June 4, 2002

INFORMATIONAL MEMORANDUM: R&D-02-024

TO: All Reinsured Companies
    All Risk Management Agency Field Offices

FROM: Tim B. Witt /s/ Tim Hoffmann
       Deputy Administrator


The Draft 2003 Manual 13, Data Acceptance System Handbook, has been placed on the Risk Management Agency (RMA) website for industry review and comment. The 2003 handbook is maintained electronically via the RMA website at www.rma.usda.gov/data/m13/ under the Data Acceptance System (M-13) Handbook directory.

As discussed at the Industry Update and Information Technology Managers’ Meeting in May, new reported fields proposed to the 2003 M-13 include the market price indicator, multi-county flag expansion to include a nationwide flag, multi-county reference policy key fields, seed code cycle, marketing activity type, previous yield limit flag, production value reporting as a dual purpose field with revenue yield, optional reporting of global positioning system coordinates, date of damage, notice of loss date, loss adjuster signature date, optional reporting of agent email address, and coverage enhancement option calculation changes. The draft 2003 M-13 also includes additional RMA internal use fields relative to the company output records including the Federal Crop Insurance Corporation accepted date and batch number. Attached is a detailed listing of the changes for your reference.

Companies may direct their questions or comments by email to Denise Hoffmann, Director, Actuarial Division, at Denise_Hoffmann@rm.fcic.usda.gov, by June 20, 2002. For questions regarding content of the handbook, please contact Seavey Anthony, Chief, Program Automation Branch at (816) 926-3865.

DISPOSAL DATE:

This Informational Memorandum is for the purpose of transmitting information and the expiration date is December 31, 2002.

Attachment
Summary of Changes

Narrative Section:

Section 2, 1, C: 5, 6b, 7a1, 8, 9
   References to Monthly/Annual Operations Report
Section 2, 1, C, 7, a, 2, a
   Late Filed Acreage clarification for multiple planting periods
   Date change to define seed code cycle for current year
Section 2, 1, C, 7, a, 2, b
   Reference to Exhibit added to narrative regarding late sales reductions
   Market Price Indicator added as element of late sales reduction determination
Section 2, 2, C
   References to Monthly/Annual Operations Report
Section 2, 2, G
   Date Change from September to February
Section 6, B, 1
   Reference to Exhibit added to narrative regarding fund designation guidelines
   Multi county application procedure to allow additional explanation regarding
   multi county flags and reference key
Section 6, B, 3
   Late Filed acreage explanation and field reference additions to Record Type 11
   Acreage Record
Section 6, B, 4
   Record Type 12 clarification regarding 49 deletes
   Ineligible Tracking Clarifications
Section 6, B, 6
   Market Price Indicator added as element of late sales reduction determination
   Reference to Late sales reduction exhibit
Section 6, B, 7
   Statement addition regarding warning message for yield years less than 1970 on
   Record Type 15
Section 6, B, 16
   Ineligible Tracking Clarifications
Section 6, C: 2, 3, 4
   Ineligible Tracking Clarifications
Section 6, D
   New section regarding multiple sales closing dates
   Ineligible Tracking Clarifications
Section 7, B
   References to Monthly/Annual Operations Report

Exhibit 1 FCIC Operations Report
   Accounting Report Format Changes
Exhibit 2 Detail Accounting and Administrative Fee Report
Accounting Report Format Changes

Exhibit 4 Reconciliation Report
Accounting Report Format Changes

Exhibit 5 FCIC Administrative Reduction Reports
Accounting Report Format Changes

Exhibit 9 through 60
Policy key, Field 2, Name change from Reporting Organization to Insurance Provider
Policy key, Crop Year field clarification for applicable reinsurance year

Exhibit 9 Fund Designation Record
Field Clarification:
- Field 21 Primary Development Fund Rule
- Field 26, Written Agreement Number
- Field 27, Written Agreement Date
- Field 32, Primary Fund Cutoff Date
- Field 33, HRC Cutoff Date
- Field 34, Multiple County Flag
- Field 35, HRC Assigned Risk Fund Rule

New Fields:
- Field 39, Multi County Reference State
- Field 40, Multi County Reference Company Number
- Field 41, Multi County Reference Policy Number
- Field 42, Multi County Reference Crop Year
- Field 43, Multi County Reference Crop Code
- Field 44, Multi County Reference Location County
- Field 45, Multi County Reference Type Code
- Field 55, FCIC Accepted Batch

Exhibit 9-1 Fund Designation Guidelines
Clarification of primary county, Reference change from Record type 14 to Record type 9,
and Removal of references to reinsurance year 2002

Exhibit 10-1 Entity/ID Type Table
Clarification of Landlord/Tenant and Spousal Entities

Exhibit 11 Acreage Record
Field Clarification:
- Field 24, Written Agreement Number

New Field:
- Field 54, Market Price Indicator

Exhibit 11-1
Malting Barley DAS Edit requirements
Exhibit 11-11 Calculations
Liability Calculation Change for CEO
Cherries Fixed Dollar Amount of Insurance Guarantee Reduction Factor calculation
Certified Seed Potato DAS Edit requirements

Exhibit 12 Payment Record
Field Clarification:
Field 9, Payment Type
Field 10, Paid Amount
Field 12, Paid Date

Exhibit 13 Inventory Value Record
Field Clarification:
Field 17, Written Agreement Number
New Field:
Field 64, FCIC Accepted Batch

Exhibit 14 Insurance In Force Record
Field Clarification:
Field 16, Late Processed Flag
Field 17, Fund Designation Flag
Field 26, Signature Date for the Crop
Field 29, Contract Flag
Field 30, Written Agreement Number
Field 33, Multi County Flag
Field 34, Cancellation and Transfer Application
Field 37, Written Agreement Date
Field 61, Producer History Flag
Field 71, LSR Transaction Code
New Fields:
Field 38, Marketing Activity Type
Field 45, Market Price Indicator
Field 46, Multi County Reference State
Field 47, Multi County Reference Company Number
Field 48, Multi County Reference Policy Number
Field 49, Multi County Reference Crop Year
Field 50, Multi County Reference Crop Code
Field 51, Multi County Reference Location County
Field 52, Multi County Reference Type Code
Field 53, Seed Code Cycle
Field 54, LFA Calc Date
Field 55, Dup Bypass Flag: Reserved
Field 82, FCIC Accepted Batch
Exhibit 15 Yield Record
Field Clarification:
Field 18, Written Agreement Number
Field 19, Written Agreement Processing Flag
Field 21, Yield Indicator
Field 22, Transitional Yield
Field 26, Yield Year 1
Field 79, Yield Limitation Flag
Field 84, Rate Yield
Field 85, Average Yield

Exhibit 15 Yield Record
New Fields:
Fields 30, 35, 40, 45, 50, 55, 60, 65, 70, 75 Revenue Yield/Production Reporting
Dual purpose field in 2003 to report production to count
Field 86, Previous Yield Limitation Flag

Exhibit 17 Land Identifier Record
New Fields:
Field 41 through 60, Latitude and Longitude

Exhibit 18 AGR History Record
Field Clarification:
Field 38, Expense Trend Factor

Exhibit 19 AGR Annual Farm Report Record
Field Clarification:
Field 16, Coverage Level
Field 17, Payment Rate

Exhibit 19-3 AGR Calculation
Diversity Factor Calculation

Exhibit 21 Loss Line
Field Clarification/Change:
Field 54, Written Agreement Number
Field 65, Primary Date of Damage
Field 66, Primary Cause
Field 67, Primary Percent
Field 68, Secondary Date of Damage
Field 69, Secondary Cause
New Fields:
Field 62, Market Price Indicator
Field 63, Loss Adjuster Signature Date
Field 64, Notice of Loss Date
Exhibit 22 Inventory Loss Record
Field Clarification/Change:
   Field 19 Primary Date of Damage
New Fields:
   Field 40, Loss Adjuster Signature Date
   Field 41, Notice of Loss Date
   Field 42, Secondary Date of Damage

Exhibit 23 AGR Loss Record
Field Clarification/Change:
   Field 38, Primary Date of Damage
   Field 39, Primary Cause
   Field 40, Primary Percent
   Field 41, Secondary Cause
   Field 42, Secondary Date of Damage
New Fields:
   Field 36, Loss Adjuster Signature Date
   Field 37, Notice of Loss Date

Exhibit 55 Agent Data
Field Clarification:
   Field 5, Inactive Date: Numeric
New Field:
   Field 34, Email Address

Exhibit 56 Loss Adjuster Data
Field Clarification:
   Field 4, Inactive Date: Numeric