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Federal Crop
Insurance
Corporation



Product
Administration
and Standards
Division

GRAIN SORGHUM LOSS ADJUSTMENT STANDARDS HANDBOOK

FCIC-25210 (12-2009)
FCIC-25210-1 (05-2010)

2010 and Succeeding Crop Years

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

FEDERAL CROP INSURANCE HANDBOOK	NUMBER: FCIC-25210 (12-2009) FCIC-25210-1 (05-2010)
SUBJECT: GRAIN SORGHUM LOSS ADJUSTMENT HANDBOOK 2010 and Succeeding Crop Years	OPI: Product Administration and Standards Division
	APPROVED: DATE: <i>/S:/ Tim B. Witt May 5, 2010</i> Deputy Administrator, Product Management

THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-APPROVED 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-25210-1) issued **MAY 2010**:

- A. 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”. Updated to current standard language.
- B. Subsection 9C, Column 60b: Corrected calculation in example.

GRAIN SORGHUM LOSS ADJUSTMENT HANDBOOK

SUMMARY OF CHANGES/CONTROL CHART (Continued)

Control Chart For: Grain Sorghum Loss Adjustment Handbook						
	SC Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Remove	1 - 2		35 – 38		12-2009	FCIC-25210
			45 - 46		12-2009	FCIC-25210
Insert	1 - 2		35 – 38		05-2010	FCIC-25210-1
			45 - 46		05-2010	FCIC-25210-1
Current Index	1 – 2	1 - 2	1 - 34		05-2010	FCIC-25210-1
			35 - 38		12-2009	FCIC-25210
			39 - 44		05-2010	FCIC-25210-1
			45 - 46		12-2009	FCIC-25210
			47 - 50		05-2010	FCIC-25210-1
					12-2009	FCIC-25210
					12-2009	FCIC-25210

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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 grain sorghum 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
FGIS	Federal Grain Inspection Service

(4) Definitions:

Damaged Kernels - Kernels, pieces of sorghum kernels, and other grains that are badly ground-damaged, badly weather-damaged, diseased, frost-damaged, germ-damaged, heat-damaged, insect-bored, mold-damaged, sprout-damaged, or otherwise materially damaged.

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, **the** Coarse Grains Crop Provisions, and **the** Special Provisions for a complete list.

- (1) The crop insured will be all the grain sorghum in the county for which a premium rate is provided by the county actuarial documents, in which the insured has a share; and
 - (a) that is adapted to the area based on days to maturity and is compatible with agronomic and weather conditions in the area;
 - (b) that is planted for harvest as grain;
 - (c) that is a combine-type hybrid grain sorghum (grown from hybrid seed); and
 - (d) that is not a dual-purpose type of grain sorghum (a type used for both grain and forage), unless a written agreement allows insurance on such grain sorghum.
- (2) Unless allowed in the Special Provisions or a written agreement, grain sorghum is not insurable if it is:
 - (a) interplanted with another crop; or
 - (b) planted into an established grass or legume.

- (3) Any acreage of the insured crop damaged before the final planting date, to the extent that the majority of producers in the area would normally not further care for the crop, must be replanted unless the AIP agrees that it is not practical. Refer to the LAM for replanting provision issues. Refer to section 4 of this handbook for replanting payment procedures.

B. PROVISIONS AND PROCEDURES NOT APPLICABLE TO CAT COVERAGE

*** Refer to the LAM for 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.

For information on Enterprise and Whole-Farm units, refer to the LAM.

D. QUALITY ADJUSTMENT

- (1) The adjuster must refer to the Special Provisions if production is eligible for quality adjustment as identified in the Coarse Grains Crop Provisions.
- (2) Refer to the LAM for information on speculative type contract prices in quality adjustment. THE QUALITY ADJUSTMENT FACTOR CANNOT BE GREATER THAN 1.000 or less than zero (.000).
- (3) Grain sorghum production, in accordance with the crop provisions, will be eligible for quality adjustment if, (1) deficiencies in quality (due to insurable causes), in accordance with the Official United States Standards for Grain, result in grain sorghum not meeting the grade requirements for **U.S. No. 4** (grades U.S. Sample Grade) because of test weight or kernel damage (excluding heat damage) or having a musty, sour, or commercially objectionable foreign odor (except smut odor), or which meets the special grade for smutty grain sorghum, or (2) substances or conditions are present that are identified by the Food and Drug Administration or other public health of the United States as being injurious to human or animal health.

Refer to the LAM for instructions on who can obtain samples for grading, and who can make determinations of deficiencies, conditions and substances that would cause the crop to qualify for quality adjustment.

- (4) When due to insurable cause(s), use of quality adjustment for grain sorghum is handled by determining the appropriate discount factors from the Special Provisions, summing them together, if applicable, and subtracting from 1.000 to obtain the applicable Quality Adjustment Factor (percent of production to count). Refer to the Special Provisions for chart discount factors, instructions for calculating non-chart discount factors, and other discounts allowed. Also, refer to the LAM for examples and guidance in determining reduction in values (RIV's) to determine non-chart discount factors.

- (5) Moisture adjustment is applied prior to applying any qualifying adjustment for quality such as test weight, kernel damage, etc. A grain sorghum moisture adjustment chart is in **TABLE G (Moisture Adjustment Factors)**. Moisture adjustment results in a reduction in production to count of 0.12 percent for each 0.1 percent moisture in excess of 14 percent.
- (6) For grain sorghum for which RIV's apply, and which can be conditioned/reconditioned, refer to the Quality Statement(s) in the Special Provisions **and the LAM** for instructions.
- (7) If a local market cannot be found for the damaged grain sorghum, refer to the LAM.
- (8) Refer to the LAM for special instructions regarding mycotoxin-infected grain.
- (9) Document quality adjustment information as described in the instruction for the "Narrative" section of the claim form (refer to subsection 9 B), or on a Special Report.
- (10) For additional quality adjustment definitions, instructions, qualifications, sampling requirements, graders, and testing requirements, refer to the LAM and the Official United States Standards for Grain.

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 a replanting payment, the:

- (1) Insured crop must be damaged by an insurable cause;
- (2) AIP must determine that it is practical to replant (refer to the LAM);
- (3) Acres must have been planted on or after the "Earliest Planting" date if such date has been established by the Special Provisions;
- (4) Bushel per acre appraisal (or appraisal plus any appraisals for uninsured causes of loss) must be less than 90 percent of the bushel per acre production guarantee for the acreage the insured intends to replant (Refer to section 5, "Grain Sorghum Appraisals");

- (5) 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
- (6) AIP has given consent to replant.

In the Narrative of the claim form or on a Special Report, show the bushel per acre appraisal for each field or subfield and the calculations to document that qualifications for a replant payment have been met.

C. MAXIMUM REPLANTING PAYMENT

The maximum amount of the replanting payment per acre will be the LESSER OF:

- (1) the insured's actual replanting cost;
- (2) the product of multiplying the maximum bushels allowed in the policy (**7 bushels**) by the insured's price election, times the insured's share in the crop; or
- (3) 20 percent of the production guarantee times applicable price election times the insured's share.

Compute the number of bushels per acre allowed for a replanting payment by dividing the maximum replanting payment by the price election. Show all calculations in the narrative of the claim form or on a Special Report.

EXAMPLE 1

Owner/operator (100% share)

30 acres replanted.

Insured's actual cost to replant = \$18.00 **per acre**.

Price election = \$2.46 **per bu**.

20% of prod. guar (41.7 bu. x 20%) = 8.3 bu. x \$2.46 (price election) x 1.000 (share) = \$20.42

7 bu. (max. bu. amount allowed in policy) x \$2.46 (price election) x 1.000 (share)=\$17.22

The lesser of \$18.00, \$20.42 and \$17.22 is \$17.22

Actual bushels per acre allowed = 7.0 bu. (\$17.22 ÷ \$2.46).

Enter the number of replanted acres multiplied by 7.0 bu. (210 bu.) in Section I - column 36, "Production Post QA" of the claim form.

EXAMPLE 2

Landlord/tenant on 50% share

No agreement exists that allows the tenant to have the landlord's share of the replanting payment.

30 acres replanted.

Insured's actual cost to replant = \$9.00 per acre

Price election = \$2.46 per bu.

20% of prod. guar (41.7 bu. x 20%) = 8.3 bu. x \$2.46 (price election) x .500 (share) = \$10.21

7 bu. (max. bu. amount allowed in policy) x \$2.46 (price election) x .500 (share) = \$8.61.

The lesser of \$9.00, \$10.21 and \$8.61 is \$8.61.

Actual bushels per acre allowed = 3.5 bushels ($\$8.61 \div \2.46).

Enter the number of replanted acres multiplied by 3.5 bu. (105 bu.) if the share has been applied, or the number of replanted acres multiplied by 7.0 bu. (210 bu.) if share has yet to be applied in Section I - column 36, "Production Post QA" of the claim form. (Follow individual AIP guidelines). Indicate in the "Narrative" if adjusted potential has/has not been reduced for share on the claim form according to AIP guidelines.

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. GRAIN SORGHUM APPRAISALS

A. GENERAL INFORMATION

Potential production will be appraised in accordance with procedures specified in this handbook and the LAM.

B. SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS

- (1) Determine the minimum number of required samples for a field or subfield by the field size, the average stage of growth, age (size) and general capabilities of the plants, and variability of potential production and plant damage within the field or subfield.
- (2) Split the field into subfields when:
 - (a) variable damage causes the crop potential to appear to be significantly different within the same field; or
 - (b) the insured wishes to destroy a portion of a field.

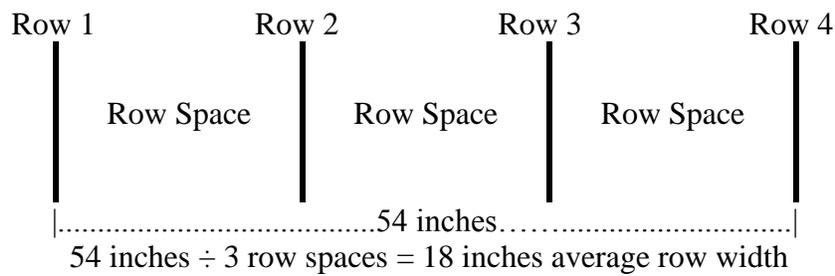
- (3) Each field or subfield must be appraised separately.
- (4) Take not less than the minimum number (count) of representative samples required in **TABLE A (Minimum Representative Sample Requirements)** for each field or subfield.

C. MEASURING ROW WIDTH FOR SAMPLE SELECTION

Use these instructions for all appraisal methods that require row width determinations.

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

EXAMPLE:



- (3) Apply the average row width to **TABLE B (Row Width and Sample Length Chart)** to determine the required length of sample row.
- (4) When two or more rows are used for a pattern, divide the length of a single row pattern by the number of rows in the pattern. The combined length of all rows must equal the single row length.
- (5) Where rows are skipped for tractor and planter tires, refer to the LAM.
- (6) For broadcast acreage, use a 6.6 foot square grid.

D. STAGES OF GROWTH FOR GRAIN SORGHUM

- (1) Actual leaf count is used to determine the stage of growth until all the leaves are exposed.
 - (a) Start with the rounded tip leaf, count all leaves developed up to, and including the stage indicator leaf. The stage indicator is that leaf which is at least 50 percent exposed. It is usually the uppermost leaf tip that is pointing below a horizontal line.
 - (b) The node identification system will be used if the rounded tip leaf cannot be determined (Refer to subsection D (6), **Figure A**):

- 1 Pull up the entire plant and carefully split the stalk to expose stalk nodes and root whorls.
 - 2 The SEVENTH leaf attaches to the top of the first noticeable elongation between the nodes (an internode).
 - 3 After the seventh leaf node is identified, count upward to the stage indicator leaf.
 - 4 In the early stages of the plant's development, the nodes are very compact and difficult to distinguish; by stage nine or ten, the internode elongation should be easily found.
- (2) The head development determines the stage of growth after the boot stage. Refer to subsection D (5) Stage Characteristics (Heading through Maturity).
- (3) Stage Definitions. The definitions listed in subsections D (4) and D (5) below are based on the average normal conditions for a 20-leaf, 115-day plant.

(4) Stage Characteristics (Emergence Through Boot)

Name of Stage (one-half of the actual leaf is exposed)	Average Time Interval	Collar of this leaf is visible	Tip of this leaf is visible	Percent of total leaf area exposed
Emergence to 11th Leaf	32 days			
11th Leaf	4 days	9th	13th	12
12th Leaf	4 days	10th	14th	20
13th Leaf	3 days	11th	15th	28
14th Leaf	3 days	12th	16th	39
15th Leaf	3 days	13th	17th	50
16th Leaf	3 days	14th	18th	62
17th Leaf	3 days	15th	19th	72
18th Leaf	2 days	16th	20th (flag leaf)	79
19th Leaf	2 days	17th	Part of 20th (flag leaf) is visible	85
20th Leaf	3 days			92
Full Leaf Development (Early Boot)	3 days	All leaves fully extended and exposed. Head has started to swell and is extended to just below the flag leaf.		100
Boot	2 days	Head has reached almost full size and has started to emerge from the sheath of the flag leaf.		

(5) Stage Characteristics (Heading Through Maturity)

All stages are based on 50 percent of the plants in the sample at or beyond a given phase of development.

Name of Stage	Average Time	Characteristics
Just Headed	2 days	50 percent of the heads emerged from the boot. No blooms showing.
Bloom	5 days	All heads emerged from the boot and 50 percent are showing yellow pollen tubes over 50 percent of each head.
Blister	4 days	Grain is in a watery form and only partially formed--no color to liquid.
Early Milk	6 days	Grain is fully formed. Substance is clear to slightly white, milky liquid. Removal of fluid would leave only the grain hull.
Milk	7 days	Substance is thick milky liquid, no solids.
Late Milk	7 days	Grain has reached a semi-solid form.
Soft Dough	6 days	Grain can be crushed and a white substance emerges in a semi-solid form.
Dough	5 days	Grain can be crushed and a white substance emerges in an almost solid form.
Hard Dough	6 days	Grain is firm enough that when crushed there is no emergence.
Mature		Physiological maturity has been reached. Less than 40 percent moisture content.

(6) Illustration of Stage Characteristics:

Figure A

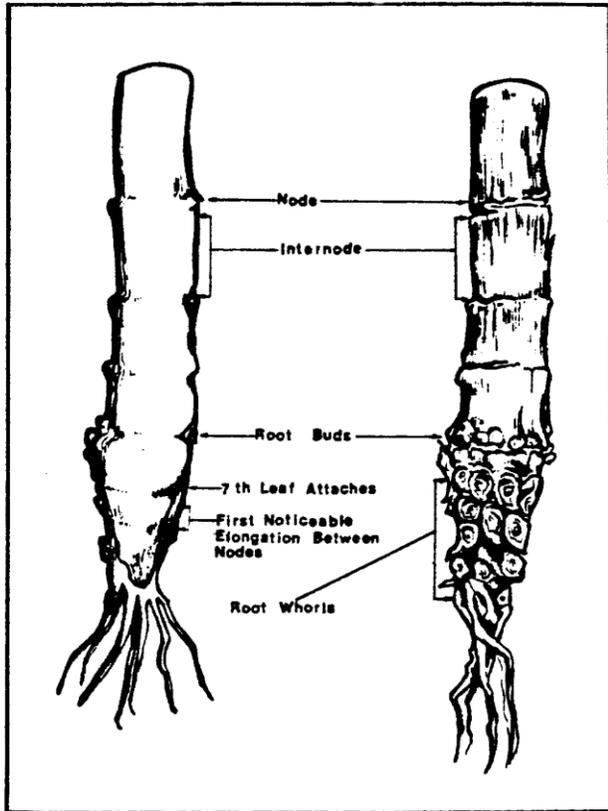


Figure B

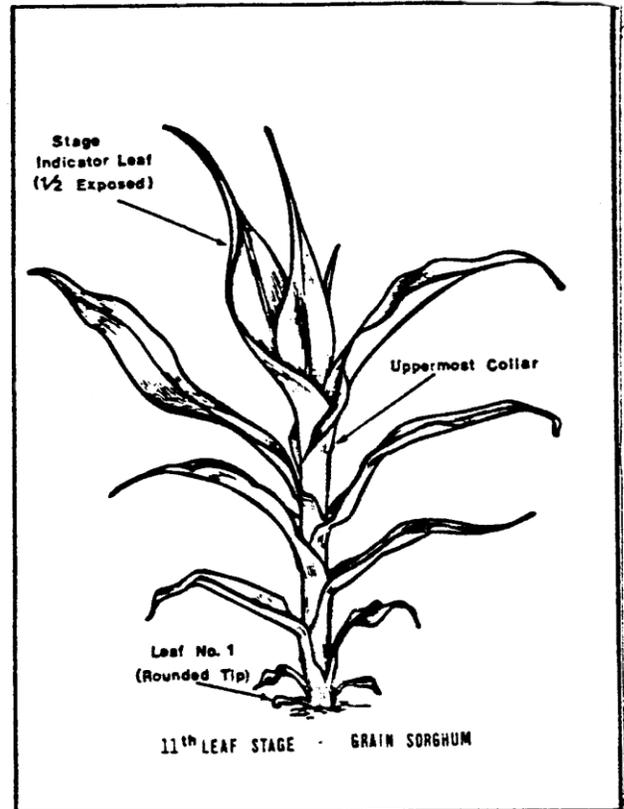
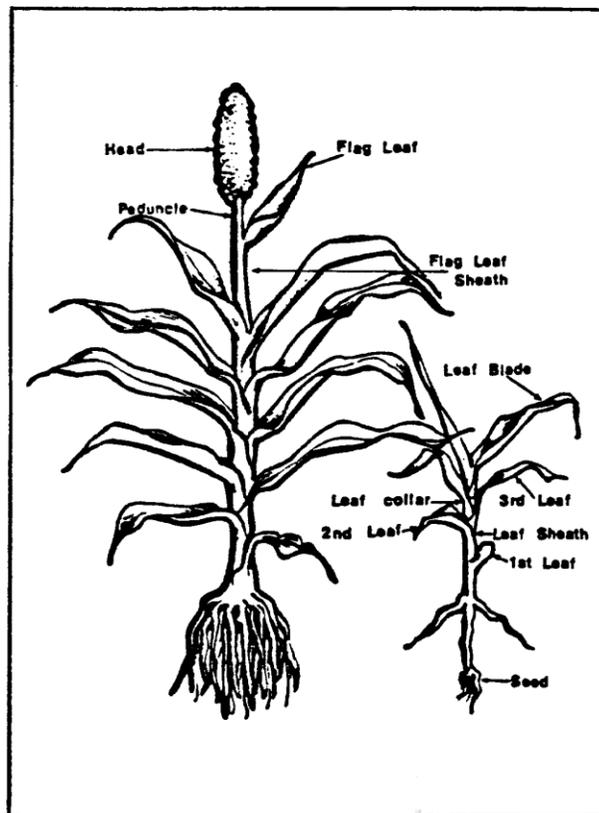


Figure C



6. APPRAISAL METHODS

A. GENERAL INFORMATION

These instructions provide information on the following appraisal methods.

Appraisal Method...	Use...
Stand Reduction Method	For planted acreage with no emerged seed, and from emergence to the milk stage.
Hail Damage Method	Beginning with the 10th leaf stage and until the sorghum reaches the milk stage.
Headed Weight Method	For all grain appraisals from milk stage through maturity

- (1) A separate worksheet is required for each unit inspected.
- (2) Refer to Section 5 for sampling and row length requirements.

B. STAND REDUCTION METHOD

- (1) Use for all appraisals from emergence to the milk stage (Beginning with the 10th leaf stage, the Hail Damage Method is used to assess damage caused by hail). This method is based on the number of surviving plants in a designated sample row length.
- (2) If the reduction in stand is solely due to non-emerged seed due to insufficient soil moisture, do not complete appraisals prior to the time specified in the LAM. Refer to the paragraph in the LAM regarding deferred appraisals and non-emerged seed.
 - (a) This method is based on the number of surviving plants in a designated sample row length.
 - (b) Surviving plant counts are converted to bushels per acre by multiplying the percent of potential remaining by the base yield per acre.
 - (c) Prior to the 20th leaf stage, the “Stand Reduction Chart” in **TABLE C** is used to determine the percent of potential remaining.
 - (d) After the 19th leaf stage to the milk stage, the yield and stand reductions are on a one-to-one ratio. (**EXAMPLE:** 80% stand = 80% potential.)
 - (e) Samples consist of 1/100 acre, unless the crop is broadcast. Use 6.6 feet by 6.6 feet (1/1000 acre) as the sample area for broadcast grain sorghum. Refer to Row Width and Length Chart (**TABLE B**) for other appropriate sample sizes.

C. HAIL DAMAGE METHOD

Use the Hail Damage Appraisal Worksheet for hail-damaged grain sorghum appraisals beginning with the 10th leaf stage and until the grain sorghum reaches the milk stage.

- (1) This method is based on the calculation of direct and indirect damage from hail to determine the percent of potential remaining, converted to a bushel-per-acre appraisal.
- (2) For damage due to hail, inspections for immature grain sorghum must be delayed at least 7 to 10 days after the damage for a more accurate damage assessment.
- (3) Direct damage includes stand reduction and damage to the stalk and head.

(a) Stand Reduction

- 1 Hail damage stand reduction prior to the 10th leaf stage is considered recoverable since the plant growing point is largely protected to this stage and regrowth will usually show no adverse effect in grain yield.
- 2 In the 10th leaf through the 19th leaf stage, the “Hail Stand Reduction Loss Chart” in **TABLE C** is used to determine percent of damage due to stand reduction.
- 3 After the 19th leaf stage to the milk stage, the yield and stand reductions are on a one-to-one ratio. (**EXAMPLE:** 80% stand reduction = 80% loss of potential.)

(b) Head Damage

The gross percent of damage to grain sorghum heads caused by hail damage is determined by dividing the average number of destroyed kernels per head by the average total number of kernels per head in a sample of four “average” heads.

To determine the gross percent of head damage:

- 1 Determine the average total number of kernels and the number of kernels destroyed by hail on four “average” heads by calculating the average number of kernels per spikelet (using four spikelets - one from near the bottom of the head, one a quarter of the way up, one from half way up, and one from three-fourths of the way up). After determining the total number of kernels per spikelets, count the number of kernels that are destroyed (missing, cracked, bruised) by hail. Multiply both counts by the number of spikelets on the head (count the four or five small spikelets in the very top of the head as one average spikelet).
- 2 Total the number of all kernels (destroyed and not destroyed). Then total the number of destroyed kernels. Divide each result by the total number of heads sampled. The results will be the average total number of kernels per head and the average number of kernels destroyed per-head.

- 3 Divide the average number of kernels destroyed per-head by the average total number of kernels per head to determine the GROSS percent of head damage.

EXAMPLE:

SPIKELETS	HEAD 1		HEAD 2		HEAD 3		HEAD 4	
	TOTAL KERNELS	DESTROYED KERNELS						
1	47	31	51	23	38	12	45	13
2	86	52	82	35	77	29	79	21
3	95	47	90	40	84	40	88	30
4	77	46	65	28	62	29	71	25
TOTAL	305	176	288	126	261	110	283	89
AVG. PER SPIKELETS	76.3	44	72	31.5	65.3	27.5	70.8	22.3
NO. OF SPIKELETS PER HEAD	70	70	73	73	59	59	62	62
AVG. KERNELS PER HEAD	5,341.0	3,080.0	5,256.0	2,299.5	3,852.7	1,622.5	4,389.6	1,382.6

Total Avg. Kernels per head (from 4 heads) ÷ number of heads = Avg. Kernels per Head
 18,839.3 kernels ÷ 4 heads = 4,709.8 average kernels per head

Total Avg. Number Destroyed Kernels per head (from 4 heads) ÷ number of heads = Avg. Number Destroyed Kernels per Head
 8,384.6 kernels ÷ 4 heads = 2,096.2 average destroyed kernels per head

Avg. Destroyed Kernels per Head ÷ Avg. Kernels per Head = Gross Percent of Head Damage
 2,096.2 destroyed kernels ÷ 4,709.8 kernels/head = .445 (44.5% - round to nearest 5%) =
 45% Gross Percent of Head Damage

Percent Damage from Stand Reduction (item 14 rounded to nearest 5%) = 30%

Apply percent Gross Percent of Head Damage and Percent Damage from Stand Reduction to **TABLE D**.

Percent Head Damage (item 17 entry from **TABLE D**) = **32%**

(c) Stalk Damage

Plants having bruises on the stalk should not be counted as destroyed until such time as they actually fall over and become unharvestable. Young bruised plants will usually produce a normal or near-normal head even though stalk damage is present. When considerable bruising is evident, the adjustment should be deferred until the actual loss can be determined.

- (4) Indirect damage is caused by defoliation (the loss of leaf area) due to hail. To determine the amount defoliation and subsequent yield loss:

- (a) Select representative plants;
- (b) Remove the leaves which were exposed at the time of hail damage;
- (c) Determine the percent of leaf area destroyed (missing or brown areas) on each removed leaf;
- (d) Total the leaf-area-loss percentages; and
- (e) Divide the total percentage by the total number of leaves (rounded to the nearest 5%) to determine the average percent. Apply the average percent to the Leaf Loss Chart in **TABLE E**.

IF THE DAMAGE OCCURRED PRIOR TO BOOT STAGE, use the top portion of the chart. Determine the ultimate number of leaves by tearing the plant down. After the stage indicator leaf has been identified, dissect the plant and count the nodes or leaves not yet emerged to determine the ultimate number. If the actual number of leaves to be produced cannot be determined, defer the appraisal until the actual number of leaves can be determined. AT THE TIME OF DEFERRAL, accurately determine the percent of defoliation as of the date of hail loss. No further determination of defoliation should be made unless further damage occurs.

If the damage occurred in boot through early milk stage, apply the average percent (determined above) to the lower portion of **TABLE E**.

D. HEADED WEIGHT METHOD

Use the Weight Method Appraisal Worksheet, Part I, for all grain appraisals from milk stage through maturity.

- (1) This method is based on weighing the grain heads in a fraction of an acre, then converting this production to bushels per acre.
- (2) Select representative samples of:
 - (a) 1/100 acre if the potential appears to be 20 bushels per acre or less.
 - (b) 1/1000 acre if the potential appears to be in excess of 20 bushels per acre.
 - (c) 6.6 foot by 6.6 foot (1/1000 acre) if the grain sorghum is broadcast planted.
- (3) Harvest all grain heads in the sample by cutting heads from the stalks as close as possible to the lowest head branch. Weigh each sample. Calculate the average sample weight by adding the sample weights together and dividing by the number of samples taken.
- (4) Multiply average sample weight by:
 - (a) 1.34 if the sample size selected was 1/100 acre;

- (b) 13.4 if the sample size selected was 1/1000 acre;

The result will be the bushels per acre of potential production.

- (5) If the grain is light and chaffy or heads are poorly filled, determine threshing percentage in accordance with **TABLE F**.
- (6) Determine the average moisture percentage of all samples.

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

Modifications require authorization from the AIP. Refer to the LAM for further information.

Use the following appraisal modifications in conjunction with the appropriate grain sorghum appraisal method for damage due to insured causes.

Permanent Wilt (Not applicable to irrigated practice).

- (1) When permanent wilt is present:
 - (a) Plants are damaged to the point that the leaves remain tightly rolled throughout the night; and
 - (b) The four lower leaves of the plant are brown and brittle and during the day will crumble when rolled between the hands.
- (2) When all plants are permanently wilted and stand reduction appraisal is appropriate, note on appraisal sheet "no production potential due to permanent wilt," and enter zero appraisal for acreage so affected. **Refer to the LAM for additional information on zero appraisals.**
- (3) When permanent wilt has been determined in the area, but not all (or none) of the plants in the field or sub-field have been affected, appraise in the normal manner unless the insured agrees to leave representative areas for later appraisal. Inform insured to request another appraisal within 30 days of this inspection.

Acreage affected by permanent wilt should be inspected in early-morning hours to confirm turgor has not been restored overnight. Make observations before 9 A.M. if possible. Plants will be considered permanently wilted if they are damaged to the extent that they will die even if supplied moisture.

8. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES

A. APPRAISAL WORKSHEET FORM STANDARDS

- (1) The entry items in subsection C are the minimum requirements for the Grain Sorghum Appraisal Worksheet for the Stand Reduction Method. The entry items in subsection D are the minimum requirements for the Grain Sorghum Appraisal Worksheet for the Hail Damage Method. The entry items in subsection E are the minimum requirements for the Grain Sorghum Appraisal Worksheet for the Headed Weight Method. All of these entry items are “Substantive,” (i.e., they are required.)
- (2) Appraisal Worksheet Completion Instructions. The completion instructions for the required entry items on the Appraisal Worksheet in the following 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 forms in this section. The current Non-Discrimination Statement and Privacy Act Statement can be found on the RMA website at <http://www.rma.usda.gov/regs/required.html> or successor website.
- (4) Refer to the DSSH for other crop insurance form requirements (e.g., font point size, etc.)

B. GENERAL INFORMATION FOR WORKSHEET ENTRIES AND COMPLETION PROCEDURES

- (1) Include the AIP’s name in the appraisal worksheet title if not preprinted on the AIP’s worksheet, 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 for each field or subfield, which has a differing base (APH) yield or farming practice (applicable to replant, preliminary, and final claims). Refer to Section 5 for sampling requirements.

C. WORKSHEET ENTRIES AND COMPLETION INFORMATION

STAND REDUCTION METHOD

Verify or make the following entries:

Item

No.

Information Required

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 No.:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
Claim Number: Claim number as assigned by the AIP.
4. **Crop:** Enter "Grain Sorghum."
5. **Crop Year:** Four-digit crop year, as defined in the policy, for which the claim has been filed.
6. **FSA Farm No.:** FSA farm serial number, if applicable.
7. **Field No.:** Field or subfield identification symbol.
No. of Acres: Number of determined acres, to tenths, in the field or subfield being appraised.
8. **Row Width:** Row width to nearest inch. If broadcast, enter "B." Refer to subsection 5C for row width determination information.
9. **Base Yield:** Enter the approved yield to nearest whole bushel from the APH form, after verifying to be correct.
10. **Sample No.:** MAKE NO ENTRY.
11. **Normal Plant Population 1/100 Acre:** Determine by counting the potential (living, dead, missing, and non-emerged) plants in a length of row equivalent to 1/100 acre (for broadcast seeded, 6.6 feet X 6.6 feet (1/1000 acre)).
12. **No. of Surviving Plants 1/100 Acre:** Enter number of surviving plants.
13. **Percent of Stand:** Result, to nearest tenth, of dividing **the** number of surviving plants (item 12) by the normal plant population (item 11).

14. **Round Col. 13 to nearest 5 percent:** Percent of stand (item 13) rounded to nearest 5 percent.
15. **Percent of Potential:** Enter percent of potential as follows:
 - a. Determine stage at time of damage and enter in item 19.
 - b. Before 20th leaf stage, use Stand Reduction Chart (**TABLE C**) and entry in item 14.
 - c. After the 19th leaf stage, repeat entry from item 14.
16. **Base Yield:** Repeat entry from item 9.
17. **Appraisal for Sample:** Result, to nearest tenth, of multiplying percent of potential (item 15) expressed as a decimal by the base yield (item 16).
18. **Total:** Sum of entries in item 17 (to nearest tenth).
19. **Stage of Growth at Time of Damage:** Stage of growth at time of damage (refer to subsection 5 D).
20. **Total Appraisals for all Samples:** Repeat entry from item 18.
21. **No. of Samples:** Enter total number of samples.
22. **Appraisal per Acre/Field:** Result (to nearest tenth) by dividing total appraisals for all samples (item 20) by the total number of samples (item 21).
23. **Notes and Calculations:** Remarks pertinent to the appraisal, sampling, conditions in general (e.g. - very hot and dry) etc.

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

24. **Insured's Signature and Date:** Insured's (or insured's authorized representative's) signature and date. BEFORE obtaining signature, REVIEW ALL ENTRIES on the Appraisal Worksheet WITH THE INSURED (or insured's authorized representative's), particularly explaining codes, etc., which may not be readily understood.
25. **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 the signature date, document the date of appraisal in the Remarks/Narrative section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.

Page: Page numbers - (**EXAMPLE:** Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).

FOR ILLUSTRATION PURPOSES ONLY STAND REDUCTION APPRAISAL WORKSHEET (Corn and Grain Sorghum, HYBRID SEED CORN, HYBRID SORGHUM SEED, POPCORN)			COMPANY ANY COMPANY		1. INSURED'S NAME I.M. INSURED		2. POLICY NUMBER XXXXXXXX		
			3. UNIT NO. 00100	CLAIM NUMBER XXXXXX		4. CROP GRAIN SORGHUM		5. CROP YEAR YYYY	
			6. FSA FARM NO. 123	7. FIELD NO. A	NO. OF ACRES 106.0	8. ROW WIDTH 38"	9. BASE YIELD 49		
COMPUTATIONS									
SAMPLE NO. 10	NORMAL PLANT POPULATION 1/100 ACRE 11	NO. OF SURVIVING PLANTS 1/100 ACRE 12	HYBRID SORGHUM SEED AND GRAIN SORGHUM ONLY		PERCENT OF POTENTIAL 15	BASE YIELD 16	APPRaisal FOR SAMPLE (COL. 15 X 16) 17		
			PERCENT OF STAND 13	ROUND COL. 13 TO NEAREST 5 PERCENT 14					
1	320	21	6.6	5	9	X	49	=	4.4
2	320	17	5.3	5	9	X	49	=	4.4
3	320	36	11.3	10	17	X	49	=	8.3
4	320	39	12.2	10	17	X	49	=	8.3
5	320	47	14.7	15	26	X	49	=	12.7
6						X		=	
7						X		=	
8						X		=	
9						X		=	
10						X		=	
11						X		=	
12						X		=	
							18. TOTAL		38.1
19. STAGE OF GROWTH AT TIME OF DAMAGE 9th Leaf			20. TOTAL APPRAISALS FOR ALL SAMPLES 38.1		21. NO. OF SAMPLES 5		22. APPRAISAL PER ACRE/FIELD 7.6 BU.		
23. NOTES AND CALCULATIONS									

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

D. WORKSHEET ENTRIES AND COMPLETION INFORMATION

HAIL DAMAGE METHOD

Verify or make the following entries:

Item

No. **Information Required**

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

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

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

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

3. **Unit No.:** Five-digit unit number from the Summary of Coverage after it is verified to be correct. (e.g., 00100)

4. **Crop:** "Grain Sorghum" (0051)

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

6. **FSA Farm No.:** FSA Farm Serial Number, if applicable.

7. **Field No.:** Field or subfield identification symbol.

No. of Acres: Number of determined acres, to tenths, in the field or subfield being appraised.

8. **Ultimate No. of Leaves:** Enter the ultimate number of leaves.

9. **Base Yield:** The approved yield to the nearest whole bushel from the APH form, after verifying to be correct.

10. **Sample No.:** If there are preprinted sample numbers, MAKE NO ENTRY.

11. **Normal No. of Plants 1/100 Acre:** Normal plant population - determine by counting the potential (living, dead, missing, and non-emerged) plants in a length of row equivalent to 1/100 acre (for broadcast seeded, 6.6 feet X 6.6 feet (1/1000 acre)).

12. **No. of Plants Totally Destroyed 1/100 Acre:** Number of plants totally destroyed in the sample row length. If totally destroyed plants cannot be accurately counted, complete item 13 and enter result of subtracting remaining stand (item 13) from normal number of plants (item 11).

13. **Remaining Stand Number Plants 1/100 Acre:** Number of remaining plants - determine the number of remaining plants or enter the result of subtracting number of plants totally destroyed (item 12) from normal number of plants (item 11). For broadcast seeded, 6.6 feet X 6.6 feet (1/1000 acre).
14. **% Damage from Stand Reduction (Chart):** Determine by dividing remaining plants (item 13) by the normal plant population (item 11). Round to the nearest 5 percent, and apply result to **TABLE C** "Hail Stand Reduction Loss Chart." Enter percent of damage from the table.
15. **% Cripples (Corn Only):** MAKE NO ENTRY
16. **% Head Damage (Grain Sorghum):**
- Determine the average total number of kernels on 4 "average" heads by calculating the average number of kernels per spikelet (using four spikelets - one from near the bottom of the head, one a quarter of the way up, one from half way up, and one from three-fourths of the way up). Multiply by the number of spikelets (count the four or five small spikelets in the very top of the head as one average spikelet).
 - Divide the average number of kernels destroyed (missing, cracked, bruised) per-head by the average number of total kernels per head (rounded to the nearest 5 percent) to determine the GROSS percent of head damage.
 - Apply the gross percent of head damage ("b" above) and stand reduction percent of damage (item 14, rounded to the nearest 5 percent) to **TABLE D**, to obtain NET percent of head damage. Refer to subparagraph 6 C (3)(b)3 for an example of this calculation.
 - If there is no head damage, enter zero ("0.0").
 - Show all calculations in the "Remarks" section of the appraisal worksheet or on a Special Report.
17. **Total Direct Damage:** Sum of items 14 and 16.
18. **Potential Remaining:** Result of subtracting total direct damage (item 17) from 100.
19. **% Leaf Area Destroyed:** Determine and enter percent of leaf area destroyed as shown in subsection 6 C (4), rounded to the nearest 5 percent.
20. **% Damage for Leaf Destruction:** Percent of damage for leaf destruction (from **TABLE E**) based on items 19 and item 27, and the ultimate number of leaves (item 8).

EXAMPLE 1: A grain sorghum plant is determined to have an ultimate number of leaves of 18. The stage of growth is 15 leaf, with 55 percent leaf defoliation. The percent of damage would be at a level of 16 percent.

EXAMPLE 2: A grain sorghum plant is determined to be in the bloom stage, with a 45 percent leaf defoliation percent. The percent of damage would be 30 percent.

21. **Net Indirect Damage:** Result (to tenths) of multiplying potential remaining (item 18) by percent damage for leaf destruction (item 20).
22. **% Damage from Hail:** Sum of total direct damage (item 17) and net indirect damage (item 21), to nearest tenth.
23. **% Potential Production Remaining:** Result of subtracting percent damage from hail (item 22) from 100 (to nearest tenth).
24. **Base Yield:** Repeat entry from item 9.
25. **Appraisal For Sample:** Result, to nearest tenth, of multiplying percent potential production remaining (item 23) expressed as a decimal by the base yield (item 24).
26. **Total:** Sum of entries in item 25.
27. **Stage of Plant Growth at time of Damage:** Stage of growth at time of damage (refer to subsection 5 D).
28. **Total All Samples:** Repeat entry from item 26.
29. **No. Samples:** Enter total number of samples.
30. **Per Acre Appraisal:** Result, to nearest tenth, of dividing total appraisals for all samples (item 28) by the total number of samples (item 29).
31. **Remarks:** Remarks pertinent to the appraisal, sampling, conditions in general.

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

32. **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.
33. **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 the signature date, document the date of appraisal in the Remarks/Narrative section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.

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

COMPANY: **ANY COMPANY**

CLAIM NO.: **XXXXXX**

HAIL DAMAGE APPRAISAL WORKSHEET (Corn and Grain Sorghum)	1. INSURED'S NAME I. M. INSURED		2. POLICY NO. XXXXXXX		3. UNIT NO. 00200	4. CROP GRAIN SORGHUM
	5. CROP YEAR YYYY	6. FSA FARM NO. 123	7. FIELD NO. A	NO. OF ACRES 24.2	8. ULTIMATE NO. OF LEAVES 20	9. BASE YIELD 49

COMPUTATIONS

SAMPLE NO.	NORMAL NO. OF PLANTS 1/100 ACRE	NO. PLANTS TOTALLY DESTROYED 1/100 ACRE	REMAINING STAND NO. PLANTS 1/100 ACRE	% DAMAGE FROM STAND REDUCTION (Chart)	% CRIPPLE (Corn Only)	% EAR DAMAGE (Corn) % HEAD DAMAGE (Grain Sorghum)	TOTAL DIRECT DAMAGE (14+15+16)	POTENTIAL REMAINING (100 - 17)	% LEAF AREA DESTROYED	% DAMAGE FOR LEAF DESTRUCTION (Chart)	NET INDIRECT DAMAGE (18 X 20)	% DAMAGE FROM HAIL (17 + 21)	% POTENTIAL PRODUCTION REMAINING (100 - 22)	BASE YIELD	APPRAISAL FOR SAMPLE (23 x 24)
10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1	320	176	144	55	-	20	75	25	90	66	16.5	91.5	8.5	49	4.2
2	320	206	114	65	-	26	91	9	95	72	6.5	97.5	2.5	49	1.2
3	320	191	129	60	-	22	82	18	90	66	11.9	93.9	6.1	49	3.0
4	320	194	126	60		20	80	20	95	72	14.4	94.4	5.6	49	2.7
5															
6															
7															
8															
9															
10															

26. TOTAL **11.1**

27. STAGE OF PLANT GROWTH AT TIME OF DAMAGE EARLY MILK	28. TOTAL ALL SAMPLES 11.1	29. NO. SAMPLES 4	30. PER ACRE APPRAISAL 2.8 BU.
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31. REMARKS
Sample 1 - Gross % of head damage = 45%
Sample 2 - Gross % of head damage = 75%
Sample 3 - Gross % of head damage = 55%
Sample 4 - Gross % of head damage = 50%

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

E. WORKSHEET ENTRIES AND COMPLETION INFORMATION

HEADED WEIGHT METHOD

Verify or make the following entries:

**Item
No.**

Information Required

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

Claim Number: Claim number as assigned by the AIP.

1. **Insured's Name:** Name of person that identifies EXACTLY the person (legal entity) to whom the policy is issued.
2. **Policy No.:** Insured's assigned policy number.
3. **Unit No.:** Five-digit unit number from the summary of coverage.
4. **Crop:** Enter "Grain Sorghum."
5. **Crop Yr:** Four-digit crop year, as defined in the policy for which the claim has been filed.
6. **FSA Farm No.:** Enter the FSA farm serial number.
7. **Circle Appraisal Code:** Circle "GS" and enter in item 10, Part I.

PART I - WEIGHT METHOD

8. **Field or Sub-field ID:** Field or sub-field identification symbol.
9. **Acres in Field:** Number of determined acres, to tenths, in field identified by item 8.
10. **Kind of Appr.:** Enter "GS."
11. **Fraction of Acre:** Enter "1/100," if potential appears to be 20 bushels per acre or less, or "1/1000," if potential appears to be in excess of 20 bushels per acre or has been broadcast seeded.
12. **Weight per Sample:** Weight for each sample (pounds, to tenths).
13. **Total Weight All Sample Plots:** Sum of entries in item 12 (pounds, to tenths).
14. **No. of Sample Plots:** Enter number of sample plots.
15. **Average Sample Weight per Field:** Result, to tenths, of dividing total weight of all samples (item 13) by the number of sample plots (item 14).

16. **Yield Factor:** If entry in item 11 is 1/100, enter “1.34.” If entry in item 11 is 1/1000, enter “13.4.”
17. **Per Acre Yield:** Result, to tenths, of multiplying average sample weight per field (item 15) by the yield factor (item 16). If threshing factor is applied (**TABLE F**), line through appraisal and enter adjusted appraisal in the space below the original appraisal. Show calculation on worksheet.
18. **Moisture Percentage:** Record moisture percentage, if in excess of 14.0 percent.
19. **Shelling:** MAKE NO ENTRY

Remarks: Remarks pertinent to the appraisal, sampling, conditions in general.

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

31. **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.
32. **Adjuster's Code No., Signature, 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 the signature date, document the date of appraisal in the Remarks/Narrative section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.

Page Number: Page numbers - (**EXAMPLE:** Page 1 of 1, Page 1 of 2, Page 2 of 2, 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 **WORKSHEET ENTRIES AND COMPLETION PROCEDURES**

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

- (d) Claims involving a Certification Form (when all the acreage on the unit has been appraised to be put to another use, 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.
- (4) Refer to the Prevented Planting Handbook for information on prevented planting.
 - (5) The adjuster is responsible for determining if any of the insured’s requirements under the notice and claim provisions of the policy have not been met. If any have not, the adjuster should contact the AIP.
 - (6) Instructions labeled “**PRELIMINARY**” apply to preliminary inspections only. Instructions labeled “**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 #:** “Grain Sorghum” (0051).
- 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 damage listed in item 5 below. 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 for this inspection. If an insured cause(s) of damage is coded as “Other,” explain in the Narrative. Enter additional causes of damage in the extra spaces, as needed. If more space is needed, document the additional determined insured causes of damage in the Narrative (or on a Special Report). Refer to the illustration in item 6 below.

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

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 for this inspection. Enter additional “Insured Cause %” in the extra spaces, as needed. If additional space is needed, enter the additional determined “Insured Cause %” in the Narrative (or on a Special Report). The total of all “Insured Cause %” including those entered in the Narrative must equal 100%.

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

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

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

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

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

PRELIMINARY AND REPLANT: MAKE NO ENTRY.

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

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

PRELIMINARY:

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

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 and/or 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 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;
- 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 for each field or subfield (DO NOT ESTIMATE). Make a separate line entry for any PART of a field or subfield 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 carried out by the insured. If “No Cropping 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 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.

STAGE

EXPLANATION

“R”..... Acreage replanted and qualifying for replanting payment.

“NR”..... Acreage not replanted or not qualifying for a replanting payment.
Enter “NR” if the combined potential production appraisal and uninsured cause appraisal totals 90 percent or more of the guarantee for replant claims.

FINAL: Stage abbreviation as shown below.

STAGE

EXPLANATION

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

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

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

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

USE

EXPLANATION

- “Replant” Acreage replanted and qualifying for replanting payment
- “Not Replanted” Acreage not replanted or not qualifying for a replanting payment
- “To Millet,” etc 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 the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct “Final Use.”

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

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

31. **Appraised Potential:**

REPLANT: MAKE NO ENTRY. (Enter the replant appraisal in the narrative. Refer to section 4.)

PRELIMINARY AND FINAL: Per-acre appraisal in bushels, to tenths, 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 14.0 percent. Moisture adjustment is applied prior to applying any qualifying adjustment for quality.

32b. **Factor:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: For appraised mature grain production in excess of 14.0 percent moisture, obtain moisture factor from **TABLE G**.

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

34. **Production Pre QA:**

REPLANT: 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 tenths of a bushel. If no entry in column 31, MAKE NO ENTRY.

35. **Quality Factor:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: For mature unharvested production 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 Grain. Also refer to the quality adjustment instructions in the Narrative, herein.

If appraised mature production 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 per acre allowed for replanting times column 19, rounded to the nearest tenth of a bushel. Document calculations in the Narrative or on a Special Report. (Refer to section 4 for qualifications and computations.)

PRELIMINARY AND FINAL: Result of multiplying column 34 times column 35, rounded to tenths of a bushel. 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 tenths of a bushel. 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 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 to tenths, 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 column 36 and column 37.

39. **Total:**

PRELIMINARY: MAKE NO ENTRY

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

40. **Quality:**

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: Check the applicable qualifying quality adjustment (QA) condition(s) affecting the unit's production (refer to Table below). Check all qualifying conditions that apply to the unit's appraised and harvested production (refer to the crop provisions and Special Provisions of Insurance (SPOI)).

Qualifying QA Condition:
Test Weight (TW)
Kernel Damage (KD) and Total Defects
Garlicky (Grade)
Aflatoxin
Vomitoxin
Fumonisin
Dark Roast (for Sunflowers only)
Sclerotinia (for Sunflowers only)
Ergoty
COFO (commercially objectionable foreign odor) (includes Musty and Sour Odor)
Other
None

- a. For all qualifying QA conditions checked, in the Narrative (or on a Special Report):
 - (1) Document the level for each qualifying QA condition as indicated by approved test results, and the name and location of each testing facility that verifies the presence of the qualifying QA condition and the date of the test(s); or
 - (2) Enter "See documentation included in the claim file" (e.g., include copy of the test facility certificate, grade certificate, summary or settlement sheet, etc., that documents the QA condition).

- b. If "Other" is checked, in addition to the above documentation requirements, document in the Narrative (or on a Special Report):
 - (1) A description of the qualifying QA condition;
 - (2) The name of the controlling authority that considers this qualifying QA condition to be injurious to human and animal health and why.

- c. Check "None" if none of the production qualifies for QA.

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

REPLANT: MAKE NO ENTRY.

PRELIMINARY AND FINAL: Check “Yes” if any mycotoxins listed in item 40 (including any identified as “Other”) exceed the FDA, state, or other health organization maximum limits, otherwise leave blank. Document in the Narrative (or on a Special Report), the disposition of the production that was:

- a. Sold (Document the name and address of the buyer); or
- b. Not sold (Document the date(s) of the disposition, how the production was used, or how it was destroyed.).

Refer to the LAM and the SPOI for additional information on claims involving mycotoxins.

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 necessary, 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, 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 photograph 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 sketch map or aerial photo the disposition of acreage destroyed or put to other use with or without consent.
- l. Explain any difference between date of inspection and signature dates. For an ABSENTEE insured, enter the date of the inspection AND the date of mailing the Production Worksheet for signature.
- m. When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and date of inspection.
- n. Explain the reason for a “No Indemnity Due” claim. “No Indemnity Due” claims are to be distributed in accordance with the AIP’s instructions.
- o. Explain any delayed notices or delayed claims as instructed in the LAM.
- p. Document any authorized estimated acres shown in Section I, column 19. Example: “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 disease when the insured cause of damage or loss is listed as insects or disease. Explain why control measures did not work.
- s. Document the appraisal (plus appraisal for uninsured causes of loss, if applicable) for replanted acreage, and the calculations to show that the qualification 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 bushels allowed for replanting have/have not been reduced for share on the claim form according to individual guidelines.

v. For production that qualifies for Quality Adjustment (supporting documentation should be included in the insured's claim file):

1. Explain any “.000” quality adjustment (QA) factor entered in Section I, column 34 and Section II, column 65.
2. Explain any deficiencies, substances, or conditions that are allowed for quality adjustment, as well as any which were not allowed.
3. If mycotoxins are present, document the level based on laboratory test results.
4. Document the DFs or the RIV's and Local Market Price, as applicable, used in establishing the QA factor for mature appraised or harvested production.
5. Refer to the LAM for documentation requirements when any excess transportation costs or conditioning costs are included in the QA factor.
6. Document all calculations used in determining QA factors.
7. Refer to the LAM for additional documentation requirements.

w. Document field ID's and date and method of destruction of mycotoxin-infested grain sorghum if they have no market value. For further documentation instructions, refer to the LAM.

x. Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.

y. Document any other pertinent information, including any data to support any factors used to calculate the production. If on an attachment, enter “See attachment.”

SECTION II – **DETERMINED HARVESTED PRODUCTION**

GENERAL INFORMATION:

- (1) Account for ALL HARVESTED PRODUCTION (for ALL ENTITIES sharing in the crop) except production appraised BEFORE harvest and shown in Section I because the quantity cannot be determined later (e.g., high moisture grain going into air-tight storage, released for other uses, etc.).
- (2) **Columns 49 through 52** are for structure measurement 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, foreign material (FM), test weight, value, etc.). Average percent of (FM) 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.
- (10) For mycotoxin damage, refer to the LAM for special instructions.

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 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. Deduction:** Cubic feet, to tenths, of crop space displaced by chutes, vents, studs, crossties, 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 “Bu.” in column heading. Production in bushels, to tenths, before deductions for grain moisture and foreign material for production:
- Weighed and stored on the farm.
 - 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.)
 - 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.
 - For mycotoxin-infected grain sorghum, 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.**
- Refer to the LAM (EXHIBIT 17) for FGIS definitions of “FM” and “Dockage.”**
- 58b. Factor:** Enter the three-place factor determined by subtracting the percent of FM from 1.000, or subtract the entry in **column 58a** from 100 and divide by 100. **EXAMPLE:** For 4 percent, enter “.960.”
- 59a. Moisture %:** Enter moisture percent to tenths. Moisture adjustment is applied prior to applying any qualifying adjustments for quality.
- 59b. Factor:** If grain moisture is more than **14.0 percent**, enter the four-place moisture factor **for grain sorghum** from the moisture adjustment **table** (TABLE G).

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:** Combination Test Weight Factor – Enter the factor from (**TABLE H**) for the square footage of floor space in the storage structure. Refer to the LAM for instructions on calculating floor space of a structure.

If the AIP instructions are to enter test weights rounded to tenths, use the nearest ½ pound test weight value on the combination test weight pack factor chart.

For test weights not shown on the chart, multiply the actual test weight by the last available combination test weight pack factor for the appropriate bin size and divide the result by the last available test weight shown on the chart.

EXAMPLE FOR TEST WEIGHT NOT SHOWN ON THE CHART:

Grain Sorghum with a test weight of 63 pounds stored in a less than 255 Sq. Ft. bin;
 63 (actual test weight) x 1.109 (last available factor) ÷ 62.0 (last available test weight) = 1.127

If the AIP instructions are to enter test weight to the nearest tenth, use the nearest test weight value on the combination test weight/pack factor chart.

61. **Adjusted Production:** Result of multiplying columns 55 or 56 times 58b times 59b times 60b (**Round to bushels to tenths**).

62. **Prod. Not to Count:** Net production NOT to count, in bushels to tenths, WHEN ACCEPTABLE RECORDS IDENTIFYING SUCH PRODUCTION ARE AVAILABLE, from harvested acreage which has been assessed an appraisal of not less than the guarantee per acre, or from other sources (e.g., other units or uninsured acreage) 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 STORAGE STRUCTURE 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:** When applicable, enter the Reduction in Value (RIV). The RIV will be the reasonable RIV applied by the buyer due to all insurable quality deficiencies. (Refer to the Special Provisions and the LAM for further instructions).

DO NOT make an entry when the discount factor is obtained from the charts in the Special Provisions.

64b. **Mkt. Price:** If an entry is in column 64a, enter the Local Market Price for U.S. No. 2 grade Grain Sorghum (refer to the crop provisions). Refer to the LAM for further instructions.

MAKE NO ENTRY when the discount factor is obtained from the charts in the Special Provisions.

65. **Quality Factor:** For grain sorghum production eligible for quality adjustment, enter the 3-digit quality adjustment factor determined by:

a. Subtracting the result of column 64a divided by column 64b from 1.000; or

b. **1.000 minus the sum of the applicable discount factor(s) obtained from the Special Provisions.**

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

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

FOR ITEMS 68 – 72; 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 THE AIP'S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

68. **Section II Total:**

PRELIMINARY AND REPLANT: MAKE NO ENTRY.

FINAL: Total of column 66 to bushels to tenths.

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 68 and 69, to bushels to tenths.

71. **Allocated Prod.:** Refer to the LAM for instructions for determining allocated production. Enter the total production, rounded to bushels to tenths, 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 tenths, of subtracting the total of column 37 (item 42 "Totals") and item 71 (Allocated Prod.) from item 70 (Unit Total). If no entries in columns 37 and item 71, transfer the entry in item 70.

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, 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 # GRAIN SORGHUM 0051	2. Unit # 00200	3. Location Description SW1-96N-30W	7. Company Agency	<u>ANY COMPANY</u> <u>ANY AGENCY</u>	8. Name of Insured I. M. INSURED
4. Date(s) of Damage JULY 10	AUG				9. Claim # XXXXXXXXXX
5. Cause(s) of Damage HAIL	DROUGHT				11. Crop Year YYYY
6. Insured Cause % 100	60				10. Policy # XXXXXXXXXX
12. Additional Units 00100					14. Date(s) Notice of Loss MM/DD/YYYY
13. Est. Prod. Per Acre 50					1st MM/DD/YYYY
					2nd MM/DD/YYYY
					Final MM/DD/YYYY
					15. Companion Policy(s)

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		24.2	1.000		997					002		UH	PLOWED	2.8			67.8		67.8		67.8	
C	NS		18.0	1.000		997					002		P	WOC							750.6	750.6	
D	NS		56.0	1.000		997					002		H	H									
39. TOTAL			98.2	40. Quality: <input checked="" type="checkbox"/> TW <input checked="" type="checkbox"/> KD <input 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		67.8		67.8		750.6	818.4
												41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>											

NARRATIVE (If more space is needed, attach a Special Report) **GRAIN SORGHUM** at Acme Elevator weighed 45# per bushel and had 19.9% kernel damage. Field B - Put to other use without consent. Guarantee per acre is 41.7 bu. per acre. Fields B & C determined from FSA permanent Field measurements. Field A wheel measured. Refer to attached Special Report for measurements and calculations. Refer to attached FGIS Grade Certificate. Test Wt. = 45# (DF = .096) + 19.9% damaged kernels (DF = .107) + U.S. Sample Grade (DF = .151) = .354. 1.000 - .354 = .646 Quality Adjustment Factor.

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. 47b.	48.	49.	50.	51.	52.	53.	54.	55.	56.	57.	58a. 58b.	59a. 59b.	60a. 60b.	61.	62.	63.	64a. 64b.	65.	66.				
Share Field ID	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				
	NS	ACME ELEVATOR ANYTOWN, ANY STATE							530.1		1.0 .990			524.8		524.8		.646	339.0				
	NS	14.0	RND	10.0		1539.4	.8	1231.5				16.7 .9676	52 .986	1174.9		1174.9			1174.9				
67. TOTAL																1699.7	68. Section II Total		1699.7				
																69. Section I Total		818.4					
																70. Unit Total		2518.1					
																71. Allocated Prod.							
																72. Total APH Prod.		1767.5					

PRODUCTION WORKSHEET

1. Crop/Code # SOYBEANS 0081	2. Unit # 00100	3. Location Description SW1-96N-30W	7. Company Agency ANY COMPANY ANY AGENCY	8. Name of Insured I.M. INSURED
4. Date(s) of Damage JUN 10	5. Cause(s) of Damage HAIL	6. Insured Cause % 100	12. Additional Units	13. Est. Prod. Per Acre
9. Claim # XXXXXXXXXX				11. Crop Year YYYY
10. Policy # XXXXXXXXXXXX				14. Date(s) Notice of Loss MM/DD/YYYY
14. Date(s) Notice of Loss MM/DD/YYYY				Final MM/DD/YYYY
15. Companion Policy(s)				

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			30.0	1.000		997					002		R	REPLANTED		-----					210		210
			40.0	1.000		997					002		NR	NOT REPLANTED		-----							
39. TOTAL			70.0	40. Quality: TW <input type="checkbox"/> KD <input 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					210		210
												41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>											

NARRATIVE (If more space is needed, attach a Special Report) Example above shows allowance when the actual cost and/or 20% of the production guarantee is greater than the maximum allowance. Insured's actual cost to replant - \$18.00/acre. Price election - \$2.46. $\$18.00 \div \$2.46 = 7.3$ bu. $41.7 \text{ bu./acre} \times 20\% = 8.3 \text{ bu/acre}$ (both greater than 7.0 bu. maximum allowed). Appraised potential less than 90% of the production guarantee ($41.7 \times 90\% = 37.5 \text{ bu./acre}$ -- appraised potential = 4.2 bu/acre). Total acreage from FSA permanent field measurement. Field A wheel measured. See attached Special Report for measurements and calculations.

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			30.0	.500		997					002		R	REPLANTED		-----					105		105
			40.0	.500		997					002		NR	NOT REPLANTED		-----							
39. TOTAL			70.0	40. Quality: TW <input type="checkbox"/> KD <input 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					105		105
												41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>											

NARRATIVE (If more space is needed, attach a Special Report) Example above shows allowance when the actual cost and/or 20% of the production guarantee is greater than the maximum allowance when share is considered. Insured's actual cost to replant - \$9.00/acre. Price election - \$2.46. $\$9.00 \div \$2.46 = 3.7$ bu. $41.7 \text{ bu./acre} \times 20\% \times .500 \text{ share} = 4.2 \text{ bu/acre}$ (both greater than maximum allowed - 7.0 bu./acre $\times .500 \text{ share} = 3.5 \text{ bu./acre}$). Appraised potential less than 90% of the production guarantee ($41.7 \times 90\% = 37.5 \text{ bu./acre}$ -- appraised potential = 4.2 bu/acre). Total acreage from FSA permanent field measurement. Field A wheel measured. See attached Special Report for measurements and calculations.

10. REFERENCE MATERIAL

TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS

ACRES IN FIELD	MINIMUM NO. 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 WIDTH AND SAMPLE LENGTH CHART

ROW WIDTH	ROW LENGTH FOR 1/100 ACRE	ROW LENGTH FOR 1/1000 ACRE	ROW LENGTH FOR 1/2000 ACRE
42 inches	124.5 feet	12.4 feet	6.2 feet
40 inches	130.7 feet	13.1 feet	6.5 feet
38 inches	137.6 feet	13.8 feet	6.9 feet
36 inches	145.2 feet	14.5 feet	7.3 feet
34 inches	153.7 feet	15.4 feet	7.7 feet
32 inches	163.4 feet	16.3 feet	8.2 feet
30 inches	174.2 feet	17.4 feet	8.7 feet
28 inches	186.7 feet	18.7 feet	9.3 feet
26 inches	201.0 feet	20.1 feet	10.1 feet
24 inches	217.8 feet	21.8 feet	10.9 feet
22 inches	237.6 feet	23.8 feet	11.9 feet
20 inches	261.4 feet	26.1 feet	13.1 feet
18 inches	290.4 feet	29.0 feet	14.5 feet
16 inches	326.7 feet	32.7 feet	16.3 feet
14 inches	373.4 feet	37.3 feet	18.7 feet
Broadcast		6.6 X 6.6	

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

$$\frac{43,560 \text{ sq. ft./acre} \div \left[\frac{\text{row width in inches}}{12"} \right]}{\begin{matrix} 100 \text{ ft.} & \text{or} & 1000 \text{ ft.} & \text{or} & 2000 \text{ ft.} \\ \text{(for 1/100 acre)} & & \text{(for 1/1000 acre)} & & \text{(for 1/2000 acre)} \end{matrix}}$$

EXAMPLE:

$$\frac{43,560 \text{ sq. ft./acre} \div 25"}{100 \text{ ft.}} = \frac{43,560 \text{ sq. ft.} \div 2.083}{100 \text{ ft.}} = \frac{20,912.146}{100 \text{ ft.}} = 209.121 \text{ ft. or } 209.1 \text{ ft. row length}$$

TABLE C - STAND REDUCTION FACTORS

% OF STAND REMAINING	(ROUNDED PERCENT OF STAND TO THE NEAREST 5 PERCENT)																			
	100	95	90	85	80	75	70	65	60	55	50	45	40	35	30	25	20	15	10	5
% of Potential Production Remaining Through the 19th Leaf Stage	100	98	96	93	91	88	85	82	79	76	72	68	63	57	50	44	35	26	17	9
% of Potential Production Remaining After the 19th Leaf Stage	100	95	90	85	80	75	70	65	60	55	50	45	40	35	30	25	20	15	10	5

HAIL STAND REDUCTION LOSS CHART																				
% OF STAND REMAINING	(ROUNDED PERCENT OF STAND TO THE NEAREST 5 PERCENT)																			
	100	95	90	85	80	75	70	65	60	55	50	45	40	35	30	25	20	15	10	5
% of Damage Beginning With 10th Leaf Stage Through the 19th Leaf Stage	0	2	4	7	9	12	15	18	21	24	28	32	37	43	50	56	65	74	83	91
% of Damage After the 19th Leaf Stage	0	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95

TABLE D - NET PERCENT OF HEAD DAMAGE

GROSS PERCENT OF HEAD DAMAGE	PERCENT OF DAMAGE FROM STAND REDUCTION																		
	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95
5	5	5	4	4	4	4	3	3	3	3	3	2	2	1	1	1	1	0	0
10	10	9	9	8	8	7	7	6	6	5	4	4	3	3	2	2	1	1	0
15	14	14	13	12	11	11	10	9	8	8	7	6	5	4	4	3	2	1	1
20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1
25	24	23	21	20	19	18	16	15	14	13	11	10	9	7	6	5	4	2	1
30	29	26	26	24	23	21	20	18	17	15	13	12	10	9	7	6	4	3	1
35	33	32	30	28	26	25	23	21	19	18	16	14	12	10	9	7	5	3	2
40	38	36	34	32	30	28	26	24	22	20	18	16	14	12	10	8	6	4	2
45	43	41	38	36	34	32	29	27	25	23	20	18	16	13	11	9	7	4	2
50	48	45	43	40	38	35	33	30	28	25	22	20	17	15	12	10	7	5	2
55	52	49	46	44	41	38	36	33	30	27	25	22	19	16	14	11	8	5	3
60	57	54	51	48	45	42	39	36	33	30	27	24	21	18	15	12	9	6	3
65	62	58	55	52	49	45	42	39	36	32	29	26	23	19	16	13	10	6	3
70	66	63	59	56	52	49	45	42	38	35	31	28	24	21	17	14	10	7	3
75	71	67	64	60	56	52	49	45	41	37	34	30	26	22	19	15	11	7	4
80	76	72	68	64	60	56	52	48	44	40	36	32	28	24	20	16	12	8	4
85	81	76	72	68	64	59	55	51	47	42	38	34	30	25	21	17	13	8	4
90	85	81	76	72	67	63	58	54	49	45	40	36	31	27	22	18	13	9	4
95	90	85	81	76	71	66	62	57	52	47	43	38	33	28	24	19	14	9	5
100	95	90	85	80	75	70	65	60	55	50	45	40	35	30	25	20	15	10	5
ROUND GROSS DAMAGE FIGURES TO THE NEAREST 5 PERCENT.																			

TABLE E - LEAF LOSS FACTORS

ULTIMATE NUMBER OF LEAVES ON PLANTS									PERCENT DEFOLIATION (ROUND % OF LEAF AREA DESTROYED TO NEAREST 5%)																			
15	16	17	18	19	20	21	22	23	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	100	
* STAGES OF GROWTH									PERCENT OF DAMAGE																			
					11	11	11	12	0	0	0	0	1	1	1	1	1	1	1	1	2	2	2	2	2	3	3	3
		11	11	12	12	13	13	14	0	1	1	1	1	1	1	2	2	2	2	3	3	3	4	4	4	5	5	
	11	12	12	13	13	14	15	15	1	1	1	1	2	2	2	2	3	3	4	4	5	5	6	6	7	7	8	
11	12	13	13	14	14	15	16	16	1	2	2	3	3	4	4	5	5	6	7	8	9	10	12	12	14	15	16	
11	12	13	14	14	15	16	17	17	2	2	3	4	5	6	7	7	8	10	11	13	14	16	17	19	21	22	24	
12	13	14	14	15	16	17	17	18	3	3	4	5	7	8	9	10	11	13	15	17	19	21	24	26	28	31	33	
12	13	14	15	16	17	18	18	19	3	4	5	7	9	10	11	13	14	16	19	22	24	27	30	32	35	38	41	
13	14	15	16	17	18	19	19	20	4	5	7	8	10	12	14	15	17	20	23	26	30	33	36	39	43	47	50	
14	15	16	17	18	19	20	20	21	4	6	7	9	11	14	16	18	20	23	26	30	34	37	41	44	49	53	57	
15	16	17	18	19	20	21	22	23	5	7	8	11	13	15	18	20	22	26	30	34	38	42	47	51	56	61	65	
FULL LEAF DEVELOPMENT									6	8	10	13	15	18	21	24	26	31	36	41	45	50	55	60	66	72	77	
									*Where the stage of growth is repeated in the same column, use the upper line for early and the second line for later in the stage. If the correct "Stage of Growth" is not shown in the column for "Ultimate Number of Leaves," use the Stage of Growth from the next higher "Ultimate Number of Leaves" column.																			
									PERCENT OF DEFOLIATION (ROUND % OF LEAF AREA DESTROYED TO NEAREST 5%)																			
STAGES OF GROWTH									10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	100	
BOOT									4	6	10	14	18	21	25	28	31	36	42	48	53	59	65	70	78	84	90	
JUST HEADED									4	7	12	16	20	23	27	30	34	39	45	52	58	64	71	76	85	92	98	
BLOOM									4	6	11	15	19	23	26	30	33	39	44	51	57	62	69	75	83	90	96	
BLISTER									3	5	9	14	17	20	23	26	30	35	40	45	51	56	62	67	74	80	86	
EARLY MILK									3	4	8	12	15	18	21	24	26	31	36	41	45	50	55	60	66	72	77	

TABLE F - THRESHING FACTORS

WEIGHT OF GRAIN IN WHOLE LBS	TENTHS OF LBS.									
	0.0	0.1	0.2	0.3	0.4	0.5	0.6	0.7	0.8	0.9
0	.00	.03	.05	.08	.11	.13	.16	.19	.21	.24
1	.27	.29	.32	.35	.37	.40	.43	.45	.48	.51
2	.53	.56	.59	.61	.64	.67	.69	.72	.75	.77
3	.80	.83	.85	.88	.91	.93	.96	.99	---	---
	SORGHUM THRESHING FACTORS									

EXAMPLE:

Threshed grain from 5 lb. sample of heads weighs 2.8 lbs. Threshing factor of .75 would be applied to the per-acre yield.

TABLE G - MOISTURE ADJUSTMENT FACTORS

TENTHS OF PERCENT MOISTURE										
Whole Percent Moisture	.0	.1	.2	.3	.4	.5	.6	.7	.8	.9
14	1.000	.9988	.9976	.9964	.9952	.9940	.9928	.9916	.9904	.9892
15	.9880	.9868	.9856	.9844	.9832	.9820	.9808	.9796	.9784	.9772
16	.9760	.9748	.9736	.9724	.9712	.9700	.9688	.9676	.9664	.9652
17	.9640	.9628	.9616	.9604	.9592	.9580	.9568	.9556	.9544	.9532
18	.9520	.9508	.9496	.9484	.9472	.9460	.9448	.9436	.9424	.9412
19	.9400	.9388	.9376	.9364	.9352	.9340	.9328	.9316	.9304	.9292
20	.9280	.9268	.9256	.9244	.9232	.9220	.9208	.9196	.9184	.9172
21	.9160	.9148	.9136	.9124	.9112	.9100	.9088	.9076	.9064	.9052
22	.9040	.9028	.9016	.9004	.8992	.8980	.8968	.8956	.8944	.8932
23	.8920	.8908	.8896	.8884	.8872	.8860	.8848	.8836	.8824	.8812
24	.8800	.8788	.8776	.8764	.8752	.8740	.8728	.8716	.8704	.8692
25	.8680	.8668	.8656	.8644	.8632	.8620	.8608	.8596	.8584	.8572
26	.8560	.8548	.8536	.8524	.8512	.8500	.8488	.8476	.8464	.8452
27	.8440	.8428	.8416	.8404	.8392	.8380	.8368	.8356	.8344	.8332
28	.8320	.8308	.8296	.8284	.8272	.8260	.8248	.8236	.8224	.8212
29	.8200	.8188	.8176	.8164	.8152	.8140	.8128	.8116	.8104	.8092
30	.8080	.8068	.8056	.8044	.8032	.8020	.8008	.7996	.7984	.7972
31	.7960	.7948	.7936	.7924	.7912	.7900	.7888	.7876	.7864	.7852
32	.7840	.7828	.7816	.7804	.7792	.7780	.7768	.7756	.7744	.7732
33	.7720	.7708	.7696	.7684	.7672	.7660	.7648	.7636	.7624	.7612
34	.7600	.7588	.7576	.7564	.7552	.7540	.7528	.7516	.7504	.7492
35	.7480	.7468	.7456	.7444	.7432	.7420	.7408	.7396	.7384	.7372
36	.7360	.7348	.7336	.7324	.7312	.7300	.7288	.7276	.7264	.7252
37	.7240	.7228	.7216	.7204	.7192	.7180	.7168	.7156	.7144	.7132
38	.7120	.7108	.7096	.7084	.7072	.7060	.7048	.7036	.7024	.7012
39	.7000	.6988	.6976	.6964	.6952	.6940	.6928	.6916	.6904	.6892
40	.6880	.6868	.6856	.6844	.6832	.6820	.6808	.6796	.6784	.6772

TABLE H - COMBINED TEST WEIGHT & PACK FACTOR - GRAIN SORGHUM

Test Weight	Less Than 255 Sq. Ft. -	255 Sq. Ft. to 461 Sq. Ft. -	462 Sq. Ft. to 767 Sq. Ft. -	768 Sq. Ft. to 1384 Sq. Ft. -	1385 Sq. Ft. to 2289 Sq. Ft. -	2290 or Over Sq. Ft. -
30.0	0.588	0.596	0.607	0.615	0.615	0.615
30.5	0.597	0.605	0.616	0.624	0.624	0.624
31.0	0.606	0.614	0.626	0.634	0.634	0.634
31.5	0.615	0.624	0.635	0.643	0.643	0.643
32.0	0.624	0.633	0.644	0.653	0.653	0.653
32.5	0.633	0.642	0.653	0.662	0.662	0.662
33.0	0.642	0.651	0.662	0.671	0.671	0.671
33.5	0.651	0.660	0.671	0.680	0.680	0.680
34.0	0.659	0.668	0.681	0.690	0.690	0.690
34.5	0.668	0.677	0.690	0.699	0.699	0.699
35.0	0.677	0.686	0.699	0.708	0.708	0.708
35.5	0.686	0.695	0.708	0.717	0.717	0.717
36.0	0.694	0.704	0.717	0.726	0.726	0.726
36.5	0.703	0.713	0.726	0.736	0.736	0.736
37.0	0.712	0.722	0.735	0.745	0.745	0.745
37.5	0.720	0.730	0.744	0.754	0.754	0.754
38.0	0.729	0.739	0.753	0.763	0.763	0.763
38.5	0.737	0.748	0.761	0.772	0.772	0.772
39.0	0.746	0.756	0.770	0.781	0.781	0.781
39.5	0.754	0.765	0.779	0.790	0.790	0.790
40.0	0.763	0.774	0.788	0.826	0.844	0.869
40.5	0.771	0.782	0.797	0.834	0.852	0.877
41.0	0.780	0.791	0.805	0.842	0.860	0.885
41.5	0.788	0.799	0.814	0.850	0.868	0.893
42.0	0.797	0.808	0.823	0.858	0.876	0.901
42.5	0.805	0.816	0.831	0.866	0.884	0.909
43.0	0.813	0.825	0.840	0.874	0.892	0.917
43.5	0.821	0.833	0.849	0.882	0.900	0.925
44.0	0.830	0.842	0.857	0.890	0.908	0.933
44.5	0.838	0.850	0.866	0.898	0.916	0.941
45.0	0.846	0.858	0.874	0.906	0.924	0.949
45.5	0.854	0.867	0.883	0.914	0.932	0.957
46.0	0.863	0.875	0.891	0.922	0.940	0.965
46.5	0.871	0.883	0.900	0.930	0.948	0.973
47.0	0.879	0.891	0.908	0.938	0.956	0.981
47.5	0.887	0.900	0.916	0.946	0.964	0.989
48.0	0.895	0.908	0.925	0.954	0.972	0.997
48.5	0.903	0.916	0.933	0.962	0.980	1.005
49.0	0.911	0.924	0.942	0.970	0.988	1.013
49.5	0.919	0.932	0.950	0.978	0.996	1.021
50.0	0.927	0.940	0.958	0.986	1.004	1.029
50.5	0.935	0.948	0.966	0.995	1.013	1.039
51.0	0.943	0.956	0.974	1.003	1.021	1.047
51.5	0.950	0.964	0.983	1.013	1.030	1.057

**TABLE H - COMBINED TEST WEIGHT & PACK FACTOR - GRAIN SORGHUM
(Continued)**

Test Weight	Less Than 255 Sq. Ft. -	255 Sq. Ft. to 461 Sq. Ft. -	462 Sq. Ft. to 767 Sq. Ft. -	768 Sq. Ft. to 1384 Sq. Ft. -	1385 Sq. Ft. to 2289 Sq. Ft. -	2290 or Over Sq. Ft. -
52.0	0.958	0.972	0.991	1.021	1.038	1.065
52.5	0.966	0.980	0.999	1.029	1.047	1.074
53.0	0.974	0.988	1.007	1.038	1.055	1.082
53.5	0.982	0.996	1.015	1.046	1.065	1.092
54.0	0.989	1.004	1.023	1.054	1.073	1.100
54.5	0.997	1.012	1.031	1.063	1.081	1.108
55.0	1.005	1.019	1.039	1.071	1.089	1.117
55.5	1.012	1.027	1.047	1.079	1.098	1.127
56.0	1.020	1.035	1.055	1.087	1.105	1.133
56.5	1.028	1.043	1.063	1.095	1.114	1.143
57.0	1.035	1.050	1.071	1.103	1.122	1.151
57.5	1.043	1.058	1.079	1.111	1.132	1.161
58.0	1.050	1.066	1.086	1.119	1.140	1.169
58.5	1.058	1.073	1.094	1.127	1.148	1.178
59.0	1.065	1.081	1.102	1.135	1.156	1.186
59.5	1.073	1.089	1.110	1.143	1.164	1.194
60.0	1.080	1.096	1.118	1.152	1.172	1.203
60.5	1.087	1.104	1.125	1.160	1.180	1.211
61.0	1.095	1.111	1.133	1.168	1.188	1.219
61.5	1.102	1.119	1.140	1.176	1.196	1.227
62.0	1.109	1.126	1.148	1.184	1.204	1.235

If the actual test weight is not shown on the chart, refer to subsection 9 B Section II, item M₂ for instructions.