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Agriculture



Federal Crop  
Insurance  
Corporation

FCIC-25190 (9-2020)

# **FRESH MARKET TOMATO (GUARANTEED PRODUCTION PLAN) LOSS ADJUSTMENT STANDARDS HANDBOOK**

**2021 and Succeeding Crop  
Years**



**RISK MANAGEMENT AGENCY  
KANSAS CITY, MO 64133**

<b>TITLE: Fresh Market Tomato (Guaranteed Production Plan) Loss Adjustment Standards Handbook</b>	<b>NUMBER: FCIC - 25190</b>
<b>EFFECTIVE DATE: 2021 and Succeeding Crop Years</b>	<b>ISSUE DATE: September 23, 2020</b>
<b>SUBJECT:</b>  <b>Provides the procedures and instructions for administering the Fresh Market Tomato (Guaranteed Production Plan) crop insurance program</b>	<b>OPI: Product Administration and Standards Division</b>
	<b>APPROVED:</b>  <i>/S/ Richard Flournoy</i>  <b>Deputy Administrator for Product Management</b>

**REASON FOR ISSUANCE**

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

1. Throughout the handbook: Made editorial and syntax changes to incorporate the most recent RMA approved handbook formatting, use of appropriate acronyms, standard language, and updated references, examples, and example forms as needed.
2. Added language concerning direct marketing to Part 4 paragraph 31 and paragraph 35
3. Added “RN” defined as acreage replanted and not qualified for a replanting payment.

**FRESH MARKET TOMATO (GUARANTEED PRODUCTION PLAN) LOSS ADJUSTMENT  
STANDARDS HANDBOOK**

**CONTROL CHART**

Fresh Market Tomato (Guaranteed Production Plan) Loss Adjustment Standards Handbook							
	TP Page(s)	TC Page(s)	Text Page(s)	Exhibits	Exhibit Page(s)	Date	FCIC Number
Remove	Entire Handbook					08-2011	FCIC-25190-1H
Current Index	1-2	1-2	1-12	1-7	13-35	09-2020	FCIC-25190

**FILING INSTRUCTIONS:**

This handbook replaces the 2011 Fresh Market Tomato (Guaranteed Production Plan) Loss Tomato Loss Adjustment Standards Handbook, FCIC-25190-1H (08-2011). This handbook is effective for the 2021 and succeeding crop years and is not retroactive to any 2020 or prior crop year determinations.

**FRESH MARKET TOMATO (GPP) LOSS ADJUSTMENT STANDARDS HANDBOOK  
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# PART 1 GENERAL INFORMATION AND RESPONSIBILITIES

## 1 General Information

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### A. Purpose and Objective

The RMA-issued loss adjustment standards for this crop are the official standard requirements for adjusting losses in a uniform and timely manner. The RMA-issued standards for this crop and crop year are in effect as of the signature date for this crop handbook located at [www.rma.usda.gov](http://www.rma.usda.gov).

This handbook remains in effect until superseded by reissuance of either the entire handbook or selected portions (through amendments, bulletins, or FADs). If amendments are issued for a handbook, the original handbook as amended shall constitute the handbook. A bulletin or FAD can supersede either the original handbook or subsequent amendments.

### B. Related Handbooks

The following table identifies handbooks that shall be used in conjunctions with this handbook.

Handbook	Relation/Purpose
CIH	Provides overall general underwriting (not crop specific) process.
DSSH	Provides the form standards and procedures for use in the sales and service of crop insurance contracts.
GSH	Provides general crop insurance information.
LAM	Provides overall general loss adjustment (not crop-specific) process.

- (1) Terms, abbreviations and definitions general (not crop specific) to loss adjustment are identified in the GSH.
- (2) Terms, abbreviations, and definitions specific to fresh market tomato loss adjustment and this handbook are in exhibits 1 and 2, herein.

### C. CAT Coverage

Refer to the CIH, GSH and LAM for provisions and procedures not applicable to CAT.

### D. Irrigated Practice

Refer to the DSSH for irrigated practice guidelines and to the CIH and LAM for other irrigated practice information.

## 2 AIP Responsibilities

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### A. Utilization of Standards

All AIPs shall 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 AIP Responsibilities (Continued)

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### B. Form Distribution

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.

- (1) One legible copy to the insured; and
- (2) The original and all remaining copies as instructed by the AIP.

### C. Record Retention

It is the AIP's responsibility to maintain records (documents) as stated in the SRA and described in the LAM.

### D. Form Standards

- (1) The entry items in exhibits 3-6 are the minimum requirements for the Fresh Market Tomato Appraisal Worksheets, Summary of Harvested Production, and PWs. All entry items are "Substantive" (they are required).
- (2) 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 on the example form(s) in exhibits 3-6. The current Non-Discrimination Statement and Privacy Act Statement can be found on the RMA website at [www.rma.usda.gov](http://www.rma.usda.gov).
- (3) The certification statement required by the current DSSH must be included on the PW directly above the insured's signature block immediately followed by the statement below:

"I understand the certified information on this Production Worksheet will be used to determine my loss, if any, to the above unit. The insurance provider may audit and approve this information and supporting documentation. The Federal Crop Insurance Corporation, an agency of the United States, subsidizes and reinsures this crop insurance."
- (4) Refer to the DSSH for other crop insurance form requirements (such as point size of font, and so forth). The current DSSH can be found on the RMA website at [www.rma.usda.gov](http://www.rma.usda.gov) or successor website.

**3-10 (Reserved)**



## PART 2 POLICY INFORMATION

### 11 Insurability

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The AIP is to determine that the insured has complied with all policy provisions of the insurance contract. The following may not be a complete list of insurability requirements. Refer to the BP, Guaranteed Production Plan of Fresh Market Tomatoes CP, and SP for a complete list. CP to be considered in this determination include (but are not limited to):

- (1) The crop insured will be all the fresh market tomatoes in the county, for which a premium rate is provided by the actuarial documents, and in which the insured has a share, and
  - (a) If they are transplanted tomatoes which are planted for harvest as fresh market tomatoes;
  - (b) Are planted within the spring or fall planting periods, as applicable, specified in the SP;
  - (c) On or before the acreage reporting date, are subject to any agreement in writing (packing contract) executed between the insured and a packer, whereby the packer agrees to accept and pack the production specified in the agreement, unless the insured controls a packing facility or an exception exists in the SP; and
- (2) Fresh Market tomatoes are not insurable if: they are grown for direct marketing, interplanted with another crop, or planted into an established grass or legume, or Cherry, Grape, Plum, or Roma type tomatoes unless allowed by the SP or a written agreement
- (3) Insurance is not provided on any acreage of fresh market tomatoes:
  - (a) If grown by any person who had not previously grown fresh market tomatoes for commercial sales; or participated in the management of a fresh market tomato farming operation in at least one of the three previous years;
  - (b) When acreage does not meet the rotation requirements contained in the SP;
  - (c) When tomatoes, peppers, eggplants, or tobacco have been grown within the previous two years unless the soil was fumigated or nematicide was applied before planting the tomatoes, except that this limitation does not apply to a first planting in Pennsylvania or if otherwise specified in the SP.
- (4) In lieu of the provisions of section 9 of the BP, that prohibit insurance from attaching if a crop has not been planted and harvested in at least one of the three previous calendar years, we will insure newly cleared land or former pastureland planted to fresh market tomatoes.
- (5) Any acreage of the insured crop damaged before the final planting date, to the extent that the majority of growers in the area would normally not further care for the crop, must be replanted unless the AIP agrees that replanting is not practical. The unavailability of plants will not be considered a valid reason for failure to replant. Refer to the LAM for replanting provision issues. Refer to Part 3 of this handbook for replanting payment.

## **12 Unit Division**

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Refer to the insurance contract for unit provisions. Unless limited by the CP or SP, a basic unit, as defined in the BP and CP, may be divided into optional units, if, for each optional unit, all the conditions stated in the applicable provisions are met.

**13-20 (Reserved)**

## PART 3 REPLANTING PAYMENT PROCEDURES

### 21 Replanting Payment Procedures

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#### A. General Information

In lieu of the BP that permit only one replanting payment each crop year, when both spring and fall planting periods are contained in the SP, the insured may be eligible for one replanting payment for acreage planted during each planting period within the crop year.

#### B. Qualifications for Replanting Payment

To qualify for a replanting payment, the:

- (1) Tomatoes must be damaged due to an insured cause;
- (2) AIP must determine that it is practical to replant and give consent to replant; (refer to the LAM);
- (3) Acres must not have been planted prior to the initial planting date, if such date has been established by the SP;
- (4) Appraisal (or appraisal plus any appraisals for uninsured causes of loss) must indicate that more than 50 percent of the plant stand in the acreage to be replanted will not produce tomatoes; and
- (5) Acreage replanted must be at least the lesser of 20 acres or 20 percent of the insured planted acreage for the unit (as determined on the final planting date or within the late planting period if a late planting period is applicable);

In the “Narrative” of the PW or a Special Report, show the appraisal for each field or subfield and the calculations to 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 insured’s actual replanting cost;
- (2) Seventy (70) cartons multiplied by the insured’s price election, multiplied by the insured’s share for all insured tomatoes except Charry, Grape, Plum, or Roma types;  
or
- (3) As specified in the SP for Cherry, Grape, Plum, or Roma types.

Compute the number of cartons per acre allowed for a replant payment by dividing the insured’s cost to replant by the price election and multiplying this result by the share (if individual company guidelines require application of insured share prior to entry on the PW). This number must reflect the insured’s cost to replant but cannot exceed

## 21 Replanting Payment Procedures (continued)

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### C. Maximum Replanting Payment (continued)

the maximum amount allowed. Show all calculations in the Narrative of the PW or on a Special Report.

**Example:** Owner/operator (100 percent share)

30.0 acres replanted

Insured's actual cost to replant \$425.00 per acre.

Allowed by policy: 70 cartons x \$5.65 (price election) x 1.000 (share) = \$395.50

The lesser of \$425.00 and \$395.50 is \$395.50

Actual carton per acre allowed = 70.0 cartons ( $(\$395.50 \div \$5.65) \times 1.000$  share)

Enter 70.0 in Section I, column 31 "Appraised Potential" of the PW.

Landlord/tenant (50 percent share)

30.0 acres replanted

Insured's actual cost to replant \$212.50 per acre.

Allowed by policy: 70 cartons x \$5.65 (price election) x .500 (share) = \$197.75

The lesser of \$212.50 and \$197.75 is \$197.75

Actual carton per acre allowed = 17.5 cartons ( $(\$197.75 \div \$5.65) \times .500$  share)

Enter 17.5 in Section I, column 31 "Appraised Potential" of the PW.

### D. Not Practical to Replant

In accordance with the CP, the AIP determines whether it is practical to replant tomatoes due to either loss or damage to the insured crop

- (1) When factors including but not limited to moisture availability, field condition, time to crop maturity, or (impending) marketing window, make it impractical to replant, the insured may opt to have such acreage appraised. The production guarantee will be based on the applicable stage at the time of damage or loss. The insured may either destroy the acreage and plant another crop other than tomatoes, or carry the remaining tomato plants to harvest. If the acreage is released the appraisal is determined by the "Planting to Fruit Set" method. In this situation the insured may interplant the released acreage with non-tomato plants.
  - (a) The released acreage is recorded on a separate line on the PW, with the applicable stage documented.
  - (b) Appraisals on such released acreage will be added to any harvested production, and to any other appraised stage documented.
- (2) In counties with both spring and fall planting dates it is considered impractical to replant acreage after the final planting date period in which the crop was initially planted.
  - (a) Any indemnity amount would be based on the stage the tomato plants achieved when damage occurred and the per-acre appraisal.

## **21 Replanting Payment Procedures (continued)**

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### **D. Impractical to Replant (continued)**

- (b) The adjuster is cautioned to be certain there is sufficient potential in a damaged tomato crop to warrant further care, before the plants are allowed to progress to the next stage guarantee.
  
- (3) The final claim will be completed upon final disposition of the crop on the unit.

Refer to the LAM when the insured either: (a) notifies the AIP of intent to replant but the AIP determines it is too late to replant; or, (b) does not notify the AIP of intent to replant.

### **E. Replanting Payment Inspections**

Replanting payment inspections are to be prepared as final inspection on the PW 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.

**22-30 (Reserved)**

## PART 4 APPRAISALS

### 31 General Information

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

- (1) For acreage which consent is requested for replant or to be put to other use, delay appraisals until the latest practical date that allows the insured enough time to replant or put the acreage to other use. This delay will provide the best opportunity for the most equitable appraisal for both the insured and the AIP. If the acreage is not being replanted or put to other use, delay the appraisal until the final harvest.
- (2) Pre-harvest appraisals are required at least 15 days before harvest begins for any fresh market tomato production from any unit that will be sold by direct marketing. In the event of the insured's failure to give timely notice that production will be sold by direct marketing, apply an appraised amount of production to count not less than the production guarantee per acre, if such failure results in the inability of the AIP to make the required appraisal.
- (3) Post-harvest inspections are required on all units with potential losses that are insured under one policy. These inspections should be made as close as possible after final harvest of the field and/or unit. During this inspection, the adjuster should determine if there is any marketable production left in the field that should be appraised and counted as production to count before mature tomatoes deteriorate beyond recognition

### 32 Selecting Representative Samples

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- (1) Determine the minimum number of required samples for a field or subfield by the field size, (take not less than the minimum number (count) of representative samples required in exhibit 7 for each field or subfield), the average stage of growth, age (size) and general capabilities of the plants, and variability of potential production and plant damage within the field or subfield.
- (2) Split the field into subfields when:
  - (a) Variable damage causes the crop potential to appear to be significantly different within the same field; or
  - (b) The insured wishes to destroy a portion of a field.
- (3) Each field or subfield must be appraised separately.
- (4) Use as many samples as necessary to accurately determine potential production.

### 33 Determining Insurable Acreage

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Only planted areas will be considered insurable acreage. Use the following methods to determine insurable acreage for loss adjustment purposes:

### 33 Determining Insurable Acreage (continued)

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- (1) Establish the planted area(s) within the field (excluding unplanted headlands, field roads, and/or other areas not part of the planting pattern, used for spraying and care/harvesting of the crop);
- (2) Determine row widths from planted area(s) within the field
- (3) Apply the definition of “Acre” in the CPs to the planted area(s):
  - (a) 6-foot row widths or less with 43,560 square feet of planted area(s) will equal one insured acre; or
  - (b) Row widths greater than 6 foot will require more than one land acre to equal one insured acre.

**Example 1:** Determining insurable acreage within a field when row widths exceed 6-feet:

Insured reports 20.0 acres with 8-foot-wide planted row spacing in the field. At loss time, the loss adjuster determines there are unplanted area(s) in the field (unplanted headlands, field roads, and/or areas not part of the planting pattern that are used for spraying and care/harvesting of the crop). The loss adjuster determines the insurable, planted acreage as follows:

1,300 linear feet (length) x 640 linear feet (width) (8-foot row spacing x 80 planted rows) = 832,000 square feet of planted area.  $832,000 \text{ feet of planted area} \div 43,560 \text{ square feet per acre} = 19.1 \text{ acres of planted area}$ . The 19.1 acres of planted area based on 8-foot row spacing, must be adjusted to 6-foot row spacing to determine the insurable planted acres. Multiply 19.1 acres x .750 factor (6-foot row spacing  $\div$  8-foot row spacing = .750 factor) = 14.3 insurable, planted acres.

**Example 2:** Determining Insurable Acreage within a field when row widths do not exceed 6-feet:

Insured reports 20.0 acres with 5-foot wide row spacing in an irregular shaped field. At loss time, the adjuster determines there are unplanted area(s) in the field (unplanted headlands, field roads, and/or other areas not part of the planting pattern that are used for spraying and care/harvesting of the crop). The loss adjuster determines the insurable, planted acreage as follows:

5,808 feet (length) x 80 feet (width) = 464,640 square feet of planted area.  
2,940 feet (length) x 80 feet (width) = 232,320 square feet of planted area.  
464,640 square feet + 232,320 square feet = 696,960 total square feet of planted area.  
 $696,960 \text{ total square feet of planted area} \div 43,560 \text{ square feet of planted area} = 16.0 \text{ insurable acres}$ .

### 34 Determining Sample Row Length for 1/100 and 1/1000 Acre

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- (1) Determine the row width
- (2) Determining sample row length for appraisal purposes:
  - (a) 6-foot row widths or less: Divide 43,560 square feet by the applicable row width to obtain the linear feet of row per acre. Divide this result by 100 or 1,000 in this example 1,000 to obtain the per acre sample row length ( $43,560 \div 5 \text{ feet} = 8,712 \div 1,000 = 8.7$  feet of row per sample for 1/1000<sup>th</sup> acre appraisal); or
  - (b) For row widths greater than 6 foot: Divide the standard linear feet of row 7,260 by 100 or 1,000. in this example 1,000, to obtain the per acre sample row length ( $7,260 \div 1,000 = 7.26$  or 7.3 linear feet of row per sample for 1/1000<sup>th</sup> acre appraisals).

### 35 Appraisal Methods

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#### A. General Information

These instructions provide information on appraisal methods for:

Appraisal Method	Use
Planting to Fruit Set Appraisals	From planting to the first fruit set (when 30 percent of the plants on the unit have produced fruit that has reached a minimum size of one inch in diameter).
After Fruit Set Appraisals	After the tomatoes plants in the unit have developed fruit

#### B. Fresh Market Tomato Information

- (1) The average weight of a marketable tomato is 5 oz.
- (2) One 5 oz. tomato weighs .3125 lbs. One 4 oz. tomato weighs .25 lbs.
- (3) Tomatoes set fruit in clusters, with 3.1 fruit per cluster.
- (4) Common tomato plant spacings within a row are:
  - (a) 15 inches or 1.25 feet.
  - (b) 18 inches or 1.50 feet.
  - (c) 21 inches or 1.75 feet.
- (5) Units of Measure.
  - (a) A carton is 25 pounds for Plum and Roma types.
  - (b) A carton is 15 pounds for Cherry or Grape types, or as specified in the SP.

#### C. Measuring Row Width for Sample Selection

Use these instructions for all appraisal methods.



**C. Measuring Row Width for Sample Selection (continued)**

- (1) Use a measuring tape marked in inches or convert a tape marked in tenths of a foot, to inches, to measure row width (refer to the LAM for conversion tables), round row widths to whole feet.
- (2) Only planted areas will be considered insurable acreage (Refer section 5F below). Measure across four or more rows, from the center of the first row space to the center of the fifth row space (or as many rows as needed), and divide the result by the number of rows measured across, to determine an average row width in whole feet.
- (3) Apply the row width to determine the length of row required for the sample, as shown in paragraph 34, “Determining Sample Row Length for 1/100 and 1/1000 Acre.”
- (4) Use a row width of 6 feet for row widths greater than 6 feet. The linear feet of beds per acre cannot be less than 7,260 feet regardless of the row width.

**D. Determining Plants Per Acre**

Determine the row width and acreage:

- (1) When the row width is 6 feet or greater, divide 7,260 linear feet per acre by the plant spacing (in feet to hundredths) to determine the number of plants per acre.

Example 1: For a 6-foot or greater row width  
 $7,260 \text{ linear feet of row per acre} \div 1.50 \text{ feet (18-inch plant spacing)} = 4,840 \text{ plants per acre.}$

- (2) When the row width is less than 6 feet, divided 43,560 square feet of land by the row width; divide the result by the plant spacing (in feet to hundredths) to determine the number of plants per acre.

Example 2: For a 5-foot row width  
 $(43,560 \text{ square feet} \div 5 \text{ feet}) = 8,712 \text{ linear feet of row per acre} \div 1.50 \text{ feet (18-inch plant spacing)} = 5,808 \text{ plants per acre.}$

**E. Fresh Market Tomato Stages of Growth**

- (1) **Applicability:** The tables below provide plant growth-stage information for use when appraising potential fresh market tomato production during various stages of growth.
- (2) **Determination:** The growth stage determination is based on the length of time between specified events. Fields should be split into subfields to identify distinctly different stages of growth from different parts of the field or subfield and appraise each field or subfield separately.

**35 Appraisal Methods (continued)**

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- (3) For hail damage, determine the stage of growth by counting the number of calendar days from planting to the date of damage.

**F. Stage Amounts and Production Guarantees**

**CALIFORNIA STAGE AND PRODUCTION GUARANTEES**

Stage	Percent of Stage 3 (Final Stage) Production Guarantee	Length of Time
1	50	From planting until first fruit set.
2	70	From first fruit set until harvested.
3	100	Harvested acreage.

**ALL OTHER STATES STAGE AND PRODUCTION GUARANTEES**

Stage	Percent of Stage (4) (Final Stage) Production Guarantee	Length of Time
1	50	From planting until qualifying for stage 2.
2	75	From the earlier of stakes driven, one tie and pruning, or 30 calendar days after planting until qualifying for stage 3.
3	90	From the earlier of the end of stage 2 or 60 calendar days after planting until qualifying for stage 4.
4	100	From the earlier of 75 calendar days after planting or the beginning of harvest.

**G. Planting to Fruit Set Appraisals**

- (1) Determine the number of representative samples needed to complete the appraisal based on the insured acreage and **exhibit 7** requirements.
- (2) Use a representative sample size of 1/100 of an acre to calculate the appraisal.
- (3) For each representative sample, count the number of surviving plants in the length of sample row.
- (4) For each representative sample, count the number of plants originally planted.
- (5) Total the number of surviving plants from all representative samples.
- (6) Total the number of plants originally planted from all representative samples.
- (7) Calculate the “Percent Remaining Stand” by dividing the total number of surviving plants by the total number of tomato plants originally planted.
- (8) Use the percentage amount in (7) above to determine if the acreage should be replanted.
  - (a) If the acreage has a “Percent Remaining Stand” that is less than 50% of the original planted stand, the acreage should be replanted if the AIP determines that it is practical to replant.
  - (b) If the acreage has a “Percent Remaining Stand” that is 50% or greater of the original planted stand, or if the “Percent Remaining Stand” is less than 50% and the AIP determines that it is not practical to replant, multiply this percent times the APH yield per acre to calculate the per acre appraisal.

**H. After Fruit Set Appraisals**

- (1) Determine the number of representative samples needed to complete the appraisal based on the insured acreage and **exhibit 7** requirements.
- (2) Use a representative sample size of either 1/100 or 1/1000 of an acre to calculate the appraisal. Refer to paragraph 34 for determining sample row length.
- (3) For each representative sample, count the:
  - (a) Unharvested production of mature green and ripe tomatoes remaining on acreage after harvest has ended, or
  - (b) Potential production on un-harvested acreage and on acreage when final harvest has not been completed that the plants would have produced by the end of the insurance period.

**H. After Fruit Set Appraisals (continued)**

Tomatoes counted in (3) above, should meet or have the potential to meet the following criteria: Classification size 6 x 7 (2-8/32 inch minimum diameter for globe-type tomatoes) or larger; and, grade 85% or better U.S. No. 1 for types other than Cherry, Grape, Plum, and Roma. For Cherry, Grape, Plum, and Roma types, refer to the SP for applicable classification requirements.

- (c) Enter the sample tomato counts on the appraisal worksheet.
- (4) Total the number of tomatoes from all representative samples (that meet the criteria in item (3) above) and divide this total by the total number of sample plots, rounded to the nearest tenth.
- (5) Multiply the total from (4) above, by the average weight for one tomato (.3125 lbs. for globe-types) to calculate the average number of pounds per sample, rounded to the nearest tenth. The appropriate weight factor for cherry, grape, and plum (also known as Roma or Bella Roma) tomatoes will be determined by using the field weight method outlined below.
  - (a) Under some conditions, the published weight factors for tomatoes may not reflect the actual field weight found. If this is the case, document in the remarks section of the appraisal worksheet and determine a new average tomato weight.
  - (b) Pick 100 consecutive marketable tomatoes and weigh them to the nearest tenth of a pound.
  - (c) Divide the total weight by 100 to calculate the new individual average tomato weight, rounded to three decimal places.
  - (d) If this average does not appear to be representative of the field, subdivide the field and appraise each sub-field separately using the applicable individual tomato weight.
- (6) Enter the average number of pounds of tomatoes per carton on the appraisal worksheet (e.g., “25” for Roma and Plum types or “15” for Cherry and Grape types, as applicable).
- (7) Divide the average number of pounds per sample by the number of pounds per carton to calculate the average number of cartons per sample.
- (8) Multiply the acreage factor **100** (for 1/100 acre) or **1000** (for 1/1000 acre) times the average number of cartons per sample (total from item (7) above) to calculate the average number of cartons of tomatoes per acre.

## 35 Appraisal Methods (continued)

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### I. Direct Market Appraisals

- (1) Determine the number of representative samples needed to complete the appraisal based on the insured acreage and **Exhibit 7**.
- (2) Use a representative sample size of either 1/100 or 1/1000 of an acre to calculate the appraisal. Refer to paragraph 34 for determining sample row length.
- (3) Count the number of live tomato plants capable of producing fruit.
- (4) Convert the counted number of live tomato plants capable of producing fruit to an estimated number of live plants capable of producing fruit per acre.
- (5) Multiply the estimated live plants capable of producing fruit per acre by the direct market tomato appraisal factor for the appropriate type of tomato. These factors are located in the SP.
- (6) Divide the estimated pound per acre by 25 lbs./carton to calculate the appraised direct market production per acre.

## 36 Appraisal Deviations and Modifications

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### A. Deviations

Deviations in appraisal methods require RMA 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.

## 37 General Information for Worksheet Entries and Completion Procedures

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- (1) Include the AIP's name in the appraisal worksheet title if not preprinted on the AIP's 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 are required for each unit appraised (applicable to replant, preliminary and final claims).
- (4) Standard appraisal worksheet items are numbered consecutively in exhibit 3. An example appraisal worksheet is also provided to illustrate how to complete item entries.

## 38-40 (Reserved)

## PART 5 PRODUCTION WORKSHEET

### 41 General Information for Production Worksheet Entries and Completion Procedures

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- (1) The PW is a progressive form containing all notices of damage for all preliminary, replant, and final inspections on a unit.
- (2) If a PW 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).
- (4) The adjuster is responsible for determining if the insured has complied with all of their requirements under the notice and claim provisions of the policy. If they have not, the adjuster should contact the AIP.
- (5) 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.

**42-50 (Reserved)**

**EXHIBITS****Acronyms and Abbreviations**

<b>Approved Acronym/Abbreviation</b>	<b>Term</b>
BP	Common Crop Insurance Basic Provisions
CAT	Catastrophic Coverage
CIH	Crop Insurance Handbook
CP	Crop Provisions
DSSH	Document Standards Supplemental Handbook
FAD	Final Agency Determination
FCIC	Federal Crop Insurance Corporation
FSA	Farm Service Agency
GSH	General Standards Handbook
LAM	Loss Adjustment Manual
PW	Production Worksheet
SP	Special Provision

## Definitions

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Acre means 43,560 square feet of land when row widths do not exceed 6 feet, or if row width exceeds six feet, the land area on which at least 7,260 linear feet of rows are planted.

Carton means a container that contains 25 pounds of fresh tomatoes unless otherwise provided in the SP.

Direct Marketing means the sale of the insured crop directly to consumers, without the intervention of an intermediary such as a wholesaler, retailer, packer, processor, shipper or buyer. Examples of direct marketing include selling through an on-farm or roadside stand, farmer's market, and permitting the general public to enter the field for the purpose of picking all or a portion of the crop.

First Fruit Set means the reproduction stage of the plants have produced a fruit that has reached a minimum of one inch in diameter.

Harvest means the picking of marketable tomatoes.

Mature Green Tomato means a tomato that has a heightened gloss due to a waxy skin that cannot be torn by scraping; has a well-formed jelly-like substances in the locules; has seeds that are sufficiently hard to they are pushed aside and not cut by a sharp knife in slicing; and shows no red color.

Planting means transplanting the tomato plants into the field.

Plant Stand means the number of live plants per acre before any damage occurs.

Potential Production means the number of cartons per acre of mature green or ripe tomatoes that the plants would have produced by the end of the insurance period: (a) with a classification size of 6x7 (2-8/32 inch minimum diameter) or larger for all types except Cherry, Grape, Plum, or Roma; or (b) meeting the criteria specified in the SP for Cherry, Grape, Plum, or Roma types.

Ripe Tomato means a tomato that meets the definition of a mature green tomato, except the tomato show some red color and can still be packed for fresh market under the agreement or contract with the packer.



**Form Standards – Appraisal Worksheet for Planting to Fruit Set/Replant**

Verify or make the following entries for each appraisal worksheet element/item number. For general form standards and other general information, refer to subparagraph 2D and paragraph 37:

<b>Element/Item Number</b>		<b>Standard</b>
	Company Name	Name of the AIP, if not preprinted on the worksheet (Company Name).
	Claim Number	Claim number as assigned by the AIP.
1.	Insured's Name	Name of insured that identifies exactly the legal 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.	Stage	Production stage at time of damage (e.g. 1, 2, or 3 for California and 1, 2, 3, or 4 for all other states). Refer to paragraph 35E "Fresh Market Tomato Stages of Growth" herein.
5.	Fraction of an Ac.:	Use 1/100. Refer to paragraph 34, "Determining Sample Row Length for 1/100 and 1/1000 Acre" for sample row length, herein, for sample row length
6.	Crop	"Fresh Market Tomatoes" (0086) and type as applicable (e.g., Cherry, Grape, Plum, or Roma).
7.	Crop Year	Four-digit crop year, as defined in the policy, for which the claim has been filed.
8.	Planting Period	Planting period (e.g., Fall or Spring). Refer to the Summary of Coverage for the planting date and the actuarial documents to determine the planting period.
9.	Row Width	Row width rounded to nearest whole foot. Refer to paragraph 35, "Measuring Row Width for Sample Selection."
10.	Plant Spacing	Plant spacing within the row in whole inches (e.g., 9 inches).
11.	Field ID	Field or subfield identification symbol.
12.	Acres	Number of determined insurable acres, to tenths, in field or subfield being appraised. Refer to paragraph 33 "Determining Insurable Acreage."
13.	Planting Date	Planting date in MM/DD/YYYY format. Refer to Summary of Coverage, Planting Record (Exhibit 8), or Planting Record Plat Map (Exhibit 9) for the planting date.
14.	Number of Surviving Plants/Sample Plot	Number of surviving plants in sample plot.
15.	Number of Original Plants/Sample Plot	Number of original plants in sample plot.
16.	No. Surv.	Total number of all plants surviving in all samples.
17.	No. Orig.	Total number of original plants in all samples.
18.	% (Percent Remaining Stand)	Item 16 divided by item 17, rounded to two-decimal places. This entry must be less than 50% for the acreage to qualify for a replanting payment.

## Form Standards – Appraisal Worksheet for Planting to Fruit Set/Replant (continued)

Element/Item Number		Standard
19.		Make no entry.
20.		Make no entry.
21.	Factor	Enter the APH yield per acre in cartons to tenths from the insured's policy.
22.	Boxes/Cartons	Item 18 multiplied by item 21, round cartons to tenths.
23.	Remarks	Remarks pertinent to the appraisal, including "Qualified for Replant" if acreage qualifies for replant payment for the type(s) of tomatoes appraised.
24.	Insured Signature and Date	Insured's (or insured's authorized representative's) signature and date. before obtaining the insured's signature, review all entries on the Appraisal Worksheet with the insured (or the insured's authorized representative), particularly explaining codes, etc., which may not be readily understood
25.	Adjuster Signature, Code No. and Date	Signature of adjuster, code number, and date signed <b>after</b> 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 available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.
26.	Page Number	Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).

**Form Standards – Appraisal Worksheet Planting to Fruit Set/Replant (Continued)**

**PEPPER /FRESH TOMATO  
APPRAISAL WORKSHEET (Planting to Fruit Set/Replant)  
FOR ILLUSTRATION PURPOSES ONLY**

COMPANY <i>Any Company</i>			1. INSURED'S NAME <i>I.M. Insured</i>				2. POLICY NO. <i>XXXXXXXX</i>				3. UNIT NO. <i>0001-0001BU</i>			4. STAGE <i>2</i>		5. FRACTION OF AN AC. <i>1/100</i>				
CLAIM NO.: <i>XXXXX</i>			6. CROP <i>Fresh Tomatoes (0086) Roma</i>				7. CROP YEAR <i>YYYY</i>				8. PLANTING PERIOD <i>Fall</i>			9. ROW WIDTH <i>6 ft.</i>		10. PLANT SPACING <i>9 inches</i>				
FLD ID	ACRES	PLANTING DATE	14. NUMBER OF SURVIVING PLANTS/SAMPLE PLOT								16. NO. SURV.		%	PLANTS/ ACRE	PLANTS SURV.	FACTOR	BOXES/ (CARTONS)			
			15. NUMBER OF ORIGINAL PLANTS/SAMPLE PLOT								17. NO. ORIG.									
11	12	13											18	19	20	21	22			
1A	36.0	9/8/YYYY	14	25	32	28	30	14	31			16	160	.55	X	=	x	1066.0	=	586.3
			15	48	49	49	48	48	49			17	291							
			14								16									
			15								17		÷		=	X	=	x	=	
			14								16									
			15								17		÷		=	X	=	x	=	
			14								16									
			15								17		÷		=	X	=	x	=	
			14								16									
			15								17		÷		=	X	=	x	=	

23. REMARKS

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

## Form Standards – Appraisal Worksheet for After Fruit Set Appraisals

Verify and/or make the following entries for each appraisal worksheet element/item number. For general form standards and other general information, refer to subparagraph 2D and paragraph 37:

Element/Item Number		Standard
	Company Name	Name of the AIP, if not preprinted on the worksheet
	Claim Number	Claim number as assigned by the AIP.
1.	Insured's Name	Name of insured that identifies exactly the legal 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	Fresh Tomatoes (0086) and type as applicable (e.g., Cherry, Grape, Plum, or Roma).
5.	Crop Year	Four-digit crop year, as defined in the policy, for which the claim has been filed.
6.	Planting Period	Planting period (e.g. Fall or Spring). Refer to the Summary of Coverage for the planting date and the actuarial documents, Planting Record (Exhibit 8), or Planting Record Plat Map (Exhibit 9 to determine planting period.
7.	Row Width	Row width rounded to the nearest foot. Refer to paragraph 35, "Measuring Row Width for Sample Selection."
8.	Field ID	Field or subfield identification symbol.
9.	Acres	Number of determined insurable acres, to tenths, in field or subfield being appraised. Refer to paragraph 33 "Determining Insurable Acreage."
10.	Stage	Production stage at time of damage (e.g. 1, 2, or 3 for California and 1, 2, 3, or 4 for all other states). Refer to paragraph 35E, "Fresh Market Tomato Stages of Growth."
11.	Fraction of an Acre	Fraction of an acre used to complete the appraisal (1/100 or 1/1000 of an acre). Refer to paragraph 34, "Determining Sample Row Length for 1/100 and 1/1000 Acre" for sample row length.
12.	Tomatoes in Each Sample	<p><b>If acreage has been harvested the final time:</b> Enter number of tomatoes with a classification size of 6 x 7 or larger mature (globe-type) green or ripe tomatoes (and that would grade 85% or better U.S. No. 1) for types other than Cherry, Grape, Plum, or Roma. For Cherry, Grape, Plum, and Roma types of tomatoes, enter the number of tomatoes that grade in accordance with the requirements in the SP.</p> <p><b>If the acreage has not been harvested the final time:</b> Include the number of tomatoes which have the potential to be mature green or ripe tomatoes with classification size of 6 x 7 or larger and grade 85% or better U.S. No. 1 by the end of the insurance period. Refer to the SP for Cherry, Grape, Plum, and Roma minimum classification size criteria.</p>
13.	Total No. Tomatoes All Samples	Total the number of tomatoes in each sample entry for the field or subfield number of tomatoes in item 12.

## Form Standards – Appraisal Worksheet for After Fruit Set Appraisals (continued)

Element/Item Number		Standard
14.	No. Sample Plots	Total number of sample plots for the field or subfield in item 12.
15.	Avg. No. Tomatoes Sample	Item 13 divided by item 14, results to tenths.
16.	Avg. Weight of One Tomato in Lbs.	Enter “.3125,” for (globe-type) tomato appraisals, unless a calculated average weight is used. For Cherry, Grape, Plum, and Roma tomatoes the calculated average weight method will be used. Refer to 35.
17.	Average No. Lbs. Per Sample	Item 15 multiplied by 16, results to tenths.
18.	No. Lbs Per Carton	Enter “25” for Roma, and Plum tomatoes or “15” for Cherry and Grape tomatoes, or as specified in the SP.
19.	Avg. No. Carton:	Item 17 divided by item 18, rounded to three decimal places.
20.	Acreage Factor	If the entry in fraction of an acre in item 11 is 1/1000, enter “1000” or if item 11 is 1/100, enter “100.”
21.	Avg. No. Cartons Per Acre	Item 19 multiplied by item 20, round to the nearest tenth of a carton,
22.	Remarks	Remarks pertinent to the appraisal. Specify, whether final harvest has been completed on the acreage for the type of tomatoes appraised.
<b>The following required entries are not illustrated on the Tomato Appraisal Worksheet example below.</b>		
23.	Insured’s Signature and Date:	Insured’s (or insured’s authorized representative’s) signature and date. Before obtaining the insured’s 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.
24.	Adjuster’s Signature, Code No., and Date	Signature of adjuster, code number, and date signed after the insured (or insured’s 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 available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.
25.	Page Number	Page numbers – (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).

COMPANY: *Any Company*

CLAIM NO: *XXXXXXXX*

For Illustration Purposes Only FRESH TOMATO APPRAISAL WORKSHEET (After Fruit Set)				1. INSURED'S NAME <i>I.M. Insured</i>					2. POLICY NO. <i>XXXXXXXX</i>			3. UNIT NO. <i>0001-0001BU</i>					
				4. CROP <i>Fresh Tomatoes (0086) Roma</i>					5. CROP YEAR <i>YYYY</i>			6. PLANTING PERIOD <i>Fall</i>			7. ROW WIDTH <i>6 Feet</i>		
FIELD ID	ACRES	STAGE	FRACTION OF AN ACRE	TOMATOES IN EACH SAMPLE					TOTAL NO. TOMATOES ALL SAMPLES	NO. SAMPLE PLOTS	AVG. NO. TOMATOES SAMPLE	AVG. WGT. 1 TOMATO IN LBS.	AVERAGE NO. LBS. PER SAMPLE	NO. LBS. PER CARTON	AVG. NO. CARTONS IN SAMPLE	ACREAGE FACTOR	AVG. NO. CARTONS PER ACRE
8	9	10	11	12					13	14	15	16	17	18	19	20	21
<i>1B</i>	<i>25.4</i>	<i>3</i>	<i>1/1000</i>	<i>41</i>	<i>32</i>	<i>27</i>	<i>38</i>	<i>52</i>	<i>190</i>	<i>5</i>	<i>38.0</i>	<i>.3125</i>	<i>11.9</i>	<i>25</i>	<i>0.476</i>	<i>1000</i>	<i>476.0</i>
									÷	=	x	=	÷	=	x	=	
									÷	=	x	=	÷	=	x	=	
									÷	=	x	=	÷	=	x	=	
									÷	=	x	=	÷	=	x	=	
									÷	=	x	=	÷	=	x	=	
									÷	=	x	=	÷	=	x	=	

22. REMARKS  
*Field 1B has not been harvested.*

**Refer to the Above Appraisal Worksheet instructions for required statements and signature entries.**  
**The stage used in this example applies to all states except California (Refer to Paragraph 35F)**

## Form Standards – Summary of Harvested Production

Use this worksheet to record production of marketable Fresh Market Tomatoes, which are harvested. Record unpacked production separately from packed production. Pack-out computer printout sheets may be used to record harvested production in lieu of this worksheet if they provide the information necessary to complete the worksheet properly. The line entries do not need to be transferred to the worksheet. Record harvested production, direct marketed production (if allowed by the SP), and unsold production on separate Summary of Harvested Production worksheets, as applicable. Use a separate worksheet for each packer or processor, as applicable.

Element/Item Number		Standard
	Company Name	Name of the AIP, if not preprinted on the worksheet (Company Name)
	Claim Number	Claim number as assigned by the AIP
1.	Insured's Name	Name of the insured that identified the exact person (legal entity) to whom the policy is issued
2.	Crop	Fresh Market Tomatoes (0086) and type as applicable (e.g. Cherry, Grape, Plum, or Roma.)
3.	Crop Year	Four-digit crop year, as defined in the policy, for which the claim has been filed.
4.	Policy Number	Insured's assigned policy number
5.	Planting Period	Planting period (e.g., Fall or Spring). Refer to the Summary of Coverage for the planting date and the SP, Planting Record (Exhibit 8), or Planting Record Plat Map (Exhibit 9), to determine the planting period
6.	Unit Number	Unit number from the Summary of Coverage after it is verified to be correct.
7.	Name, Address, and Phone Number of Buyer/Packer	Name, address, and telephone number of the buyer/packer of the production.
8.	Sale Date	Date the load was packed. Enter "UNPACKED" for unpacked mature green and ripe harvested production.
9.	Load Number	Ticket number or other identification of the load, such as the number of the USDA certificate of inspection, if available. Attach a copy of the USDA certificate. For unpacked production, enter the lot number or other number identifying the production.
10.	No. of Boxes/Cartons/Crates	Number of cartons to tenths in the load or lot. Circle any entry for cartons that, due to insurable causes, do not meet the standards as shown in the CP. A two-line entry may be needed if some cartons on a load meet the standards and some cartons do not meet the standards. Refer to the SP for Cherry, Grape, Plum, and Roma minimum size classification criteria.
11-14.		Explain why any circled entries in column 10 are not to be counted as production; otherwise, make no entry.
15.	Total Boxes/Cartons/Crates	Total cartons from column 10. Do not include circled entries that do not meet the standards as shown in the CP or SP, as applicable.
16.		Make no entry

## Form Standards – Summary of Harvested Production (continued)

Element/Item Number		Standard
17-19.		Make no entry.
20.	Insured Signature and Date	Insured's (or insured's authorized representative's) signature and date. before obtaining insured's signature, review all entries on the worksheet with the insured, particularly explaining codes, etc., which may not be readily understood.
21.	Adjuster Signature, Code Number, and Date	Signature of adjuster, code number, and date signed after the insured (or insured's authorized representative) has signed.
22.	Page	Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).





**Form Standards – Production Worksheet**

Verify and/or make the following entries for each PW element/item number. A completed PW example is at the end of this exhibit. For general form standards and other general information, refer to subparagraph 2D and paragraph 41

<b>Element/Item Number</b>		<b>Standard</b>
1.	Crop/Code #	Fresh Tomatoes (0086)
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	<p>First three letters of the month(s) during which the determined insured damage occurred for the inspection and cause(s) of damage listed in item 5 below. If no entry in item 5 below make no entry. For progressive damage, enter the month that identifies when the primary 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 Narrative (or on a Special Report). Refer to the illustration in item 6 below.</p> <p>If there is no insurable cause of loss, and no indemnity due claim will be completed, make no entry.</p>
5.	Cause(s) of Damage	<p>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 for this inspection. If an insured cause(s) of damage is coded as “Other,” explain in the Narrative. Enter additional causes of damage in the extra spaces, as needed. If more space is needed, document the additional determined insured causes of damage in the Narrative (or on a Special Report). Refer to the illustration in item 6 below.</p> <p>If it is evident that no indemnity is due enter “No Indemnity” across the columns in Item 5 (refer to the LAM for more information on no indemnity due claims). If the claim is denied, enter “DC” and refer to the LAM for further instructions.</p>

Form Standards – Production Worksheet (Continued)

Element/Item Number		Standard																		
6.	Insured Cause %	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b> Whole percent of damage for the insured cause of damage listed in item 5 for this inspection. Enter additional “Insured Cause %” in the extra spaces as needed. If additional space is needed, enter the additional determined “Insured Cause %” including those entered in the Narrative must equal 100%.</p> <p>If there is no insurable cause of loss, and a no indemnity due claim will be completed, make no entry.</p> <p>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:</p> <table border="1"> <tr> <td>4. Date(s) of Damage</td> <td>MAY</td> <td>JUN 30</td> <td>JUN 30</td> <td>AUG</td> <td>AUG</td> </tr> <tr> <td>5. Cause(s) of Damage</td> <td>Excess Moisture</td> <td>Tornado</td> <td>Hail</td> <td>Drought</td> <td>Heat</td> </tr> <tr> <td>6. Insured Cause %</td> <td>10</td> <td>20</td> <td>15</td> <td>25</td> <td>20</td> </tr> </table> <p>Narrative: Additional date of damage – SEP 5; Cause of Damage – Freeze; Insured cause Percent – 10%</p>	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
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															
7.	Company/Agency	Name of company and agency servicing the contract.																		
8.	Name of Insured	Name of the insured that identifies exactly the person 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	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> 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 PW has not been completed. Additional non-loss units may be entered on a single PW. 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.</p>																		
13.	Est. Prod. Per Acre	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Estimated yield per acre in whole tons, of all non-loss units for the crop at the time of final inspection.</p>																		

Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard
<p>14. Date(s) Notice of Loss</p>	<p><b>Preliminary:</b></p> <ul style="list-style-type: none"> <li>a. Date the first or second notice of damage or loss was given for the unit in item 2, in the 1<sup>st</sup> or 2<sup>nd</sup> space, as applicable. Enter the complete date (MM/DD/YYYY) for each notice.</li> <li>b. A notice of damage or loss for a third preliminary inspection (if needed) requires an additional set of PWs. Enter the date of notice for a third preliminary inspection in the 1<sup>st</sup> space of item 14 on the second set of PWs.</li> <li>c. Reserve the “Final” space on the first page of the first set of PWs for the date of notice for the final inspection.</li> <li>d. If the inspection is initiated by the AIP, enter “Company Insp.” Instead of the date.</li> <li>e. If the notice does not require an inspection, document as directed in the “Narrative” instructions.</li> </ul> <p><b>Replant and Final:</b> Transfer the last date (in the 1<sup>st</sup> or 2<sup>nd</sup> space from the first or second set of PWs) to the final space on the first page of the first set of PWs 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 PWs. For a delayed notice of loss or delayed claim, refer to the LAM.</p>
<p>15. Companion Policy(s)</p>	<ul style="list-style-type: none"> <li>a. If no other person has a share in the unit (insured has 100 percent share), make no entry.</li> <li>b. In all cases where the insured has less than 100 percent share of a loss-affected unit, ask the insured if other person sharing in the unit has a multiple-peril crop insurance contract (i.e., not crop-hail, etc.) If the other person does not, enter “None.” <ul style="list-style-type: none"> <li>(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.</li> <li>(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.</li> <li>(3) If unable to verify the existence of a companion contract, enter “Unknown” and contact the AIP for further instructions.</li> </ul> </li> <li>c. Refer to the LAM for further information regarding companion contracts.</li> </ul>

**Form Standards – Production Worksheet (Continued)**

**Section I – Determined Acreage Appraised, Production and Adjustments**

Make separate line entries for varying:

- (1) Rate classes, types, classes, sub-classes, intended uses, irrigated practices, cropping practices, or organic practices, as applicable;
- (2) Appraisals;
- (3) Stages or intended use(s) of acreage;
- (4) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (5) Appraisals for damage due to hail or fire if Hail and Fire Exclusion is in effect.

<b>Element/Item Number</b>		<b>Standard</b>
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:	<b>Replant:</b> Make no entry.  <b>Preliminary and Final:</b> 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 to tenths for the field or subfield. 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: <ol style="list-style-type: none"> <li>a. Put to other use without consent;</li> <li>b. Abandoned;</li> <li>c. Damage by uninsured causes; or</li> <li>d. For which the insured failed to provide acceptable records of production.</li> <li>e. For which production was sold by direct marketing if the insured failed to meet the requirements contained in the CP, SP.</li> </ol> <p>Refer to the LAM for procedures regarding when acres are allowed and documentation requirements.</p> <p><b>Preliminary and Final:</b> Determined acres to tenths. Acreage breakdowns within a unit may be estimated (refer to the LAM) if a determination is impractical. Account for all planted acreage in the unit</p> <p><b>Replant:</b> Determine the total acres, to tenths, of replanted acreage for each field or subfield (do not estimate). Make a separate line entry for any part or a field or subfield not replanted.</p>

## Form Standards – Production Worksheet (continued)

Element/Item Number		Standard
19.	Determined Acres (continued)	<p>a. Determine the planted acreage of any fields or subfields not replanted. Consolidate it into a single line entry unless the usual reasons for separate line entries apply. Record the field or subfields identities (from a map or aerial photo) in the Narrative.</p> <p>b. Account for all planted acreage int the unit.</p>
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 separated line entries.
21.	Risk	<p>Three-digit code for the correct “Rate Class” specified on the actuarial documents. If a “Rate Class” or “High Risk Area” is not specified on the actuarial documents, make no entry. Verify with the summary of coverage and if the rate class is found to be incorrect, revise according to AIP’s instructions. Refer to the LAM.</p> <p>Unrated land is uninsurable without a written agreement.</p>
22.	Type	Three-digit code entered exactly as specified on the actuarial documents for the type (or variety) grown by the insured. If “No Type Specified” or “No Variety Specified” is shown on the actuarial documents, enter the appropriate three-digit code from the actuarial documents (e.g., 997). If a type (or variety) is not specified on the actuarial documents, make no entry.
23.	Class	Three-digit code entered exactly as specified on the actuarial documents for the class grown by the insured. If “No Class Specified,” is shown on the actuarial documents, enter the appropriate three-digit code 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 entered exactly as specified on the actuarial documents for the sub-class grown by the insured. If “No Sub-Class Specified” is shown on the actuarial documents, enter the appropriate three-digit code 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 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 on the actuarial documents, enter the appropriate three-digit code 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, entered exactly as specified on the actuarial documents for the irrigated practice carried out by the insured. If “No Irrigated Practice Specified” is shown on the actuarial documents, enter the appropriate three-digit code from the actuarial documents (e.g., 997). If an irrigated practice is not specified on the actuarial documents, make no entry.

Form Standard – Production Worksheet (Continued)

Element/Item Number		Standard														
27.	Cropping Practice	Three-digit code entered exactly as specified on the actuarial documents for the cropping practice (or practice) carried out by the insured. If “No Cropping Practice (or Practice) Specified” is shown on the actuarial documents, enter the appropriate three-digit code from the actuarial documents (e.g., 997). If a cropping practice (or practice) is not specified on the actuarial documents, make no entry.														
28.	Organic Practice	Three-digit code entered exactly as specified on the actuarial documents for the organic practice carried out by the insured. If “No Organic Practice Specified” is shown on the actuarial documents, enter the appropriate three-digit code from the actuarial documents (e.g., 997). If an organic practice is not specified on the actuarial documents, make no entry.														
29.	Stage	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant:</b> Replant stage abbreviation as shown below.</p> <table border="1"> <thead> <tr> <th>Stage</th> <th>Explanation</th> </tr> </thead> <tbody> <tr> <td>“R”.....</td> <td>Acreage replanted and qualifying for replanting payment.</td> </tr> <tr> <td>“NR”.....</td> <td>Acreage not replanted or not qualifying for a replanting payment. Enter “NR” if the combined potential production appraisal</td> </tr> <tr> <td>“RN”.....</td> <td>Acreage replanted and not qualified for a replanting payment.</td> </tr> </tbody> </table> <p><b>Final:</b> Stage abbreviation as shown below.</p> <table border="1"> <thead> <tr> <th>Stage</th> <th>Explanation</th> </tr> </thead> <tbody> <tr> <td>“P”.....</td> <td>Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide records of production which are acceptable to the AIP, or from which production was sold by direct marketing if the insured failed to meet the requirements contained in the CP</td> </tr> <tr> <td>“1,” “2,” or “3” for California and “1,” “2,” “3,”. or “4” for all other states</td> <td>Stage as defined in the CP. (Refer to section 5, “Fresh Market Tomato Appraisals”). If all the acreage in the unit was replanted and then a second cause of loss occurred, the stage would be determined based on the date replanting was completed. However, if just a portion of the unit was replanted and additional damage occurred, the loss would be determined based on varying stages.</td> </tr> </tbody> </table> <p><b>Gleaned Acreage:</b> Refer to the LAM for information on gleaning.</p>	Stage	Explanation	“R”.....	Acreage replanted and qualifying for replanting payment.	“NR”.....	Acreage not replanted or not qualifying for a replanting payment. Enter “NR” if the combined potential production appraisal	“RN”.....	Acreage replanted and not qualified for a replanting payment.	Stage	Explanation	“P”.....	Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide records of production which are acceptable to the AIP, or from which production was sold by direct marketing if the insured failed to meet the requirements contained in the CP	“1,” “2,” or “3” for California and “1,” “2,” “3,”. or “4” for all other states	Stage as defined in the CP. (Refer to section 5, “Fresh Market Tomato Appraisals”). If all the acreage in the unit was replanted and then a second cause of loss occurred, the stage would be determined based on the date replanting was completed. However, if just a portion of the unit was replanted and additional damage occurred, the loss would be determined based on varying stages.
Stage	Explanation															
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“1,” “2,” or “3” for California and “1,” “2,” “3,”. or “4” for all other states	Stage as defined in the CP. (Refer to section 5, “Fresh Market Tomato Appraisals”). If all the acreage in the unit was replanted and then a second cause of loss occurred, the stage would be determined based on the date replanting was completed. However, if just a portion of the unit was replanted and additional damage occurred, the loss would be determined based on varying stages.															

Form Standard – Production Worksheet (Continued)

Element/Item Number		Standard
30.	Use of Acreage (continued)	<p>Verify any “Intended Use” entry. If the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing correct “Final Use.”</p> <p><b>Gleaned Acreage:</b> Refer to the LAM for information on gleaning.</p>
31.	Appraised Potential	<p><b>Replant:</b> Document the replant calculations in the “Narrative” and enter the amount allowed per acre for replanting, rounded to dollars and cents.</p> <p><b>Preliminary and Final:</b> Per-acre appraisal in cartons to tenths of the POTENTIAL production for the acreage appraised as shown on the appraisal worksheet. Refer to Part 4, “Fresh Market Tomato Appraisals” for additional instructions.</p> <p>The CP provide for both stage guarantees and damage due to uninsured causes on the same insured acreage. Use column “32a” to document stage guarantee information and column “37” to document uninsured causes information, as applicable.</p>
32a.	Moisture %	<p>Line through “Moisture %” and enter “Stage Guarantee” in the column heading. Document all calculations in either the narrative of the production worksheet or on an attached special report.</p> <p><b>Replant:</b> Make no entry.</p> <p><b>Final:</b></p> <p>a. Potential Not Counted - Enter the difference between the applicable “first,” “second,” and “final” stage guarantee (California only) or the difference between the “first,” “second,” “third,” and the “final” stage guarantee (all other states).</p> <p>b. When acreage does not qualify for the “final” stage guarantee, and the actual appraised production is in excess of the difference between the applicable “first,” “second,” and “final” stage guarantee (California only) or the applicable “first,” “second,” “third,” and “final” stage guarantee (all other states), calculate the per-acre potential production as follows:</p>



Form Standard – Production Worksheet (Continued)

Element/Item Number	Standard
<p>32a. Moisture % (continued)</p>	<p>Example 1: This Third Stage calculation applies to all states except California:                      APH Yield = 1066.0 cartons;                      Final Stage Guarantee 1066.0 x 75% coverage level = 800.0 cartons;                      Third Stage Guarantee 800.0 x 90% = 720.0 cartons;                      Appraised Potential = 476.0 cartons (column 31)                      800.0 cartons (final stage guarantee) - 720.0 cartons (third stage guarantee) = 80.0 cartons difference.                      Enter 80.0 in column 32a.                      476.0 carton appraisal (column 31) minus 80.0 carton difference (column 32a.) = 396.0 cartons adjusted production to count, multiply this amount by column 19 and enter this result in column 34</p> <p>Example 2: This Second Stage calculation applies to all states except California.                      APH Yield = 1066.0 cartons;                      Final Stage Guarantee 1066.0 x 75% coverage level = 800.0 cartons;                      Second Stage Guarantee 800.0 x 75% = 600.0 cartons;                      Appraised Potential = 586.3 cartons (column 31)                      800.0 cartons (final stage guarantee) - 600.0 (first stage guarantee) = 200.0 cartons difference. Enter 200.0 in column 32a.                      586.3 carton appraisal (column 31) minus 200.0 carton difference (column 32a.) = 386.3 cartons adjusted production to count, multiply this amount by column 19 and enter this result in column 34 (386.3 x 36.0 = 13,906.8).</p> <p>c. When acreage does not qualify for a final stage guarantee, and the actual appraised production does not exceed the difference between the applicable “first,” “second,” and “final” stage guarantee or “first,” “second,” “third,” and “final” stage guarantee calculate the per-acre potential production as follows:</p> <p>Example 3:                      APH Yield = 1066.0 cartons;                      Final Stage Guarantee 1066.0 x 75% coverage level = 800.0 cartons;                      First Stage Guarantee 800.0 x 50% = 400.0 cartons;                      Appraised Potential = 376.0 cartons (column 31)                      800.0 cartons (final stage guarantee) - 400.0 (first stage guarantee) = 400.0 cartons difference. Enter 400.0 in column 32a.                      376.0 carton appraisal (column 31) minus 400.0 carton difference (column 32a.) = -24.0 cartons adjusted production to count. This amount cannot be less than zero. Enter “0.0” in Column 34.</p>
<p>32b.-33.</p>	<p>Make no entry.</p>

## Form Standards – Production Worksheet (continued)

Element/Item Number		Standard
34.	Production Pre-QA	<p><b>Replant:</b> Enter the result of multiplying column 31 times column 19, tons to tenths. If no entry in column 31, make no entry.</p> <p><b>Preliminary and Final:</b> Result of multiplying column 31 times 19, tons to tenths. If no entry in column 31, make no entry.</p>
35.	Quality Factor	Under section 15(j) of the BP, if due to insured causes, a Federal or State agency has ordered the appraised insured crop or production to be destroyed, enter the factor “.000.” Instruct the insured to complete and submit a Certification Form stating the date the crop or productions was destroyed and the method of destruction (refer to item 40 and the Narrative below). Also refer to LAM for additional information. Otherwise make no entry.
36.	Production Post QA	Transfer the entry in column 34.
37.	Uninsured Cause	<p><b>Replant:</b> Make no entry.</p> <p><b>Preliminary and Final:</b> Explain in the Narrative.</p> <p>a. Hail and Fire exclusion not in effect.</p> <p>(1) Enter the result of multiplying column 19 entry by not less than the insured’s production guarantee per acre in tons, 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” or “PB” acreage. Refer to the LAM for information on how to determine uninsured cause appraisals.</p> <p>(2) On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged solely by uninsured causes separate from other production.</p> <p>(3) For acreage that is damaged partly by uninsured causes, enter the result of appraised uninsured loss of production per acre multiplied by column 19, tons, to tenths, for any such acreage.</p> <p>b. Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.</p> <p>c. Enter the result of adding uninsured cause appraisals to hail and fire exclusion appraisals.</p> <p>For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.</p>

## Form Standard – Production Worksheet (Continued)

## Narrative

If more space is needed, document on a Special Report, and enter “See Special Report.” Attach the Special Report to the PW.

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 the 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 Hail and 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 Planting Record Plat Map or aerial photographs 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 the uninsured causes are present; or (3) for unusual or controversial cases.  Indicate on the aerial photograph or Planting Record Plat Map the disposition the 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 PW for signature.
m.	When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and date of inspection.
n.	Explain the reason for a “No Indemnity Due” claim. “No Indemnity Due” claims are to be distributed in accordance with AIP’s instructions.
o.	Explain any delayed notices or delayed claims as instructed in the LAM.
p.	Document any authorize 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. List the control ‘measures used and explain why they did not work.

## Form Standards – Production Worksheet (continued)

s.	Document the appraisal (plus appraisal for uninsured causes of loss, if applicable) for replanted acreage, and the calculation to show that the qualification for replanting payment have been met.
t.	If any acreage to be replanted in the unit does not qualify for a replanting payment enter Field No., “Not Qual For Payment,” date of inspection, adjuster’s initials, and reason not qualified.
u.	Explain any “0” potential (tomato plants with no production or tomatoes with no market value)
v.	Explain why any harvested production is unsold
w.	Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
x.	Attach legible copies of computer printouts with pack-out information when Summary of Harvested Production Worksheets are not used.
y.	If a Federal or State destruction order has been issued, attach to the PW a copy of the Federal or State destruction order and the insured’s completed Certification Form.
z.	Document any other pertinent information, including any data to support any factors used to calculate the production. If on an attachment, enter “See attachment.”

## Section II – Determined Harvested Production

## General Information

- (1) Account for all harvested production (for all entities sharing in the crop) except production appraised before harvest and shown in Section I because the quantity cannot be determined later (e.g., released for other uses, etc.).
- (2) Columns 49 through 54 are for production commercially stored, sold, etc., enter the name and address of the storage facility or buyer, packing house, or processor as applicable.
- (3) There will be no “harvested production’ entries for replant payments.
- (4) If acceptable sales or weight tickets are not available, refer to the LAM.
- (5) If additional lines are necessary, the data may be entered on a continuation sheet Use separate lines for:
  - a. Different FIRST handlers (buyers, packinghouses, or processors). The insured must have maintained satisfactory records of ALL production sold or stored. Verify any packinghouse or processor records. In all localities if the first handler was not a packer or processor, the production will be determined by the adjuster on the basis of available records.
  - b. Separate storage facilities.
  - c. Unmarketed production. Production unmarketed that grades eighty-five percent or better U.S. No. 1 with a classification size of 6 x 7 (2-8/32-inch minimum diameter) or

**Form Standards – Production Worksheet (continued)**

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- larger for all types except for Cherry, Grape, Plum, or Roma types that grade in accordance with requirements specified in the SP.
- d. Direct marketed production. Production harvested and sold to other than the packinghouse is to be reported as direct marketed.
  - e. Harvested tomatoes of any type that fail to meet the applicable grade (quality) requirements because of INSURED damage.
  - f. Varying shares; e.g., 50 percent and 75 percent shares on the same unit.
  - g. Production from first (original) or second (substitute) crop acreage when a second crop will be or is planted on the first crop acreage within the same crop year.
- (6) There will generally be no harvested production entries in columns 47 through 66 for preliminary inspections.
- (7) Do not complete the claim until all production that can be sold is sold. Unsold production is production that is not and will not be sold, due to insurable causes.
- (8) If the insured cannot provide the number of cartons harvested by direct marketing, but can provide the total dollars received for that production, divide the dollar amount received by the respective price election for the type, to obtain the number of cartons to count.
- (9) There will be no “harvested production” entries for replant payments.
- (10) 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 “A” through “S” by practice or type. If production has been commingled, refer to the LAM.

## Form Standard – Production Worksheet (Continued)

Element/Item Number		Standard
43.	Date Harvest Completed: (Used to determine if there is a delayed notice or a delayed claim. Refer to the LAM.)	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b></p> <ol style="list-style-type: none"> <li>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 destroyed, harvested, or put to other use, or (6) the calendar date for the end of the insurance period.</li> <li>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.”</li> <li>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.”</li> <li>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</li> </ol>
44.	Damage Similar to Other Farms in the Area?	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b> 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.”</p>
45.	Assignment of Indemnity	Check “Yes” only if a transfer of right to indemnity is in effect for the unit and 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 and 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:	<ol style="list-style-type: none"> <li>If only one practice and/or type of harvested production is listed in Section I, make no entry.</li> <li>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).</li> </ol>
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.- 54.	Length or Diameter, Width, Depth, Deductions, Net Cubic Feet, and Conversion	<ol style="list-style-type: none"> <li>For tomatoes stored or sold, enter the name and address of the buyer, packinghouse, or processor as applicable.</li> <li>For unpacked production enter “Unpacked.”</li> <li>For direct-marketed production sold off insurable acreage, enter “Direct Marketed.”</li> </ol>
55.	Gross Prod.:	Make no entry.

## Form Standards – Production Worksheet

Element/Item Number		Standard
56.	Bu., Ton, Lbs., Cwt.	<p>Circle “Ton” in column heading.</p> <p>a. Line through Bu., Ton, Lbs., CWT. (<del>Bu., Ton, Lbs., CWT</del>) and enter “Ctns.”</p> <p>b. Total harvested sold production, and unpacked mature green and ripe production (meeting the standards shown in the CP or SP for Cherry, Grape, Plum, and Roma types) from the Summary of Harvested Production, in cartons rounded to tenths.</p> <p>c. Separate line entries are required for each buyer, and for unpacked harvested production meeting the minimum standards.</p> <p>The insured is obligated to provide the number of cartons of “direct marketed” production harvested from insurable acreage. If the insured will not or cannot provide the number of cartons harvested by direct marketing, but can provide the total dollar amount received for such production, divide the dollar amount received by the respective price election for that type to obtain the number of cartons to count, rounded to tenths. If the total dollar amount received and the number of cartons for such production cannot be determined, not less than the production guarantee per acre must be assigned for the actual acres affected.</p>
57.-60.		Make no entry.
61.	Adjusted Production:	Enter the number of cartons rounded to tenths from column 56
62.	Production Not to Count:	The number of cartons damaged solely by uninsured causes from harvested acreage which has been assessed an appraisal of not less than the guarantee per acre. If production records are not available from acreage damaged solely by uninsured causes, make no entry. This entry must never exceed production shown on the same line. Explain any “production not to count” in the Narrative.
63.	Production Pre- QA	Result of subtracting the entry in column “62” from column “61” to tenths.
64 a-b.		Make no entry.
65.	Quality Factor	If due to insured causes, a Federal or State agency has ordered the insured harvested crop production to be destroyed, enter the factor “.000.” Refer to instructions for items 35 and 40 above for additional and the Narrative for required documentation. Otherwise, make no entry.
66.	Production to Count	Production from column “63,” to tenths.
67.	Total	Total of column 63. If no entry in column 63, make no entry.
68.	Section II Total	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Total of column “66,” to tenths.</p>

## Form Standard – Production Worksheet (Continued)

Element/Item Number		Standard
69.	Section I Total	<b>Preliminary and Replant:</b> Make no entry.  <b>Final:</b> Enter figure from Section I, column “38” total.
70.	Unit Total	<b>Preliminary and Replant:</b> Make no entry.  <b>Final:</b> Total of columns “68” and “69”, to tenths.
71.	Allocated Prod.	Refer to the LAM for instructions for determining allocated production, tons to tenths, allocated production. Enter the total production, to tenths, allocated to this unit that is included in Sections I or II of the PW. Document how allocated production was determined and record supporting calculations in the Narrative or on a Special Report.
72.	Total APH Prod.	Result, in cartons to tenths, of subtracting the total column 37 (item 42 “Totals”) and item 71 (Allocated Prod.) from item 70 (Unit Total). If no entries in item 37 and item 71, transfer the entry in item 70. Make no entry when separate APH yields are maintained by type, practice, etc., with in the unit.
<b>The following required entries are not illustrated on the PW example below.</b>		
73.	Insured’s Signature and Date	Insured’s (or insured’s authorized representative’s) signature and date. Before obtaining insured's signature, review all entries on the PW with the insured (or insured’s authorized representative) particularly explaining codes, etc., which 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 PW. Final indemnity inspections and final replanting inspections should be signed on bottom line.
75.	Page	Page numbers (Example; Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).
71.	Allocated Prod.	Refer to the LAM for instructions for determining allocated production, tons to tenths, allocated production. Enter the total production, to tenths, allocated to this unit that is included in Sections I or II of the PW. Document how allocated production was determined and record supporting calculations in the Narrative or on a Special Report.
72.	Total APH Prod.	Result, in cartons to tenths, of subtracting the total column 37 (item 42 “Totals”) and item 71 (Allocated Prod.) from item 70 (Unit Total). If no entries in item 37 and item 71, transfer the entry in item 70. Make no entry when separate APH yields are maintained by type, practice, etc., with in the unit.



Form Standards – Production Worksheet (Continued)

PRODUCTION WORKSHEET

1. Crop/Code # <b>Fresh Tomatoes 0086</b>	2. Unit # <b>0001-0001BU</b>	3. Location Description <b>NW5-50N-20W</b>	7. Company Agency <b>ANY COMPANY ANY AGENCY</b>	8. Name of Insured <b>I. M. INSURED</b>
4. Date(s) of Damage <b>OCT 10</b>	<b>DEC 1</b>			9. Claim # <b>XXXXXXXX</b>
5. Cause(s) of Damage <b>HAIL</b>	<b>Freeze</b>			11. Crop Year <b>YYYY</b>
6. Insured Cause % <b>60</b>	<b>X</b>			10. Policy # <b>XXXXXX</b>
12. Additional Units <b>00200</b>				14. Date(s) Notice of Loss <b>MM/DD/YYYY</b>
13. Est. Prod. Per Acre <b>575</b>				1st <b>MM/DD/YYYY</b>
				2nd <b>MM/DD/YYYY</b>
				Final <b>MM/DD/YYYY</b>
				15. Companion Policy(s)

SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS

A. ACTUARIAL															B. POTENTIAL YIELD								
16.	17.	18.	19.	20.	21.	22.	23.	24.	25.	26.	27.	28.	29.	30.	31.	32a.	32b.	33.	34.	35.	36.	37.	38.
Field ID	Multi-Crop Code	Reported Acres	Determined Acres	Interest or Share	Risk	Type	Class	Sub-Class	Intended Use	Irr Practice	Cropping Practice	Organic Practice	Stage	Use of Acreage	Appraised Potential	Moisture % Stage Guarantee Factor	Shell %, Factor, or Value	Production Pre QA	Quality Factor	Production Post QA	Uninsured Causes	Total to Count	
1A	NS		36.0	1.000		997				002	343		2	To Plow	440.0	200.0		8,640		8,640		8,640	
1B	NS		25.4	1.000		997				002	343		3	To Plow	476.0	80.0		10,058.4		10,058.4		10,058.4	
1C	NS		10.5	1.000		997				002	343		1	To Plow	376.0	400.0		0.0		0.0			
1D	NS		10.0	1.000		997				002	343		4	H									
39. TOTAL			81.9	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input checked="" type="checkbox"/>												42. TOTALS		18,698.4		18,698.4		18,698.4	
41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																							

NARRATIVE (If more space is needed, attach a Special Report): Field 1A stage 2 loss, stage 2 guarantee = 600.0 cartons (800.0 x .75). Field 1B stage 3 loss, stage 3 guarantee = 720.0 cartons (800.0 x .90). Field 1C stage 1 loss, stage 1 guarantee = 400.0 cartons (800.0 x .50). 99 cartons unpacked due to grade – insured cause of loss. Field inspection was done prior to harvest. Field 1A wheel measured. See attached Special Report for wheel report. Field 1B, 1C, and 1D are permanent fields.

SECTION II – DETERMINED HARVESTED PRODUCTION

43. Date Harvest Completed <b>MM/DD/YYYY</b>						44. Damage similar to other farms in the area? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>						45. Assignment of Indemnity Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>						46. Transfer of Right to Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
A. MEASUREMENTS						B. GROSS PRODUCTION						C. ADJUSTMENTS TO HARVESTED PRODUCTION											
47a.	48.	49.	50.	51.	52.	53.	54.	55.	56.	57.	58a.	59a.	60a.	61.	62.	63.	64a.	65.	66.				
47b.	Multi-Crop Code	Length or Diameter	Width	Depth	Deduction	Net Cubic Feet	Conversion Factor	Gross Prod.	Ctns Bu Ton (Lbs.) CWT	Shell/Sugar Factor	FM% Factor	Moisture % Factor	Test WT Factor	Adjusted Production	Prod. Not to Count	Production Pre-QA	Value Mkt. Price	Quality Factor	Production to Count				
	NS	ABC Packinghouse Any Town, Any State							1446.0						1446.0		1446.0			1446.0			
	NS	UNPACKED							99.0						99.0		99.0			99.0			
67. TOTAL																1545.0	68. Section II Total				1545.0		
																	69. Section I Total				18,698.4		

70. Unit Total	<b>20,243.4</b>
71. Allocated Prod.	
72. Total APH Prod.	<b>20,243.4</b>

**This form example does not illustrate all required entry items (e.g., signatures, dates, etc.).  
The stages used in this example apply to all other states except California. (Refer to Paragraph 35).**

**PRODUCTION WORKSHEET**

1. Crop/Code # <b>FRESH TOMATOES 0086</b>	2. Unit # <b>0002-0002BU</b>	3. Location Description <b>6-50N-21W</b>	7. Company Agency <b>ANY COMPANY ANY AGENCY</b>	8. Name of Insured <b>I.M. INSURED</b>
4. Date(s) of Damage <b>OCT 10</b>	5. Cause(s) of Damage <b>HAIL</b>	6. Insured Cause % <b>100</b>	12. Additional Units	13. Est. Prod. Per Acre
				9. Claim # <b>XXXXXXXX</b>
				10. Policy # <b>XXXXXXXXXX</b>
				11. Crop Year <b>YYYY</b>
				14. Date(s) Notice of Loss <b>MM/DD/YYYY</b>
				15. Companion Policy(s)

**REPLANT EXAMPLE 1: 100% SHARE**

SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS																							
A. ACTUARIAL															B. POTENTIAL YIELD								
16.	17.	18.	19.	20.	21.	22.	23.	24.	25.	26.	27.	28.	29.	30.	31.	32a.	32b.	33.	34.	35.	36.	37.	38.
Field ID	Multi-Crop Code	Reported Acres	Determined Acres	Interest or Share	Risk	Type	Class	Sub-Class	Intended Use	Irr Practice	Cropping Practice	Organic Practice	Stage	Use of Acreage	Appraised Potential	Moisture % Factor	Shell %, Factor, or Value	Production Pre QA	Quality Factor	Production Post QA	Uninsured Causes	Total to Count	
2A	NS	30.0	30.0	1.000		997				002	343		R	REPLANTED	70.0			2,100.0		2,100.0		2,100.0	
2B	NS		32.2	1.000		997				002	343		NR	NOT REPLANTED									
39. TOTAL		62.2	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input type="checkbox"/>													42. TOTALS	2,100.0		2,100.0		2,100.0		
41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																							

NARRATIVE (If more space is needed, attach a Special Report) The maximum amount of replant payment per acre is 70 cartons x \$5.65 (price election) x 1.000 (share) = \$395.50. Actual replant cost was \$425.00 per acre (\$425.00 ÷ \$5.65 = 75.2 cartons). Used maximum allowance of \$395.50 per acre (\$395.50 ÷ 5.65 = 70 cartons). The maximum amount of replant payment was used. Field 2A had a 29% stand. Field wheel measured. Refer to attached Special Report for wheel measurements.

**EXAMPLE 2: 50% SHARE**

SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS																							
A. ACTUARIAL															B. POTENTIAL YIELD								
16.	17.	18.	19.	20.	21.	22.	23.	24.	25.	26.	27.	28.	29.	30.	31.	32a.	32b.	33.	34.	35.	36.	37.	38.
Field ID	Multi-Crop Code	Reported Acres	Determined Acres	Interest or Share	Risk	Type	Class	Sub-Class	Intended Use	Irr Practice	Cropping Practice	Organic Practice	Stage	Use of Acreage	Appraised Potential	Moisture % Factor	Shell %, Factor, or Value	Production Pre QA	Quality Factor	Production Post QA	Uninsured Causes	Total to Count	
A	NS	30.0	30.0	.500		997				002	343		R	REPLANTED	35.0			1,050.0		1,050.0		1,050.0	
B	NS		32.2	.500		997				002	343		NR	NOT REPLANTED									
39. TOTAL		62.2	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input type="checkbox"/>													42. TOTALS	1,050.0		1,050.0		1,050.0		
41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																							

NARRATIVE (If more space is needed, attach a Special Report) The maximum amount of replant payment per acre is 70 cartons x \$5.65 (price election) x .500 (share) = \$197.75. Actual replant cost was \$212.50 per acre (\$212.50 ÷ \$5.65 = 37.6 cartons). Used maximum allowance of \$197.75 per acre (\$197.75 ÷ 5.65 = 35 cartons). The maximum amount of replant payment was used. Field 2A had a 29% stand. Field wheel measured. Refer to attached Special Report for wheel measurements.

**Minimum Requirement for Representative Samples**

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<b>Acres in Field or Subfield</b>	<b>Minimum Number of Samples</b>
0.1 – 10.0	3
10.1-20.0	4
One additional sample is required for each additional 40.0 acres (or fraction thereof) in the field or subfield.	

Planting Record

**PLANTING RECORD**  
(For Illustration Purposes Only)

Company Name

Fresh Market Sweet Corn/Fresh Market Peppers/Fresh Market Tomatoes

Planting Period:    Fall   X   Winter        Spring           Policy   XXXXXXXX  

Farm Description			Insured Acres		Field ID	Share	Other Person	Date Planted	Tomato Only	
Section	TWP	Range	Whole	Tenths					Staked	Ground
NW ¼ 6	50	21	36	0	1A	1.000		9/5	x	
NW ¼ 6	50	21	25	4	1B	1.000		9/10	x	
NE ¼ 6	50	21	10	5	1C	1.000		9/15	x	
NW ¼ 6	50	26	30	0	2A	.500	S Jones	9/15	x	
NE ¼ 6	50	26	32	2	2B	.500	S Jones	10/8	x	
NW ¼ 4	50	20	12	9	3A	.667	T Hook	10/10	x	
NW ¼ 4	50	20	15	5	3B	.667	T Hook	10/13	x	
NE ¼ 6	50	21	10	0	1D	1.000		9/15	x	

Remarks

Signature	<i>I.M. Insured</i>	Date	<i>MM/DD/YYYY</i>
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Planting Record Plat Map

**PLANTING RECORD PLAT MAP**  
(For Illustration Purposes Only)

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Field Identification and Location Map for Planting Records

Planting Records: Tomatoes  Peppers \_\_\_\_\_ Crop Year YYYY Unit 0002-0002-BU

Planting Period: Fall  Winter \_\_\_\_\_ Spring \_\_\_\_\_ County Any County

Insured's Name I.M. Insured Policy Number XXXXXXX

Insured's Share 1.000 Name of Other Person Sharing N/A

Legal Description: Section 6 Township 50 Range 21

	<i>HYW</i>		<i>House</i>					
	<i>30</i>			<i>August</i>				
<b>1A</b>							<b>1C</b>	
			<i>HYW</i>					
			<i>35</i>					
<b>1B</b>							<b>1D</b>	
	<i>IRR</i>	<i>CANAL</i>						
Field ID	Direct Seed	Trans-Planted	Stake	Ground	Planted Whole	Acres 10th	Date Begin	Planted End
<i>1A</i>		<i>X</i>	<i>X</i>		<i>36</i>	<i>0</i>	<i>8/05/YYYY</i>	<i>9/05/YYYY</i>
<i>1B</i>		<i>X</i>	<i>X</i>		<i>25</i>	<i>4</i>	<i>8/10/YYYY</i>	<i>9/10/YYYY</i>
<i>1C</i>		<i>X</i>	<i>X</i>		<i>10</i>	<i>5</i>	<i>8/15/YYYY</i>	<i>9/15/YYYY</i>
<i>1D</i>		<i>X</i>	<i>X</i>		<i>10</i>	<i>0</i>	<i>8/16/YYYY</i>	<i>9/15/YYYY</i>
Date	<i>MM/DD/YYYY</i>			Signature of Insured			<i>I. M. Insured</i>	