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CANOLA AND RAPESEED LOSS ADJUSTMENT STANDARDS HANDBOOK

2012 and Succeeding Crop Years

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

FEDERAL CROP INSURANCE HANDBOOK	NUMBER: 25560 (07-2010) 25560-1 (06-2011)
SUBJECT: CANOLA AND RAPESEED LOSS ADJUSTMENT STANDARDS HANDBOOK 2012 AND SUCCEEDING CROP YEARS	OPI: Product Administration and Standards Division APPROVED: DATE */S./ TIM B. WITT* *05/25/2011* Deputy Administrator, Product Management

THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-ISSUED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2012 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 the Crop Year 2012 (FCIC-25560-1):

A. Throughout handbook: Made editorial and syntax changes so handbook text tracks with current RMA-approved handbook formatting, and updated examples and forms as needed.

B Throughout the handbook: Comments that pertained to grammar, punctuation, deleting unneeded words, rewording to make a sentence flow better, corrections of reference numbers, formatting, etc. were incorporated if accepted, but are not listed.

C. **Subsection 3 D (2) (b):** Added language from the policy for situations when a Federal or State agency has ordered the destruction of the crop.

D. **Subsection 8 B (5):** Corrected the reference from subsection “B” to subsection “C.”

E. **Subsection 9 B (7):** Added instructions to refer to Paragraph 67 K of the LAM for PW completion instructions if the AIP determines the claim is to be DENIED.

F. **Subsection 9 C, item 5 – Cause(s) of Damage:** Deleted statement “If the claim is denied, enter “DC” and refer to the LAM for further instructions.”

SUMMARY OF CHANGES CONTROL CHART (Continued)

G. **Subsection 9 C, item 34 – Production Pre QA:** Correct unit of measure to "whole pounds."

H. **Subsection 9 C, item 37 – Uninsured Cause:** Added instruction to refer to the LAM for information on how to determine uninsured cause appraisals.

I. **Subsection 9 C, item 40 b. (3) – Uninsured Cause:** Added instruction to refer to subsection 3 D (1) if, due to insured causes, a Federal or State agency has ordered the appraised crop or production to be destroyed.

J. **Subsection 9 C, Section II - General Information (7) (f):** Added statement to use separate lines for varying types in the same unit.

K. **Subsection 9 C, Section II - General Information (10):** Added statement to refer to the LAM for special instruction for mycotoxin damage.

L. **Subsection 9 C, item 58a. - FM %:** Deleted statement "Adjustments for "Dockage" are NOT allowed UNLESS the dockage is due to an insured cause of loss." Refer to Paragraph 98 of the LAM.

M. **Subsection 9 C, item 58b. - Factor:** Revise statement to allow the percent of conspicuous admixture and/or dockage. Refer to Paragraph 98 of the LAM.

N. **Subsection 9 C, item 71 – Allocated Production:** Added instruction to refer to paragraphs 126 C (1-3) and 127 of the LAM.

SUMMARY OF CHANGES CONTROL CHART (Continued)

Control Chart For: Canola and Rapeseed Loss Adjustment Standards Handbook						
	SC Page(s)	TC Page(s)	Text Pages	Reference Material	Date	Directive Number
Remove	1-4	1-2	3-4		07-2010	FCIC-25560
			15-16		07-2010	FCIC-25560
			23-24		07-2010	FCIC-25560
			27-32		07-2010	FCIC-25560
			35-36		07-2010	FCIC-25560
			39-44		07-2010	FCIC-25560
Insert	1-4	1-2	3-4.2		06-2011	FCIC-25560-1
			15-16		06-2011	FCIC-25560-1
			23-24		06-2011	FCIC-25560-1
			27-32		06-2011	FCIC-25560-1
			35-36		06-2011	FCIC-25560-1
			39-44		06-2011	FCIC-25560-1
Current Index	1-4	1-2			06-2011	FCIC-25560-1
			1-2		07-2010	FCIC-25560
			3-4.2		06-2011	FCIC-25560-1
			5-14		07-2010	FCIC-25560
			15-16		06-2011	FCIC-25560-1
			17-22		07-2010	FCIC-25560
			23-24		06-2011	FCIC-25560-1
			25-26		07-2010	FCIC-25560
			27-32		06-2011	FCIC-25560-1
			33-34		07-2010	FCIC-25560
			35-36		06-2011	FCIC-25560-1
			37-38		07-2010	FCIC-25560
			39-44		06-2011	FCIC-25560-1
				45-55	07-2010	FCIC-25560

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CANOLA AND RAPESEED LOSS ADJUSTMENT HANDBOOK

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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 canola and rapeseed 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
DF	Discount Factor
DSSH	Document and Supplemental Standards Handbook, FCIC-24040
FGIS	Federal Grain Inspection Service
RIV	Reduction in Value
SP	Special Provisions

(4) Definitions:

Canola A crop of the genus *Brassica* as defined in accordance with the Official United States Standards for Grain - Subpart C - U.S. Standards for Canola.

Conspicuous Admixture All matter other than canola, including but not limited to ergot, sclerotinia, and stones, which is conspicuous and readily distinguishable from canola and which remains in the sample after removal of machine separated dockage. Conspicuous admixture is added to machine-separated dockage in the computation of total dockage.

Dockage All matter other than canola that can be removed from the original sample by use of an approved devise according to procedures prescribed in FGIS instructions. Also, underdeveloped, shriveled, and small pieces of canola kernels that cannot be recovered by properly rescreening or recleaning. Machine separated dockage is added to conspicuous admixture in the computation of total dockage.

Harvest Combining or threshing for seed. A crop that is swathed (refer to definition below) prior to combining is not considered harvested.

Local Market Price (Canola) The cash price per pound for U.S. No. 2 grade canola that reflects the maximum limits of quality deficiencies allowable for the U.S. No. 2 grade canola.

Planted acreage In addition to the definition contained in the Basic Provisions, land on which seed is initially spread onto the soil surface by any method and subsequently is mechanically incorporated into the soil in a timely manner and at the proper depth will be considered planted. Acreage planted in any other manner will not be insurable unless otherwise provided by the Special Provisions, actuarial documents, or by written agreement.

Price of Damaged Production	The cash price per pound available if the production were sold for canola that qualifies for quality adjustment in accordance with section 12 of the crop provisions.
Rapeseed	A crop of the genus *Brassica* that contains at least 30 percent of an industrial type of oil as shown in the SP and that is measured on a basis free from foreign material.
Swathed	Severance of the stem and seed pods from the ground and placing into windrows without removal of the seed from the pod.

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 Canola/Rapeseed Crop Provisions, and the SP for a complete list.

(1) The insured must elect to insure all canola and rapeseed with either revenue protection or yield protection by the sales closing date.

(2) The crop insured will be all canola and rapeseed in the county in which the insured has a share, for which premium rates are provided by the actuarial documents; and

(a) That is planted for harvest as seed; and

(b) That is not, unless allowed by the SP or by written agreement:

1 Interplanted with another crop; or

2 Planted into an established grass or legume.

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

(4) The AIP will not insure any acreage that does not meet the rotation requirements contained in the SP.

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 Canola and Rapeseed Crop or SP, 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.

In addition to optional units by section, section equivalent or FSA farm number and by irrigated and non-irrigated practices, optional units may be by type if the type is designated on the SP.

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

D. CANOLA QUALITY ADJUSTMENT

Mature canola production may be adjusted for excess moisture and quality deficiencies. Mature rapeseed may be adjusted for excess moisture only.

(1) 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).

(2) Canola production, in accordance with the crop provisions, will be eligible for quality adjustment if:

(a) Deficiencies in quality (due to insurable causes), in accordance with the Official United States Standards for Grain, result in the canola not meeting the grade requirements for U.S. No. 3 or better (grades U.S. Sample Grade) because of kernel damage (excluding heat damage) or having a musty, sour, or commercially objectionable foreign odor; or

(b) Substances or conditions are present that are identified by the Food and Drug Administration or other public health organizations of the United States as being injurious to human or animal health.

Under section 15 (j) of the Basic Provisions, if due to insured causes, a Federal or State agency has ordered the appraised insured crop or production to be destroyed, on the claim form enter the factor ".000" in column 35 for appraised production or column 65 for harvested production, as applicable. Instruct the insured to complete and submit a Certification Form stating the date the crop or production WAS DESTROYED and the method of destruction (refer to item 40 and the Narrative in the claim form instructions). Also refer to LAM paragraphs 96 J (2) and 102A for additional information. Otherwise, MAKE NO ENTRY.

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.

(3) The adjuster must refer to the SP to determine if production is eligible for quality adjustment as identified in the Canola and Rapeseed Crop Provisions. Canola production that is eligible for quality adjustment will be reduced in accordance with the discount factors contained in the SP.

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(4) When due to insurable cause(s), use of quality adjustment for canola is handled by determining the appropriate discount factors from the SP, 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 SP for chart discount factors, instructions for calculating non-chart discount factors, and other allowable discounts. Also refer to the LAM for examples and guidance in determining reduction in values (RIV's) to determine non-chart discount factors.

(5) For canola, for which RIV's apply and which can be conditioned/reconditioned, refer to the Quality Statement(s) in the SP and the LAM for instructions.

(6) Moisture adjustment is applied prior to applying any qualifying adjustment for quality such as kernel damage, etc. A canola/rapeseed moisture adjustment chart is located in **TABLE E**. Moisture adjustment results in a reduction in production to count of 0.12 percent for each 0.1 percent moisture in excess of 8.5%.

(7) If a local market cannot be found for the damaged canola, 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 instructions for the "Narrative" section of the claim form (subsection 9 C), 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 - Subpart C - U.S. Standards for Canola.

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

(a) initially planted prior to the earliest planting date established by the SP; or

(b) on which one replanting payment has already been allowed for the crop year.

(3) If the acreage is replanted to an insured crop type that is different than the insured crop type originally planted on the acreage:

(a) The production guarantee, premium, and projected price and harvest price, as applicable, will be adjusted based on the replanted type;

(b) Replanting payments will be calculated using the projected price and production guarantee for the crop type that is replanted and insured; and

(c) A revised acreage report will be required to reflect the replanted type, as applicable.

B. QUALIFICATIONS FOR REPLANTING PAYMENT

To qualify for replanting payment, the:

(1) Insured crop must be damaged by an insurable cause of loss to the extent that the remaining stand will not produce at least 90 percent of the production guarantee for the acreage;

(2) AIP must determine that it is practical to replant (refer to the LAM);

(3) Acres being replanted must have been initially planted on or after the "Earliest Planting" date established by the SP;

(4) Acreage replanted must be AT LEAST the lesser of 20 acres or 20 percent of the insured **planted** acreage for the unit (If the crops to be replanted are in a whole-farm unit, the 20 acres or 20 percent requirement is applied separately to each crop.) 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.);

(5) The replanted crop must be seeded at a rate sufficient to achieve a total plant population that is considered appropriate by agricultural experts for the insured crop, type, and practice.

(6) AIP has given consent to replant.

In the "Narrative" of the claim form or on a Special Report, for each field or subfield, document that qualifications for a replanting payment have been met.

C. MAXIMUM REPLANTING PAYMENT

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

(1) The product of multiplying the maximum pounds allowed in the policy (**175 pounds**) by the projected price, times the insured's share in the crop; or

(2) 20 percent of the production guarantee times the projected price, times the insured's share.

Compute the number of pounds per acre allowed for a replanting payment as follows. Show all calculations in the Narrative of the claim form or on a Special Report.

EXAMPLE 1

Owner/operator (100 percent share)
20.0 acres replanted
20% of prod. guar. (975 lbs. x 20%) = 195 lbs.
175 lbs. (maximum lbs. allowed in policy)
The lesser of 195 lbs and 175 lbs. is 175 lbs
Actual lbs. per acre allowed = 175 lbs.

Enter the number of replanted acres multiplied by 175 lbs. (3500 lbs.) in Section I, column 36, "Production Post QA" of the claim form.

EXAMPLE 2

Landlord/tenant (both insured on 50/50 share)
20.0 acres replanted
20% of prod. guar. (975 lbs. x 20%) = 195 lbs. x.500 (share) = 98 lbs.
175 lbs. (maximum lbs. allowed in policy) x .500 (share) = 88 lbs.
The lesser of 98 lbs. and 88 lbs. is 88 lbs.
Actual lbs. per acre allowed = 88 lbs.

Enter the number of replanted acres multiplied by 88 lbs. (1,760 lbs.) if the share has been applied, or the number of replanted acres multiplied by 175 lbs. (3,500 lbs.) 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 the pounds allowed for replanting have/have 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.

E. COUNTIES WITH SPRING AND FALL PLANTING DATES

(1) Any acreage of fall planted canola or rapeseed that is damaged before the spring final planting date, and the AIP determines it is practical to replant to the fall type, must be replanted to the fall type to maintain insurance based on the fall type. If it is not practical to replant to the fall type of canola or rapeseed but is practical to replant to a spring type, the insured must replant to a spring type to keep the insurance based on the fall type in force.

(2) Any fall planted canola or fall planted rapeseed acreage that is replanted to a spring type of the same crop when it was practical to replant the fall type will be insured as the spring type and the production guarantee, premium and projected price and harvest price applicable to the spring type will be used. In this case, the acreage is considered to be initially planted to the spring type.

(3) Acreage damaged after the final planting date must not be released for other use UNTIL it is no longer practical to replant. Refer to the LAM.

(4) Replanting payments will be calculated using the projected price and production guarantee for the type that is replanted and insured in accordance with (1) and (2) above.

5. CANOLA AND RAPESEED APPRAISALS

A. GENERAL INFORMATION

Potential production for all types of inspections 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); general capabilities of the plants, 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.

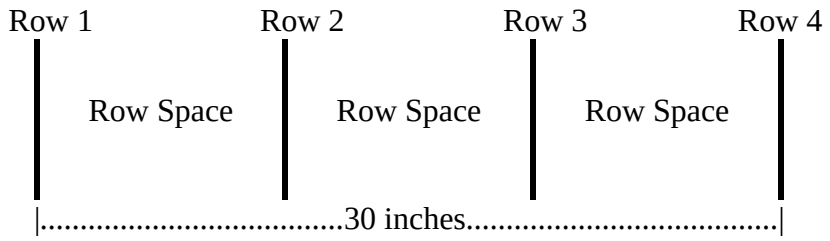
C. MEASURING ROW WIDTH FOR SAMPLE SELECTION

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 the 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.

EXAMPLE:



30 inches ÷ 3 row spaces = 10 inches average row width

(3) Where rows are skipped for tractor and planter tires, refer to the LAM.

(4) For broadcast acreage, use a 3-foot square grid (9 square feet).

(5) Apply average row width to **TABLE B** (Sample Row Length) to determine the sample row length required for the stand reduction and seed count methods.

D. SAMPLE SIZE BY APPRAISAL METHOD

(1) Stand Reduction: One sample is nine square feet of row (or a one square yard area if broadcast seeded). Calculate the row length in feet to tenths required to equal nine square feet using **TABLE B** (Sample Row Length).

(2) Plant Damage: Sample consists of 5 damaged plants.

(3) Seed Count: One hand-harvested sample is five square feet of row (one square yard area if broadcast seeded). Calculate the row length in feet to tenths required to equal five square feet using **TABLE B** (Sample Row Length)**.**

E. SAMPLING PROCEDURE

(1) Determine average stage of growth for canola or rapeseed in selected representative samples.

(2) Establish the stage of growth for sampling based on the most advanced stage reached by at least 50 percent of the plants in the sample.

(3) Use the stage of growth at the date of damage when determining yield loss from defoliation.

(4) Where there is hail or freeze damage, defer appraisals for at least 7 to 10 days from the date damage occurred when canola or rapeseed is in the vegetative stage.

(5) Where there is hail or freeze damage, defer appraisals for at least 7 to 14 days from the date damage occurred when canola or rapeseed is in the flowering and podding stage.

F. PLANT TYPES AND STAGES OF GROWTH

(1) Use plant type and growth stage information for appraising potential canola or rapeseed production during various stages of growth (refer to **TABLE G**).

(2) Plant Types.

(a) Canola quality varieties may be developed from either the Polish species (*Brassica campestris*) or the Argentine species (*Brassica napus*) of rapeseed. Both species have winter and spring varieties. Winter canola is grown in the U.S. for its high yield. Spring canola is grown in the northern U. S. and Canada and other areas that have not been able to overcome the problem of winterkill. Winter canola varieties are planted in late summer or early fall so the plants over-winter as a rosette.

(b) Flowering stalks form in the nodes of the crown area. Basal and secondary branching from the main flowering stalk is dependent upon the plant population in the field and a favorable growing environment.

(c) Most of the grain yield is produced from the early-flowering sites on the stem or branches. The yellow flowers are characteristically four-petaled. The pods are normally 1 to 1.5 inches long, about one-eighth inch wide. Each pod will contain 15 to 40 small round seeds, usually black, although species color varies. Because of the indeterminate growth habit, the plants will bloom and set seed for 5 to 6 weeks.

The SP list "Types" of canola and rapeseed categorized as "Spring Planted" or "Fall Planted" (with Oleic Canola and/or High Erucic Rapeseed, as applicable).

6. APPRAISAL METHODS

A. GENERAL INFORMATION

These instructions provide information on the following appraisal methods:

Appraisal Method...	Use...
Stand Reduction	for planted acreage with no emerged seed, and to appraise plants in the vegetative stage.
Plant Damage	to appraise plants that are in the flowering stage.
Seed Count	to appraise plants when the seeds have reached maturity.

B. STAND REDUCTION APPRAISALS

(1) For spring-seeded canola and rapeseed, if the reduction in stand is due to insufficient soil moisture that has affected seed emergence, do not complete appraisals prior to the time specified in the LAM. Refer to paragraph 85 in the LAM regarding deferred appraisals and non-emerged seed. Verify the acreage was initially seeded with a sufficient amount of seed to produce a normal stand.

(2) Stand reduction appraisals are done in the vegetative stage. The vegetative stage usually lasts 30-50 days for Polish types (*B. campestris*), and 40 to 60 days for Argentine types (*B. napus*), and is from seedling emergence until flower buds appear at the end of the main stem as it starts to elongate.

(3) Canola and rapeseed plants injured in the vegetative stage may have either one or both cotyledons missing, the seedling beaten down, or the stem broken at the soil line. Plants with both cotyledons broken or torn off and those broken off below the cotyledons, usually do not survive.

(4) Procedure for determining percent yield loss.

Refer to **TABLE C** (Percent Yield Loss From Canola/Rapeseed Stand Reduction) to determine percent yield loss due to insurable causes. To qualify for stand reduction appraisals, damaged plants in the vegetative stage must:

(a) Be cut off below the cotyledons;

(b) Have both cotyledons removed;

(c) Be dead; or

(d) Be injured to such an extent they are in non-recoverable condition.

(5) Procedure for stand reduction appraisals.

(a) In a representative sample area, determine the original stand (living and dead/non-harvestable, missing, or non-emerged), by counting the number of plants per nine square feet of row (one square yard if broadcast seeded). Enter this number on the appraisal worksheet in column 11. If possible, when damage from an insurable cause results in missing plants or non-emergence, determine the original plants per acre from an undamaged area of the field or unit.

If none of the original stand emerged or was completely destroyed and cannot be determined in any manner, after verifying that the crop was actually initially planted, record the original stand as zero in column 11 on the appraisal worksheet (resulting in a zero appraisal). Refer to paragraph 85 in the LAM for procedures for documenting zero yield appraisals.

(b) In the representative sample areas with crop damage, count the number of surviving plants per nine square feet of row (one square yard if broadcast seeded). Enter this number on the appraisal worksheet in column 12.

(c) Refer to **TABLE C** (Percent Yield Loss from Canola/Rapeseed Stand Reduction) to identify the percent yield loss. Enter the percent yield loss, expressed as a decimal to hundredths, on the appraisal worksheet in column 13.

Stand reduction usually ends when flower buds appear at the end of the main stem as it starts to elongate, approximately 30-50 days after planting for Polish types (*B. campestris*) and 40 to 60 days after planting for Argentine types (*B. napus*).

C. PLANT DAMAGE APPRAISALS

(1) Plant damage appraisals are done in the flowering stage. The flowering stage usually lasts 14-21 days for Polish types (*B. campestris*) and 40 to 60 days for Argentine types (*B. napus*) and begins with stem elongation and the opening of the first flower and ends with petal fall of the last flower. Flowering starts at the bottom of the main stem or branch and continues upward. Buds open into flowers, and flowers develop into pods. Abortion, a natural occurrence, may occur as only 40-55% of flowers produced develop into productive pods.

(2) Whenever possible, delay appraisal a minimum of 7 days after damage. Plants in the vegetative stages occasionally are injured at the growing point and die. Plants that are not damaged at the growing point will suffer injury to the leaf canopy. Leaves that are only bruised or torn suffer only partial loss while leaves that are bruised on the main vein, torn, broken, and/or wilted will usually die. Hail damage can destroy a portion of the leaf area or completely defoliate a plant.

(3) Canola and rapeseed leaves vary greatly in size. Assess the loss of leaf area rather than the number of leaves lost as follows:

(a) Determine the percent of defoliation from 5 representative sample plants.

(b) Include only the area removed or affected by a tear or bruise as indicated by browning of the tissue.

(c) Apply the result to **TABLE D** (Percent Yield Loss from Defoliation) to determine the factor used to calculate the percent yield loss due to defoliation.

D. SEED COUNT APPRAISALS

(1) Seed count appraisals are done in the podding-ripening stage when the seeds have reached maturity. The podding-ripening stage starts after the first petals drop off and a young pod is visible in the center of the flower that is lowest on the stem or branch. Defer all appraisals using the seed count method until the plants have matured and the seeds can be readily shelled from the pods. However, ensure that seed count appraisals are made as soon as feasible because the potential for shattering increases significantly once the plants begin to mature and dry down.

(2) Damaged plant characteristics for the podding-ripening stage.

(a) The podding-ripening stage overlaps with the flowering stage. Loss of leaf area is not considered during this stage. When flowering has finished, most leaves will have turned yellow and fallen off the plant. Nourishment for developing seeds is provided by the green stems and the pods.

(b) In the early-podding-ripening stage when seeds are filling, hail can partially sever the green stems, producing "hangers." These breaks should be counted as lost. When stems are yellow and drying due to the injury, the stem will not heal, and seeds above the break will **not** continue to fill.

(c) In the late-podding stage, when the pods and stems are yellowing and drying up, if hail partially severs the yellowing stem but they are still accessible for harvesting, they should not be counted as lost. The seed will continue to mature in uninjured pods.

(d) Bruising of green pods may result in subsequent splitting as the pods turn brown and dry. Individual pods which are split or splitting as a result of bruising, partially or completely severed (whether one or both sides are missing), are counted as lost.

(3) When canola or rapeseed is damaged in the swath, use the seed count appraisal method to determine production to count in the field.

(4) **Hand Harvested Appraisals:**

(a) For each sample required for the size of field (refer to **TABLE A –** Minimum Representative Sample Requirements), shell out the seeds from all of the pods from a five square feet of row (or a one square yard area if broadcast seeded).

(b) Pour the seeds from each sample into a graduated cylinder and measure level in milliliters (ml.).

(c) Record seed level in ml. for each sample area on the appraisal worksheet.

(d) Total the ml. of seed from all samples. Divide the total ml by the number of square feet per sample (e.g. 5 sq/ft if planted in rows, 9 sq/ft if broadcast seeded) to determine the average ml. Convert to pounds of seed by multiplying the average ml of seed per sample by a conversion factor of "**61.8**." Divide the resultant pounds of seed by the number of representative samples taken to determine the pounds per acre appraisal.

(e) Determine production to count for canola or rapeseed damaged in the swath as follows:

1 In lieu of step (4)(a) above for each sample, determine a representative plant population for five square feet of row (one square yard if broadcast seeded) by counting the stubble plants in a neighboring area adjacent to the swath.

2 Remove the equivalent number of representative plants from the swath by selecting approximately one third of the plants from the top portion of the swath, one third of the plants from the center portion of the swath, and one third of the plants from the lower portion of the swath. Care must be taken when removing plants from the swath to avoid unnecessary shatter of the seeds from the pods.

3 Proceed as usual with steps (4)(b) through (4)(d) above.

(5) **Machine Harvested Appraisals:**

(a) If hand harvesting is not feasible, allow the insured to machine harvest representative sample areas of the windrowed canola or rapeseed to calculate the yield per acre. Defer appraisal until the crop is swathed. Swathing should start when 25% of the seed has turned from green to brown.

(b) Calculate the appraisal in whole pounds per acre using the formula below.

FORMULA:

$$\frac{\text{Lbs. of canola or rapeseed harvested}}{\text{Square feet harvested}} \times 43{,}560 \text{ sq. ft./A} = \text{Lbs./A}$$

EXAMPLE:

$$\frac{5 \text{ Lbs. canola harvested}}{200 \text{ sq. ft. harvested}} \times 43{,}560 \text{ sq. ft./A} = 1089 \text{ Lbs./A}$$

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

There are no pre-established modifications contained in this handbook. Refer to the LAM for additional information.

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 Canola/Rapeseed Appraisal Worksheet for the Stand Reduction and Plant Damage Appraisal Methods, and the Seed Count Appraisal 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 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) 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 worksheet or 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 must be completed for each unit appraised, and for each field or subfield including fields or subfields with a differing base (APH) yield or farming practice (applicable to replant, preliminary, and final claims). Refer to section 5, "Canola and Rapeseed Appraisals" for sampling requirements.

(4) For every inspection complete items 1 through 7 and 24 through 29. For stand reduction and plant-damage appraisals, complete columns 8 through 20. For seed-count appraisals complete items 21 through 23.

(5) Standard appraisal worksheet items are numbered consecutively in subsection C. Example appraisal worksheets are also provided to illustrate how to complete item entries.

(6) For all zero appraisals, refer to the LAM.

C. WORKSHEET ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

Item No.	Information Required
	Company: Name of 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 Number:** Unit number from the Summary of Coverage after it is verified to be correct.
4.	**Crop Year:** Four-digit crop year, as defined in the policy, for which the claim is filed.
5.	**Claim Number:** Claim number as assigned by the AIP.
6.	**Stage:** Determined stage of growth at time of damage (e.g., Vegetative, Reproductive, or Podding).
7.	**Acres Appraised:** Number of acres being appraised.

STAND REDUCTION AND PLANT DAMAGE APPRAISALS

Complete a separate appraisal worksheet for stand reduction and plant damage appraisals versus seed count appraisals.

8. **Sample Number:** MAKE NO ENTRY. Sample identification numbers are printed on the appraisal form.

9. **Field ID:** Field or subfield identification symbol.

10. **Drill Space:** Row width (drill spacing) to the nearest tenth of an inch. If broadcast, enter "B." Refer to subsection 5C for row width determination information.

11. **Original Stand:** Original number of canola/rapeseed plants (living and dead/non-harvestable, missing, or non-emerged) in nine square feet of row (one square yard if broadcast seeded). If original stand is in excess of 35 plants, round to the nearest 5 plants. (Example: There are 83 plants in the original stand. Round up to "85" and enter this on the appraisal worksheet.) If none of the original stand emerged, or is completely destroyed, refer to subsection 6 B (5) (a).

12 **Surviving Stand:** Number of live plants remaining in nine square feet of row (one square yard if broadcast seeded). If surviving stand is in excess of 35 plants, round to the nearest 5 plants. (Example: There are 39 plants in the surviving stand. Round up to "40" and enter this on the appraisal worksheet.)

To minimize errors, percentages in columns 13 through 18 are to be entered as 2-place decimals (e.g., .80 for 80 percent, etc.).

13. **% Damage from Stand Reduction:** Percent yield loss from **TABLE C** (Percent Yield Loss from Canola/Rapeseed Stand Reduction)**.** Express the result as a two-place decimal.

14. **Potential Remaining (1.00 - Item 13):** 1.00 minus column 13 entry, to two-decimal places.

15. **% Leaf Area Destroyed (Hail Only):** The average percent of leaf area destroyed from five consecutive plants in the representative sample area. This includes parts of plants cut off. If there is no leaf area destroyed, MAKE NO ENTRY.

16. **% Damage from Leaf Destruction:** Percent yield loss from defoliation (refer to **TABLE D –** Percent Yield Loss from Defoliation). If there is no entry in column 15, MAKE NO ENTRY.

17. **Net Damage to Leaf Loss:** Column 14 times column 16. If there is no entry in column 16, MAKE NO ENTRY.

18. **Net Potential Remaining:** Column 14 minus column 17. If there is no entry in column 17, transfer the entry from column 14.

19. **APH Yield (Pounds):** Approved APH yield in whole pounds from the APH form.

20. **Total Pounds per Sample:** Column 18 times column 19, in whole pounds.

21. - 23. MAKE NO ENTRY.

Make entry under the "Stand Reduction or Plant Damage" Column for items 24 through 26.

24. **Sub-total:** Total all item 20 entries, in whole pounds.

25. **Number of Samples:** Enter the number of samples taken from Stand Reduction and Plant Damage Appraisals.

26. **Appraisal (Pounds/A):** Item 24 divided by item 25, results in whole pounds.

27. **Remarks:** Enter pertinent information about the appraisal. Include any appropriate calculations. Enter field or subfield identification symbol and row width/drill spacing for Seed Count appraisals. Explain the reason for any "zero" original stand for all zero appraisals. Refer to the LAM.

    Enter "Rapeseed" for any rapeseed appraisals, as applicable.

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

28. **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), particularly explaining codes, etc., which may not be readily understood.

29. **Adjuster's Signature, Code Number, and Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured's authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of appraisal in the Remarks/Narrative section of the Appraisal Worksheet (if applicable); 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, etc.).

SEED COUNT APPRAISALS

1.-7. Refer to the applicable item entries as described above.

8.-20. MAKE NO ENTRY.

21. **Sample Number:** MAKE NO ENTRY. Sample identification numbers are pre-printed on the appraisal worksheet.

22. **Seed Level in Cylinder (ml):** Seed level in cylinder to the nearest whole milliliter (ml.). Refer to subsection 6 D.

Use a graduated cylinder to measure seed samples. Adjusters can obtain graduated cylinders, in ml., from most chemical supply stores.

23(a). **Total ml:** Total all column 22 entries.

23(b). **Total ml from 23(a):** Enter Total ml from item 23(a).

23(c). **Sq./Ft. Per Sample:** Enter the square feet per representative sample. Enter "5" for canola/rapeseed seeded in rows (drilled). Enter "9" for broadcast seeded.

23(d). **Average ml:** Enter the result of item 23(b) divided by item 23(c) to tenths.

23(e) **Conversion Factor:** "61.8."

Make entry under the "Seed Count" column for items 24 through 26.

24. **Sub-total:** Convert ml. to pounds by multiplying the Average ml. Per Sample from item 23(d) by a factor of "**61.8**." Enter the result in pounds to tenths.

25. **Number of Samples:** Total number of samples taken for all Seed Count Appraisals.

26. **Appraisal (Pounds/A):** Item 24 divided by item 25, in whole pounds.

27. **Remarks:** Enter pertinent information about the appraisal. Include any appropriate calculations. Enter field or subfield identification symbol and row width/drill spacing for Seed Count appraisals.

Enter "Rapeseed" for any rapeseed appraisals, as applicable.

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

28. **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), particularly explaining codes, etc., which may not be readily understood.

29. **Adjuster's Signature, Code Number, and Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured's authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of appraisal in the Remarks/Narrative section of the Appraisal Worksheet (if applicable); 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, etc.).

COMPANY: ANY COMPANY

CANOLA AND RAPESEED APPRAISAL WORKSHEET
(FOR ILLUSTRATION PURPOSES ONLY)

1 INSURED=S NAME	2 POLICY NUMBER	3 UNIT NUMBER	4 CROP YEAR
I.M. Insured	XXXXXX	00100	YYYY

5 CLAIM NUMBER	6 STAGE	7 ACRES APPRAISED
XXXXX	Vegetative	20.0

STAND REDUCTION AND PLANT DAMAGE APPRAISALS

SAMPLE NUMBER 8	FIELD ID 9	DRILL SPACE 10	Original Stand 11	Surviving Stand 12	% DAMAGE FROM STAND REDUCTION 13	POTENTIAL REMAINING (1.00-item 13) 14	% LEAF AREA DESTROYED (Hail Only) 15	% DAMAGE FROM LEAF DESTRUCTION 16	NET DAMAGE TO LEAF LOSS (14 x 16) 17	NET POTENTIAL REMAINING (14 - 17) 18	APH YIELD (Pounds) 19	TOTAL POUNDS PER SAMPLE (18 x 19) 20
1	A	6	85	26	.12	.88	.65	.17	.15	.73	1,300	949
2	A	6	90	30	.09	.91	.70	.18	.16	.75	1,300	975
3	A	6	75	0	1.00	.00				.00	1,300	0
4	A	6	100	33	.07	.93	.60	.15	.14	.79	1,300	1,027
5	A	6	65	22	.17	.83	.75	.19	.16	.67	1,300	871

SEED COUNT APPRAISALS

SAMPLE NUMBER 21	SEED LEVEL IN CYLINDER (ML) 22	23(b) TOTAL ML FROM 23(a)	23(c) SQ/FT PER SAMPLE	23(d) AVERAGE ML	23(e) CONVERSION FACTOR		SEED COUNT	STAND REDUCTION OR PLANT DAMAGE
1		÷	=	x	61.8	24 SUB-TOTAL		3,822
2						25 NUMBER OF SAMPLES		5
3								
4						26 APPRAISAL (Pounds/A)		764
5		27 REMARKS						
6								
7								
TOTAL ML 23(a)								

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

COMPANY: ANY COMPANY

CANOLA AND RAPESEED APPRAISAL WORKSHEET
(FOR ILLUSTRATION PURPOSES ONLY)

1 INSURED=S NAME	2 POLICY NUMBER	3 UNIT NUMBER	4 CROP YEAR
I.M. Insured	XXXXXX	00100	YYYY

5 CLAIM NUMBER	6 STAGE	7 ACRES APPRAISED
XXXXX	Podding	6.0

STAND REDUCTION AND PLANT DAMAGE APPRAISALS

SAMPLE NUMBER 8	FIELD ID 9	DRILL SPACE 10	Original Stand 11	Surviving Stand 12	% DAMAGE FROM STAND REDUCTION 13	POTENTIAL REMAINING (1.00-item 13) 14	% LEAF AREA DESTROYED (Hail Only) 15	% DAMAGE FROM LEAF DESTRUCTION 16	NET DAMAGE TO LEAF LOSS (14 x 16) 17	NET POTENTIAL REMAINING (14 - 17) 18	APH YIELD (Pounds) 19	TOTAL POUNDS PER SAMPLE (18 x 19) 20
1												
2												
3												
4												

SEED COUNT APPRAISALS

SAMPLE NUMBER 21	SEED LEVEL IN CYLINDER (ML) 22
1	14
2	18
3	11
4	7
5	12
6	15
7	16
8	8
TOTAL ML 23(a)	101

23(b) TOTAL ML FROM 23(a)		23(c) SQ/FT PER SAMPLE		23(d) AVERAGE ML		23(e) CONVERSION FACTOR			SEED COUNT	STAND REDUCTION OR PLANT DAMAGE
101	÷	5	=	20.2	x	61.8	=	24 SUB-TOTAL	1,248.4	
								25 NUMBER OF SAMPLES	8	
								26 APPRAISAL (Pounds/A)	156	

27 REMARKS

Field ID 1B
Drilled in 10 inch rows.

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

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 ENTRIES AND COMPLETION PROCEDURES

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

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

(7) If the AIP determines the claim is to be DENIED, refer to Paragraph 67 K of the LAM for PW completion instructions.

C. FORM ENTRIES AND COMPLETION INFORMATION

Verify or make the following entries:

Item No.	Information Required
1.	**Crop/Code #:** "Canola" (0015). Rapeseed is listed as a "Type" of canola on the actuarial documents. Refer to Section I, column 22 herein, for type code entry procedures.
2.	**Unit #:** Unit number from the Summary of Coverage after it is verified to be correct.
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 Numbers; FSA Common Land Units (CLU) and tract numbers; GPS identifications; or Grid identifications) as applicable for the crop.
4.	**Date(s) of Damage:** First three letters of the month(s) during which the determined insured damage occurred for the inspection and cause(s) of loss listed in item 5 below. If no entry in item 5 below MAKE NO ENTRY. 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 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 it is evident that no indemnity is due, enter "NO INDEMNITY DUE" across the columns in Item 5 (refer to the LAM for more information on no indemnity due claims).

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. 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 pounds, of **ALL** non-loss units for the crop at the time of final inspection.

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

PRELIMINARY:

a. Date the 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; or
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 (DO NOT ESTIMATE). Make a separate line entry for any PART of a field 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" as specified on the actuarial document maps. If a "Rate" or "High-Risk Area" is not specified on the actuarial document maps, MAKE NO ENTRY. Verify with the Summary of Coverage and if the "Rate" 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 (or practice) carried out by the insured. If "No Cropping Practice" or "No 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.

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 acceptable records of production 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 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"…….	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 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: Enter the pounds per acre allowed for replanting in whole pounds as determined from the replant calculation documented in the Narrative. Document calculations in the Narrative. (Refer to the Section 4, for qualifications and computations.)

PRELIMINARY AND FINAL: Per-acre appraisal in whole pounds 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 8.5 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 production in excess of 8.5 percent moisture, obtain factor from **TABLE E** (Canola and Rapeseed Moisture Adjustment Factors).

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

34. **Production Pre QA:**

REPLANT: Enter the result of multiplying column 31 times column 19 to the rounded whole pounds. If no entry in column 31, MAKE NO ENTRY.

PRELIMINARY AND FINAL: Result of multiplying column 31 times column 19, and if applicable, multiplying this result times columns 32b, round result to whole pounds. 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 Crop Provisions, enter the Quality Adjustment Factor (QAF) as a three place decimal calculated in accordance with the quality Adjustment statement in the SP. 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 the crop. 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 SP and the LAM.

There is no quality adjustment for rapeseed. Refer to subsection 3 D, Canola Quality Adjustment.

36. **Production Post QA:**

REPLANT: Transfer the entry in item 34.

PRELIMINARY AND FINAL: Result of multiplying column 34 times column 35, rounded to whole pounds. 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 whole pounds. 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 for yield protection or for revenue protection not less than the amount of production that when multiplied by the harvest price equals the revenue protection guarantee, in whole pounds, for the line, (calculated by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form), for any "P" stage acreage.

(2) On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production. Refer to the LAM for information on how to determine uninsured cause appraisals.

(3) For acreage that is damaged PARTLY by uninsured causes, enter the result of multiplying the APPRAISED UNINSURED loss of production per acre in whole pounds, 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 item 36 and item 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 SP).

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 (Grade)
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.

(3) Refer to subsection 3 D (2) (b) if, due to insured causes, a Federal or State agency has ordered the appraised crop or production to be destroyed.

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 SP for additional information on 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 required, enter "No Inspection," the unit number(s), date, and adjuster's initials (do not enter unit numbers for which notice has not been given). 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 photo 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 aerial photo or sketch map, the disposition of acreage destroyed or put to other use with or without consent.

l. Explain any difference between date of inspection and signature dates. For an ABSENTEE insured, enter the date of the inspection AND the date of mailing the Production Worksheet for signature.

m. When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and the date of inspection.

n. Explain the reason for a "No Indemnity Due" claim. "No Indemnity Due" claims are to be distributed in accordance with the AIP's instructions.

o. Explain any delayed notices or delayed claims as instructed in the LAM.

p. Document any authorized estimated acres, as instructed in the LAM, shown in Section I, column 19.

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 that the qualifications 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 pounds allowed for replanting have/have not been reduced for share on the claim form according to individual AIP 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 35 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) If a Federal or State destruction order has been issued, attach to the claim form a copy of the Federal or State destruction order and the insured's completed Certification Form.
(5) 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.
(6) Refer to the LAM for documentation requirements when any excess transportation costs or conditioning costs are included in the QA factor.
(7) Document all calculations used in determining QA factors.
(8) Refer to the LAM for additional documentation requirements.

w. Document field ID's, date, and method of destruction of mycotoxin-infested canola if it has 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.

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.). Any production harvested from plants growing in the insured crop may be counted as production of the insured crop on an unadjusted weight basis.

(2) Columns 49 through 52 are for structure measurements 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, conspicuous admixture, test weight, value, etc.).

Average percent of conspicuous admixture 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.

(f) Varying types in the same unit. If there are multiple types planted within the same unit, the AIP may complete a separate Production Worksheet for each type in the unit.

(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 the 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. **Deductions:** 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 "Lbs." in column heading. Enter the gross production in whole pounds, before deductions for moisture for production:

a. Weighed and stored on the farm.

For farm stored production, calculate the pounds as follows: column 55 (gross production in bushels) times column 60a (actual test weight), rounded to the nearest whole pound.

b. 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.")

c. 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.

d. For mycotoxin-infected canola or rapeseed, 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 the FGIS definitions of "FM," "Conspicuous Admixture, and "Dockage."

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58b. **Factor:** Enter the three-place factor determined by subtracting the percent of conspicuous admixture and/or dockage from 1.000, or subtract the entry in 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 adjustment for quality.

59b. **Factor:** If moisture is in excess of **8.5 percent**, enter the four-place moisture factor for canola or rapeseed from the moisture adjustment table (**TABLE E -** Canola and Rapeseed Moisture Adjustment Factors).

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:** MAKE NO ENTRY.

The canola or rapeseed has been converted to **actual** pounds in column 56 above, no further adjustments are necessary.

61. **Adjusted Production:** Result of multiplying columns 56 times 58b times 59b (**Round to whole pounds**).

The test weight factor is not used in this step. The production was previously converted to the actual whole pounds in column "56" (Refer to column 56 paragraph "c").

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

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

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

MAKE NO ENTRY when the quality adjustment factor can be obtained from the charts in the SP.

65. **Quality Factor:** For canola 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 SP.**

Rapeseed is not eligible for quality adjustment.

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

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 SHARE, 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 whole pounds.

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 column 68 and column 69, to whole pounds.

71. **Allocated Prod.:** Refer to paragraphs 126 C (1-3) and 127 of the LAM for instructions for determining allocated production. Enter the total production, rounded to whole pounds, 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 whole pounds, of subtracting the total of column 37 (item 42 "Totals") and item 71 (Allocated Prod.) from item 70 (Unit Total). If no entries in column 37 and item 71, transfer the entry in item 70. MAKE NO ENTRY when separate APH yields are maintained by type, practice, etc., within the unit.

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 (or insured's authorized representative), 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 #	2. Unit #	3. Location Description			
CANOLA 0015	0001-0001 BU	SW1-96N-3W			
4. Date(s) of Damage	JUN 10	AUG			
5. Cause(s) of Damage	HAIL	DROUGHT			
6. Insured Cause %	40	60			
12. Additional Units					
13. Est. Prod. Per Acre					

7. Company: ANY COMPANY
Agency: ANY AGENCY

8. Name of Insured: I.M. INSURED

9. Claim #: XXXXXXXX

11. Crop Year: YYYY

10. Policy #

14. Date(s) Notice of Loss: 1st MM/DD/YYYY; 2nd; Final MM/DD/YYYY

15. Companion Policy(s): NONE

SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

A. ACTUARIAL / B. POTENTIAL YIELD

16. Field ID	17. Multi-Crop Code	18. Reported Acres	19. Determined Acres	20. Interest or Share	21. Risk	22. Type	23. Class	24. Sub-Class	25. Intended Use	26. Irr Practice	27. Cropping Practice	28. Organic Practice	29. Stage	30. Use of Acreage	31. Appraised Potential	32a. Moisture % / 32b. Factor	33. Shell %, Factor, or Value	34. Production Pre QA	35. Quality Factor	36. Production Post QA	37. Uninsured Causes	38. Total to Count
A	NS		20.0	.500		286					002		UH	UH	764			15,280		15,280		15,280
B	NS		6.0	.667		286					003		H	H								
C	NS		90.0	1.000		286					002		H	H								
		39. TOTAL	116.0														42. TOTALS	15,280		15,280		15,280

40. Quality: TW ☐ KD ☒ Aflatoxin ☐ Vomitoxin ☐ Fumonisin ☐ Garlicky ☐ Dark Roast ☐ Sclerotinia ☐ Ergoty ☐ CoFo ☐ Other ☐ None ☐

41. Mycotoxins exceed FDA, State or other health organization maximum limits. Yes ☐

NARRATIVE (If more space is needed, attach a Special Report) This is an enterprise unit. Acres were determined using permanent field measurements. Canola from field B stored at Acme Elevator. Had 20.5 kernel damage. DF = .514 + .053 (Sample Grade) = .567 DF. 1.000 - .567 = .433 QAF. Field C production stored on farm had 28% kernel damage due to drought and remains unsold 60 days after the Calendar date for the EOIP. QAF = .500. See documentation included in the claim file.

SECTION II – DETERMINED HARVESTED PRODUCTION

43. Date Harvest Completed: MM/DD/YYYY

44. Damage similar to other farms in the area? Yes [X] No [ ]

45. Assignment of Indemnity Yes [ ] No [X]

46. Transfer of Right to Indemnity? Yes [ ] No [X]

A. MEASUREMENTS / B. GROSS PRODUCTION / C. ADJUSTMENTS TO HARVESTED PRODUCTION

47a. Share / 47b. Field ID	48. Multi-Crop Code	49. Length or Diameter	50. Width	51. Depth	52. Deduction	53. Net Cubic Feet	54. Conversion Factor	55. Gross Prod.	56. Bu, Ton, Lbs, CWT	57. Shell/ Sugar Factor	58a. FM% / 58b. Factor	59a. Moisture % / 59b. Factor	60a. Test WT / 60b. Factor	61. Adjusted Production	62. Prod. Not to Count	63. Production Pre-QA	64a. Value / 64b. Mkt. Price	65. Quality Factor	66. Production to Count
.667 / B	NS	ACME ELEVATOR ANYTOWN, ANY STATE							900			9.8 / .9844		886		886		.433	384
1.000 / C	NS	14.0	RND	2.0		307.9	.8	246.3	11,822				48	11,822		11,822		.500	5,911
1.000 / C	NS	14.0	RND	10.0		1,539.4	.8	1,231.5	59,112				48	59,112		59,112		.500	29,556

67. TOTAL	71,820
68. Section II Total	35,851
69. Section I Total	15,280
70. Unit Total	51,131
71. Allocated Prod.	
72. Total APH Prod.	51,131

PRODUCTION WORKSHEET

1. Crop/Code #	2. Unit #	3. Location Description	7. Company / Agency	8. Name of Insured
CANOLA 0015	0001-0001 BU	SW1-96N-3W	ANY COMPANY / ANY AGENCY	I.M. INSURED

4. Date(s) of Damage	JUN 10					
5. Cause(s) of Damage	HAIL					
6. Insured Cause %	40					
12. Additional Units						
13. Est. Prod. Per Acre						

9. Claim #	XXXXXXXX	11. Crop Year	YYYY
10. Policy #	XXXXXXXXXX		
14. Date(s) Notice of Loss	1st MM/DD/YYYY	2nd	Final MM/DD/YYYY
15. Companion Policy(s)	NONE		

SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

A. ACTUARIAL / B. POTENTIAL YIELD

16. Field ID	17. Multi-Crop Code	18. Reported Acres	19. Determined Acres	20. Interest or Share	21. Risk	22. Type	23. Class	24. Sub-Class	25. Intended Use	26. Irr Practice	27. Cropping Practice	28. Organic Practice	29. Stage	30. Use of Acreage	31. Appraised Potential	32a. Moisture % / 32b. Factor	33. Shell %, Factor, or Value	34. Production Pre QA	35. Quality Factor	36. Production Post QA	37. Uninsured Causes	38. Total to Count
A			20.0	1.000		286					002		R	REPLANTED	175			3500		3500		3500
B			6.0	1.000		286					002		NR	NOT REPLANTED								
C			90.0	1.000		286					002		NR	NOT REPLANTED								
		39. TOTAL	116.0												42. TOTALS			3500		3500		3500

40. Quality: TW ☐ KD ☐ Aflatoxin ☐ Vomitoxin ☐ Fumonisin ☐ Garlicky ☐ Dark Roast ☐ Sclerotinia ☐ Ergoty ☐ CoFo ☐ Other ☐ None ☐

41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes ☐

NARRATIVE (If more space is needed, attach a Special Report) **The example above shows allowance when the maximum allowance in the policy is less than 20 % of the production guarantee. The production guarantee (1300 lbs. APH x 75%) = 975 lbs. x 20% = 195 lbs. Maximum allowed by the policy is 175 Lbs. The lesser of 195 lbs. and 175 lbs. is 175 lbs. Acreage was determined using wheel measurements. See attached Special Report for wheel measurements. 975 lbs. guarantee X 90% = 878 lbs. Appraisal = 764 lbs.**

SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

A. ACTUARIAL / B. POTENTIAL YIELD

16. Field ID	17. Multi-Crop Code	18. Reported Acres	19. Determined Acres	20. Interest or Share	21. Risk	22. Type	23. Class	24. Sub-Class	25. Intended Use	26. Irr Practice	27. Cropping Practice	28. Organic Practice	29. Stage	30. Use of Acreage	31. Appraised Potential	32a. Moisture % / 32b. Factor	33. Shell %, Factor, or Value	34. Production Pre QA	35. Quality Factor	36. Production Post QA	37. Uninsured Causes	38. Total to Count
A			20.0	.500		286					002		R	REPLANTED	88			1760		1760		1760
B			6.0	.500		286					002		NR	NOT REPLANTED								
C			90.0	.500		286					002		NR	NOT REPLANTED								
		39. TOTAL	116.0												42. TOTALS			1760		1760		1760

40. Quality: TW ☐ KD ☐ Aflatoxin ☐ Vomitoxin ☐ Fumonisin ☐ Garlicky ☐ Dark Roast ☐ Sclerotinia ☐ Ergoty ☐ CoFo ☐ Other ☐ None ☐

41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes ☐

NARRATIVE (If more space is needed, attach a Special Report) **The example above shows allowance when the maximum allowance in the policy is less than 20 % of the production guarantee. The production guarantee (1300 lbs. APH x 75%) = 975 lbs. x 20% = 195 lbs. x .500 share = 98 lbs. Maximum allowed by the policy is 175 Lbs. x .500 share = 88 lbs. The lesser of 98 lbs. and 88 lbs. is 88 lbs. Acreage was determined using wheel measurements. See attached Special Report for wheel measurements. 975 lbs. guarantee X 90% = 878 lbs. Appraisal = 764 lbs.**

NOTES

10. REFERNCE MATERIAL

TABLE A – MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS

Acres in Field or Subfield	Minimum Number 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 – SAMPLE ROW LENGTH

ROW WIDTH	STAND REDUCTION SAMPLE ROW LENGTH	SEED COUNT SAMPLE ROW LENGTH
6	18.0	10.0
7	15.4	8.6
8	13.5	7.5
10	10.8	6.0
12	9.0	5.0
14	7.7	4.3
16	6.8	3.8
18	6.0	3.3
20	5.4	3.0
22	4.9	2.7
24	4.5	2.5
26	4.2	2.3
28	3.9	2.1
30	3.6	2.0

Stand Reduction Sample Row Length - For row widths not shown above, divide 12 inches by the row width in inches (e.g. drill space) and multiply the result by nine to get the row length for nine square feet.

EXAMPLE: Row width is 15 inches.
12 inches ÷ 15 inch row width = 0.8 feet X 9 = 7.2 feet of row for nine square feet

Seed Count Sample Row Length - For row widths not shown above, divide 12 inches by the row width in inches (e.g. drill space) and multiply the result by five to get the row length for five square feet.

EXAMPLE: Row width is 15 inches.
12 inches ÷ 15 inch row width = 0.8 feet X 5 = 4.0 feet of row for five square feet

TABLE C – PERCENT YIELD LOSS FROM CANOLA/RAPESEED STAND REDUCTION

Use **TABLE C** on the following pages to determine the yield loss from stand reduction. If the plant population is over 35 plants per nine square feet (one square yard for broadcast seeded), round the population to the nearest denomination on the table (e.g. 52 would be rounded down to 50 and 53 would be rounded up to 55, etc).

EXAMPLE:
If the original number of plants in the nine square foot sample is 67 plants and the surviving number of plants in the nine square foot sample is 21 plants, the resultant loss from stand reduction would be 18 percent.

TABLE C - PERCENT YIELD LOSS FROM CANOLA/RAPESEED STAND REDUCTION (Continued)

	Surviving Stands / 9 ft^2																														
Orginal Stands / 9 ft^2	**180**	**175**	**170**	**165**	**160**	**155**	**150**	**145**	**140**	**135**	**130**	**125**	**120**	**115**	**110**	**105**	**100**	**95**	**90**	**85**	**80**	**75**	**70**	**65**	**60**	**55**	**50**	**45**	**40**	**35**	**34**	**33**
180	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
175		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
170			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
165				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
160					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
155						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
150							0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
145								0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
140									0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
135										0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
130											0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
125												0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
120													0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
115														0	0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
110															0	0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
105																0	0	0	0	0	0	0	0	1	1	1	2	3	4	6	6	7
100																	0	0	0	0	0	0	0	0	1	1	2	3	4	6	6	7
95																		0	0	0	0	0	0	0	1	1	2	3	4	6	6	7
90																			0	0	0	0	0	0	1	1	2	3	4	6	6	7
85																				0	0	0	0	0	1	1	2	3	4	6	6	7
80																					0	0	0	0	1	1	2	3	4	6	6	7
75																						0	0	0	1	1	2	2	4	6	6	7
70																							0	0	0	1	1	2	4	6	6	7
65																								0	0	1	1	2	3	5	6	7
60																									0	0	1	2	3	5	6	6
55																										0	1	1	3	5	5	6
50																											0	1	2	4	5	5
45																												0	1	3	4	4
40																													0	2	3	3
35																														0	1	1
34																															0	1

PERCENT LOSS FROM STAND REDUCTION

TABLE C - PERCENT YIELD LOSS FROM CANOLA/RAPESEED STAND REDUCTION (Continued)

	SURVIVING PLANTS / 9FT^2																															
Original Stands / 9 ft^2	**32**	**31**	**30**	**29**	**28**	**27**	**26**	**25**	**24**	**23**	**22**	**21**	**20**	**19**	**18**	**17**	**16**	**15**	**14**	**13**	**12**	**11**	**10**	**9**	**8**	**7**	**6**	**5**	**4**	**3**	**2**	**1**	**0**
180	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
175	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
170	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
165	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
160	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
155	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
150	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
145	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
140	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
135	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
130	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
125	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
120	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
115	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
110	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
105	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
100	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
95	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	28	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
90	8	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	27	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
85	7	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	27	30	32	35	38	41	45	48	52	57	62	67	72	79	85	92	100
80	7	8	9	10	10	11	12	13	14	16	17	18	20	22	23	25	27	30	32	35	38	41	45	48	52	57	62	67	72	78	85	92	100
75	7	8	9	9	10	11	12	13	14	15	17	18	20	21	23	25	27	30	32	35	38	41	45	48	52	57	62	67	72	78	85	92	100
70	7	8	9	9	10	11	12	13	14	15	17	18	20	21	23	25	27	30	32	35	38	41	44	48	52	57	62	67	72	78	85	92	100
65	7	8	8	9	10	11	12	13	14	15	17	18	20	21	23	25	27	29	32	35	38	41	44	48	52	57	61	67	72	78	85	92	100
60	7	7	8	9	10	11	12	13	14	15	16	18	19	21	23	25	27	29	32	35	38	41	44	48	52	57	61	67	72	78	85	92	100
55	6	7	8	9	9	10	11	12	13	15	16	17	19	21	23	25	27	29	32	34	37	41	44	48	52	56	61	66	72	78	85	92	100
50	6	7	7	8	9	10	11	12	13	14	15	17	19	20	22	24	26	29	31	34	37	40	44	47	52	56	61	66	72	78	85	92	100
45	5	6	6	7	8	9	10	11	12	13	15	16	18	19	21	23	26	28	31	33	36	40	43	47	51	56	61	66	72	78	85	92	100
40	4	4	5	6	7	8	9	10	11	12	14	15	17	18	20	22	25	27	30	32	35	39	42	46	51	55	60	65	71	78	84	92	100
35	2	2	3	4	5	6	7	8	9	10	12	13	15	17	19	21	23	25	28	31	34	37	41	45	49	54	59	65	71	77	84	92	100
34	1	2	3	3	4	5	6	7	9	10	11	13	14	16	18	20	23	25	28	31	34	37	41	45	49	54	59	65	71	77	84	92	100
33	1	1	2	3	4	5	6	7	8	9	11	12	14	16	18	20	22	25	27	30	33	37	41	45	49	54	59	64	70	77	84	92	100

PERCENT LOSS FROM STAND REDUCTION

TABLE C - PERCENT YIELD LOSS FROM CANOLA/RAPESEED STAND REDUCTION (Continued)

	SURVIVING PLANTS / 9FT^2																																
Original Stands / 9 ft2	**32**	**31**	**30**	**29**	**28**	**27**	**26**	**25**	**24**	**23**	**22**	**21**	**20**	**19**	**18**	**17**	**16**	**15**	**14**	**13**	**12**	**11**	**10**	**9**	**8**	**7**	**6**	**5**	**4**	**3**	**2**	**1**	**0**
32	0	1	1	2	3	4	5	6	7	9	10	12	13	15	17	19	22	24	27	30	33	36	40	44	49	53	59	64	70	77	84	92	100
31		0	1	2	2	3	4	6	7	8	10	11	13	15	17	19	21	24	26	29	32	36	40	44	48	53	58	64	70	77	84	92	100
30			0	1	2	3	4	5	6	7	9	10	12	14	16	18	20	23	26	29	32	35	39	43	48	53	58	64	70	76	84	91	100
29				0	1	2	3	4	5	7	8	10	11	13	15	17	20	22	25	28	31	35	39	43	47	52	58	63	69	76	84	91	100
28					0	1	2	3	4	6	7	9	11	12	14	17	19	22	24	27	31	34	38	42	47	52	57	63	69	76	83	91	100
27						0	1	2	4	5	6	8	10	12	14	16	18	21	24	27	30	34	38	42	46	51	57	63	69	76	83	91	100
26							0	1	2	4	5	7	9	11	13	15	17	20	23	26	29	33	37	41	46	51	56	62	69	76	83	91	100
25								0	1	3	4	6	8	10	12	14	16	19	22	25	28	32	36	40	45	50	56	62	68	75	83	91	100
24									0	1	3	5	6	8	11	13	15	18	21	24	28	31	35	40	44	50	55	61	68	75	83	91	100
23										0	2	3	5	7	9	12	14	17	20	23	27	30	34	39	44	49	55	61	67	75	82	91	100
22											0	2	4	6	8	10	13	16	19	22	25	29	33	38	43	48	54	60	67	74	82	91	100
21												0	2	4	6	9	11	14	17	20	24	28	32	37	42	47	53	59	66	74	82	91	100
20													0	2	4	7	9	12	15	19	23	27	31	36	41	46	52	59	66	73	81	90	100
19														0	2	5	8	10	14	17	21	25	29	34	39	45	51	58	65	73	81	90	100
18															0	3	5	8	12	15	19	23	28	33	38	44	50	57	64	72	81	90	100
17																0	3	6	9	13	17	21	26	31	36	42	49	56	63	71	80	90	100
16																	0	3	7	10	14	19	24	29	34	40	47	54	62	70	79	89	100
15																		0	4	7	12	16	21	26	32	39	45	53	61	69	79	89	100
14																			0	4	8	13	18	24	30	36	43	51	59	68	78	89	100
13																				0	5	9	15	21	27	34	41	49	58	67	77	88	100
12																					0	5	11	17	23	30	38	46	56	65	76	88	100
11																						0	6	12	19	27	35	44	53	63	75	87	100
10																							0	7	14	22	31	40	50	61	73	86	100
9																								0	8	16	26	36	47	58	71	85	100
8																									0	9	19	30	42	55	69	84	100
7																										0	11	23	36	50	65	82	100
6																											0	13	28	44	61	80	100
5																												0	17	35	55	77	100
4																													0	22	46	72	100
3																														0	31	64	100
2																															0	48	100
1																																0	100
0																																	100

PERCENT LOSS FROM STAND REDUCTION

TABLE D - PERCENT YIELD LOSS FROM DEFOLIATION

Stage of Growth	Percent Defoliation																			
	1	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**
Vegetative through start of Flowering	0	0	1	1	1	1	1	2	2	2	2	2	3	3	3	3	3	4	4	4
5 Days after Flowering:	0	0	1	1	1	1	1	2	2	2	2	2	2	2	3	3	3	3	3	3
10 Days after Flowering	0	0	0	0	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2
	Percent Yield Loss																			

Stage of Growth	Percent Defoliation																			
	21	**22**	**23**	**24**	**25**	**26**	**27**	**28**	**29**	**30**	**31**	**32**	**33**	**34**	**35**	**36**	**37**	**38**	**39**	**40**
Vegetative through start of Flowering	4	4	5	5	5	5	5	6	6	6	6	7	7	8	8	8	9	9	10	10
5 Days after Flowering:	3	3	4	4	4	4	4	5	5	5	5	5	5	5	6	6	6	6	6	6
10 Days after Flowering	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3
	Percent Yield Loss																			

Stage of Growth	Percent Defoliation																			
	41	**42**	**43**	**44**	**45**	**46**	**47**	**48**	**49**	**50**	**51**	**52**	**53**	**54**	**55**	**56**	**57**	**58**	**59**	**60**
Vegetative through start of Flowering	10	10	11	11	11	11	11	12	12	12	12	13	13	13	14	14	14	14	15	15
5 Days after Flowering:	6	6	7	7	7	7	7	8	8	8	8	8	9	9	9	9	9	10	10	10
10 Days after Flowering	3	3	3	3	4	4	4	4	4	4	4	4	4	4	5	5	5	5	5	5
	Percent Yield Loss																			

Stage of Growth	Percent Defoliation																			
	61	**62**	**63**	**64**	**65**	**66**	**67**	**68**	**69**	**70**	**71**	**72**	**73**	**74**	**75**	**76**	**77**	**78**	**79**	**80**
Vegetative through start of Flowering	15	16	16	16	17	17	17	17	18	18	18	18	19	19	19	19	19	20	20	20
5 Days after Flowering:	10	10	10	10	11	11	11	11	11	11	11	11	12	12	12	12	12	13	13	13
10 Days after Flowering	5	5	5	5	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
	Percent Yield Loss																			

Stage of Growth	Percent Defoliation																			
	81	**82**	**83**	**84**	**85**	**86**	**87**	**88**	**89**	**90**	**91**	**92**	**93**	**94**	**95**	**96**	**97**	**98**	**99**	**100**
Vegetative through start of Flowering	20	20	21	21	21	21	21	22	22	22	22	23	23	23	24	24	24	24	25	25
5 Days after Flowering:	13	13	13	13	14	14	14	14	14	14	14	14	15	15	15	15	15	16	16	16
10 Days after Flowering	6	6	6	6	7	7	7	7	7	7	7	7	7	7	8	8	8	8	8	8
	Percent Yield Loss																			

TABLE E - CANOLA AND RAPESEED MOISTURE ADJUSTMENT FACTORS

WHOLE PERCENT MOISTURE	TENTHS OF PERCENT - MOISTURE									
	.0	.1	.2	.3	.4	.5	.6	.7	.8	.9
8						1.000	.9988	.9976	.9964	.9952
9	.9940	.9928	.9916	.9904	.9892	.9880	.9868	.9856	.9844	.9832
10	.9820	.9808	.9796	.9784	.9772	.9760	.9748	.9736	.9724	.9712
11	.9700	.9688	.9676	.9664	.9652	.9640	.9628	.9616	.9604	.9592
12	.9580	.9568	.9556	.9544	.9532	.9520	.9508	.9496	.9484	.9472
13	.9460	.9448	.9436	.9424	.9412	.9400	.9388	.9376	.9364	.9352
14	.9340	.9328	.9316	.9304	.9292	.9280	.9268	.9256	.9244	.9232
15	.9220	.9208	.9196	.9184	.9172	.9160	.9148	.9136	.9124	.9112
16	.9100	.9088	.9076	.9064	.9052	.9040	.9028	.9016	.9004	.8992
17	.8980	.8968	.8956	.8944	.8932	.8920	.8908	.8896	.8884	.8872
18	.8860	.8848	.8836	.8824	.8812	.8800	.8788	.8776	.8764	.8752
19	.8740	.8728	.8716	.8704	.8692	.8680	.8668	.8656	.8644	.8632
20	.8620	.8608	.8596	.8584	.8572	.8560	.8548	.8536	.8524	.8512
21	.8500	.8488	.8476	.8464	.8452	.8440	.8428	.8416	.8404	.8392
22	.8380	.8368	.8356	.8344	.8332	.8320	.8308	.8296	.8284	.8272
23	.8260	.8248	.8236	.8224	.8212	.8200	.8188	.8176	.8164	.8152
24	.8140	.8128	.8116	.8104	.8092	.8080	.8068	.8056	.8044	.8032
25	.8020	.8008	.7996	.7984	.7972	.7960	.7948	.7936	.7924	.7912
26	.7900	.7888	.7876	.7864	.7852	.7840	.7828	.7816	.7804	.7792
27	.7780	.7768	.7756	.7744	.7732	.7720	.7708	.7696	.7684	.7672
28	.7660	.7648	.7636	.7624	.7612	.7600	.7588	.7576	.7564	.7552
29	.7540	.7528	.7516	.7504	.7492	.7480	.7468	.7456	.7444	.7432
30	.7420	.7408	.7396	.7384	.7372	.7360	.7348	.7336	.7324	.7312
31	.7300	.7288	.7276	.7264	.7252	.7240	.7228	.7216	.7204	.7192
32	.7180	.7168	.7156	.7144	.7132	.7120	.7108	.7096	.7084	.7072
33	.7060	.7048	.7036	.7024	.7012	.7000	.6988	.6976	.6964	.6952
34	.6940	.6928	.6916	.6904	.6892	.6880	.6868	.6856	.6844	.6832
35	.6820	.6808	.6796	.6784	.6772	.6760	.6748	.6736	.6724	.6712

TABLE F - COMPARISON OF *BRASSICA CAMPESTRIS* AND *BRASSICA NAPUS*

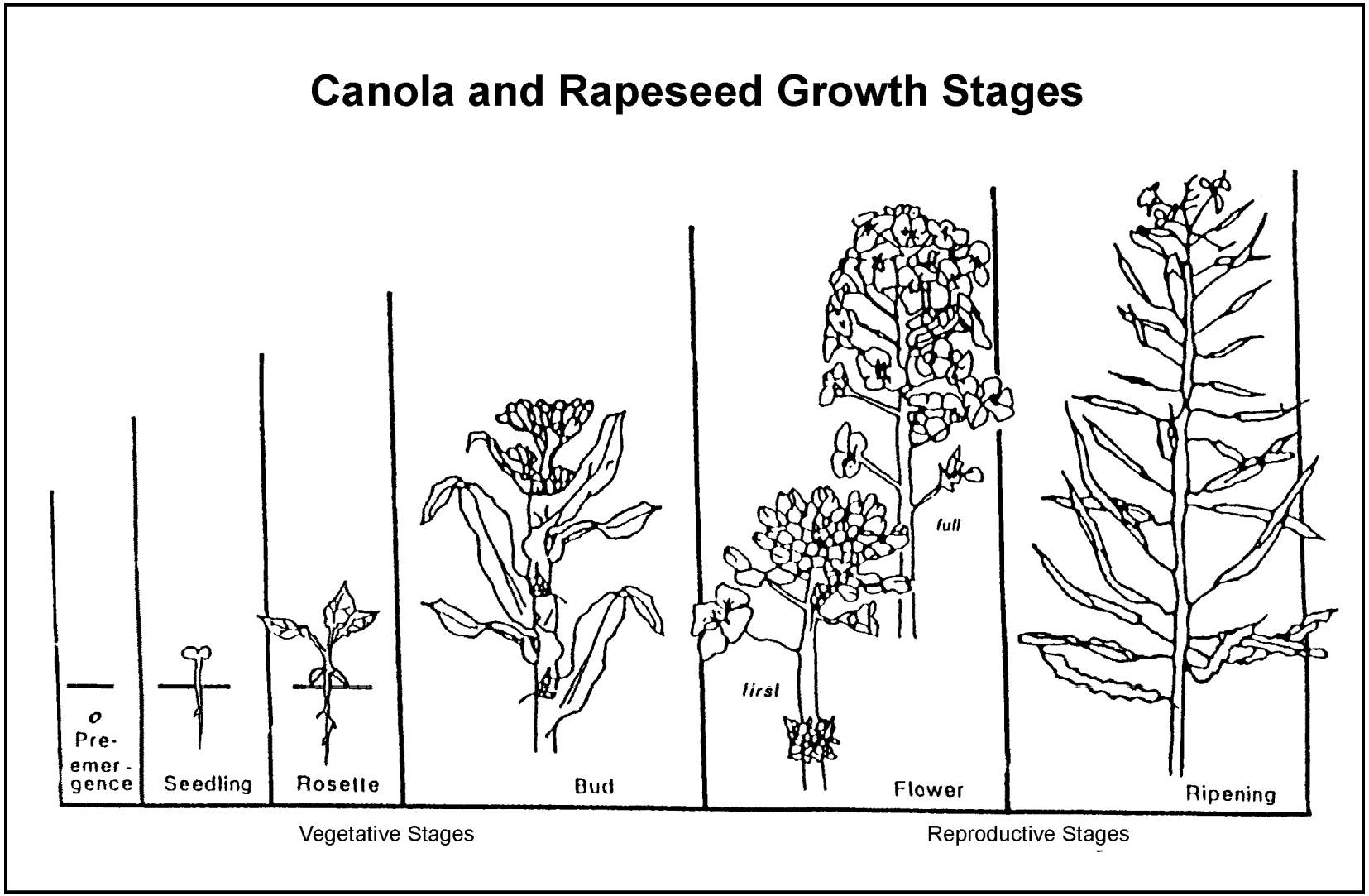
Characteristic:	*B. campestris*	*B. napus*
Names:	Polish rape, field mustard, summer turnip, rape	Argentine Rape, Colza, Swede
Seeds:	Small 150,000-227,000/lb.	Large 100,000-130,000/lb.
Cotyledons:	Spiny and wrinkled on underside	Smooth on underside
Rosettes:	Small, 3-5 yellow-green leaves	Larger, up to 6 waxy, blue-green leaves
Branches:	Up to 20 per plant with no apparent main stem	4-6 per plant on average
Flowers:	Smaller and darker yellow, relies on cross-pollination, compact bud clusters, buds held below uppermost open flowers	Self-pollinating, buds borne above open flower, more uniform, later flowering
Leaves:	Leaf blade clasps stem completely	Leaf blade only partially clasps stem
Height:	50-125 cm	Taller, 75-175 cm less branched, distinct main stem
Edible:	Yes	Yes
Pods:	Smaller, shorter, long beak, smaller seeds, more pods	Large, medium length beak, fewer pods, larger seeds
Yields:	Lower yielding	Higher yielding
Shattering:	Resistant	Easily shattered
Maturity:	Early (66-111 days)	Late (74-140 days)

TABLE G - CANOLA AND RAPESEED GROWTH STAGES

(Polish types - *B. campestris*, Argentine types - *B. napus*)				
B. campestris	***B. napus***	**Stage**	**Description**	**Narrative**
30-50 Days	40-60 Days	Vegetative	Pre-emergence	Comprises the period of development from seeding, through elongation of the seedling stem, to the emergence of the cotyledons (first pair of leaves).
			Seedling	Commences with the emergence of the cotyledons from the soil to the unfolding of the first true leaves and occasionally the second one, partially expanded and quickly show signs of age. The growing point is above the soil between the two cotyledons.
			Rosette	Begins when the first true leaf is unfolded and terminates when the stem begins to lengthen or elongate. Four to seven leaves attached by slender stalks to the stem unfold at this stage. Stem length remains essentially unchanged although stem thickness increases.
			Bud	Begins with elongation of the stem and ends when the first flower opens. The flower cluster visible at the center of the rosette rises as the stem lengthens. The remaining leaves attached to the main stem unfold. The flower stalk lengthens separating the small stalks of the first few flowers. The main stem reaches 30 to 60% of its maximum length by the end of this stage.

TABLE G - CANOLA AND RAPESEED GROWTH STAGES (Continued)

B. campestris	*B. napus*	Stage	Description	Narrative
14-21 Days	40-60 Days (continued)	Repro-ductive	Flowering	Begins with the opening of the first flower on the elongated stem and ends with petal fall of the last flower on the tip of the stem. Flowering generally progresses from the bottom to the top of the flower stalk. In Argentine types, the buds are generally at a higher level than the flowers just opened. In Polish types, the buds can be at a lower level than the flowers just opened. There is a moderate increase in plant height. Secondary stems may grow from the growth buds of upper leaves and occasionally from some of the lower leaves of the main stem. The secondary stems develop one to four leaves and a flower cluster or terminal bud. In exceptional circumstances, where stands are sparse or flea beetles have caused early, severe damage, the growth buds of the lower leaves may develop into flowering branches. When environmental conditions are favorable, flowering on the secondary stems will continue for some time after flowering has finished on the main stem. The lower pods start to fill and when flowering is complete, the seeds have enlarged to nearly full size.
		Podding	Ripening	Begins with visible elongation of pods which would be lowest on the main stem or branches and petal fall from the last-formed flower, and ends when all seeds of the plant have attained their maximum size and mature color. Pods form within 3 days of full flower after which petals drop. Therefore on one stem or branch can be pods, flowers and buds which are yet to open. Ripening progresses with seeds in the lower pods reaching full size-translucent in color, changing to green, then a mottled green-brown and finally a brown color. Finally, seeds in all pods become brown and the plant dies. Swathing should be started when 25% of the seeds have begun to turn from green to brown.


Canola and Rapeseed Growth Stages
0
Pre-
emer-
gence
Seedling
Rosette
Bud
first
full
Flower
Ripening
Vegetative Stages
Reproductive Stages