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CAMELINA LOSS ADJUSTMENT STANDARDS HANDBOOK

2012 and Succeeding Crop Years

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

TITLE: CAMELINA LOSS ADJUSTMENT STANDARDS HANDBOOK	NUMBER: 20170L
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REASON FOR ISSUANCE

This handbook is being issued to provide approved loss adjustment standards for administering the Camelina Crop Insurance Program for the 2012 and subsequent crop years.

**CAMELINA LOSS ADJUSTMENT 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 Multiple Peril Crop Insurance (MPCI) 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 reinsured companies will utilize these standards for both loss adjustment and loss 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This handbook remains in effect until superseded by reissuance of **either** the entire handbook **or** selected portions (through slipsheets or bulletins).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:
 - (a) One legible copy to the insured.
 - (b) The original and all remaining copies as instructed by the Approved Insurance Provider (AIP).
- (2) It is the AIPs' 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 camelina loss adjustment and this handbook, which are not defined in this section, are defined as they appear in the text.

(3) Abbreviations:

CAT	Catastrophic Risk Protection
CIH	Crop Insurance Handbook
DSSH	Document and Supplemental Standards Handbook, FCIC-24040

(4) Definitions:

Base contract price	The price per pound stipulated in the processor contract (without regard to discounts or incentives) and that is used to determine the price election.
Basic unit	In lieu of the definition contained in the Basic Provisions, all of the insurable camelina acreage in the county in the insured has a share.
Camelina	Camelina sativa, a plant in the mustard family (Brassicaceae).
Dockage	All matter other than camelina that can be removed from the original sample by use of standardized equipment that is widely used in the camelina industry. Also, underdeveloped, shriveled, and small pieces of camelina seeds that cannot be recovered by properly rescreening or recleaning. Machine separated dockage is added to conspicuous admixture in the computation of total dockage.
Harvest	Combining or threshing for seed. A crop that is swathed (refer to definition below) prior to combining is not considered harvested.
Late Planting Period	In lieu of the definition contained in the Basic Provisions, the period that begins the day after the final planting date for the insured crop and ends 15 days after the final planting date, unless otherwise specified in the Special Provisions.
Maximum allowable acres	The number of acres grown under a processor contract times 1.05.
Over-planting factor	A factor used to reduce the production guarantee (per acre) when the number of insurable acres exceeds the maximum allowable acres.
Planted acreage	In addition to the definition contained in the Basic Provisions, land on which seed is initially spread onto the soil surface and subsequently is pressed with rollers to improve seed contact with the soil in a timely manner will be considered planted. Acreage planted in any manner other than specified in the Basic Provisions or in these Crop Provisions will not be insurable, unless allowed by the Special Provisions.
Processor	Any business enterprise regularly engaged in buying and processing

camelina, that possesses all licenses and permits for processing camelina required by the State in which it operates, and that possesses facilities, or has contractual access to such facilities, with enough equipment to accept and process contracted camelina within a reasonable amount of time after harvest.

Processor contract

An agreement, in writing, between the producer and a processor, containing at a minimum:

- (a) The producer's commitment to plant and grow camelina and to deliver the production to the processor;
- (b) The processor's commitment to purchase all the production stated in the processor contract; and
- (c) A base contract price.

Swathed

Severance of the stem and seed pods from the ground and placing them into windrows without removal of the seed from the pod.

3. INSURANCE CONTRACT INFORMATION

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

A. INSURABILITY

The following are some of the insurability requirements for camelina. Refer to the Basic Provisions, Camelina Crop Provisions, Special Provisions, and other applicable policy documents for all insurability requirements.

- (1) The crop insured will be all the camelina in the county in which the insured has a share, and for which a premium rate is provided by the actuarial documents; and
 - (a) That IS:
 - 1 Planted for harvest as seed;
 - 2 Grown under, and in accordance with the requirements of a processor contract executed on or before the acreage reporting date (see section 3.A.(2) if the number of insurable acres exceeds the maximum allowable acres); and
 - (b) That IS NOT, unless allowed by the Special Provisions:
 - 1 Interplanted with another crop;
 - 2 Planted into an established grass or legume; or

3 Planted following the harvest of any other crop in the same crop year.

- (2) If the number of insurable acres exceeds the maximum allowable acres, the production guarantee will be reduced by multiplying it by the over-planting factor. The over-planting factor is determined by dividing the maximum allowable acres by the number of insurable acres. For example, if 200.0 acres are under contract and there are 220.0 insurable acres, the production guarantee will be reduced by a factor of 0.95 ($200 \times 1.05 = 210$ and $210.0 \div 220 = 0.95$). The number of acres considered to be under contract is determined as follows:
- (a) For acreage only based processor contracts, and acreage and production based processor contracts which specify a maximum number of acres, the lesser of:
 - 1 The maximum number of acres specified in the processor contract; or
 - 2 The number of planted acres; or
 - (b) For production only based processor contracts, the lesser of:
 - 1 The number of acres determined by dividing the amount of production stated in the processor contract by the approved yield; or
 - 2 The number of planted acres.
- (3) Any acreage of the insured crop damaged before the final planting date, to the extent that a majority of producers in the area would not normally further care for the crop, must be replanted unless the AIP agrees it is not practical to replant. Refer to the LAM for replanting provision issues. Refer to section 4 of this handbook for replanting payment procedures.
- (4) Any acreage not meeting the rotation requirements contained in the Special Provisions, if applicable, will not be insured.

B. PROVISIONS AND PROCEDURES NOT APPLICABLE TO CAT COVERAGE

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

C. UNIT DIVISION

- (1) A single basic unit is applicable regardless of whether the insured planted acreage is owned, rented for cash or rented for a share of the crop.
- (2) The insured must designate shares separately on the acreage report. For example, if the insured has a 100 percent share in 40 acres and a 50 percent share in 80 acres, the insured must list the 40 acres separately from the 80 acres and show the share for each parcel.

4. REPLANTING PAYMENT PROCEDURES

A. GENERAL INFORMATION

- (1) Replanting payments made on acreage replanted by a practice that was uninsurable as an original planting will require the deduction of the replanting payment for such acreage from the original unit liability. If the unit dollar loss (final claim) is less than the original unit liability minus such replanting payment, the actual indemnity dollar amount will not be affected by the replanting payment. The premium will not be reduced.
- (2) No replanting payment will be made on acreage on which one replanting payment has already been allowed for the crop year.

B. QUALIFICATIONS FOR REPLANTING PAYMENT

To qualify for replanting payment, the:

- (1) Insured crop must be damaged by an insurable cause to the extent that the remaining stand will not produce at least 90 percent of the production guarantee for the acreage. Use the following table to determine the replant payment trigger. Acres with stand counts at or below the replant trigger value shown are eligible for a replant payment.

Coverage. Level	Replant Trigger (plants/sq yd)
50	36.5
55	40.1
60	43.7
65	47.4

- (2) AIP must determine it is practical to replant (refer to the LAM);
- (3) Acreage replanted must be AT LEAST the lesser of 20 acres or 20 percent of the insured planted acreage for the unit as determined on the final planting date or within the late planting period if a late planting period is applicable (Any acreage planted after the end of the late planting period will not be included when determining if the 20 acres or 20 percent qualification is met. Refer to the LAM.); and
- (4) AIP has given consent to replant.

In the “Narrative” of the claim form or on a Special Report, for each field or subfield, document that qualifications for a replanting payment have been met.

C. MAXIMUM REPLANTING PAYMENT

The maximum amount of the replanting payment per acre is the lesser of:

- (1) The insured’s actual replanting cost;
- (2) The product of multiplying the maximum pounds allowed in the policy (120 pounds) times the insured’s price election, times the insured’s share; or

- (3) Twenty percent of the production guarantee times the insured's price election times the insured's share.

Compute the number of pounds per acre allowed for a replanting payment by dividing the maximum replanting payment amount by the insured's price election. Show all calculations in the Narrative of the claim form or on a Special Report.

EXAMPLE 1

The insured has a 1.000 share in 80.0 insurable acres of camelina. The insured's production guarantee (per acre) is 975 pounds, and the price election is \$0.1000 per pound. Twenty (20.0) acres meet all qualifications for a replant payment and are replanted.

- (1) Insured's actual cost to replant = \$14.00 per acre.
- (2) 120 pounds maximum allowed by policy x \$0.1000 price election x 1.000 share = \$12.00.
- (3) Twenty percent of the production guarantee (20% x 975 pounds) = 195 pounds x \$0.1000 price election x 1.000 share = \$19.50.

The number of pounds per acre used to determine the replant payment is the smallest dollar amount determined in (1), (2) or (3) above, divided by the insured's price election. In this example, $\$12.00 \div \$0.1000 = 120$ pounds.

Enter the result of multiplying the number of pounds used to determine the replant payment by the number of insured acres that are replanted in Section I, column 36, "Production Post QA" of the claim form. In this example, enter 2400 (120 pounds x 20.0 acres = 2400).

EXAMPLE 2

The insured has a .500 share in 120.0 insurable acres of camelina. The insured's production guarantee (per acre) is 900 pounds, and the price election is \$0.1100 per pound. Thirty (30.0) acres meet all qualifications for a replant payment and are replanted.

- (1) Insured's actual cost to replant = \$10.00 per acre.
- (2) 120 pounds maximum allowed by policy x \$0.1100 price election x .500 share = \$6.60.
- (3) Twenty percent of the production guarantee (20% x 900 pounds) = 180 pounds x \$0.1100 price election x .500 share = \$9.90.

The number of pounds per acre used to determine the replant payment is the smallest dollar amount determined in (1), (2) or (3) above, divided by the insured's price election. In this example, $\$6.60 \div \$0.1100 = 60$ pounds.

Enter the result of multiplying the number of pounds used to determine the replant payment by the number of insured acres that are replanted in Section I, column 36, "Production Post QA" of the claim form. In this example, enter 1800 (60 pounds x 30.0 acres = 1800).

D. REPLANTING PAYMENT INSPECTIONS

Replanting payment inspections are to be prepared as final inspections on the claim form only when qualifying for a replanting payment. Non-qualifying replanting-payment inspections (**unless the claim is withdrawn by the insured**) are to be handled as preliminary inspections. If qualified for a replanting payment, a Certification Form may be prepared on the initial farm visit. Refer to the LAM.

5. CAMELINA 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.

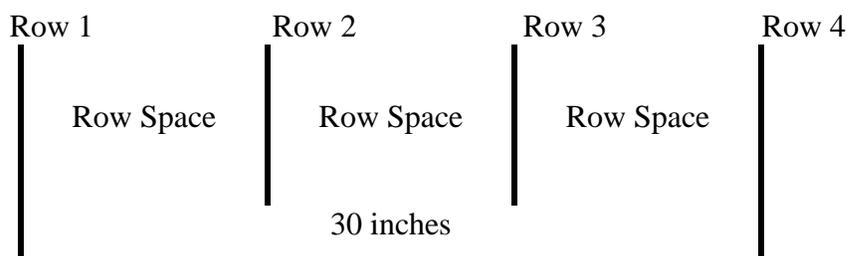
B. SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS

- (1) Identify representative field samples that will be used to determine appraised production for camelina fields. See LAM section on appraisals and related instructions.
- (2) Split the field into subfields when:
 - (a) There are different areas of crop potential within the same field; or
 - (b) The insured wishes to destroy a portion of a field.
- (3) Sample each field or subfield separately.
- (4) Take not less than the minimum number (count) of representative samples required in **TABLE A** (Minimum Representative Sample Requirements) for each field or subfield being appraised.

C. DETERMINING SAMPLE SIZE

- (1) Sample Size: One sample is nine square feet (one-square-yard) for hand harvest samples.
- (2) For hand harvest samples of acreage seeded in rows
 - (a) 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).
 - (b) 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 as needed), and divide the result by the number of row spaces measured across, to determine an average row width to the nearest inch.

EXAMPLE:



$$30 \text{ inches} \div 3 \text{ row spaces} = 10 \text{ inches average row width}$$

- (c) Where rows are skipped for tractor and planter tires, refer to the LAM.
 - (d) Apply average row width to **TABLE B** (Row Length Requirements in Relation to Row Width) to determine the sample row length required for the applicable appraisal method.
- (3) For hand harvest broadcast seeded acreage, use a 3-foot square grid or a circular measure to identify 9 square feet for hand harvest.
 - (4) For machine harvest samples, one sample is the number of square yards harvested by machine in a representative area.

D. SAMPLING PROCEDURE

- (1) Select areas of each field/subfield for samples that will provide appraisals representative of the crop potential.
- (2) Determine average stage of growth for camelina in the selected representative samples.
- (3) Defer camelina appraisals until maturity. See paragraph E (7) of this section for instruction on determining stage.
- (4) Standing Camelina should be sampled by either hand harvest or machine harvest when possible. Camelina should be sampled for appraisal after being swathed only when necessary.

E. PLANT DESCRIPTION AND GROWTH

- (1) Camelina (*Camelina sativa* (L.) Crantz., Brassicaceae) is an annual or winter annual member of the mustard family that typically reaches 2 to 3 feet in height. Camelina is a short-seasoned crop (85 to 100 days) that is well adapted to production in the temperate climate zones. Stems become woody at maturity. Camelina can be simple or sometimes branched. Leaves are arrow shaped and have smooth edges. Flowers are yellow and have four petals. Seed pods are pear shaped and resemble bolls of flax. Pods can produce more than 15 seeds which are pale yellowish brown and resemble a small kernel of wheat.

Climate is the primary factor that determines plant height, branches/plant, pods per branch and seeds per pod.

- (2) Camelina is a cool season crop which has the appearance of mustard or canola at flowering. As the crop matures it takes on the appearance of a thinly populated flax field. It is similar to canola and mustard in the way it branches and flowers (yellow blossoms). Unlike canola and mustard, it produces round, flax like bolls rather than elongated pods. The seed is pale yellow-brown and is smaller than a canola seed. It is a hardy plant that withstands drought and can be grown on marginal land. Though there is no specific gene for winter hardiness, it can be late-fall or spring seeded. Some varieties being grown in the US are: Calena, Celine, Ligina, Blaine Creek, Suneson, Cheyenne, and Platte.
- (3) Camelina can be harvested with unmodified combines and is usually direct combined standing but can be swathed. Generally swathing is not done before about two-thirds of the pods have turned from green to yellow.
- (4) The generally recommended seeding rate is 3-5 lbs/ac (drilled) or 5-7 lbs/ac (broadcast). Camelina is best seeded at a depth, of. ¼ inch.
- (5) Refer to **Table E** for more complete description of camelina growth phases and stages.
- (6) Use growth phase and stage information from **Table E** to determine if the potential camelina production in the field or subfield can be appraised.
- (7) Base the growth stage determination on at least 50 percent of plants having reached the stage described after examining 10 consecutive plants in a representative portion of the row (10 consecutive plants closest to a straight line crossing the center of the representative sample if broadcast seeded).

6. APPRAISAL METHODS

A. GENERAL INFORMATION

These instructions provide information on the following appraisal methods:

In this Growth Phase...	Use this Appraisal Method...	To...
Vegetative	Stand Count	Determine whether the acreage qualifies for a replant payment.
Vegetative	DEFER all appraisals except as noted for replant determination.	
Reproductive	DEFER all appraisals	
Mature	Seed Count	Appraise at or near maturity and when the seeds can be shelled from the pods.

B. STAND COUNT APPRAISALS FOR REPLANT PAYMENT

(1) General Information

- (a) The population of live Camelina plants to be counted from insurable acreage on the unit will be not less than the population of live Camelina plants in an adequate stand for any acreage:
 - (i) That is abandoned;
 - (ii) That is put to another use without consent;
 - (iii) For which the insured fails to meet the notice of loss requirements contained in the crop provisions; or
 - (iv) That is damaged solely by uninsured causes.
- (b) Use the methods in subsection B (3) below to determine if there is an adequate Camelina stand.

(2) Selecting Representative Samples for Plant Count Determinations

- (a) Use the required number of viable plants per square yard established by the Special Provisions to determine if a replant payment is payable.
- (b) Procedure

- (i) Select the appropriate number of samples from **TABLE A**.
- (ii) Determine the number of live Camelina plants within each representative sample area.
- (iii) To determine plant counts in fields with no distinguishable rows (NDR), count all plants within three **CONSECUTIVE**, 3 foot x 3 foot grid frames totaling 27 square feet (Refer to Exhibit 1).
- (iv) To determine plant counts in fields with rows, each representative sample must be 25 feet long.
- (v) Calculate and record the results on the appraisal worksheet and or a Special Report if needed.

(3) Plant Count Methods

- (a) Camelina not in rows: When rows are not discernable, adequate plant counts will be determined by counting plants per square yard. The grid is placed over the sample area to be examined. A sample consists of three **CONSECUTIVE** grid frame counts totaling 27 square feet (flipping the grid over twice).
 - (i) Determine and record the number of live Camelina plants found inside the grid frame for each sample.
 - (ii) When all samples are evaluated, sum the number of live Camelina plants.
 - (iii) Determine the number of plants per square yard by:

(Total Camelina plants counted ÷ number of samples) = Plants Per Square Yard
- (b) Camelina in discernable rows: Measure representative samples 25 feet long in the row to be evaluated. A count of live Camelina plants will be made to determine the number of plants per square yard:
 - (i) Count the number of live Camelina plants in each 25 foot length of selected rows.
 - (ii) When all samples are evaluated, sum:
 - a. Plants counted in each sample taken.
 - b. The length of all samples taken (in feet to tenths).
 - (iii) Plants Per Square Yard =

[(Total Plant Count) ÷ ((Total length of all Samples in ft.) x (Row Width to tenths of a foot)) x 27]

C. APPRAISALS BEFORE MATURITY

- (1) Defer all appraisals on acreage that has not reached physiological maturity except as noted for replant determination as shown in paragraph 4.(B) above. If the insured intends to put the acreage to other use prior to final adjustment, representative samples of the unharvested crop must be left that are at least 10 feet wide and extend the entire length of each field to be released in the unit.
- (2) Irrespective of the camelina stage of growth, evaluate the degree of uniformity of the camelina over the entire field.
- (3) If the crop is in either the vegetative or reproductive stage, complete the preliminary inspection with special attention to the type of damage and severity.
 - (a) Look at all fields thoroughly.
 - (b) Note any acreage that is not damaged.
 - (c) Note the condition of the stand on the basis of stand count. A good stand of camelina has approximately 125 seedlings/plants per square yard. Stands thicker than this do not necessarily contribute to increased yield potential.
 - (d) Note the condition of the plants on the basis of plant damage. Leaf area must remain for regrowth potential after plant damage. A camelina plant can be considered dead if, early in the growing season, the main plant is severed from its roots below the growing point.
 - (e) Explain to the insured that, at this time, the amount of loss cannot be determined accurately.
 - (f) Do not estimate the damage for the insured.

D. SEED COUNT APPRAISALS

- (1) Seed count appraisals are done in the mature growth phase when the seeds have reached maturity and can be shelled from the pods. Defer all appraisals using the seed count method until the plants have matured and the seeds can be shelled from the pods. However, ensure that seed count appraisals are made as soon as feasible because the potential for shattering increases significantly once the plants begin to mature and dry down.
- (2) When camelina is damaged in the swath, use the seed count appraisal method to determine production to count in the field.
- (3) For hand harvested appraisals:
 - (a) For standing camelina, mark off areas of one square yard or determine the row length necessary to equate to one square yard (refer to **TABLE B**).
 - (b) From each sample area marked off, pick all of the pods irrespective of their size from each harvestable plant (harvestable seed above harvestable height) growing in the sample area. Shell the seeds from the pods and then clean the seeds from each sample individually to assimilate machine harvest. (CAUTION: Camelina seeds are very small and can remain in the split seed pods during shelling.) One method is to:
 - (i) Carefully remove harvestable plants from the field (pull or cut off),
 - (ii) Strip the pods into a bucket, one or two plants at a time,

- (iii) Thresh the seeds from the pods (physically break the pods open to expel the seeds, being careful to not cause too much chaff),
 - (iv) Clean the seeds into another bucket by screening off the seed pods a small amount at a time. An appropriate sized screen is a 1/8 inch hardware cloth OR a screen similar to a small-opening combine screen designed for alfalfa seed. If rescreening is necessary, a smaller screen such as that used for a screen door or a handled kitchen colander-type screen can be helpful. A tarp placed under the container will help capture errant seeds being screened. A sample is considered clean if less than 10% seed pods remain in the sample, which replicates an acceptable harvest cleaning.
- (c) Measure and record the appraised production from each sample using the appraisal worksheet and related instructions, converting each sample to pounds per acre by any one of the following methods:
- (i) Pour the seeds into a 100 milliliter graduated cylinder and measure the level in milliliters (ml).
 - 1 Convert ml per one square yard to pounds per acre (Refer to **TABLE C**)
 - 2 1 ml. of seeds per one square yard equals approximately 7.14 pounds of camelina per acre.
 - 3 On the appraisal worksheet, record the seed level in ml. for each sample. Record the corresponding yield in pounds to tenths per acre.
 - (ii) Weigh each sample in grams. Digital readout test weight scales that weigh in grams can be located at most elevators.
 - 1 Convert grams per one square yard to pounds per acre (Refer to **TABLE C**).
 - 2 1 gram of seeds per one square yard equals approximately 10.66 pounds of camelina per acre.
 - 3 On the appraisal worksheet, record the number of grams for each sample and the corresponding yield in pounds to tenths per acre.
 - (iii) Weigh each sample in ounces. Digital readout scales that weigh in ounces can be located at post offices or elevators.
 - 1 Convert ounces (oz) per one square yard to pounds per acre (Refer to **TABLE C**).
 - 2 1 oz of seeds per one square yard equals approximately 302.5 pounds of camelina per acre.
 - 3 On the appraisal worksheet, record the number of ounces for each sample and the corresponding yield in pounds to tenths per acre.

- (d) For camelina in the swath

- (i) Mark off a sample area in a neighboring area to the swath as determined in (3) (a) above and count the stems in the designated area.
 - (ii) Use the plant count to determine the number of plants to pick from various layers of the swath.
 - (iii) Select approximately one third of the plants from the top portion of the swath, one third of the plants from the center portion of the swath, and one third of the plants from the lower portion of the swath. Care must be taken when removing plants from the swath to avoid unnecessary shatter of the seeds from the pods.
 - (iv) Proceed as explained above in steps 4 (b) and 4 (c), above.
- (4) If hand harvesting is not feasible, allow the insured to machine harvest designated areas of camelina. Remove seed sample, clean it and weigh it to determine the yield per acre. Use one the following formulas to calculate the yield per acre:

$$\frac{\text{Pounds of camelina seed harvested X 4840}}{\text{Number of **square yards harvested**}} = \text{lbs / acre}$$

$$\frac{\text{Pounds of camelina seed harvested X 43560}}{\text{Number of **square feet harvested**}} = \text{lbs / acre}$$

Refer to the LAM for information on Representative Sample Appraisals.

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 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 items in section 8 C are the minimum requirements for the Camelina Appraisal Worksheet (hereafter referred to as “Appraisal Worksheet”) for the Seed Count Appraisal method. All 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 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 exhibit. 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 PROCEDURES

- (1) Include the AIP’s name in the appraisal worksheet title if not preprinted on the 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 are required for each field or subfield including fields or subfields with a differing base (APH) yield or farming practice (applicable to replant, preliminary, and final claims). Refer to section 5, “Camelina Appraisals” for sampling requirements.
- (4) Standard appraisal worksheet items are numbered consecutively in subsection C. Example appraisal worksheets are also provided to illustrate how to complete item entries.
- (5) For all zero appraisals, refer to the LAM.

C. WORKSHEET ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

Item No.	<u>Information Required</u>
---------------------	------------------------------------

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

1. **Insured's Name:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
2. **Policy Number:** Insured's assigned policy number.
3. **Unit Number:** 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 has been filed.
5. **Claim Number:** Claim number as assigned by the AIP.
6. **Stage:** Determined phase of growth at the time of damage (e.g., Vegetative, Reproductive or Mature). Refer to **TABLE E**.
7. **Sample Number:** Sample identification numbers are on the appraisal form.
8. **Field Identification:** Field identification symbol and acres appraised.
9. **Drill Spacing / Seeding Rate:** Drill space to the nearest inch. If broadcast, enter "B". The Seeding rate as per the insured. Refer to subsection 5 C for row width determination information.
10. **Sample Unit and Amount:** Seed level or volume in whole (ml), seed weight in grams to tenths, seed weight in ounces to tenths, or seed weight in pounds to tenths, whichever is used.
11. **Conversion Factor:** Enter the applicable factor from chart below:

Multiply:	ml / square yard	grams / sq yard	ounces / sq yard	pounds / sq yard
By this factor:	7.14	10.66	302.5	4840
To get:	pounds / acre	pounds / acre	pounds / acre	pounds / acre

12. **Pounds per Acre:** Enter the result of multiplying column 10 by column 11. Enter per-acre yield in pounds, to nearest whole pound.
13. **Subtotal:** Total all column 12 entries, results in pounds, to tenths.
14. **Total No. Of Samples:** Enter the number of samples taken.
15. **Lbs. Per Acre Appraisal:** Item 13 divided by item 14 (results in pounds, to tenths).
16. **Remarks:** Remarks pertinent to the appraisal, sampling, and conditions in general (e.g., very hot and dry), etc.

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

17. **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.

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

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

COMPANY: ANY COMPANY

APPRAISAL WORKSHEET CAMELINA	1 INSURED'S NAME I.M. INSURED	2 POLICY NUMBER XXXXXXXX	3 UNIT NUMBER BU 0001 0000	4 CROP YEAR YYYY
	5 CLAIM NUMBER XXXX		6 STAGE PHYSIOLOGICAL MATURITY	

SAMPLE NUMBER 7	FIELD IDENTIFICATION NUMBER / ACRES APPRAISED 8	DRILL SPACING / SEEDING RATE 9	SAMPLE UNIT AND AMOUNT 10	CONVERSION FACTOR 11	POUNDS PER ACRE 12
1	A/10.0	7 inches - 5 lbs/ac	40 ML	7.14	286
2	A/10.0	7 inches - 5 lbs/ac	30 ML	7.14	214
3	A/10.0	7 inches - 5 lbs/ac	24.2 GRAMS	10.66	258
4	A/10.0	7 inches - 5 lbs/ac	31.7 GRAMS	10.66	338
5	A/10.0	7 inches - 5 lbs/ac	26.2 GRAMS	10.66	279
6	A/10.0	7 inches - 5 lbs/ac	46.1 GRAMS	10.66	491
7	A/10.0	7 inches - 5 lbs/ac	0.8 OZ	302.5	242
8	A/10.0	7 inches - 5 lbs/ac	1.2 OZ	302.5	363
9	A/10.0	7 inches - 5 lbs/ac	0.6 OZ	302.5	182
10					
11					
12					
13					
14					
15					
16					
17					
18					

16 REMARKS FIELD "A" WAS UNHARVESTED	13 SUBTOTAL	2653
	14 TOTAL NO. OF SAMPLES	9
	15 LBS. PER ACRE APPRAISAL	295

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

9. CLAIM FORM ENTRIES AND COMPLETION PROCEDURES

A. CLAIM FORM STANDARDS

- (1) The entry items in subsection C 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 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 exhibit. 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 insurance provider 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 ENTRIES AND COMPLETION PROCEDURES

- (1) The Production Worksheet is a progressive form containing all notices of damage for all preliminary, replant, and final inspections 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, when acreage is being appraised for a replanting payment and all acreage on the unit has been initially planted, 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) Late 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 “**REPLANT**” apply to replant inspections only. Instructions labeled “**FINAL**” apply to final inspections only. Instructions not labeled apply to ALL inspections.

C. FORM ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

**Item
No.**

Information Required

1. **Crop/Code #:** “Camelina” (0333).
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 Serial 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 ENTRY. For progressive damage, enter 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. 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). If the claim is denied, enter “DC” and refer to the LAM for further instructions.

6. **Insured Cause %:**

PRELIMINARY: MAKE NO ENTRY.

REPLANT AND FINAL: Whole percent of damage for the insured cause of damage listed in item 5 above. 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 30	JUN 30	AUG	AUG
5. Cause(s) of Damage	Excess Moisture	Tornado	Hail	Drought	Heat
6. Insured Cause %	10	20	15	25	20
Narrative: Additional date of damage – SEP 5; Cause of Damage – Freeze; Insured cause percent - 10%.					

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 AND REPLANT: MAKE NO ENTRY.

FINAL: MAKE NO ENTRY.

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

PRELIMINARY AND REPLANT: MAKE NO ENTRY.

FINAL: MAKE NO ENTRY.

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.

REPLANT AND 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) Adjustments to appraised mature production (moisture adjustment factor);
- (5) Stages or intended use(s) of acreage;
- (6) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (7) Appraisals for damage due to hail or fire if Hail and Fire Exclusion is in effect.

Verify or make the following entries:

Item

No. Information Required

16. **Field ID:** The field identification symbol from a sketch map or an aerial photo. Refer to the “Narrative.”

Where acreage is PARTLY replanted, omit the field ID symbol for the fields that have not been replanted and that have been consolidated into a single line entry.

17. **Multi-Crop Code:**

REPLANT: MAKE NO ENTRY.

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; or
- 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.

REPLANT: Determine the total acres, to tenths, of replanted acreage (DO NOT ESTIMATE). Make a separate line entry for any PART of a field NOT replanted.

- a. Determine the planted acreage of any fields NOT replanted. Consolidate it into a single line entry UNLESS the usual reasons for separate line entries apply. Record the field identities (from a map or aerial photo) in the "Narrative."
- b. ACCOUNT FOR ALL PLANTED ACREAGE IN THE UNIT.

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 Class" specified on the actuarial documents. If a "Rate Class" or "High-Risk Area" is not specified on the actuarial documents, make no entry. Verify with the Summary of Coverage and if the Rate Class is found to be incorrect, revise according to the 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 (or 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.

REPLANT: Replant stage abbreviation as shown below.

<u>STAGE</u>	<u>EXPLANATION</u>
“R”.....	Acreage replanted and qualifying for replanting payment.

“NR”..... Acreage not replanted or not qualifying for a replanting payment.

FINAL: Stage abbreviation as shown below.

<u>STAGE</u>	<u>EXPLANATION</u>
“P”.....	Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide records of production which are acceptable to the AIP.
“H”.....	Harvested.
“UH”.....	Unharvested or put to other use with consent.

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

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

<u>USE</u>	<u>EXPLANATION</u>
“Replant”.....	Acreage replanted and qualifying for replanting payment
“Not Replanted”.....	Acreage not replanted or not qualifying for a replanting payment
“To Millet”.....	Use made of the acreage
“WOC”.....	Other use without consent
“SU”.....	Solely uninsured
“ABA”.....	Abandoned without consent
“H”.....	Harvested
“UH”.....	Unharvested

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

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

31. **Appraised Potential:**

REPLANT: Enter the pounds per acre allowed for replanting in whole pounds as determined from the replant calculation documented in the Narrative. Document calculations in the Narrative. (Refer to the Section 4, for qualifications and computations.)

PRELIMINARY AND FINAL: Per-acre appraisal in whole pounds of POTENTIAL production for the acreage appraised as shown on the appraisal worksheet. Refer to section 6, “Appraisal Methods” 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.

32a. **Moisture %:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: Moisture percent to nearest tenth, only if in excess of 8.0 percent.

32b. **Factor:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: For appraised mature production in excess of 8.0 percent moisture, obtain factor from **TABLE D** (Camelina Moisture Adjustment Factors).

33. **Shell %, Factor, or Value:** MAKE NO ENTRY.

34. **Production Pre QA:**

REPLANT: Enter the result of multiplying column 31 times column 19 to the rounded to whole pounds. If no entry in column 31, MAKE NO ENTRY.

PRELIMINARY AND FINAL: Result of multiplying column 31 times column 19, and if applicable, multiplying this result times columns 32b and 33, round result to whole pounds. If no entry in column 31, MAKE NO ENTRY.

35. **Quality Factor:** Enter the over-planting factor shown on the acreage report.

36. **Production Post QA:**

REPLANT: Transfer the entry in item 34.

PRELIMINARY AND FINAL: Result of multiplying column 34 times column 35, rounded to whole pounds. If no entry in column 35, transfer entry from column 34.

37. **Uninsured Cause:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: Result of per acre appraisal for uninsured causes (taken from appraisal worksheet or other documentation) multiplied by column 19, rounded to whole pounds. 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 whole pounds, 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 whole pounds, by column 19 entry for any such acreage.

- b. When there is late-planted acreage, the applicable production guarantee for such acreage is the production guarantee per-acre that has been reduced for late-planted acreage, multiplied by column 19 entry.
- 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:** Result of adding item 36 and item 37.

39. **Total:**

PRELIMINARY: MAKE NO ENTRY.

REPLANT AND FINAL: Total determined acres (column 19), to tenths.

40. **Quality:** MAKE NO ENTRY

41. **Mycotoxins exceed FDA, State, or other health organization maximum limits.**
Check “Yes:”

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: 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 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 a hail/fire exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
- e. Document the actual appraisal date if an appraisal was performed prior to the adjuster’s signature date on the appraisal worksheet, and the date of the appraisal 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. Also refer to the LAM.
- g. Explain any errors found on the Summary of Coverage.
- h. Explain any commingled production. Refer to the LAM.
- i. Explain any entry for “Production Not to Count” in Section II, column 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 or to replant;
 - (2) If acreage has been replanted to a practice uninsurable as an original practice;
 - (3) If uninsured causes are present; or
 - (4) For unusual or controversial cases.

Indicate on the aerial photo or sketch map, 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 the 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.
- s. Document that the qualifications for a replanting payment have been met. Refer to section 4.
- t. If any acreage to be replanted in the unit does not qualify for a replanting payment, enter Field No., “NOT QUAL FOR RP PAYMENT,” date of inspection, adjuster’s initials, and reason not qualified.
- u. For replant claims, indicate if the pounds allowed for replanting have/have not been reduced for share on the claim form according to individual AIP guidelines.
- v. Document field ID’s, date, and method of destruction of mycotoxin-infested camelina if it has no market value. For further documentation instructions, refer to the LAM.
- w. Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
- x. Document any other pertinent information, including any data to support any factors used to calculate the production.

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., high moisture grain going into air-tight storage, released for other uses, etc.). Any production harvested from plants growing in the insured crop may be counted as production of the insured crop on an unadjusted weight basis.

- (2) Columns 49 through 52 are for structure measurements entries (Rectangular, Round, Square, conical pile, etc.). If structures are a combination of shapes, break into a series of average measurements, if possible. Enter “Odd Shape” if production is stored in an odd-shaped structure. Document measurements on a Special Report or other worksheet used for this purpose.
- (3) If farm-stored production has been weighed prior to storage and acceptable weight tickets are available showing gross weights, enter “Weighed and Stored On Farm” in columns 49 through 52. Refer to the LAM for acceptable weight tickets.
- (4) For production commercially stored, sold, etc., make entries in columns 49 through 52 as follows:
 - (a) Name and address of storage facility or buyer.
 - (b) “Seed,” “Fed,” etc.
- (5) There will be no “harvested production” entries for replanting payments.
- (6) If acceptable sales or weight tickets are not available, refer to the LAM.
- (7) If additional lines are necessary, the data may be entered on a continuation sheet. USE SEPARATE LINES FOR:
 - (a) Separate storage structures.
 - (b) Varying names and addresses of buyers of sold production.
 - (c) Varying determinations of production (varying moisture, conspicuous admixture, test weight, value, etc.).

Average percent of conspicuous admixture or moisture can be entered when the elevator has calculated the average on the summary sheet, and the determined average is acceptable to the adjuster. Separate line entries are not otherwise required. Refer to the LAM for instructions.
 - (d) Varying shares; e.g., 50 percent and 75 percent shares on same unit.
 - (e) Conical piles. Do **NOT** add the cone in the top or bottom of a bin to the height of other grain in the structure. For computing the production in cones and conical piles, refer to the LAM.
- (8) There will generally be no harvested production entries in columns 47 through 66 for preliminary inspections.
- (9) 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.

REPLANT AND FINAL:

- a. The earlier of the date the ENTIRE acreage on the unit was (1) harvested, (2) totally destroyed, (3) replanted, (4) put to other use, (5) a combination of harvested, destroyed, or put to other use, or (6) the calendar date for the end of the insurance period.
- b. If at the time of final inspection (if prior to the end of the insurance period), there is any unharvested insured acreage remaining on the unit that the insured does not intend to harvest; enter “**Incomplete.**”
- c. If at the time of final inspection (if prior to the end of the insurance period), **none** of the insured acreage on the unit has been harvested, and the insured does not intend to harvest such acreage, enter “**No Harvest.**”
- d. If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use, replanting is complete for the unit, etc. Refer to the LAM.

44. **Damage similar to other farms in the area? :**

PRELIMINARY: MAKE NO ENTRY.

REPLANT AND 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 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 and/or type of harvested production is listed in Section I, and a separate approved APH yield exists, indicate for each practice/type the corresponding Field ID (from Section I, column 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. **Length or Diameter:** Internal measurement in feet to tenths of structural space occupied by crop.
- a. Length if rectangular or square.
 - b. Diameter if round or conical pile. Refer to the LAM to convert circumference to diameter if internal diameter measurement is not possible.
50. **Width:** Internal width measurement in feet to tenths of space occupied by crop in structure if rectangular or square. If round, enter "RND." If conical pile, enter "Cone."
51. **Depth:** Depth measurement in feet to tenths of space occupied by crop in rectangular, round, or square structure. If conical pile, enter the height of the cone. If there is production in the storage structure from other units or sources, refer to the LAM.
52. **Deductions:** Cubic feet, to tenths, of crop space displaced by chutes, vents, studs, crossies, etc. Refer to the LAM for computation instructions.
53. **Net Cubic Feet:** Net cubic feet of crop in the storage structure. Refer to the LAM for computation instructions.
54. **Conversion Factor:** Enter Conversion Factor as ".8" (only if structure measurements are entered).
55. **Gross Prod.:** Multiply column 53 times column 54, rounded to tenths of a BUSHEL. The results of this calculation represent the amount of gross bushels in the bin.
56. **Bu., Ton, Lbs., Cwt.:** Circle "Lbs." in column heading. Enter the gross production in whole pounds, before deductions for moisture for production:
- a. Weighed and stored on the farm.

For farm stored production, calculate the pounds as follows: column 55 (gross production in bushels) times column 60a (actual test weight), rounded to the nearest whole pound.

- b. Sold and/or stored in commercial storage - Obtain gross production for the UNIT from the summary and/or settlement sheets. (Individual load slips only WILL NOT suffice unless the storage facility or buyer WILL NOT provide summary and/or settlement sheets to the insured, and this is documented in the "Narrative.")
- c. Stored in odd-shaped structures. The adjuster must compute the amount of gross production. (Refer to the LAM for cubic footage and production computations). A copy of ALL production calculations must be left in the file folder.
- d. For mycotoxin-infected camelina, enter ALL production even if it has no market value.

57. **Shell/Sugar Factor:** MAKE NO ENTRY.

58a. **FM %:** Make entry to nearest tenth. Refer to Paragraph 98 of the LAM for entry instructions. Enter .000 for harvested production that has been screened by the buyer. Otherwise, for harvested production that has not been screened, enter .070 (representing 7%, a normal % FM remaining after combining less 1% reasonably allowable by the buyer).

Adjustments for "Dockage" are NOT allowed UNLESS the dockage is due to an insured cause of loss.

58b. **Factor:** Enter the three-place factor determined by subtracting the percent of conspicuous admixture from 1.000, or subtract the entry in 58a from 100 and divide by 100. **EXAMPLE:** For 7 percent, enter ".930."

59a. **Moisture %:** Enter moisture percent to tenths.

59b. **Factor:** If moisture is in excess of **8.0 percent**, enter the four-place moisture factor for camelina from the moisture adjustment table (**TABLE D - Camelina Moisture Adjustment Factors**).

60a. **Test Wt.:** Enter test weight (ONLY when storage structure measurements are entered) in whole pounds (or pounds to tenths IF so instructed by the AIP). Refer to the LAM for instructions on determining test weight.

60b. **Factor:** MAKE NO ENTRY.

The camelina has been converted to **actual** pounds in column 56 above, no further adjustments are necessary.

61. **Adjusted Production:** Result of multiplying columns 56 times 58b times 59b

(Round to whole pounds).

The test weight factor is not used in this step. The production was previously converted to the actual whole pounds in column "56" (Refer to column 56 paragraph "c").

62. **Prod. Not to Count:** Net production NOT to count, in whole pounds, WHEN ACCEPTABLE RECORDS IDENTIFYING SUCH PRODUCTION ARE AVAILABLE, from harvested acreage which has been assessed an appraisal of not less than the guarantee per acre, or from other sources (e.g., other units or uninsured acreage) in the same storage structure (if the storage entries include such production).

THIS ENTRY MUST NEVER EXCEED PRODUCTION SHOWN ON THE SAME LINE. EXPLAIN THE TOTAL BIN CONTENTS (bin grain depth, etc.) AND ANY "PRODUCTION NOT TO COUNT" IN THE "NARRATIVE."

Make no entry if only the depth for production to count has been entered in column 51, and the depth for production not to count has been entered in the "Narrative" section. Refer to the example in the LAM.

63. **Production Pre-QA:** Result of subtracting column 62 from column 61.

64a. **Value:** MAKE NO ENTRY.

64b. **MKT Price:** MAKE NO ENTRY

65. **Quality Factor:** Enter the over-planting factor shown on the acreage report.

66. **Production to Count:** Enter result from multiplying column 63 times column 65, rounded to whole pounds.

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

68. **Section II Total:**

PRELIMINARY AND REPLANT: MAKE NO ENTRY.

FINAL: Total of column 66 to whole pounds.

69. **Section I Total:**

PRELIMINARY AND REPLANT: MAKE NO ENTRY.

FINAL: Enter figure from Section I, column 38 total.

70. **Unit Total:**

PRELIMINARY AND REPLANT: MAKE NO ENTRY.

FINAL: Total of column 68 and column 69, to whole pounds.

71. **Allocated Prod.:** Refer to the LAM for instructions for determining allocated production. Enter the total production, rounded to whole pounds, allocated to this unit that is included in Sections 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 to whole pounds, of subtracting the total of column 37 (item 42 "Totals") and item 71 (Allocated Prod.) from item 70 (Unit Total). If no entries in column 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 insured's authorized representative), particularly explaining codes, etc., that may not be readily understood.

Final indemnity inspections and final replanting payment 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 and final replanting payment inspections should be signed on bottom line.

75. **Page:**

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

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

PRODUCTION WORKSHEET

1. Crop/Code # CAMELINA 0333	2. Unit # BU 0001 0000	3. Location Description SW1-96N-3W	7. Company Agency ANY COMPANY ANY AGENCY	8. Name of Insured I.M. INSURED
4. Date(s) of Damage JUN 10	AUG			9. Claim # XXXXXXXX
5. Cause(s) of Damage HAIL	DROUGHT			11. Crop Year YYYY
6. Insured Cause % 40	60			10. Policy #
12. Additional Units				14. Date(s) Notice of Loss MM/DD/YYYY
13. Est. Prod. Per Acre				1st MM/DD/YYYY
				2nd MM/DD/YYYY
				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		
A	NS		10.0	.500		286					002		UH	UH	295			2950	1.000	2950		2950		
B	NS		5.0	.667		286					003		H	H										
C	NS		30.0	1.000		286					002		H	H										
39. TOTAL			45.0	40. Quality: TW <input type="checkbox"/> KD <input checked="" type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <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 type="checkbox"/>												42. TOTALS			2950		2950		2950	
				41. Mycotoxins exceed FDA, State or other health organization maximum limits. Yes <input type="checkbox"/>																2950		2950		2950

NARRATIVE (If more space is needed, attach a Special Report) **This is a basic unit. Acres were determined using permanent field measurements. Camelina from field B stored at Acme Elevator. Field C production stored on farm.**

SECTION II – DETERMINED HARVESTED PRODUCTION

43. Date Harvest Completed MM/DD/YYYY						44. Damage similar to other farms in the area? Yes <input checked="" type="checkbox"/> No <input 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.	48.	49.	50.	51.	52.	53.	54.	55.	56.	57.	58a.	59a.	60a.	61.	62.	63.	64a.	65.	66.				
47b.	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				
.667	NS	ACME ELEVATOR ANYTOWN, ANY STATE							3752		.018			3684		3684		1.000	3684				
1.000	NS	14.0	RND	5.0		769.7	.8	615.8	31406		.982	8.1	51	31368		31368		1.000	31368				
67. TOTAL																35,052	68. Section II Total		35,052				
																	69. Section I Total		2,948				
																	70. Unit Total		38,000				
																	71. Allocated Prod.						
																	72. Total APH Prod.		38,000				

10. REFERENCE MATERIAL

TABLE A – MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS

Acres in Field or Subfield	Minimum Number of Samples*
0.1 – 10.0	3
*Add one additional sample for each additional 40.0 acres (or fraction thereof) in the field or subfield.	

TABLE B - ROW LENGTH REQUIREMENTS IN RELATION TO ROW WIDTH

ROW LENGTH REQUIREMENTS IN RELATION TO ROW WIDTH THAT CORRESPONDS TO ONE SQUARE YARD*										
Row Width (in inches)	Broadcast	6	7	8	9	10	12	14	16	18
Length of Row (in feet)	3 X 3	18.0	15.4	13.5	12.0	10.8	9.0	7.7	6.8	6.0

*For row widths not shown, divide 9 by the row width of feet, expressed as a 2-place decimal. Round to nearest tenth foot row length.

Example for 15 inch row spacing:
 15 inches ÷ 12 inches = 1.25 ft.
 9 divided by 1.25 ft. = 7.2 feet of row.

TABLE C – CONVERSION FACTORS TO CONVERT SAMPLE MEASURES AND WEIGHTS TO POUNDS PER ACRE EQUIVALENTS

CONVERSION FACTORS: UNITS PER SQUARE YARD to POUNDS PER ACRE				
Multiply:	ml / sq yard	grams / sq yard	ounces / sq yard	pounds / sq yard
By this Factor:	7.14	10.66	302.5	4840
To get:	pounds / acre	pounds / acre	pounds / acre	pounds / acre

TABLE D - CAMELINA MOISTURE ADJUSTMENT FACTORS

		TENTHS OF PERCENT – MOISTURE									
		.0	.1	.2	.3	.4	.5	.6	.7	.8	.9
WHOLE PERCENT MOISTURE	8	1.000	.9988	.9976	.9964	.9952	.9940	.9928	.9916	.9904	.9892
	9	.9880	.9868	.9856	.9844	.9832	.9820	.9808	.9796	.9784	.9772
	10	.9760	.9748	.9736	.9724	.9712	.9700	.9688	.9676	.9664	.9652
	11	.9640	.9628	.9616	.9604	.9592	.9580	.9568	.9556	.9544	.9532
	12	.9520	.9508	.9496	.9484	.9472	.9460	.9448	.9436	.9424	.9412
	13	.9400	.9388	.9376	.9364	.9352	.9340	.9328	.9316	.9304	.9292
	14	.9280	.9268	.9256	.9244	.9232	.9220	.9208	.9196	.9184	.9172
	15	.9160	.9148	.9136	.9124	.9112	.9100	.9088	.9076	.9064	.9052
	16	.9040	.9028	.9016	.9004	.8992	.8980	.8968	.8956	.8944	.8932
	17	.8920	.8908	.8896	.8884	.8872	.8860	.8848	.8836	.8824	.8812
	18	.8800	.8788	.8776	.8764	.8752	.8740	.8728	.8716	.8704	.8692
	19	.8680	.8668	.8656	.8644	.8632	.8620	.8608	.8596	.8584	.8572
	20	.8560	.8548	.8536	.8524	.8512	.8500	.8488	.8476	.8464	.8452
	21	.8440	.8428	.8416	.8404	.8392	.8380	.8368	.8356	.8344	.8332
	22	.8320	.8308	.8296	.8284	.8272	.8260	.8248	.8236	.8224	.8212
	23	.8200	.8188	.8176	.8164	.8152	.8140	.8128	.8116	.8104	.8092
	24	.8080	.8068	.8056	.8044	.8032	.8020	.8008	.7996	.7984	.7972
	25	.7960	.7948	.7936	.7924	.7912	.7900	.7888	.7876	.7864	.7852
	26	.7840	.7828	.7816	.7804	.7792	.7780	.7768	.7756	.7744	.7732
	27	.7720	.7708	.7696	.7684	.7672	.7660	.7648	.7636	.7624	.7612
	28	.7600	.7588	.7576	.7564	.7552	.7540	.7528	.7516	.7504	.7492
	29	.7480	.7468	.7456	.7444	.7432	.7420	.7408	.7396	.7384	.7372
	30	.7360	.7348	.7336	.7324	.7312	.7300	.7288	.7276	.7264	.7252
	31	.7240	.7228	.7216	.7204	.7192	.7180	.7168	.7156	.7144	.7132
	32	.7120	.7108	.7096	.7084	.7072	.7060	.7048	.7036	.7024	.7012
	33	.7000	.6988	.6976	.6964	.6952	.6940	.6928	.6916	.6904	.6892
	34	.6880	.6868	.6856	.6844	.6832	.6820	.6808	.6796	.6784	.6772
	35	.6760	.6748	.6736	.6724	.6712	.6700	.6688	.6676	.6664	.6652

TABLE E - CAMELINA GROWTH PHASES AND STAGES

PHASE:	STAGE:	DURATION:	DESCRIPTION:
Vegetative			The vegetative phase begins with seed germination and ends with initiation of the reproductive phase. During this phase leaves increase as the plant develops a rosette seedling and then bolts before flowering, usually by 60 days after planting. Completion of the vegetative phase varies depending on variety and climate. High temperatures and other plant stress factors can reduce the duration of this phase.
	Germination and Seedling Emergence	10 to 20 days (Avg 15) Day 0 to Day 15	After germination, the seedling emerges from the soil when two cotyledons (first true leaves) push up on the end of an elongated stem until the first true leaves unfold, expand and quickly show signs of age. The growing point is above the soil. Germination and emergence depends on planting depth and soil moisture and temperature conditions. The recommended planting depth is about 1/4 inch.
	Leafing/Rosette	25 to 35 days (Avg 30) Day 15 to Day 45	From the time when the first true leaf is unfolded until the stem begins to lengthen or elongate. Generally 9 to 10 leaves form making a rosette during this period. Growth depends on soil moisture and temperature conditions.
	Bolting/Budding	8 to 12 days (Avg 10) Day 45 to Day 55	Begins when the stem begins to lengthen or elongate. Additional leaves are formed at the nodes of the stem as stem length and thickness increase. Buds form in preparation for flowering. Under optimum growing conditions, leaf numbers increase and light to profuse secondary branching and raceme development will occur, depending on the strength and health of the plant from prior stages.
Reproductive			Begins when the first flower opens and ends when the crop reaches physiological maturity. During this stage the plant continues to grow taller as flowers progressively bloom and are pollinated and then pods are formed and seeds are developed. (In the later portion of the Flowering stage podding and seed development are occurring before the last flowers are blooming. This can be exaggerated if secondary growth occurs due to favorable weather conditions or after plant damage.) High temperatures and other plant stress factors can reduce the length of this phase.

	Flowering	16 to 20 days (Avg 18) Day 55 to Day 73	Begins when the first flower opens and continues until flowering is complete. (In the later portion of the Flowering stage podding and seed development are occurring before the last flowers are blooming. This can be exaggerated if secondary growth occurs due to favorable weather conditions or after plant damage.)
	Podding / Ripening	20 to 25 days (Avg 22) Day 73 to Day 95	Begins after flowering is complete and continues as pods form and through the development of white seeds. (In the early portion of the Podding/Ripening stage flowering is continuing after the initial pods are formed and developing seeds. This can be exaggerated if secondary growth occurs due to favorable weather conditions or after plant damage.)
Mature	Physiological Maturity	10 to 14 days Day 95 to Day 107 Day 107 from planting (107 – 15 = about 92 days from emergence)	<p>Harvest Mature: When the pods begin to turn color until the seeds turn a golden brown. Mature pods are dark tan or brown. Consider the plant has reached this stage when two thirds of the pods have turned from green to yellow. Consider the acreage has reached this stage when 50 percent of the plants have at least two-thirds of their pods turned from green to yellow). At this stage the crop has matured enough to be swathed prior to threshing. A Seed Count appraisal can be made at this point.</p> <p>Harvest Ripe: When the crop is sufficiently mature to allow direct cutting, generally with dried down stems and pods and the seed at 8 – 10% moisture content for effective and efficient harvest with limited shatter.</p>



USDA, NRCS. 2010. The PLANTS Database (<http://plants.usda.gov>, 9 July 2010). National Plant Data Center, Baton Rouge, LA 70874-4490 USA.

Exhibit 1

