WALNUT LOSS ADJUSTMENT STANDARDS HANDBOOK

2008 and Succeeding Crop Years
THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-ISSUED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2008 AND SUCCEEDING CROP YEARS. ALL REINSURED COMPANIES WILL UTILIZE THESE STANDARDS FOR BOTH LOSS ADJUSTMENT AND LOSS TRAINING.

SUMMARY OF CHANGES/CONTROL CHART

The following list contains the significant changes to this handbook, as determined by us. It may not represent all changes made. All changes made to this handbook are applicable regardless of whether or not listed.

Major Changes: Refer to changes or additions in text which have been highlighted. Three asterisks (*** ) indicate where information has been removed.

Changes for Crop Year 2008:

Updated standard language in section 2, A, (1), and (2).

Updated section 3,A, (c) to reflect changes in the Walnut Crop Provisions.

Updated TABLE A requirements.
## Control Chart For: Walnut Loss Adjustment Standards Handbook

<table>
<thead>
<tr>
<th>Action</th>
<th>SC Page(s)</th>
<th>TC Page(s)</th>
<th>Text Page(s)</th>
<th>Reference Material</th>
<th>Date</th>
<th>Directive Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remove</td>
<td>1-4</td>
<td>1-2</td>
<td>29-30</td>
<td>11-2006</td>
<td>FCIC-25540</td>
<td></td>
</tr>
<tr>
<td>Insert</td>
<td>1-2</td>
<td>1-2</td>
<td>29-30</td>
<td>10-2007</td>
<td>FCIC-25540-1</td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td>1-2</td>
<td>1-2</td>
<td>3-28</td>
<td>31</td>
<td>11-2006</td>
<td>FCIC-25540</td>
</tr>
</tbody>
</table>
# WALNUT LOSS ADJUSTMENT HANDBOOK

## TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>PAGE</th>
<th>1. INTRODUCTION</th>
<th>1</th>
<th>2. SPECIAL INSTRUCTIONS</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A. DISTRIBUTION</td>
<td>1</td>
<td>B. TERMS, ABBREVIATIONS, AND DEFINITIONS</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>3. INSURANCE CONTRACT INFORMATION</td>
<td>2</td>
<td>A. INSURABILITY</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>B. PROVISIONS AND PROCEDURES NOT APPLICABLE TO CAT COVERAGE</td>
<td>3</td>
<td>C. UNIT DIVISION</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>C. QUALITY ADJUSTMENT</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>4. WALNUT APPRAISALS</td>
<td>5</td>
<td>A. GENERAL INFORMATION</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>B. SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS</td>
<td>5</td>
<td>C. DETERMINING THE NUMBER OF TREES PER ACRE</td>
<td>6</td>
</tr>
<tr>
<td>5</td>
<td>5. APPRAISAL METHODS</td>
<td>7</td>
<td>A. GENERAL INFORMATION</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>B. NUT COUNT APPRAISAL METHOD</td>
<td>7</td>
<td>C. HARVESTED APPRAISAL METHODS</td>
<td>8</td>
</tr>
<tr>
<td>6</td>
<td>6. APPRAISAL DEVIATIONS AND MODIFICATIONS</td>
<td>8</td>
<td>A. DEVIATIONS</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>B. MODIFICATIONS</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>7. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES</td>
<td>9</td>
<td>A. APPRAISAL WORKSHEET FORM STANDARDS</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>B. GENERAL INFORMATION FOR WORKSHEET ENTRIES AND COMPLETION INFORMATION</td>
<td>9</td>
<td>C. WORKSHEET ENTRIES AND COMPLETION INFORMATION</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>APPRAISAL WORKSHEET EXAMPLE (NUT COUNT)</td>
<td>12</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
WALNUT LOSS ADJUSTMENT HANDBOOK

TABLE OF CONTENTS (Continued)

PAGE

8. CLAIM FORM ENTRIES AND COMPLETION INFORMATION ............ 13
   A. CLAIM FORM STANDARDS ................................................................. 13
   B. GENERAL INFORMATION FOR COMPLETION INSTRUCTIONS ........ 13
   C. FORM ENTRIES AND COMPLETION INFORMATION ...................... 14
      SECTION I - ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS .... 16
      SECTION II - HARVESTED PRODUCTION ......................................... 22
      CLAIM FORM EXAMPLE ................................................................. 27

9. REFERENCE MATERIAL ................................................................. 29
   TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS ........ 29
   TABLE B - NUMBER OF TREES PER ACRE ...................................... 30
   TABLE C - WALNUT VARIETIES - NUTS PER POUND (NPP) .............. 31
1. INTRODUCTION

THIS HANDBOOK MUST BE USED IN CONJUNCTION WITH THE LOSS ADJUSTMENT MANUAL (LAM) STANDARDS HANDBOOK FCIC-25540.

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/handbook/25000/index.html. All Approved Insurance Providers (AIP's) 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 amendments or bulletins). If slipsheets have been issued for a handbook, the original handbook as amended by slipsheets pages shall constitute the handbook. A bulletin can supersede either the original handbook or subsequent slipsheets.

A. DISTRIBUTION

The following is the minimum distribution of forms completed by the adjuster and signed by the insured (or the insured’s representative) for the loss adjustment inspection:

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

2. It is the AIP’s responsibility to maintain original insurance documents relative to policy holder servicing as designated in their approved plan of operations.

B. TERMS, ABBREVIATIONS, AND DEFINITIONS

(1) Terms, abbreviations, and definitions that are general (not crop specific) to loss adjustment are identified in the LAM.

(2) Terms, abbreviations, and definitions specific to walnut loss adjustment and this handbook, which are not defined in this section, are defined as they appear in the text.

(3) Abbreviation(s):

**DFA**

Dried Fruit Association

(4) Definition(s):
Hulled
Walnuts with the outer covering (or hull) over the shell removed. Walnuts are generally marketed as dry hulled in-shell nuts.

Mold Damaged Walnut Kernels
Mold when attached to the kernel and conspicuous; or when inconspicuous, white or gray mold affects an aggregate area larger than one square centimeter or one-eighth of the entire surface of the kernel, whichever is the lesser area.

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 may not be a complete list of insurability requirements. Refer to the Basic Provisions, Walnut Crop Provisions, and Special Provisions for a complete list.

(1) The crop insured will be all commercially grown “English Walnuts” (excluding “Black Walnuts”) grown in the county for which a premium rate is provided by the actuarial documents, in which the insured has a share, that are:

(a) Grown on tree varieties that:

1. were commercially available when the trees were originally set out;
2. are adapted to the area; and
3. are grown on a root stock that is adapted to the area.

(b) Grown in an orchard that, if inspected, are considered acceptable by the AIP.

(c) On acreage where at least 90 percent of the trees that have reached at least the seventh growing season after being set out, unless otherwise provided in the Special Provisions.

(d) In a unit that consists of at least five acres, unless the AIP agrees in writing to insure a smaller unit.

(2) Walnuts interplanted with another perennial crop are insurable unless the AIP inspects the acreage and determines that the acreage does not meet the requirements contained in the crop policy.

(3) Insurance coverage is provided against damage or loss from insects and disease but not damage due to insufficient or improper application of pest and disease control measures. Refer to the Crop Provisions for specific insured causes of loss.
(4) Insurance coverage is not provided against any damage or loss of production due to the inability to market walnuts for any reason other than actual physical damage to the walnuts from insurable causes. Refer to the Basic Provisions and the Crop Provisions for causes of loss that are excluded.

B. PROVISIONS AND PROCEDURES NOT APPLICABLE TO CAT COVERAGE

Refer to the Crop Insurance Handbook (CIH) and LAM for other provisions and procedures not applicable to CAT.

C. UNIT DIVISION

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

D. QUALITY ADJUSTMENT FOR MOLD DAMAGE

Mature walnut production with mold damage greater than 8.0 percent, based on net delivered weight of dry hulled in-shell walnuts, will be reduced using the quality adjustment factors contained in the Special Provisions. Walnut production that exceeds 30.0 percent mold damage that will not be sold, will not be considered production to count. To be eligible for quality adjustment:

(1) The Walnut Crop Provisions require an inspection by the DFA or the AIP during the loss inspection.

(2) Prior to delivery to the handler/processor or when the crop will not be harvested, determine the percentage of mold damage as indicated below:

(a) Representative samples may be taken to a DFA Inspection Station for mold analysis. DFA requires 100-nut samples of hulled in-shell walnuts; or

(b) The adjuster may determine the percent mold damage by selecting representative samples consisting of not less than 10 walnuts from each sample tree (do not include blanks when selecting 10-nut samples for percent mold damage determinations). Adjusters may use the same trees used for nut count appraisals. Larger nut samples may be selected as needed.

(c) If the walnuts have been harvested but not delivered to a handler/processor, gather the recommended number of representative sample nuts, based on the number of trees in the unit, from windrows or bins, as applicable. Use the Walnut Minimum Sample Requirements in TABLE A to determine the minimum number of sample trees.

(d) To determine the percent of mold damage based on the definition for mold damage in subsection 2 B (4) above, the adjuster will:
1 Crack out the nuts and count the number of mold damaged walnuts in the sample. Divide the number of mold damaged walnuts by the number of nuts in the sample to determine the percent of damage rounded to the nearest tenth of a percent.

**EXAMPLE:** A 10-nut sample has 2 mold-damaged walnuts. 2 damaged walnuts ÷ 10 nuts in sample = .20 or 20.0 percent mold damage.

2 In the Remarks section of the Nut Count Appraisal Worksheet or on a Special Report, total the mold percentages from all samples and divide by the number of samples taken to calculate the average percent to tenths of mold damage from all samples. Use this result to determine the quality adjustment (QA) factor from the Special Provisions.

**EXAMPLE:** An orchard, that will not be harvested, is appraised. The adjuster determines from 5 representative 10-nut samples there is 20.0% average mold damage. The applicable QA factor from the Special Provisions for 20% mold damage is .700. Enter .700 in Section I, item “L” on the Production Worksheet.

3 Not score walnuts containing multiple defects (e.g., mold/shriveled, etc.) as mold damaged and such walnuts will not qualify for quality adjustment.

(3) After delivery to the handler processor, mature walnut production with mold damage greater than:

(a) 8.0 percent based on the net delivered weight of dry hulled in-shell walnuts (less foreign material) for harvested production (or based on representative samples for unharvested production), will be reduced by the applicable QA factor contained in the Special Provisions.

**EXAMPLE:** Production is delivered to the processor with 14.3% mold damage. The applicable QA factor from the Special Provisions is .800. Enter .800 in Section II, item “R” on the Production Worksheet.

(b) 30.0 percent, based on the net delivered weight of dry hulled in-shell walnuts (less foreign material) for harvested production (or based on representative samples for unharvested production), will NOT be considered as production to count unless it is sold. If such production is sold, calculate the QA factor as follows:

1 Divide the total amount received per pound for the mold-damaged production (entered in Section II, item “Q1” of the Production Worksheet) by the maximum available price election per pound (entered in Section II, item “Q2” of the Production Worksheet), and round the result to three-decimal places. This result is the QA factor, entered to three decimal places in Section II, item R on the Production Worksheet.

2 Multiply the sold production times the QA factor to determine the production to count.
**EXAMPLE:** A unit produced 15,000 lbs. of walnuts with 32.0 percent mold damage. If the walnuts sold for $.45 per lb. and the maximum price election was $.60 per lb., then $.45 per lb. ÷ $.60 per lb. = .750 QA factor. 15,000 lbs. times .750 QA factor = 11,250 lbs. of walnut production to count.

### 4. WALNUT APPRAISALS

#### A. GENERAL INFORMATION

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

2. Circumstances that require an appraisal include (but are not limited to):
   
   a. When walnuts have not been harvested;
   b. If verifiable production records may not be available (roadside markets, etc.).

3. Make separate appraisals for each walnut variety grown in the orchard or sub-orchard, as applicable.

4. The insured must notify the AIP when knowledge is obtained of any mold damage or 15 days prior to harvest so that the AIP may inspect the damaged production.

5. Within the policy provisions is a requirement that insureds file a “notice of damage or loss.” If the insured intends to claim an indemnity on any unit, the insured must notify the AIP prior to the beginning of harvest so that the AIP may inspect the damaged production. The insured must not sell or dispose of the damaged crop until after the AIP has given written consent to do so. If the insured fails to meet the requirements of the crop provisions, all such production will be considered undamaged and included as production to count. Refer to the Basic Provisions, the Crop Provisions, and the LAM for more information on “notices of damage or loss.”

6. Whenever possible, appraise walnuts after the nut drop period but before any nuts are removed from the trees.

#### B. SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS

1. Make a general examination of all acreage in the unit. Determine the number and general location of trees to be used in the representative samples based on:

   a. Total acreage and number of trees;
(b) Extent of variation in the amount of production or damage within the acreage and location of nuts on the tree. When variable damage causes the crop potential to be significantly different within the same orchard, or when the insured wishes to destroy a portion of the orchard, split the orchard into sub-orchards, and appraise each one separately;

(c) Percent of each variety in the acreage;

(d) Tree age, size, density, and vigor;

(e) The acreage in the unit from which nuts have been harvested and the extent of variation in the amount of unpicked nuts on the trees; and

(f) Whether or not any areas have been partially harvested.

(2) If sample trees are selected for QA, use these trees for nut count appraisals, as applicable.

(3) Take not less than the minimum number (count) of representative samples required in TABLE A for each orchard or sub-orchard.

(4) The Random Path Appraisal Method (RPAM) may be used at the discretion of the AIP to appraise the crop production. Use the RPAM method in lieu of appraisal methods in this handbook, as applicable.

C. DETERMINING THE NUMBER OF TREES PER ACRE

Refer to TABLE B for determining the number of trees per acre; or calculate the number of trees per acre by:

(1) Multiplying tree spacing in feet times row spacing in feet to determine square feet per tree.

(2) Dividing 43,560 (square feet per acre) by the square feet per tree to determine the number of trees per acre.

**EXAMPLE:** Walnut trees are 25 ft. apart and there is 25 ft. between rows. 25 ft. X 25 ft. = 625 square feet per tree = 70 trees per acre (43,560 sq. ft. per acre divided by 625 sq. ft. per tree).
5. APPRAISAL METHODS

A. GENERAL INFORMATION

These instructions provide information on appraisal methods for:

<table>
<thead>
<tr>
<th>Appraisal Method...</th>
<th>Use...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nut Count</td>
<td>for unharvested or partially unharvested acreage.</td>
</tr>
<tr>
<td>Harvested Methods</td>
<td>harvested samples from representative trees or apply harvested acreage yield to unharvested acreage.</td>
</tr>
</tbody>
</table>

B. NUT COUNT APPRAISAL METHOD

Unharvested acreage appraisals:

1. Use the Nut Count Appraisal Worksheet instructions to record nut counts taken from sample trees (refer to subsection 4 B above for sampling requirements).

2. Determine the percent of acreage occupied by each variety for the acreage being appraised.

3. Count all harvestable walnuts (including nuts damaged by uninsured causes) from each sample area and record nut counts on the Nut Count Appraisal Worksheet. If mold damage is present or suspected in the area, crack out a representative 10-nut (or larger) sample from each sample area to determine if mold damage is greater than 8.0 percent (do not use blanks when determining percent mold damage). If mold damage is greater than 8.0 percent (as defined in subsection 2 B (3) above), refer to subsection 3 D above. for mold damage appraisal instructions. If mold damage is 8.0 percent or less:

   a. Divide the total number of nuts in the sample by the number of trees in the sample to determine the average number of nuts per tree.

   b. Divide this result by the nuts per pound factor for the variety as shown in TABLE C to determine the average pounds per tree.

   c. Multiply this result by the number of bearing trees per acre and by the percent of acreage occupied by the appraised variety to determine the nut pounds for the variety. Total all samples to determine the appraised pounds per acre.

   d. Document any uninsured damage in the Remarks section of the Nut Count Appraisal Worksheet or on a Special Report.

4. If appraised walnuts are sold, all sold production will be considered production to count.
(5) Also refer to the RPAM for procedures on selecting a random sample and recording the number of nuts per sample tree.

C. HARVESTED APPRAISAL METHODS

(1) Harvested Sample Appraisals:

(a) Arrange with the insured to harvest representative sample trees after the walnut crop reaches maturity (refer to subsection 4 B above for sampling requirements).

(b) Count all harvestable nuts (including nuts damaged by uninsured causes) harvested from the sample trees. Select representative nut samples from the windrows or bins based on the number of trees in the acreage being appraised. Use the procedure in subsection 5 B above, to select nut samples, determine qualifying mold damage and documentation requirements.

(c) Use the Nut Count Appraisal Worksheet instructions to record the nut counts and complete the appraisal.

(d) If appraised walnuts are sold, all sold production will be considered production to count.

(2) Harvested Acreage Appraisal:

(a) Prior to harvest, the insured must notify the AIP of any damaged walnut production so the AIP can inspect and verify the damaged production.

(b) Use this method only when harvested acreage can be verified to be representative of unharvested acreage. Verify acreages by actually inspecting the harvested and unharvested acreage to compare the crops on the trees.

(c) Divide harvested production by the number of harvested acres to calculate the harvested yield per acre. Use the harvested yield per acre as the appraisal for the unharvested acreage.

(d) Document such inspections and calculations in the “Narrative” section of the Production Worksheet or on a Special Report.

6. APPRAISAL DEVIATIONS AND MODIFICATIONS

A. DEVIATIONS

Deviations in appraisal methods require RMA written authorization (as described in the LAM) prior to implementation.
B. **MODIFICATIONS**

There are no pre-established appraisal modifications contained in this handbook (refer to the LAM for additional information).

7. **APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES**

A. **APPRAISAL WORKSHEET FORM STANDARDS**

(1) The entry items in subsection 7 C below are the minimum requirements for the Nut Count Appraisal Method Worksheet used for the walnut 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 Nondiscrimination 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 Privacy Act and Nondiscrimination statements can be found in the Document and Supplemental Standards Handbook (DSSH), FCIC-24040.

(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 INFORMATION**

(1) Include the AIP’s name in the appraisal worksheet title if not preprinted on the AIP’s worksheet, and 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 unit appraised, and orchard or sub-orchard which has a differing farming practice. Refer to subsection 4 B above for sampling requirements.

(4) Document in the Remarks or on a Special Report all calculations used to determine the percent of mold damage.

(5) Standard appraisal worksheet items are numbered consecutively in subsection 7 C. An example appraisal worksheet is also provided to illustrate how to complete all entries, except the last three items on the appraisal worksheet.
C. WORKSHEET ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Information Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td><strong>Insured's Name:</strong> Name of insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.</td>
</tr>
<tr>
<td>2.</td>
<td><strong>Policy No.:</strong> Insured’s assigned policy number.</td>
</tr>
<tr>
<td>3.</td>
<td><strong>Unit No.:</strong> Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).</td>
</tr>
<tr>
<td>4.</td>
<td><strong>Crop:</strong> “Walnuts.”</td>
</tr>
<tr>
<td>5.</td>
<td><strong>Acres Appraised:</strong> Total number of determined acres, to tenths, being appraised in the unit.</td>
</tr>
<tr>
<td>6.</td>
<td><strong>Crop Year:</strong> Four-digit crop year, as defined in the policy, for which the claim is filed.</td>
</tr>
<tr>
<td>7.</td>
<td><strong>Orchard ID:</strong> Orchard or sub-orchard identification symbol.</td>
</tr>
<tr>
<td>8.</td>
<td><strong>Variety:</strong> Variety name of trees in the acreage being appraised. Use separate lines for each variety in the orchard being appraised.</td>
</tr>
<tr>
<td>9.</td>
<td><strong>Acres:</strong> Number of determined acres to tenths for the variety being appraised.</td>
</tr>
<tr>
<td>10.</td>
<td><strong>Number Nuts Per Tree:</strong> Number of nuts from each sample tree (include nuts damaged by uninsured causes). Document all calculations to determine the percent of mold damage in the Remarks or on a Special Report. If more than six sample trees are selected, use additional lines on the appraisal worksheet, as needed. For each orchard ID, document in the Remarks or on a Special Report any damage due to uninsured causes.</td>
</tr>
<tr>
<td>11.</td>
<td><strong>Total Nuts All Trees:</strong> Total nuts from item 10 “Number of Nuts Per Tree” from all sample trees.</td>
</tr>
<tr>
<td>12.</td>
<td><strong>Number Trees In Sample:</strong> Total number of trees sampled from each orchard or sub-orchard.</td>
</tr>
<tr>
<td>13.</td>
<td><strong>Average Number Nuts/Tree:</strong> Item 11 “Total Nuts All Trees” divided by item 12 “Number Trees In Sample,” result in whole nuts.</td>
</tr>
<tr>
<td>14.</td>
<td><strong>Nuts/Lb. for Variety:</strong> The number of nuts per pound for the variety (refer to TABLE C).</td>
</tr>
</tbody>
</table>
15. **Average Pounds Per Tree:** Item 13 “Average Number Nuts/Tree” divided by item 14 “Nuts/Lb. for Variety,” rounded to two decimal places.

16. **Bearing Trees Per Acre:**
   a. Enter the number of bearing trees per acre by variety (refer to TABLE B); or
   b. Calculate the number of trees per acre (refer to subsection 4 C above).

17. **Gross Nut Lbs. Per Acre:** Item 15 “Average Pounds Per Tree” times item 16 “Bearing Trees Per Acre,” result in whole pounds.

18. **Reject Factor:** MAKE NO ENTRY.

19. **Net Nut Lbs. Per Acre:** MAKE NO ENTRY.

20. **% Acres for Variety:** Item 9 “Acres” divided by item 5 “Acres Appraised,” to two decimal places.

21. **Nut Lbs. for Variety:** Item 17 “Gross Nut Lbs. Per Acre” times item 20 “% Acres for Variety,” result in whole pounds.

22. **Appraisal (LBS./A.):** Total of all item 21 “Nut Lbs. for Variety” entries, in whole pounds. Transfer this entry to Section I, item J on the Production Worksheet.

23. **Remarks:** Document the following on the appraisal worksheet or on a Special Report:
   a. Whether the appraisal was a Nut Count Appraisal or a Harvested Sample Appraisal;
   b. Acreage determinations for items 5 and 9.
   c. Calculations for percent of mold damage.
   d. Uninsured causes, the number of nuts per tree damaged by such causes and any applicable calculations; and
   e. Any other pertinent information about the appraisal.

The following required entries are not illustrated on the appraisal worksheet example below.

24. **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.
25. ______ 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 appraisal worksheet WITH THE INSURED (or the insured’s authorized representative), particularly explaining codes, etc., which may not be readily understood.

26. Pg.: Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).
<table>
<thead>
<tr>
<th>Orchard ID</th>
<th>Variety</th>
<th>Acres</th>
<th>Number Nuts Per Tree</th>
<th>Total Nuts All Trees</th>
<th>Number Trees In Sample</th>
<th>Average Number Nuts/Tree</th>
<th>Nuts/Lb. for Variety</th>
<th>Average Pounds Per Tree</th>
<th>Bearing Trees Per Acre</th>
<th>Gross Nut Lbs. Per Acre</th>
<th>Reject Factor</th>
<th>Net Nut Lbs. Per Acre</th>
<th>% Acres for Variety</th>
<th>Nut Lbs. for Variety</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-A</td>
<td>Hartley</td>
<td>4.6</td>
<td>416</td>
<td>756</td>
<td>791</td>
<td>3565</td>
<td>5</td>
<td>713</td>
<td>37</td>
<td>19.27</td>
<td>x</td>
<td>70</td>
<td>1349</td>
<td>0.23</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>821</td>
<td>781</td>
<td></td>
<td>1016</td>
<td>1006</td>
<td>1026</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-B</td>
<td>Chandler</td>
<td>3.9</td>
<td>987</td>
<td>975</td>
<td>750</td>
<td>5010</td>
<td>5</td>
<td>1002</td>
<td>37</td>
<td>27.08</td>
<td>x</td>
<td>70</td>
<td>1896</td>
<td>0.19</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>700</td>
<td>697</td>
<td></td>
<td>700</td>
<td>697</td>
<td>750</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1-C</td>
<td>Hartley</td>
<td>4.0</td>
<td>810</td>
<td>1008</td>
<td></td>
<td>3965</td>
<td>5</td>
<td>793</td>
<td>37</td>
<td>21.43</td>
<td>x</td>
<td>70</td>
<td>1500</td>
<td>0.20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>890</td>
<td>920</td>
<td></td>
<td>1004</td>
<td>933</td>
<td>833</td>
<td></td>
<td></td>
<td></td>
<td>70</td>
<td>1680</td>
<td>0.25</td>
</tr>
<tr>
<td>1-D</td>
<td>Hartley</td>
<td>5.1</td>
<td>1699</td>
<td>1574</td>
<td></td>
<td>8340</td>
<td>5</td>
<td>1668</td>
<td>37</td>
<td>45.08</td>
<td>x</td>
<td>70</td>
<td>3156</td>
<td>0.13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1725</td>
<td>1648</td>
<td></td>
<td>1725</td>
<td>1648</td>
<td>1694</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

23. REMARKS
Nut count appraisal. Item 5 acres determined by aerial photo, item 9 acres determined by wheel measurements. Mold damage is 14.0%. See Special Report for mold damage calculations.
8. CLAIM FORM ENTRIES AND COMPLETION INFORMATION

A. CLAIM FORM STANDARDS

(1) The entry items in subsection C are the minimum Claim Form (hereafter referred to as the “Production Worksheet”) requirements. All of these entry items are considered “Substantive,” (i.e., they are required).

(2) 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 Nondiscrimination statement are required statements that must be printed on the form or provided as a separate document. These statements are not shown in the example form in this section. The current Privacy Act and Nondiscrimination statements can be found in the DSSH.

(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 COMPLETION INSTRUCTIONS

(1) The Production Worksheet is a progressive form containing all notices of damage for all preliminary and final inspections made on a unit.

(2) If a Production Worksheet has been prepared on a prior inspection, verify each entry and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and the insured are to 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 as other reasons described in the LAM).

(e) “No Indemnity Due” claims (which must be verified by an APPRAISAL or
NOTIFICATION from the insured that the production exceeded the guarantee).

(4) The adjuster is responsible for determining if any of the insured’s requirements under the
notice and claim provisions have not been met. If any have not, the adjuster should
contact the AIP.

(5) Instructions labeled “PRELIMINARY” apply to preliminary 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:

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Information Required</th>
</tr>
</thead>
</table>
| 2.       | Unit #: Five-digit unit number from the Summary of Coverage after it is verified to be
correct (e.g., 00100). |
| 3.       | Legal Description: Section, township, and range number or other legal description that
identifies the location of the unit. |
| 4.       | Date of Damage: First three letters of the month during which MOST of the insured
damage (including progressive damage) occurred for each inspection. Include the
SPECIFIC DATE where applicable as in the case of hail damage (e.g., AUG 11). |
| 5.       | Cause of Damage: Name of insured cause(s) of loss for this crop as listed in the LAM.
If it is evident that no indemnity is due, enter “NONE.” If an insured cause of loss is
coded as “Other,” explain in the Narrative. Refer to the Basic Provisions and Walnut Crop
Provisions for information pertaining to insured and uninsured causes of loss. |
| 6.       | Primary Cause %: |

PRELIMINARY: MAKE NO ENTRY.
**FINAL:** Percent of damage for the cause of damage listed in item 5 above that is determined to be the primary cause of damage, to the nearest whole percent. The primary cause of damage must exceed 50 percent (e.g., 51%). Enter an “X” for the major secondary cause of damage.

7. **Company/Agency:** Name of 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 no-loss units may be entered on a single Production Worksheet. If more spaces are needed for non-loss units, enter the unit numbers, identified as “Non-loss Units,” in the narrative or on an attached Special Report.

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

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Estimated yield per acre, in whole in-shell pounds, of all non-loss units for the crop at the time of final inspection.

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

**PRELIMINARY:**

a. Date the notice of damage was given for the unit in item 2, in the 1st or 2nd space, as applicable. Enter the complete date (MM/DD/YYYY).

b. A third notice of damage or loss for a 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 Policies:**

a. If no other person has a share in the unit (insured has a 100 percent share), MAKE NO ENTRY.

b. In all cases where the insured has LESS than a 100 percent share of a loss-affected unit, ask the insured if the OTHER person sharing in the unit has a multiple-peril contract (i.e., not crop-hail, fire, etc.). If the other person does not, enter “None.”

   (1) If the other person has a multiple-peril 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 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.

   (4) Refer to the LAM for further information regarding companion contracts.

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

Make separate line entries for varying:

(1) Rate classes, types, or farming practices;
(2) APH yields;
(3) Appraisals;
(4) Adjustments to appraised mature production (i.e., quality adjustment factors);
(5) Stages or intended use(s) of acreage;
(6) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
(7) Appraisals for damage due to hail or fire, or fire if Hail and Fire Exclusion is in effect.
Verify or make the following entries:

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Information Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td><strong>Field ID:</strong> The field identification symbol from a sketch map or an aerial photo. Refer to the narrative instructions. In the margin of the last line entry (or in a separate column), enter the date of inspection for the last line entry of each inspection.</td>
</tr>
<tr>
<td>B.</td>
<td><strong>Prelim. Acres:</strong></td>
</tr>
<tr>
<td></td>
<td><strong>PRELIMINARY:</strong> The number of acres, to tenths, (include “E” if estimated), for which consent for other use has been given. Determine actual acreage, to tenths, when the boundaries of the appraised acreage may not be determined later. Refer to the LAM or CIH for acreage measurement instructions specific to perennial crops.</td>
</tr>
<tr>
<td></td>
<td><strong>FINAL:</strong> MAKE NO ENTRY.</td>
</tr>
<tr>
<td>C.</td>
<td><strong>Final Acres:</strong> Refer to the LAM for definition of acceptable determined acres used herein. Refer to the LAM or CIH for acreage measurement instructions specific to perennial crops. Determined acres to tenths (include “E” if estimated) for which consent is given for other use and/or:</td>
</tr>
<tr>
<td></td>
<td>a. Put to other use without consent.</td>
</tr>
<tr>
<td></td>
<td>b. Abandoned.</td>
</tr>
<tr>
<td></td>
<td>c. Damaged by uninsured causes.</td>
</tr>
<tr>
<td></td>
<td>d. For which the insured failed to provide acceptable records of production.</td>
</tr>
<tr>
<td></td>
<td><strong>FINAL:</strong> Determined acres to tenths.</td>
</tr>
<tr>
<td></td>
<td>Acreage breakdowns WITHIN a unit may be estimated (enter “E” in front of the acres) if a determination is impractical AND if authorization was received from the AIP. Document authorization in the Narrative.</td>
</tr>
<tr>
<td></td>
<td>ACCOUNT FOR ALL ACREAGE IN THE UNIT. In the event of over-reported acres, handle in accordance with individual AIP’s instructions. In the event of under-reported acres, draw a diagonal line in Column “C” as shown.</td>
</tr>
<tr>
<td></td>
<td>C1 Enter the ACTUAL acres for the field or sub field.</td>
</tr>
<tr>
<td></td>
<td>C2 Enter the REPORTED acres for the field or sub field.</td>
</tr>
<tr>
<td>D.</td>
<td><strong>Interest or Share:</strong> 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.</td>
</tr>
</tbody>
</table>
E. **Risk:** The three digit code for the correct “Rate Class” specified on the actuarial documents. If the “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.

F. **Practice:** Three-digit code number, entered exactly as specified on the actuarial documents, for the practice carried out by the insured. If “No Practice Specified,” enter appropriate three-digit code number from the actuarial documents.

G. **Type/Class/Variety:** Three-digit code number, entered exactly as specified on the actuarial documents, for the type grown by the insured. If “No Type Specified,” enter appropriate three-digit code number from the actuarial documents.

H. **Stage:**

**PRELIMINARY:** MAKE NO ENTRY.

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

<table>
<thead>
<tr>
<th>STAGE</th>
<th>EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>“P”</td>
<td>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.</td>
</tr>
<tr>
<td>“H”</td>
<td>Harvested.</td>
</tr>
<tr>
<td>“UH”</td>
<td>Unharvested or put to other use with consent.</td>
</tr>
</tbody>
</table>

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

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

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

Verify any “Intended Use” entry. If the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct “Final Use.”
GLEANED ACREAGE: Refer to the LAM for information on gleaning.

J. **Appraised Potential:** Per-acre appraisal in WHOLE in-shell pounds of POTENTIAL production for the acreage appraised. Refer to appraisal methods for additional instructions. If there is no potential on “UH” acreage, enter “0.”

K₁-K₂. **MAKE NO ENTRY.**

L. **Shell and/or Quality Factor:** Refer to subsection 3 D for additional QA instructions.

   a. Appraisals with 8.1 percent through 30.0 percent mold damage, enter the applicable QA factor (to three decimal places) for the percent of mold damage (refer to the Special Provisions).

   b. Appraisals with mold damage greater than 30.0 percent and such production **WILL NOT** be sold, enter the QA factor “.000” and explain in the “Narrative.”

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

   a. Hail and Fire exclusion NOT in effect.

      (1) Enter NOT LESS than the insured’s production guarantee per acre in whole in-shell 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. On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production.

      (2) For acreage that is damaged PARTLY by uninsured causes, enter the APPRAISED UNINSURED loss of production per acre in whole in-shell pounds, for any such acreage. Refer to the LAM for information on how to determine uninsured cause appraisals.

   b. Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.

   c. Enter the result of adding uninsured cause appraisals to hail and fire exclusion appraisals. For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.

N. **Adjusted Potential:** Column “J” times column “L” plus column “M,” in WHOLE in-shell pounds.

O. **Total to Count:** Column “C or C₁” (actual acres) times column “N,” in WHOLE in-shell pounds.
P.  **Per Acre:** Per-acre Guarantee: Enter the per-acre production guarantee from the insured’s policy.

Q.  **Total:** Column “C₂” (reported acres) (“C” if acreage is not under-reported) times Column “P” in WHOLE in-shell pounds.

16.  **Total Acres:**

   **PRELIMINARY:** MAKE NO ENTRY.

   **FINAL:** Total Actual Acres (Column “C” or (“C₁” if there are under-reported acres)), to tenths.

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

17.  **Totals:**

   **PRELIMINARY:** MAKE NO ENTRY.

   **FINAL:** Total for Column “O” and total of Column “Q” in WHOLE in-shell pounds.

**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 the unit number(s), “No Inspection,” date, and adjuster’s initials. 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, item M for uninsured causes due to a hail/fire exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.

e.  Document the actual appraisal date if an appraisal was performed prior to the adjuster’s signature date on the appraisal worksheet, and the date of the appraisal 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 “O,” and/or any production not included in Section II, column “I” or column “B” through “E” entries (e.g., harvested production from uninsured acreage that can be identified separately from the insured acreage in the unit).

j. Explain “NO” checked in item 19.

k. Attach a sketch map or aerial photograph to identify the total unit:

(1) If consent is or has been given to put part of the unit to another use;
(2) If uninsured causes are present; or
(3) For unusual or controversial cases.

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

l. Explain any 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 shown in Section I, column “C” as follows: “Line 3 ‘E’ acres authorized by AIP MM/DD/YYYY.”

q. Document the method and calculation used to determine acres for the unit. Refer to the LAM.

r. Specify the type of insects or diseases when the insured cause of damage or loss is listed as insects or disease. Explain why control measures did not work.

s. Explain any “.000” QA factor entered in Section I, column “L” and Section II, column “R.” Explain any deficiencies, substances, or conditions that are allowed for QA, as well as any which were not allowed.

t. Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
u. Record any trees removed without inspection.

v. 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 - 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.

(2) For production commercially stored, sold, etc., enter the name and address of storage facility, buyer, packinghouse, or processor as applicable in columns “B” through “E.”

(3) If additional lines are necessary, the data may be entered on a continuation sheet. USE SEPARATE LINES FOR:

(a) Separate storage facilities;
(b) Varying names and addresses of buyers or processors of sold production;
(c) Different QA factors; or
(d) Varying shares; e.g., 50 percent and 75 percent shares on same unit.

(4) There will generally be no harvested production entries in columns “A” through “S” for preliminary inspections.

(5) Harvested production from more than one insured practice (or type) and a separate approved APH yield has been established for each, the harvested production also must be entered on separate lines in columns “A” through “S” by type or practice. If production has been commingled, refer to the LAM.

**Verify or make the following entries:**

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Information Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.</td>
<td>Date Harvest Completed: (Used to determine if there is a delayed notice or a delayed claim. Refer to the LAM.)</td>
</tr>
</tbody>
</table>
FINAL:

a. The earlier of the date the ENTIRE acreage on the unit was:

   (1) harvested;
   (2) totally destroyed;
   (3) put to other use;
   (4) a combination of harvested, destroyed, or put to other use; or
   (5) the calendar date for the end of the insurance period.

b. If at the time of final inspection (if prior to the end of the insurance period), there is any unharvested insured acreage remaining on the unit that the insured does not intend to harvest, enter “Incomplete.”

c. If at the time of final inspection (if prior to the end of the insurance period), none of the insured acreage on the unit has been harvested, and the insured does not intend to harvest such acreage, enter “No Harvest.”

d. If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use, etc. Refer to the LAM.

19. Similar Damage:

PRELIMINARY: MAKE NO ENTRY.

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

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

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


A2. 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, item “A”).
REFER TO THE LAM FOR INSTRUCTIONS REGARDING ENTRY OF FIRST CROP AND SECOND CROP CODES.

B.-E. **Length or Diameter, Width, Depth, Deduction:** For production commercially stored or sold, enter the name and address of the buyer or processor, etc., as applicable. For production otherwise disposed of, indicate method of disposition (sold by direct marketing, etc.).

F.-H. MAKE NO ENTRY.

I. **Bu., Ton, Lbs., Cwt.:** Circle “Lbs.” in column heading. Production as NET DELIVERED WEIGHT (dry hulled WHOLE in-shell pounds excluding foreign material such as leaves, twigs, dirt, rocks, hulls and pieces of hulls, etc.) as determined by delivery records, production recaps, sales receipts from buyers or processors, etc. Account for all harvested production. Harvested production damaged by uninsured causes of loss will be considered production to count.

J.-M2. MAKE NO ENTRY.

N. **Adjusted Production:** WHOLE in-shell pounds from column “I.”

O. **Production Not to Count:** Net production NOT to count in WHOLE in-shell 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). THIS ENTRY MUST NEVER EXCEED PRODUCTION SHOWN ON THE SAME LINE. EXPLAIN ANY “PRODUCTION NOT TO COUNT” IN THE NARRATIVE.

P. **Production:** Result of subtracting the entry in Column “O” from column “N,” results in WHOLE in-shell pounds.

Q1. **Value:** Refer to subsection 3 D above for additional QA instructions. For Sold production that contains mold damage greater than 30.0 percent based on the net delivered weight, enter the value per pound received, to two-decimal places; otherwise, MAKE NO ENTRY.

Q2. **Mkt Price:** For Sold production that contains mold damage greater than 30.0 percent based on the net delivered weight, enter the maximum available price election per pound, to two-decimal places; otherwise, MAKE NO ENTRY.

R. **Quality Factor:**

  a. Production with 8.1 percent through 30.0 percent mold damage based on the net delivered weight, enter the QA factor from the Special Provisions for the percent of mold damage as determined by the DFA or the AIP (refer to subsection 3 D above).

  **EXAMPLE:** Based on net delivered weight for walnuts with 14.3 percent mold damage, the QA factor will be .800 (refer to the Special Provisions).
b. If sold production has mold damage greater than 30.0 percent based on the net delivered weight, calculate the QA factor as follows: “Q1,” divided by “Q2,” results to three-decimal places.

EXAMPLE: The value per pound received for harvested walnuts was $.45 per lb. and the maximum available price election was $.60 per lb. Then $.45 per lb. divided by $.60 per lb. equals a .750 QA factor.

c. Production that is not sold (and will not be sold) which has mold damage greater than 30.0 percent based on net delivered weight, enter a QA factor of “.000.”

S. Production to Count: Enter result from multiplying Column “P” times Column “R,” in WHOLE in-shell pounds.

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

22. Section II Total:

PRELIMINARY: MAKE NO ENTRY.

FINAL: Enter the total of Column “S,” in WHOLE in-shell pounds.

23. Section I Total:

PRELIMINARY: MAKE NO ENTRY.

FINAL: Enter figure from Section I Column “O” total.

24. Unit Total:

PRELIMINARY: MAKE NO ENTRY.

FINAL: Total of items 22 and 23 in WHOLE in-shell pounds.

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

25. Adjuster’s Signature, Code #, and Date: Signature of adjuster, code number, and date signed after the insured (or insured’s authorized representative) has signed. For an absentee insured, enter adjuster’s code number ONLY. The signature and date will be entered AFTER the absentee has signed and returned the Production Worksheet. Final indemnity inspections should be signed on bottom line.
26. **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.

27. **Page Numbers:**

**PRELIMINARY:** Page numbers – “1”, “2”, etc., at the time of inspection.

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

**FOR ILLUSTRATION PURPOSES ONLY**

#### SECTION I – ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

<table>
<thead>
<tr>
<th>Field ID</th>
<th>Prelim Acres</th>
<th>Final Acres</th>
<th>Interest or Share</th>
<th>Risk</th>
<th>Practice</th>
<th>Type Class Variety</th>
<th>Stage</th>
<th>Intended or Final Use</th>
<th>Appraised Potential</th>
<th>Moisture %</th>
<th>Shell and/or Quality Factor</th>
<th>+ Uninsured Cause</th>
<th>Adjusted Potential</th>
<th>Total to Count (C x N)</th>
<th>Per Acre</th>
<th>Total (C x P)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 NS MM/DD</td>
<td>20.3</td>
<td>1.000</td>
<td>A01</td>
<td>002</td>
<td>997</td>
<td>UH</td>
<td>UH</td>
<td>1800</td>
<td>800</td>
<td></td>
<td></td>
<td>1440</td>
<td>29232</td>
<td>2500</td>
<td>50750</td>
<td></td>
</tr>
<tr>
<td>2 NS MM/DD</td>
<td>4.5</td>
<td>1.000</td>
<td>A01</td>
<td>002</td>
<td>997</td>
<td>H</td>
<td>H</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2500</td>
<td>11250</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16 TOTAL</td>
<td>24.8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### NARRATIVE

Field 1 unharvested appraised Quality Adjustment due to 14.0% mold damage. See Special Report for mold damage calculations. Field 2 harvested and sold production Quality adjustment due to 9.1% mold damage. See attached Special Report for acreage measurements.

#### SECTION II – HARVESTED PRODUCTION

<table>
<thead>
<tr>
<th>Field ID</th>
<th>Share or Diameter</th>
<th>Length or Depth</th>
<th>Deduction</th>
<th>Net Cubic Feet</th>
<th>Conversion Factor</th>
<th>Gross Prod. (F x G)</th>
<th>Bu. Ton (Lbs.)</th>
<th>Cwt.</th>
<th>Shell/ Sugar Factor</th>
<th>FM% Factor</th>
<th>Moisture% Factor</th>
<th>Test Wt. Factor</th>
<th>Adjusted Production (Hor)</th>
<th>Prod. Not To Count</th>
<th>Production (N – O)</th>
<th>Value Mkt. Price</th>
<th>Quality Factor (Q1 + Q2)</th>
<th>Production To Count (P x R)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NS</td>
<td>ABC Packinghouse</td>
<td>Any Town, Any State</td>
<td>xxxxx</td>
<td>15000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>15000</td>
<td>.900</td>
<td>13500</td>
<td></td>
</tr>
</tbody>
</table>

| 22 Section II Total | 13500 |
| 23 Section I Total  | 29232 |
| 24 Unit Total       | 42732 |
## 9. REFERENCE MATERIAL

**TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS**

<table>
<thead>
<tr>
<th>ACRES IN ORCHARD OR BLOCK:</th>
<th>MINIMUM NUMBER OF SAMPLES:</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.1 - 10</td>
<td>The lesser of 5 trees or 5% of the number of trees</td>
</tr>
</tbody>
</table>

One additional tree is required for each additional 10.0 acres (or fraction thereof) in orchard.
### TABLE B - NUMBER OF TREES PER ACRE

**DISTANCE BETWEEN ROWS (IN FEET)**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
</tr>
<tr>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
</tr>
<tr>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
</tr>
<tr>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
</tr>
<tr>
<td>30</td>
<td>31</td>
<td>32</td>
<td>33</td>
<td>34</td>
</tr>
<tr>
<td>35</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**DISTANCE BETWEEN TREES (IN FEET)**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
<td>31</td>
<td>32</td>
<td>33</td>
<td>34</td>
</tr>
<tr>
<td>35</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Use this Table for square hedge plantings. To determine number of trees per acre for tree a spacing not shown above, multiply the distance between trees in the row, in feet to tenths, by the distance between rows, in feet to tenths, and divide the result (in feet to tenths) into 43,560 sq. ft./acre (round to nearest whole number). **EXAMPLE:** 30.5 ft. X 36.0 ft. = 1098.0 sq. ft. 43,560 sq. ft. ÷ 1098.0 sq. ft. = 39.67 or 40 trees/acre. To determine number of trees per acre for other tree planting patterns (e.g., hexagonal, quincunx, etc.) refer to the LAM.
<table>
<thead>
<tr>
<th>SMALL (44 NPP)*</th>
<th>MEDIUM (37 NPP)*</th>
<th>LARGE (33 NPP)*</th>
<th>X LARGE (27 NPP)*</th>
<th>XX LARGE (20 NPP)*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chico</td>
<td>Amigo</td>
<td>Ashley</td>
<td>Adams</td>
<td>Carmello</td>
</tr>
<tr>
<td>Early Ehrardt</td>
<td>Chandler</td>
<td>Cisci</td>
<td>Concha</td>
<td>Idaho</td>
</tr>
<tr>
<td>Graves Fraquette</td>
<td>Hartley</td>
<td>Cisco</td>
<td>PL 18256</td>
<td></td>
</tr>
<tr>
<td>Seharsh Fraquette</td>
<td>Howe</td>
<td>Eureka</td>
<td>Sunland</td>
<td></td>
</tr>
<tr>
<td>Vina</td>
<td>Marchetti</td>
<td>Gustine</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mayette</td>
<td>Howard</td>
<td>Adams</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Olmo</td>
<td>Lompoc</td>
<td>Concha</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Payne</td>
<td>Midland</td>
<td>PL 18256</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Placentia</td>
<td>Pedro</td>
<td>Sunland</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tehama</td>
<td>PL 125249</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PL 159568</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Serr</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tulare</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* For mixed varieties of walnuts use 34 NPP.