	÷	=	x	=
		16 TOTAL PER SAMPLE					=	÷	=	x	=
		16 TOTAL PER SAMPLE					=	÷	=	x	=

Refer to the Above Appraisal Worksheet instructions for required statements and signature entries.

EXAMPLE 2: WEIGHT METHOD APPRAISAL

COMPANY: Any Company		CLAIM NO: XXXXXX															
Sweet Corn-Fresh/C&F Appraisal Worksheet (FOR ILLUSTRATION PURPOSES ONLY)			1. INSURED'S NAME I. M. Insured	2. POLICY NO. XXXXXXXX	3. UNIT NO. 0002-0001-BU	4. CROP YEAR YYYY											
PART I - SURVIVING PLANT METHOD																	
FIELD ID	ROW WIDTH (INCHES)	EACH BLOCK EQUALS NUMBER OF SURVIVING PLANTS IN ONE SAMPLE					TOTAL OF ALL SAMPLES	NUMBER OF SAMPLES	AVG. NO. PLANTS PER SAMPLE	PERCENT/FACTOR	APPRAISAL PER ACRE						
5	6	7					8	9	10	11	12						
							=	÷	=	x	=						
							=	÷	=	x	=						
							=	÷	=	x	=						
PART II - WEIGHT/EAR-COUNT METHOD (after sweet corn has reached maturity)						13. FRACTION OF ACRE SAMPLE 1/100 <input checked="" type="checkbox"/> 1/1000 <input type="checkbox"/>											
FIELD ID	ROW WIDTH (INCHES)	MATURE SWEET CORN IN EACH BLOCK EQUALS ONE SAMPLE (EAR AND HUSK)					TOTAL OF ALL SAMPLES	NUMBER OF SAMPLES	AVG. PER SAMPLE	FACTOR	APPRAISAL PER ACRE						
14	15						17	18	19	20	21						
C	40	16 TOTAL PER SAMPLE	31.0	11.9	8.3	29.2	15.8	=	96.2	÷	5	=	19.2	x	0.05	=	1.0
		16 TOTAL PER SAMPLE						=		÷		=		x		=	
		16 TOTAL PER SAMPLE						=		÷		=		x		=	
		16 TOTAL PER SAMPLE						=		÷		=		x		=	

Refer to the Above Appraisal Worksheet instructions for required statements and signature entries.

9. CLAIM FORM ENTRIES AND COMPLETION PROCEDURES

A. CLAIM FORM STANDARDS

- (1) The entry items in section 9C are the minimum Claim Form (hereafter referred to as “Production Worksheet”) requirements. All of these entry items are considered “Substantive,” (i.e., they are required.)
- (2) **Production Worksheet completion instructions.** The completion instructions for the required entry items on the Production Worksheet in the following subsections are “Substantive,” (i.e., they are required.)
- (3) The Privacy Act and Non-Discrimination statements are required statements that must be printed on the form or provided **to the insured** as a separate document. These statements are not shown in the example form in this section. The current Non-Discrimination Statement and **Privacy Act Statement** can be found **on the RMA website at <http://www.rma.usda.gov/regs/required.html> or successor website.**
- (4) The certification statement required by the current DSSH must be included on the form directly above the insured’s signature block and immediately followed by the statement below.

“I understand the certified information on this Production Worksheet will be used to determine my loss, if any, to the above unit. The AIP may audit and approve this information and supporting documentation. The Federal Crop Insurance Corporation, an agency of the United States, subsidizes and reinsures this crop insurance.”

- (5) Refer to the DSSH for other crop insurance form requirements (e.g., point size of font, etc.)

B. GENERAL INFORMATION FOR **WORKSHEET ENTRIES AND COMPLETION INSTRUCTIONS**

- (1) The Production Worksheet is a progressive form containing all notices of damage for all preliminary and final inspections, including, **“No Indemnity Due” claims**, on a unit.
- (2) If a Production Worksheet has been prepared on a prior inspection, verify each entry and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and insured should initial any line deletions.
- (3) Refer to the LAM for instructions regarding the following:
 - (a) Acreage report errors.
 - (b) Delayed notices and delayed claims.

- (c) Corrected claims or fire losses (double coverage) and cases involving uninsured causes of loss, unusual situations, controversial claims, concealment, or misrepresentation.
 - (d) Claims involving a Certification Form (when all the acreage on the unit has been appraised to be put to another use or other reasons described in the LAM).
 - (e) “No Indemnity Due” claims (which must be verified by an APPRAISAL or NOTIFICATION from the insured that the production exceeded the guarantee).
 - (f) A late planting period is not applicable to processing sweet corn unless allowed by the **SP**.
- (4) Refer to the Prevented Planting Handbook for information on prevented planting.
 - (5) The adjuster is responsible for determining if any of the insured’s requirements under the notice and claim provisions of the policy have not been met. If any have not, the adjuster should contact the AIP.
 - (6) Instructions labeled “**PRELIMINARY**” apply to preliminary inspections only. Instructions labeled “**FINAL**” apply to final inspections only. Instructions not labeled apply to ALL inspections.
 - (7) If the AIP determines the claim is to be DENIED, refer to paragraph 67K of the LAM for Production Worksheet completion instructions.

C. FORM ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

<u>Item No.</u>	<u>Information Required</u>
1.	Crop/Code #: “Processing Sweet Corn” (0042).
***2.	Unit #: Unit number from the Summary of Coverage after it is verified to be correct.
3.	Location Description: Land location that identifies the legal description, if available, and the location of the unit (e.g., section, township, and range; FSA Farm Numbers; FSA Common Land Units (CLU) and tract numbers; GPS identifications; or Grid identifications) as applicable for the crop.
4.	Date(s) of Damage: First three letters of the month(s) during which the determined insured damage occurred for the inspection and cause(s) of loss listed in item 5 below. If no entry in item 5 below, MAKE NO ENRY. For progressive damage, enter in chronological order the month that identifies when the majority of the insured damage occurred. Include the SPECIFIC DATE where applicable as in the case of hail damage (e.g., Aug 11). Enter additional dates of damage in the extra spaces, as needed. If more space is needed,

document the additional dates of damage in the “Narrative” (or on a Special Report). Refer to the illustration in item 6 below.

If there is no insurable cause of loss and a no indemnity due claim will be completed, MAKE NO ENTRY.

5. **Cause(s) of Damage:** Name of the determined insured cause(s) of damage for this crop as listed in the LAM for the date of damage listed in item 4 above for this inspection. If an insured cause(s) of damage is coded as “Other,” explain in the “Narrative.” Enter additional causes of damage in the extra spaces, as needed. If more space is needed, document the additional determined insured causes of damage in the “Narrative” (or on a Special Report). Refer to the illustration in item 6 below.

If it is evident that no indemnity is due, enter “NO INDEMNITY DUE” across the columns in Item 5 (refer to the LAM for more information on no indemnity due claims).

6. **Insured Cause %:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Whole percent of damage for the insured cause of damage listed in item 5 above for this inspection. Enter additional “Insured Cause %” in the extra spaces, as needed. If additional space is needed, enter the additional determined “Insured Cause %” in the “Narrative” (or on a Special Report). The total of all “Insured Cause %” including those entered in the “Narrative” must equal 100%.

If there is no insurable cause of loss, and a no indemnity due claim will be completed, MAKE NO ENTRY.

Example entries for items 4-6 and the “Narrative,” reflecting entries for multiple dates of damage, the corresponding insured causes of damage and insured cause percents:

4. Date(s) of Damage	MAY	JUN 11	JUL
5. Cause(s) of Damage	DROUGHT	WILDLIFE	WIND
6. Insured Cause %	10	15	55
Narrative: Additional date of damage – JUL 7; Cause of Damage – Drought; Insured cause percent - 20%.			

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

12. **Additional Units:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Unit number(s) for ALL non-loss units for the crop at the time of final inspection. A non-loss unit is any unit for which a Production Worksheet has not been completed. Additional non-loss units may be entered on a single Production Worksheet.

If more spaces are needed for non-loss units, enter the unit numbers, identified as “Non-Loss Units,” in the “Narrative” or on an attached Special Report.

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

PRELIMINARY: MAKE NO ENTRY.

FINAL: Estimated yield per acre, in tons, to tenths, of all non-loss units for the crop at the time of final inspection.

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

PRELIMINARY:

- a. Date the first or second notice of damage or loss was given for the unit in item 2, in the 1st or 2nd space, as applicable. Enter the complete date (MM/DD/YYYY) for each notice.
- b. A notice of damage or loss for a third preliminary inspection (if needed) requires an additional set of Production Worksheets. Enter the date of notice for a third preliminary inspection in the 1st space of item 14 on the second set of Production Worksheets.
- c. Reserve the “Final” space on the first page of the first set of Production Worksheets for the date of notice for the final inspection.
- d. If the inspection is initiated by the AIP, enter “Company Insp.” instead of the date.
- e. If the notice does not require an inspection, document as directed in the “Narrative” instructions.

FINAL: Transfer the last date (in the 1st or 2nd space from the first or second set of Production Worksheets) to the FINAL space on the first page of the first set of Production Worksheets) if a final inspection should be made as a result of the notice. Always enter the complete date of notice (MM/DD/YYYY) for the “FINAL” inspection in the final space on the first set of production worksheets. For a delayed notice of loss or delayed claim, refer to the LAM.

15. **Companion Policy(s):**

- a. If no other person has a share in the unit (insured has 100 percent share), MAKE NO ENTRY.
- b. In all cases where the insured has LESS than a 100 percent share of a loss-affected unit, ask the insured if the OTHER person sharing in the unit has a multiple-peril crop insurance contract (i.e., not crop-hail, fire, etc.). If the other person does not, enter “NONE.”
 - (1) If the other person has a multiple-peril crop insurance contract and it can be determined that the SAME AIP services it, enter the contract number. Handle these companion policies according to AIP instructions.
 - (2) If the OTHER person has a multiple-peril crop insurance contract and a DIFFERENT AIP or agent services it, enter the name of the AIP and/or agent (and contract number) if known.
 - (3) If unable to verify the existence of a companion contract, enter “Unknown” and contact the AIP for further instructions.
- c. Refer to the LAM for further information regarding companion contracts.

SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

Make separate line entries for varying:

- (1) Rate classes, types, class, sub-class, intended use, irrigated practice, cropping practice, or organic practices, as applicable;
- (2) APH yields;
- (3) Appraisals;
- (4) Stages or intended use(s) of acreage;
- (5) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (6) Appraisals for damage due to hail or fire if Hail and Fire Exclusion is in effect.

Verify or make the following entries:

Item No.	Information Required
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***16.	Field ID: The field or subfield identification symbol from a sketch map or an aerial photo. Refer to the “Narrative” instructions.
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17. **Multi-Crop Code:**

PRELIMINARY AND FINAL: The applicable two-digit code for first crop and second crop. REFER TO THE LAM FOR INSTRUCTIONS REGARDING ENTRY OF FIRST CROP AND SECOND CROP CODES.

***18. **Reported Acres:** In the event of over-reported acres, handle in accordance with the individual AIP's instructions. In the event of under-reported acres, enter the reported acres to tenths for the field or sub field. If there are no under-reported acres MAKE NO ENTRY.

***19. **Determined Acres:** Refer to the LAM for definition of acceptable determined acres used herein. Enter the determined acres to tenths for the field or subfield for which consent is given for other use and/or:

- a. Put to other use without consent;
- b. Abandoned;
- c. Damaged by uninsured causes;
- d. For which the insured failed to provide acceptable records of production.

Refer to the LAM for procedures regarding when estimated acres are allowed and documentation requirements.

PRELIMINARY AND FINAL: Determined acres to tenths. Acreage breakdowns WITHIN a unit or field may be estimated (refer to the LAM) if a determination is impractical.

ACCOUNT FOR ALL PLANTED ACREAGE IN THE UNIT.

20. **Interest or Share:** Insured's interest in the crop to three decimal places as determined at the time of inspection. If shares vary on the same UNIT, use separate line entries.

21. **Risk:** Three-digit code for the correct "Rate" specified on the actuarial document **maps**. If a "Rate" or "High Risk Area" is not specified on the actuarial document **maps**, make no entry. Verify with the Summary of Coverage and if the "Rate" is found to be incorrect, revise according to AIP's instructions. Refer to the LAM.

Unrated land is uninsurable without a written agreement.

22. **Type:** Three-digit code number, entered exactly as specified on the actuarial documents for the type grown by the insured. If "No Type Specified" is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If a type is not specified on the actuarial documents, MAKE NO ENTRY.

23. **Class:** Three-digit code number, entered exactly as specified on the actuarial documents for the class grown by the insured. If "No Class Specified" is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If a class is not specified on the actuarial documents, MAKE NO ENTRY.

24. **Sub-Class:** Three-digit code number, entered exactly as specified on the actuarial documents for the sub-class grown by the insured. If “No Sub-Class Specified,” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If a sub-class is not specified on the actuarial documents, MAKE NO ENTRY.
25. **Intended Use:** Three-digit code number, entered exactly as specified on the actuarial documents for the intended use of the crop grown by the insured. If “No Intended Use Specified” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If an intended use is not specified on the actuarial documents, MAKE NO ENTRY.
26. **Irr. Practice:** Three-digit code number, entered exactly as specified on the actuarial documents for the irrigated practice carried out by the insured. If “No Irrigated Practice Specified” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If an irrigated practice is not specified on the actuarial documents, MAKE NO ENTRY.
27. **Cropping Practice:** Three-digit code number, entered exactly as specified on the actuarial documents for the cropping practice (or practice) carried out by the insured. If “No Cropping Practice Specified” or “No Practice Specified” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If a cropping practice (or practice) is not specified on the actuarial documents, MAKE NO ENTRY.
28. **Organic Practice:** Three-digit code number, entered exactly as specified on the actuarial documents for the organic practice carried out by the insured. If “No Organic Practice Specified” is shown in the actuarial documents, enter the appropriate three-digit code number from the actuarial documents (e.g., 997). If an organic practice is not specified on the actuarial documents, MAKE NO ENTRY.

29. **Stage:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Stage abbreviation as shown below.

STAGE

EXPLANATION

- “P”.....Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide **acceptable** records of production, which are acceptable to the AIP.
- “H”.....Harvested.
- “UH”.....Unharvested or put to other use with consent.
- “UB”.....Acreage bypassed, solely due to insured causes.
- “PB”.....Acreage bypassed, solely due to uninsured causes

PREVENTED PLANTING: Refer to the Prevented Planting Handbook for proper codes for any eligible prevented planting acreage.

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

30. Use of Acreage: Use the following “Intended Use” abbreviations.

<u>USE</u>	<u>EXPLANATION</u>
“To Cucumbers,” etc.	Other use made of the acreage
“WOC”	Other use without consent
“SU”	Solely uninsured
“ABA”	Abandoned without consent
“H”	Harvested
“UH”	Unharvested
“Bypassed”	Bypassed by the processor

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

PREVENTED PLANTING: Refer to the Prevented Planting Handbook for proper codes for any eligible prevented planting acreage.

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

31. Appraised Potential: Enter the tons per acre, to tenths, from the appraisal worksheet for the field or subfield. Refer to section 5, “Processing Sweet Corn Appraisals” for additional instructions.

If there is no potential on UH acreage, enter “0.” Refer to paragraph 85 in the LAM for procedures for documenting zero yield appraisals.

- a. For unharvested acreage that is bypassed by the processor due to INSURED causes of loss; no appraised potential production to count should be shown on the Claim Form. Consistent with the Production Worksheet, no production to count will be used for APH purposes.
- b. For unharvested acreage, or acreage that is bypassed when NO insured cause of loss prevented the processor from harvesting, the potential production must be appraised and counted as production against the guarantee and for APH purposes.

32a.-33. MAKE NO ENTRY.

34. Production Pre QA:

PRELIMINARY, REPLANT, AND FINAL: Result of multiplying column 31 times column 19 and round the result to tenths. If no entry in column 31, MAKE NO ENTRY.

35. **Quality Factor: MAKE NO ENTRY**

36. **Production Post QA: Transfer entry from column 34.**

37. **Uninsured Causes:**

PRELIMINARY AND FINAL: Result of per acre appraisal for uninsured causes (taken from appraisal worksheet or other documentation) multiplied by column 19, rounded in tons, to tenths. Refer to the LAM for information on how to determine uninsured cause appraisals. If no uninsured causes, MAKE NO ENTRY.

- a. Hail and Fire exclusion NOT in effect.
 - (1) Enter the result of multiplying column 19 entry by NOT LESS than the insured's production guarantee per acre in tons, to tenths, for the line, (calculated by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form) for any "P" stage acreage.
 - (2) On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production.
 - (3) For acreage that is damaged PARTLY by uninsured causes, enter the result of multiplying the APPRAISED UNINSURED loss of production per acre in tons, to tenths, by column 19 entry for any such acreage.
- b. When there is late-planted acreage, the applicable per-acre production guarantee for such acreage is the production guarantee that has been reduced for late-planted acreage.
- c. Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.
- d. Enter the result of adding uninsured cause appraisals to hail and fire exclusion appraisals.
- e. For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.

38. **Total to Count:**

PRELIMINARY AND FINAL: Result of adding item 36 and item 37.

39. **Total:**
- PRELIMINARY: MAKE NO ENTRY.**
- FINAL:** Total determined acres (column 19), to tenths.
40. **Quality:** Check “None.”
41. **Mycotoxins exceed FDA, State, or other health organization maximum limits? MAKE NO ENTRY.**
42. **Totals:** Total of entries in columns 34, 36, 37 and 38. If a column has no entries, **MAKE NO ENTRY.**

NARRATIVE:

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

- a. If no acreage is released on the unit, enter “No acreage released,” adjuster’s initials, and date.
- b. If notice of damage was given and “No Inspection” is required, enter “No Inspection,” the unit number(s), date, and adjuster’s initials (do not enter the unit numbers for which notice has not been given). The insured’s signature is not required.
- c. Explain any uninsured causes, unusual, or controversial cases.
- d. If there is an appraisal in Section I, column 37 for uninsured causes due to hail/fire exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
- e. Document the actual appraisal date if an appraisal was performed prior to the adjuster’s signature date on the appraisal worksheet, and the date of the appraisal is not recorded on the appraisal worksheet.
- f. State that there is “No other fire insurance” when fire damages or destroys the insured crop and it is determined that the insured has no other fire insurance. Refer to the LAM.
- g. Explain any errors found on the Summary of Coverage.
- h. Explain any commingled production. Refer to the LAM.
- i. Explain any entry for “Production Not to Count” in Section II, column 62 and/or any production not included in Section II, column 56 or column 49-52 entries (e.g., harvested production from uninsured acreage that can be identified separately from the insured acreage in the unit).
- j. Explain a “NO” checked in item 44, “Damage Similar to Other Farms in the Area?”

- k. Attach a sketch map or aerial photo to identify the total unit:
- (1) If consent is or has been given to put part of the unit to another use;
 - (2) If uninsured causes are present; or
 - (3) For unusual or controversial cases.

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

- l. Explain any difference between date of inspection and signature dates. For an ABSENTEE insured, enter the date of the inspection AND the date of mailing the Production Worksheet for signature.
- m. When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and date of inspection.
- n. Explain the reason for a “No Indemnity Due” claim. “No Indemnity Due” claims are to be distributed in accordance with the AIP’s instructions.
- o. Explain any delayed notices or delayed claims as instructed in the LAM.
- ***p. Document any authorized estimated acres, as instructed in the LAM, shown in Section I, column 19.
- q. Document the method and calculation used to determine acres for the unit. Refer to the LAM.
- r. Specify the type of insects or disease when the insured cause of damage or loss is listed as insects or disease. Explain why control measures did not work or if unavailable.
- s. Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
- t. Document any other pertinent information, including any data to support any factors used to calculate the production. If on an attachment, enter “See attachment.”

SECTION II – DETERMINED HARVESTED PRODUCTION

GENERAL INFORMATION:

- (1) Account for ALL HARVESTED PRODUCTION (for ALL ENTITIES sharing in the crop) except production appraised BEFORE harvest and shown in Section I because the quantity cannot be determined later (e.g., released for other uses, etc.).
- (2) For production commercially stored, sold, etc., enter the name and address of the processor as applicable in columns 49 through 52.

- (3) If additional lines are necessary, the data may be entered on a continuation sheet.
USE SEPARATE LINES FOR:
- (a) Separate processor facilities.
 - (b) Varying shares; e.g., 50 percent and 75 percent shares on same unit.
 - (c) Varying types (if applicable), practices, guarantees, etc.
- (4) There will generally be no harvested production entries in columns 47 through 66 for preliminary inspections.
- (5) If there is harvested production from more than one insured practice (or type) and a separate approved APH yield has been established for each, the harvested production also must be entered on separate lines in columns 47 through 66 by type or practice. If production has been commingled, refer to the LAM.

Verify or make the following entries:

**Item
No.**

Information Required

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

PRELIMINARY: MAKE NO ENTRY.

FINAL:

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

44. **Damage Similar to Other Farms in the Area?:**

PRELIMINARY: MAKE NO ENTRY.

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

45. **Assignment of Indemnity?:** Check “Yes” **only** if an assignment of a indemnity is in effect for the crop year; otherwise, check “No.” Refer to the LAM.

46. **Transfer of Right to Indemnity?:** Check “Yes” **only** if a transfer of right to indemnity is in effect for the unit for the crop year; otherwise, check “No.” Refer to the LAM.

47a. **Share:** RECORD ONLY VARYING SHARES on SAME unit to three decimal places.

47b. **Field ID:**

- a. If only one practice and/or type of harvested production is listed in Section I, MAKE NO ENTRY.
- b. If more than one practice or type of harvested production is listed in Section I, and a separate approved APH yield exists, indicate for each practice/type the corresponding Field ID (from Section I, column 16).

48. **Multi-Crop Code:** The applicable two-digit code for first crop and second crop. REFER TO THE LAM FOR INSTRUCTIONS REGARDING ENTRY OF FIRST CROP AND SECOND CROP CODES.

49-55. **Length or Diameter, Width, Depth, Deductions, Net Cubic Feet, Conversion Factor, and Gross Prod.:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Enter the name and address of the buyer, packinghouse, or processor for processing sweet corn sold, as applicable.

56. **Bu., Ton, Lbs., Cwt.:** Circle “Ton” in column heading. Production in **TONS**, to tenths.

- a. Enter the usable tons expressed as unhusked ear weight of processing sweet corn shown on the processor settlement sheet, if available. Refer to column 57 below when harvested production must be converted to an unhusked ear weight.
- b. If a processor settlement sheet showing the usable tons of sweet corn is not available, enter the result obtained by dividing the total dollar amount paid, payable, or which should have been paid under the terms of the processor contract for the quantity of sweet corn to be delivered to the processor by the base contract price per ton.
Multiple contracts with the same processor that specify amounts of production will be considered as a single processor contract, unless the contracts are for different types.

Your base contract price will be the weighted average of all applicable base contract prices. Show the calculations in the “Narrative” of the Production Worksheet.

- c. Include all harvested processing sweet corn production from any other insurable units that have been used to fulfill the processor contract for this unit.
- d. Any other measure of production will be converted to an unhusked ear weight equivalent.

57. **Shell/Sugar Factor:** Three-decimal factor, obtained from the processor, when harvested production must be converted to an unhusked ear weight.

- a. When harvested production is delivered to the processor and weighed as husked ears or the kernels have been cut from the cob and just the kernels are weighed, the adjuster must obtain the applicable factor from the processor to convert the kernels or husked ear weights to an unhusked ear weight.
- b. Formula: Applicable factor multiplied by the weight of husked ears or weight of kernels equals unhusked ear weight. Enter the result in tons to tenths in column 56.
- c. Document the date the factor was obtained from the processor in the “Narrative” of the Production Worksheet.

58.-60. MAKE NO ENTRY

61. **Adjusted Production:** Enter tons, to tenths, from column 56.

62. **Production Not to Count:** Enter the net production NOT to count, in tons to tenths, WHEN ACCEPTABLE RECORDS IDENTIFYING SUCH PRODUCTION ARE AVAILABLE, from harvested acreage, which has been assessed an appraisal of not less than the guarantee per acre, or from other sources (e.g. other units or uninsured acreage).

THIS ENTRY MUST NEVER EXCEED PRODUCTION SHOWN ON THE SAME LINE. EXPLAIN ANY “PRODUCTION NOT TO COUNT” IN THE NARRATIVE.

63. **Production Pre-QA:** Result of subtracting column 62 from column 61 in tons to tenths.

64a.-65. MAKE NO ENTRY.

66. **Production to Count:** Enter result from column 63 in tons to tenths.

67. Total of column 63. If no entry in column 63, MAKE NO ENTRY.

68. **Section II Total:**

PRELIMINARY: MAKE NO ENTRY.

FINAL: Total of column 66, to tenths.

69. Section I Total:
PRELIMINARY: MAKE NO ENTRY.
FINAL: Enter figure from Section I, column **38** total.

70. Unit Total:
PRELIMINARY: MAKE NO ENTRY.
FINAL: Total of **item 68** and **item 69**, to tenths.

71. Allocated Prod: Refer to paragraphs 126 C (1-3) and 127 of the LAM for instructions for determining allocated production. Enter the total production in tons to tenths, allocated to this unit that is included in Section I or II of the Production Worksheet. Document how allocated production was determined and record supporting calculations in the “Narrative” or on a Special Report.

72. Total APH Prod: Result, rounded in tons to tenths, of subtracting the total of column 37 (item 42 “Totals”) and item 71 (Allocated Prod.) from item 70 (Unit Total). If no entries in item 37 and item 71, transfer the entry in item 70. MAKE NO ENTRY when separate APH yields are maintained by type, practice, etc., within the unit.

The following required entries are not illustrated on the Production Worksheet example below.

73. Insured’s Signature and Date: Insured’s (or insured’s authorized representative’s) signature and date. BEFORE obtaining the signature, REVIEW ALL ENTRIES on the Production Worksheet WITH THE INSURED (or the insured’s authorized representative), particularly explaining codes, etc., that may not be readily understood.

Final indemnity inspections should be signed on bottom line.

74. Adjuster’s Signature, Code #, and Date: Signature of adjuster, code number, and date signed **after** the insured (or insured’s authorized representative) has signed. For an absentee insured, enter adjuster’s code number ONLY. The signature and date will be entered AFTER the absentee has signed and returned the Production Worksheet.

Final indemnity inspections should be signed on the bottom line.

75. Page:
PRELIMINARY: Page numbers – “1,” “2,” etc., at the time of inspection.
FINAL: Page numbers – (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).

PRODUCTION WORKSHEET

1. Crop/Code # Processing Sweet Corn 0042		2. Unit # 0001-0001-BU		3. Location Description SE ¼ 36-93-16		7. Company Agency ANY COMPANY ANY AGENCY		8. Name of Insured I.M. INSURED			
4. Date(s) of Damage MAY JUL 7		5. Cause(s) of Damage DROUGHT WIND		6. Insured Cause % 75 X		12. Additional Units 0002-0001-BU 0003-0001-BU		9. Claim # XXXXXXXXXX		11. Crop Year YYYY	
13. Est. Prod. Per Acre 2.5 3.8		10. Policy # XXXXXXXXXX		14. Date(s) Notice of Loss 1st MM/DD/YYYY 2nd Final MM/DD/YYYY		15. Companion Policy(s) NONE					

SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

A. ACTUARIAL															B. POTENTIAL YIELD							
16.	17.	18.	19.	20.	21.	22.	23.	24.	25.	26.	27.	28.	29.	30.	31.	32a. 32b.	33.	34.	35.	36.	37.	38.
Field ID	Multi-Crop Code	Reported Acres	Determined Acres	Interest or Share	Risk	Type	Class	Sub-Class	Intended Use	Irr Practice	Cropping Practice	Organic Practice	Stage	Use of Acreage	Appraised Potential	Moisture % Factor	Shell %, Factor, or Value	Production Pre QA	Quality Factor	Production Post QA	Uninsured Causes	Total to Count
1A	NS		9.9	1.000			081				003		UH	To Soybean	0.8			7.9		7.9	4.9	12.8
1B	NS		25.1	1.000			081				003		H	H								
2	NS		8.0	1.000			081				003		UB	By-Passed	0.0			0.0		0.0	0.0	0.0
1C	NS		10.0	1.000			081				003		P	WOC							45.0	45.0
39. TOTAL			53.0	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garkicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input checked="" type="checkbox"/>												42. TOTALS		7.9		7.9	49.9	57.8
				41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																		

NARRATIVE (If more space is needed attach a Special Report):

Field 1A partially destroyed by livestock. Field 1C destroyed without consent. Determined acres by wheel measurement.
Line 2 – No appropriate settlement sheet available. \$5,000.00 (Total Dollar Amount) ÷ \$60.00 per ton (Base Contract Price) = 83.3 tons

SECTION II – DETERMINED HARVESTED PRODUCTION

43. Date Harvest Completed MM/DD/YYYY					44. Damage similar to other farms in the area? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					45. Assignment of Indemnity Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					46. Transfer of Right to Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
A. MEASUREMENTS					B. GROSS PRODUCTION					C. ADJUSTMENTS TO HARVESTED PRODUCTION										
47a. 47b.	48.	49.	50.	51.	52.	53.	54.	55.	56.	57.	58a. 58b.	59a. 59b.	60a. 60b.	61.	62.	63.	64a. 64b.	65.	66.	
Share	Multi-Crop Code	Length or Diameter	Width	Depth	Deduction	Net Cubic Feet	Conversion Factor	Gross Prod.	Bu (Ton) Lbs. Cwt.	Shell/Sugar Factor	FM% Factor	Moisture % Factor	Test WT Factor	Adjusted Production	Prod. Not to Count	Production Pre-QA	Value Mkt. Price	Quality Factor	Production to Count	
					Any Processor Any Town, Any State			20.2						20.2		20.2			20.2	
					ACME Elevator Any Town, Any State			83.3						83.3		83.3			83.3	
67. TOTAL																	103.5	68. Section II Total		103.5
																	69. Section I Total		57.8	
																	70. Unit Total		161.3	
																	71. Allocated Prod.			
																	72. Total APH Prod.		111.4	

This form example does not illustrate all required entry items (e.g., signatures, dates, etc.).

10. REFERENCE MATERIAL

TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS

ACRES IN FIELD OR SUBFIELD	MINIMUM NUMBER OF SAMPLES
0.1 - 10.0	3
One additional sample is required for each additional 40.0 acres (or fraction thereof) in the field or subfield.	

TABLE B - ROW WIDTH FACTORS

ROW WIDTH, INCHES	SAMPLE ROW LENGTH, FEET, FOR:		ROW WIDTH, INCHES	SAMPLE ROW LENGTH, FEET, FOR:	
	1/100 ACRE	1/1000 ACRE		1/100 ACRE	1/1000 ACRE
14	374	37.4	30	174	17.4
16	326	32.6	32	163	16.3
18	290	29.0	34	154	15.4
20	262	26.2	36	145	14.5
22	238	23.8	38	138	13.8
24	218	21.8	40	131	13.1
26	202	20.2	42	125	12.5
28	187	18.7			

For row widths not listed in **TABLE B**, use the following formula:

$$43,560 \text{ sq. ft./acre} \div \left[\frac{\text{row width in inches}}{12''} \right]$$

$\frac{\quad}{100 \text{ ft.} \quad \text{or} \quad 1,000 \text{ ft.}}$
 (for 1/100 acre) (for 1/1,000 acre)

EXAMPLE:

$$\frac{43,560 \text{ sq. ft./acre} \div \left[\frac{25''}{12''} \right]}{100 \text{ ft.}} = \frac{43,560 \text{ sq. ft.} \div 2.08}{100 \text{ ft.}} = \frac{20,942}{100 \text{ ft.}} = 209.42 \text{ ft. or } 209 \text{ ft. row length}$$