

United States  
Department of  
Agriculture



Federal Crop  
Insurance  
Corporation



Risk Management  
Agency



Product  
Administration  
and Standards  
Division

FCIC-25330  
(09-2010)  
FCIC-25330-1  
(05-2011)  
FCIC-25330-2  
(08-2011)  
FCIC-25330-3  
(10-2012)

# PEAR LOSS ADJUSTMENT STANDARDS HANDBOOK

## 2012 and Succeeding Crop Years



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

<b>TITLE: PEAR LOSS ADJUSTMENT STANDARDS HANDBOOK</b>	<b>NUMBER: 25330 (09-2010) 25330-1 (05-2011) 25330-2 (08-2011) 23550-3 (10-2012)</b>
<b>EFFECTIVE DATE: 2012 and Succeeding Crop Years</b>	<b>ISSUE DATE: October 18, 2012</b>
<b>SUBJECT:</b>  <b>Provides the procedures and instructions for administering the Pear crop insurance program</b>	<b>OPI: Product Administration and Standards Division</b>
	<b>APPROVED: October 18, 2012</b>  <b>/s/ Tim B. Witt</b>  <b>Tim B. Witt</b> <b>Deputy Administrator for Product Management</b>

**REASONS FOR AMENDMENT**

Major changes: See changes or additions in text which have been highlighted. Three stars (\*\*\*) identify where information has been removed.

1. In section 8 C, section II, of the Pear Appraisal Worksheet (All Other States), corrected the reference in item 26b to read “item 24” in place of “item 25.” On page 33, corrected example form entries on the Pear Appraisal Worksheet (All Other States) to reflect the correct reference.
2. In section 9 C, on page 50, corrected the example form entries on the Production Worksheet (All Other States) to reflect the correct reference as noted in paragraph “1” above.

**PEAR LOSS ADJUSTMENT STANDARDS HANDBOOK**

**SUMMARY OF CHANGES/CONTROL CHART (Continued)**

Control Chart For: Pear Loss Adjustment Standards Handbook						
	SC Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Remove	1-2		29-30		08-2011	FCIC-25330-2
			33-34		08-2011	FCIC-25330-2
			49-50		08-2011	FCIC-25330-2
Insert	1-2		29-30		10-2012	FCIC-25330-3
			33-34		10-2012	FCIC-25330-3
			49-50		10-2012	FCIC-25330-3
Current Index	1-2	1-2	1-26	51-53	09-2010	FCIC-25330
			27-28		05-2011	FCIC-25330-1
			29-30		10-2012	FCIC-25330-3
			31-32		08-2011	FCIC-25330-2
			33-34		10-2012	FCIC-25330-3
			35-36		05-2011	FCIC-25330-1
			37-38		09-2010	FCIC-25330
			39-46		08-2011	FCIC-25330-2
			47-48		05-2011	FCIC-25330-1
			49-50		10-2012	FCIC-25330-3

- b. For claims with insurable “windfall” and/or freeze damage in the fall: Do NOT do “grade reduction” for “windfalls” or pears frozen on the tree in the fall. Such pears that cannot be packed or marketed as fresh pears are considered 100 percent insured damage (cull production). Write across items 19 through 22 “Windfalls” or “Frozen on the Tree” and transfer entry in item 17 to item 23. Treat such pears as 100 percent insured damage.
- c. For preharvest inspections, delay completion of items 23 through item 33 until harvest is complete unless harvest will not be completed. If harvest will not be completed, appraise the production.

**Line Total:** Total all entries in lines 19 through 23.

**AVG. %:**

- a. Item 20 (Uninsured Damage) “Line Total” divided by item 22 “Line Total,” results to two decimal places.
- b. Item 21 (Insured Damage) “Line Total” divided by item 22 “Line Total,” results to two-decimal places.

**ADJ. %:** For item 21, MAKE NO ENTRY for immature pear appraisals and uninsured damage appraisals. For mature pears damaged by insured causes, locate the AVG. % on **TABLE D** and find the corresponding ADJ. %. Enter the ADJ. % to two-decimal places. If AVG. % is “.10” or less, MAKE NO ENTRY in ADJ.%. If AVG. % is “.60” or more, enter “100” for ADJ. %.

23. **Gross Production Or Appraisal per Acre:** For mature pears, if the item 21 “AVG. %” is “.10” or less, transfer the entry determined below to item 25. If the item 21 “AVG. %” is “.60” or more, transfer the entry determined below to item 24:

- a. **Unharvested Appraisals:** In the heading, line through the words “Production Or.” For damaged pears qualifying for quality adjustment, transfer entry from Section I, column 17.
- b. **Harvested Production:** In the heading, line through the words “Or Appraisal Per Acre.” Enter the total marketable production in tons to tenths, from harvested production records. Transfer the entry to item 56 on the Production Worksheet.

24. **Insured Damage:**

- a. For immature pears, item 21 “AVG %” times item 23, in tons to tenths.
- b. For mature pears, item 21 “ADJ. %” times item 23, in tons to tenths for pears failing to grade No. 2 or better because of insured damage due to hail. The entry location (Harvested or Unharvested) will correspond to the location of the item 23 entry. Enter “0.0” if item 21 “AVG. %” is “.10” or less. If “AVG. %” is “.60” or more, transfer the entry in item 23 to item 24. For pears harvested BEFORE any insured damage, enter “0.0.” For Harvested and Unharvested acreage, transfer the entry in item 23 for both “Windfalls” and “Frozen Pears” that cannot be packed or marketed as fresh pears.

25. **Net Tons:** Item 23 minus item 24, in tons to tenths. If the result is zero, enter “0.0.” This entry cannot be less than zero.
26. **Cull Value:** MAKE NO ENTRY for immature pears.
- a. **Percent:** Enter “.15.”
  - b. **Value:** “.15” times item 24, in tons to tenths. For immature pears with no processing value, enter “0.” MAKE NO ENTRY if item 21 “AVG. %” is “.10” or less.
27. **Uninsured Causes Appraisal Per Acre:**
- a. For immature or unharvested mature pears damaged by uninsured causes, multiply the entry in item 23 from the Unharvested line by item 20 “AVG. %” and round the result to tons to tenths.
  - b. Transfer the “per acre” entry determined in “a” above to Section I, item 37 of the Production Worksheet after multiplying by the applicable determined acres in item 19 of the Production Worksheet.
  - c. For harvested production, in the heading of item 27, line through the words “Per Acre” and enter the result of multiplying item 23 “Gross Production” (from the Harvested line) by item 20 “AVG. %,” result rounded to tenths of tons. Transfer this entry to Section I, item 37 of the Production Worksheet.
  - d. Document all calculations in Remarks or on a Special Report (refer to the LAM for information on how to determine uninsured cause appraisals).
28. **Production Or Appraisal Per Acre:**
- a. **Appraisals Per Acre:** For appraised production, in the heading, line through the words “Production Or.”
    - 1 Immature pears, transfer the entry from item 25 (Net Tons), in tons to tenths, and also transfer this entry to item 31 of the Production Worksheet.
    - 2 Mature pears, result of item 25 (Net Tons) plus item 26 (Value), in tons to tenths. Transfer the result to Section I, item 36 of the Production Worksheet after multiplying by the applicable determined acres in item 19 of the Production Worksheet.
  - b. **Production:** For harvested production, in the heading, line through the words “Per Acre,” and enter in tons to tenths, the result of adding item 25 (Net Tons) and item 26 (Value). Transfer result to the appropriate line in Section II, item 66 of the Production Worksheet.
29. **Remarks:** Document the following on the appraisal worksheet or on a Special Report, as applicable.
- a. Date of sampling if harvest is NOT complete (complete worksheet/claim at later date).

**(For Illustration Purposes Only)**  
**PEAR APPRAISAL WORKSHEET (All Other States)**  
**Mature Appraisal Example**

Company: Any Company										Claim #: XXXXXXXX										
1. CROP YEAR YYYY			2. POLICY NUMBER XXXXXXX				3. NAME OF INSURED I. M. Insured						4. UNIT NO. 0001-0001-OU			5. ACRES 14.4				
6. ORCHARD ID 1					8a. ACRES UNHARV.: 4.4					9a. DATE(S) OF DAMAGE: JUN 5					JUL 15					
7. TYPE/VARIETY Green Bartlett 186					8b. ACRES HARV.: 10.0					9b. CAUSE(S) OF DAMAGE: Hail					Tornado					
SECTION I - GROSS UNHARVESTED APPRAISAL																				
10 POUNDS PER SAMPLE	SAMPLES										11 TOTAL POUNDS (LINE TOTAL)	12 NUMBER OF SAMPLES	13 POUNDS/ TREE	14 TREES/ ACRE	15 POUNDS/ ACRE	16 CONVERSION FACTOR	17 GROSS APPRAISAL/ ACRE			
	44.1	48.8	55.0	51.3	57.7						256.9	5	51.4	151	7,761.4	2000	3.9			
SECTION II - QUALITY ADJUSTMENT																				
18. ACRES 44 UH		NUMBER OF SAMPLES										LINE TOTAL	AVG. %	ADI. %	23. GROSS PRODUCTION OR APPRAISAL PER ACRE	24. INSURED DAMAGE	25. NETTONS	26. CULL VALUE		
		1	2	3	4	5	6	7	8	9	10				Harvested			%	Value	
19. #2_ or BETTER		14	15	11	8	14						62			Unharvested	3.9	2.9	1.0	.15	0.4
20. UNINSURED DAMAGE		2	4	4	5	3						18	.12		27. UNINSURED CAUSES APPRAISAL PER ACRE		28. PRODUCTION OR APPRAISAL PER ACRE			
21. INSURED DAMAGE		14	11	15	18	13						71	.47	.74	.5		1.4			
22. TOTAL NUMBER		30	30	30	30	30						150								
18. ACRES 100 H		NUMBER OF SAMPLES										LINE TOTAL	AVG. %	ADI. %	23. GROSS PRODUCTION OR APPRAISAL PER ACRE	24. INSURED DAMAGE	25. NETTONS	26. CULL VALUE		
		1	2	3	4	5	6	7	8	9	10				Harvested	56.2	13.5	42.7	.15	2.0
19. #2_ or BETTER		23	22	21	19	21						106			Unharvested					
20. UNINSURED DAMAGE		2	1	3	4	1						11	.07		27. UNINSURED CAUSES APPRAISAL PER ACRE		28. PRODUCTION OR APPRAISAL PER ACRE			
21. INSURED DAMAGE		5	7	6	7	8						33	.22	.24	3.9		44.7			
22. TOTAL NUMBER		30	30	30	30	30						150								
18. ACRES		NUMBER OF SAMPLES										LINE TOTAL	AVG. %	ADI. %	23. GROSS PRODUCTION OR APPRAISAL PER ACRE	24. INSURED DAMAGE	25. NETTONS	26. CULL VALUE		
		1	2	3	4	5	6	7	8	9	10				Harvested				%	Value
19. #_ or BETTER															Unharvested					
20. UNINSURED DAMAGE															27. UNINSURED CAUSES APPRAISAL PER ACRE		28. PRODUCTION OR APPRAISAL PER ACRE			
21. INSURED DAMAGE																				
22. TOTAL NUMBER																				
29. REMARKS: Orchard 1 comprised of sub-orchard 1A appraised – UH, and sub-orchard 1B – H. Tree spacing 18 ft. X 16 ft. Section II, line 20 Uninsured Damage due to limb rubs and russeting. Field ID's and acreage measurements determined from aerial photo maps. Section II, 5 UH trees sampled, 20 pears selected from each tree = 100 pears per sample. Section II, Harvested samples see attached Special Report for calculations.																				

**This form example does not illustrate all required entry items (e.g., signatures, 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 the “Production Worksheet”) requirements. All of these entry items are considered “substantive,” (i.e., they are required).
- (2) The completion instructions for the required entry items on the Production Worksheet in the following subsections are “substantive,” (i.e., they are required).
- (3) The Privacy Act and Nondiscrimination statements are required statements that must be printed on the form or provided as a separate document. These statements are not shown in the example form in this section. The current Privacy Act and Nondiscrimination statements 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 Document and Supplemental Standards Handbook (DSSH) (FCIC-24040) 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 CLAIM FORM ENTRIES AND COMPLETION PROCEDURES**

- (1) The Production Worksheet is a progressive form containing all notices of damage for all preliminary and final inspections (including “No Indemnity Due” claims) on a unit. If the AIP determines the claim to be DENIED, refer to Paragraph 67 K of the LAM for Production Worksheet completion instructions.
- (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;

**(Illustration Purposes Only)**  
**PRODUCTION WORKSHEET**  
**(California Only)**

1. Crop/Code # Pears 0089	2. Unit # 0001-0001-OU	3. Location Description SW1/4-2N-3W	7. Company Agency Any Company Any Agency	8. Name of Insured I. M. Insured
4. Date(s) of Damage JUN 5 JUL 15 SEP 22	5. Cause(s) of Damage Hail Tornado Frost	6. Insured Cause % 45 25 30	9. Claim # XXXXXXXX	11. Crop Year YYYY
12. Additional Units 0001-0002-OU 0002-0001-BU	13. Est. Prod. Per Acre 10.0 8.5	10. Policy # XXXXXX	14. Date(s) Notice of Loss 1 <sup>st</sup> MM/DD/YYYY 2 <sup>nd</sup> 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
1A	NS	4.4	4.4	1.000	003	189					002		UH	UH	4.0			17.6		15.4	3.5	18.9
1B	NS	10.0	10.0	1.000	003	189					002		H	H							2.8	2.8
39. TOTAL			14.4	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 checked="" type="checkbox"/> None <input type="checkbox"/>												42. TOTALS		17.6		15.4	6.3	21.7
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) Acreage determined from permanent field measurements on aerial photo maps. Items 36, 40 and 66, due to hail and frost damage, pear production reduced for pears sized 180 and smaller and not meeting minimum grade. See attached appraisal worksheets and grade certificates.

**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				
1B	NS	Acme Packing Co. Any Town, State XXXXX							51.7						51.7		51.7			41.4			
67. TOTAL																	51.7	68. Section II Total		41.4			
																	69. Section I Total		21.7				
																	70. Unit Total		63.1				
																	71. Allocated Prod.						
																	72. Total APH Prod.		56.8				

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

**(Illustration Purposes Only)**  
**PRODUCTION WORKSHEET**  
**(All Other States)**

1. Crop/Code # Pear 0089	2. Unit # 0001-0001-OU	3. Location Description SW1/4-2N-3W	7. Company Agency Any Company Any Agency	8. Name of Insured I. M. Insured
4. Date(s) of Damage JUN 5 JUL 15 SEP 22	5. Cause(s) of Damage Hail Tornado Frost	6. Insured Cause % 45 25 30	9. Claim # XXXXXXXX	11. Crop Year YYYY
12. Additional Units 0002-0001-OU 0002-0001-BU	13. Est. Prod. Per Acre 10.0 8.5	10. Policy # XXXXXX	14. Date(s) Notice of Loss 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		
1A	NS	4.4	4.4	1.000	003	186					002		UH	UH	3.9			17.2		6.2	2.2	8.4		
1B	NS	10.0	10.0	1.000	003	186					002		H	H							3.9	3.9		
39. TOTAL			14.4	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 checked="" type="checkbox"/> None <input type="checkbox"/>												42. TOTALS			17.2		6.2	6.1	12.3	
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) Acreage determined from permanent field measurements on aerial photo maps. Items 36, 40 and 66, Pear Quality Endorsement in effect. Hail caused pears to not grade U.S. No 2 and to not be marketable for any purpose. See attached appraisal worksheets.

**SECTION II – DETERMINED HARVESTED PRODUCTION**

43. Date Harvest Completed MM/DD/YYYY						44. Damage similar to other farms in the area? Yes <input type="checkbox"/> No <input checked="" 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				
	1B	NS	Acme Packing Co. Any Town, State XXXXX							56.2					56.2		56.2						44.7	
67. TOTAL																		56.2	68. Section II Total				44.7	
																		69. Section I Total				12.3		
																		70. Unit Total				57.0		
																		71. Allocated Prod.						
																		72. Total APH Prod.				67.3		

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

