

United States
Department of
Agriculture



Federal Crop
Insurance
Corporation



Product
Administration
And Standards
Division

CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

FCIC-25080 (11-2009)
FCIC-25080-1(4-2010)

2010 and Succeeding Crop Years

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

FEDERAL CROP INSURANCE HANDBOOK		NUMBER: 25080 (11-2009) 25080-1 (04-2010)	
SUBJECT: CORN LOSS ADJUSTMENT STANDARDS HANDBOOK 2010 AND SUCCEEDING CROP YEARS	OPI: Product Administration and Standards Division		
	APPROVED: <i>/S/ Rodger Matthews April 27, 2010</i> Deputy Administrator, Product Management		DATE:

THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-ISSUED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2010 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 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: See changes or additions in text which have been highlighted. Three stars (***) identify where information has been removed.

Changes for Crop Year 2010 (FCIC-25080-1) issued APRIL 2010:

- A. Subsection 9 B (7): Added language that a separate PW may be completed for each type in the unit.
- B. Subsection 9C, Columns 34, 36, and 37: Deleted “(or column 18 if there are under-reported acres)”. Calculations will be based on the column 19, “Determined Acres”.

CORN LOSS ADJUSTMENT STANDARDS HANDBOOK

SUMMARY OF CHANGES/CONTROL CHART (CONTINUED)

Control Chart For: Corn Loss Adjustment Standards Handbook						
	SC Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Remove	1-2		39-40 47-48		11-2009 11-2009	FCIC-25080 FCIC-25080
Insert	1-2		39-40 47-48		4-2010 4-2010	FCIC-25080-1 FCIC-25080-1
Current Index	1-2	1-4	1-38 39-40 41-46 47-48 49-66	67-84	4-2010 11-2009 4-2010 11-2009 4-2010 11-2009 11-2009	FCIC-25080-1 FCIC-25080 FCIC-25080-1 FCIC-25080 FCIC-25080-1 FCIC-25080 FCIC-25080

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 Nondiscrimination statements 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 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 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 WORKSHEET ENTRIES AND COMPLETION PROCEDURES

- (1) The Production Worksheet is a progressive form containing all notices of damage for all preliminary 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 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, when acreage is being appraised for a replanting payment and all acreage on the unit has been initially planted, or other reasons as 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.
- (4) Refer to the Prevented Planting Handbook for information on prevented planting.
 - (5) The adjuster is responsible for determining if any of the insured’s requirements under the notice and claim provisions 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.
 - (7) The AIP may complete a separate Production Worksheet for each type planted in the unit.

C. FORM ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

Item No.	<u>Information Required</u>
1.	Crop/Code #: “Corn” (0041).
2.	Unit #: Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
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. For progressive damage, enter in chronological order the month that identifies when the majority of the insured damage occurred. Include the SPECIFIC DATE where applicable as in the case of hail damage (e.g., Aug 11). Enter additional dates of damage in the extra spaces, as needed. If more space is needed, document the additional dates of damage in the Narrative (or on a Special Report). Refer to the illustration in item 6 below.

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

32a. **Moisture %:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: Moisture percent (if in excess of 15.0 percent) to nearest tenth. Moisture adjustment is applied prior to applying any qualifying adjustment for quality.

32b. **Factor:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: Moisture factor – For appraised mature grain production in excess of 15.0 percent, obtain factor from **TABLE M**.

33. **Shell %, Factor, or Value:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: If a Weight Method appraisal is made in bushels, enter the shelling percentage factor rounded to a two-place decimal (refer to **TABLE G**).

34. **Production Pre QA:**

REPLANT: MAKE NO ENTRY.

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

35. **Quality Factor:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: For mature unharvested corn which due to insurable causes qualifies for quality adjustment as provided in the Coarse Grains Crop Provisions, enter the Quality Adjustment Factor (QAF) as a three-place decimal calculated in accordance with the Quality Statement(s) in the Special Provisions. Document all calculations in the Narrative of the Production Worksheet (or on a Special Report). Include a copy of all supporting documentation in the insured's claim file. For additional quality adjustment definitions, instructions, documentation, qualifications, and testing requirements, refer to the LAM and the Official United States Standards for Corn. Also refer to the quality adjustment instructions in the Narrative herein.

If appraised mature corn is determined by the AIP to have zero market value, enter “.000.” Refer to the Special Provisions of Insurance and the LAM.

36. **Production Post QA:**

*** **REPLANT:** Result of multiplying the bushels or tons per acre allowed for replanting times column 19, rounded to bushels or tons to the nearest tenth. Document calculations in the

Narrative. (Refer to section 4 for qualifications and computations.)

PRELIMINARY AND FINAL: Result of multiplying column 34 times column 35, rounded to bushels or tons to the nearest tenth. 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 bushel or tons to tenths. Refer to the LAM for information on how to determine uninsured cause appraisals. If no uninsured causes, MAKE NO ENTRY.

a. Hail and Fire exclusion NOT in effect.

(1) Enter the result of multiplying column 19 entry by NOT LESS than the insured's production guarantee per acre in bushels or tons, to tenths, for the line, (calculated by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form) for any "P" stage acreage.

(2) On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production.

(3) For acreage that is damaged PARTLY by uninsured causes, enter the result of multiplying the APPRAISED UNINSURED loss of production per acre in bushels or tons, to tenths, by column 19 entry for any such acreage.

b. When there is late-planted acreage, the applicable per-acre production guarantee for such acreage is the production guarantee 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.