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Department of  
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Federal Crop  
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Corporation

FCIC-25055 (08-2020)

# **PISTACHIO LOSS ADJUSTMENT STANDARDS HANDBOOK**

## **2021 and Succeeding Crop Years**



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

<b>TITLE: PISTACHIO LOSS ADJUSTMENT STANDARDS HANDBOOK</b>	<b>NUMBER: 25055</b>
<b>EFFECTIVE DATE: 2021 and succeeding crop years</b>	<b>ISSUE DATE: August 19, 2020</b>
<b>SUBJECT:</b>  <b>Provides the Pistachio Loss Adjustment Standards for the 2021 and succeeding crop years</b>	<b>OPI: Product Administration and Standards Division</b>
	<b>APPROVED:</b>  <i>/s/ Richard H. Flournoy</i>  <b>Deputy Administrator for Product Management</b>

**REASON FOR ISSUANCE**

The Pistachio Loss Adjustment Standards Handbook has been reformatted and updated to include reference to the General Standards Handbook (GSH) effective beginning with the 2021 crop year.

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

1. Page 1, Paragraph 1(B)(1) Changed “Terms, abbreviations, and definitions general (not crop specific) to loss adjustment are identified in the GSH”, to Terms, abbreviations, and definitions general (not crop specific) to loss adjustment are identified in the GSH **and the LAM.**”
2. Page 5, Paragraph 21(B)(3) Changed “Prior to any production being sold by direct marketing”, to “Prior to any production being sold by direct marketing **or when the policyholder will be unable to provide production records from a disinterested 3rd party**”
3. Page 8, Paragraph 23(A)(3)(d) Changed “that the insured fails to provide records of production acceptable to the AIP”, to “that the insured fails to provide records of production acceptable to the AIP **(refer to the CIH for acceptable production records).**”
4. Page 9, Paragraph 23(C)(2) Changed “Use this method only when the harvested acreage can be verified as being representative of the unharvested acreage”, to “Use this method only when the harvested acreage can be verified as being representative of the unharvested acreage **(can only be used when production records from a disinterested 3rd party are available).**”

## PISTACHIO LOSS ADJUSTMENT STANDARDS

### HANDBOOK CONTROL CHART

Pistachio Loss Adjustment Standards Handbook							
	TP Page(s)	TC Page(s)	Text Page(s)	Exhibit Number	Exhibit Page(s)	Date	Directive Number
Insert	Entire Handbook						
Current Index	1-2	1-2	1-11	1	12	08-2020	FCIC-25055
				2	13-14	08-2020	FCIC-25055
				3	15-17	08-2020	FCIC-25055
				4	18-33	08-2020	FCIC-25055
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### FILING INSTRUCTIONS:

This handbook replaces the 2017 Pistachio Pilot Loss Adjustment Standards Handbook, FCIC-25055 (08-2016). This handbook is effective for the 2021 and succeeding crop years and is not retroactive to any 2020 or prior crop year determinations.

**PISTACHIO 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 conjunction 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 and the LAM.
- (2) Terms, abbreviations, and definitions specific to pistachio 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 coverage.

### D. Irrigated Practice

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

### 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.

### 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 AIPs responsibility to maintain records (documents) as stated in the SRA and described in the LAM.

### D. Form Standards

- (1) The entry items and completion instructions in exhibits 3 and 4 are the minimum requirements for the Pistachio Appraisal Worksheet and Claim Form (hereafter referred to as "Production Worksheet"). All entry items are "Substantive" (they are required).
- (2) The Privacy Act and Non-Discrimination statements are required statements that must be printed on all forms or provided to the insured as a separate document. These statements are not shown on the example form(s) in exhibits 3 and 4. 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 Production Worksheet 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 AIP 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 at the RMA website: [www.rma.usda.gov](http://www.rma.usda.gov)

3-10 (Reserved)

## PART 2 POLICY INFORMATION

### 11 Insurability

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#### A. General Information

- (1) This section provides most of the requirements that must be met to insure pistachios, refer to the BP, CP, and SP for all insurability requirements.
- (2) AIPs must determine if the insured complies with all of the policy provisions of the insurance contract.

#### B. Insured Crop

- (1) The crop insured will be all of the pistachios in the county for which a premium rate is provided by the actuarial documents:
  - (a) in which the insured has a share;
  - (b) that are grown for harvest as pistachios;
  - (c) that are adapted to the area and are grown on rootstock adapted to the area;
  - (d) that are grown in an orchard that, if inspected are considered acceptable by the AIP;
  - (e) on acreage where the trees have reached at least the tenth (10th) leaf year;
  - (f) on acreage for which the insured has provided acceptable production records for at least the four (4) most recent crop years; and
  - (g) that are not direct marketed unless allowed by the SP.

#### C. Interplanted Crops

Pistachios interplanted with another perennial crop are insurable unless the AIP inspects the acreage and determines that such acreage does not meet the CP requirements for insurability.

#### D. Insurability Requirements

- (1) Insurance coverage is provided against damage or loss from insects or disease but not damage due to insufficient or improper application of pest and disease control measures.
- (2) Insurance coverage is provided against damage or loss from wildlife, unless control measures have not been taken.

## **11 Insurability (Continued)**

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### **D. Insurability Requirements (Continued)**

- (3) Insurance coverage is not provided against damage or loss of production due to the inability to market the pistachios for any reason other than actual physical damage to the pistachios from an insurable cause specified in the CP.

### **E. Unit Division**

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

**12-20 (Reserved)**

## PART 3 APPRAISALS

### 21 Pistachio Appraisals

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#### A. General Information

- (1) Potential production for all types of inspections shall be appraised in accordance with procedures specified in this handbook and the LAM.
- (2) When required, appraise damaged pistachios from nut fill through full ripening, but before any nuts are removed from the trees. Nut fill usually commences in June after the pistachio shell hardens. From late June through early August the nut meat enlarges until it fills the shell (green weight). For all nut weight appraisals, covert green weight to an assessed weight using the 0.35 conversion factor (refer to the appraisal worksheet instructions in Exhibit 3).

#### B. Appraisal Requirements

Circumstances that require an appraisal include (but are not limited to):

- (1) When any pistachios will not be or have not been harvested;
- (2) When any insured acreage is unharvested on the calendar date for the end of the insurance period;
- (3) Prior to any production being sold by direct marketing, or when the policyholder will be unable to provide production records from a disinterested 3rd party;
- (4) When the insured has completed harvest on the unit and additional unharvested mature marketable production remains on the acreage;
- (5) As further determined by the AIP.

#### C. Notice of Damage

- (1) Within the policy provisions is a requirement that insured's file a "notice of damage or loss." If the insured intends to claim an indemnity on any unit, the insured shall notify the AIP at least 15 days prior to the beginning of harvest or immediately if damage is discovered during harvest. The insured may not sell or dispose of the damaged crop until after the AIP gives the insured written consent to do so. If the insured fails to meet these requirements and such failure results in the AIP's inability to inspect the damaged production, all such production will be considered undamaged and included as production to count.
- (2) Refer to the BP, CP, and the LAM for more information on "notices of damage or loss."

**D. Selecting Representative Sample Trees for Appraisals**

- (1) Make a general examination of all acreage in the unit. Determine the number and general location of trees to be used in the representative sample based on:
  - (a) total acreage and number of trees;
  - (b) extent of variation in the amount of production or damage within the acreage and location of the nuts on the tree;
    - (i) when variable damage causes the crop potential to be significantly different within the same unit, or
    - (ii) when the insured wishes to destroy a portion of the orchard
 split the unit into blocks/orchards/suborchards and appraise each block/orchard/suborchard separately, as applicable;
  - (c) tree age, size, density, and vigor; and
  - (d) the acreage in the unit from which nuts have been picked and the extent of variation in the amount of unpicked nuts on the trees.
- (2) Take not less than the number (count) of representative samples required in Exhibit 4.

**E. Determining the Number of Bearing Trees per Acre**

- (1) Pistachio nuts are produced on female trees which are pollinated by male trees. The number of female (bearing) and male (non-bearing) pollinator trees per acre, and the spacing patterns should be documented on the PAW for each unit/block/orchard/suborchard.
- (2) If the information in subsection 21 E (1) above is not available, determine tree spacing and percentage of trees as follows:

Step	Action
1	Identify the spacing between trees and rows of trees
2	Determine the total number of trees per acre
3	Identify the proportion of male trees to female trees
4	Multiply the total number of trees per acre times the bearing percentage

## 21 Pistachio Appraisals (Continued)

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### E. Determining the Number of Bearing Trees per Acre (Continued)

**Example:** Common pistachio tree spacing is 18.0 ft. x 20.0 ft.

Calculate the number of trees per acre as follows:

$$43,560 \text{ sq. ft./acre} \div (18.0 \text{ ft.} \times 20.0 \text{ ft.}) = 121 \text{ trees per acre}$$

Standard ratio of male pollinator trees to nut producing female trees is 1:19 = 5%

Calculate the number of bearing trees per acre =

$$121 \times 0.95 = 115 \text{ bearing trees (female trees) per acre.}$$

Enter this amount in item 16 "Bearing Trees/Acre" on the appraisal worksheet.

- (3) Refer to the LAM for additional instructions on determining the number of trees per acre.

### F. Handling Appraisal Discrepancies

- (1) If the insured disagrees with the appraisal, make arrangements for leaving representative trees unharvested and for inspecting those trees when the pistachios are ready to harvest (harvest-appraisal).
- (2) The adjuster and insured should jointly determine the trees to be selected for this representative sample. Make a sketch map of the orchard and mark the sample trees by row number and tree count within the chosen row. An adjuster must be present when the representative trees are harvested.

## 22 Appraisal Methods

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### A. General Information

- (1) These instructions provide information on appraisal methods for:

Appraisal Method.....	Use.....
Nut Weight Appraisals	to appraise nuts on the tree prior to harvest that are taken from representative sample trees.
Representative Tree Appraisals	the production from representative sample trees to determine the appraisal
Harvested Acreage Appraisals	the average yield per acre from harvested acreage as the appraisal per acre for unharvested acreage.

**A. General Information (Continued)**

- (2) Use nut weight appraisals to determine potential production to count from acreage:
  - (a) that will not be harvested`
  - (b) that is damaged by uninsured causes and the insured fails to follow recognized good farming practices;
  - (c) with unharvested production that is harvestable, or
  - (d) that the insured intends to abandon and no longer care for and the insured complies with such requirements in the CP.
- (3) Appraise unharvested acreage at not less than the production guarantee for production:
  - (a) that is abandoned without AIP consent;
  - (b) damaged solely by uninsured causes;
  - (c) destroyed by the insured without AIP consent; or
  - (d) that the insured fails to provide records of production acceptable to the AIP (refer to the CIH for acceptable production records).
- (4) Use the Pistachio Appraisal Worksheet, hereafter referred to as the appraisal worksheet, to document nut count appraisals.
- (5) Appraise each unit/block/orchard/suborchard separately, as applicable.
- (6) Use at least the number of representative sample trees for appraisals contained in Exhibit 5, herein.

**B. Nut Weight Appraisal Method**

Step	Action
1	Arrange with the insured to remove and weigh all nuts from representative sample trees.
2	Follow the appraisal worksheet instructions to record pounds of nuts taken from sample trees.
3	Add together the total nut weights from all of the sample trees and divide total by the number of sample trees to determine the average number of pounds of nuts per tree.
4	Multiply the result of step 3 above by the number of bearing trees per acre to determine the pounds of nuts per acre.
5	Multiply pounds of nuts per acre by the number of acres to determine pounds of nuts for the unit/block/orchard/suborchard.

## 23 Appraisal Methods (Continued)

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### B. Nut Weight Appraisal Method (Continued)

Step	Action
6	Multiply the pounds of nuts for the unit by 35% to convert the green weight pounds to an appraised amount of assessed weight.
7	Document any uninsured damage in the Remarks section of the appraisal worksheet or on a Special Report.

### C. Harvested Appraisal Methods

#### (1) Representative Tree Appraisals

Step	Action
1	Arrange with the insured to harvest representative sample trees after the crop reaches maturity.
2	Use the production harvested from the representative sample trees to determine the potential production for the unharvested acreage.

#### (2) Harvested Acreage Appraisals

Use this method only when the harvested acreage can be verified as being representative of the unharvested acreage (can only be used when production records from a disinterested 3rd party are available).

Step	Action
1	Inspect the harvested and unharvested acreage to compare the harvested production with the crop on the trees
2	Document such inspections and calculations in the Narrative section of the Production Worksheet or on a Special Report

## 23 Appraisal Deviations and Modifications

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- (1) Deviations in appraisal methods require RMA written authorization (as described in the LAM) prior to implementation.
- (2) Modifications in appraisal methods require AIP authorization (as described in the LAM).

The following appraisal modification is to be used ONLY when conditions warrant. Document on a Special Report or in the Narrative of the PW the authorization to use appraisal modification(s).

Use this method only when the incidence of blanks is 80 percent or higher after the first harvest and the producer elects to not perform a second harvest. (See example in exhibit 7.)

## 23 Appraisal Deviations and Modifications (Continued)

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Step	Action
1	Arrange with the insured to remove and weigh as many nuts as fall from one shake from representative sample trees.
2	For high blank shell occurrence only, determine percentage of filled nuts prior to recording pounds of nuts on the appraisal worksheet. See additional steps in Exhibit 7.
3	Follow the appraisal worksheet instructions to record pounds of nuts taken from sample trees.
4	Add together the total nut weights from all of the sample trees and divide total by the number of sample trees to determine the average number of pounds of nuts per tree.
5	Multiply the result of step 4 above by the number of bearing trees per acre to determine the pounds of nuts per acre.
6	Multiply pounds of nuts per acre by the number of acres to determine pounds of nuts for the unit/block/orchard/suborchard.
7	Multiply the pounds of nuts for the unit by 35% to convert the green weight pounds to an appraised amount of assessed weight.
8	Document any uninsured damage in the Remarks section of the appraisal worksheet or on a Special Report.

## 24 General Information for Appraisal 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.
- (2) Include the claim number on the appraisal worksheet (when required by the AIP) when a worksheet entry is not provided
- (3) Complete a separate appraisal for:
  - (a) each unit/block/orchard/suborchard inspected, as applicable; and
  - (b) insured acreage damaged solely by uninsured causes
- (4) Standard appraisal worksheet items are numbered consecutively in exhibit 3. Example appraisal worksheets are also provided to illustrate how to complete item entries.

**25-30 (Reserved)**

## PART 4 PRODUCTION WORKSHEET

### **31 General Information for Production Worksheet Entries and Completion Procedures**

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- (1) The Claim Form hereafter referred to as the Production Worksheet is a progressive form containing all notices of damage for all preliminary and final inspections (including “No Indemnity Due” claims) made on a unit.
- (2) If a Production Worksheet has been prepared on a prior inspection, verify each entry and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and the insured are to 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 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 the requirements under the notice and claim provisions of the CP. If the insured has not, the adjuster should contact the AIP.
- (5) Instructions labeled “PRELIMINARY” apply to preliminary inspections only. Instructions labeled “FINAL” apply to final inspections only. Instructions not labeled apply to ALL inspections.
- (6) Refer to section 12 (f) of the BP for information on any insured cause of loss resulting in damage that is not evident, damage that would not have been evident during the insurance period, or damage that becomes evident after the end of the insurance period, such damage is not covered unless expressly authorized in the CP.
- (7) Refer to section 15 (b) of the BP for information on determining production to count when acreage is harvested after the crop has been appraised.

**32-40 (Reserved)**

## Acronyms and Abbreviations

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The following table provides the acronyms and abbreviations used in this handbook.

<b>Approved Acronyms</b>	<b>Term</b>
<b>ACP</b>	Administrative Committee for Pistachios
<b>AIP</b>	Approved Insurance Provider
<b>BP</b>	Basic Provisions
<b>CAT</b>	Catastrophic Risk Protection
<b>CIH</b>	Crop Insurance Handbook
<b>COFO</b>	Commercially Objectionable Foreign Odor
<b>CP</b>	Crop Provisions
<b>DSSH</b>	Document and Supplemental Standards Handbook
<b>FSA</b>	Farm Service Agency
<b>GSH</b>	General Standards Handbook
<b>LAM</b>	Loss Adjustment Manual
<b>PAIR</b>	Pre Acceptance Inspection Report
<b>PAW</b>	Pre Acceptance Worksheet
<b>SP</b>	Special Provisions

## Definitions

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Alternate Bearing - The physiological propensity of perennial species, such as pistachios, (*Pistacia vera*) to produce a higher yield ('on' year) typically followed the next year by lower yield ('off' year).

Approved yield (per acre) - In addition to the definition contained in the BP, the quantity of pistachios (total assessed weight in pounds per acre) determined by multiplying the average production history (APH) yield per acre by variability adjustment factor

Assessed Weight - The total pounds of (1) edible split in-shell, (2) total edible kernels from shelling stock, and (3) edible kernels from closed shell. Total edible kernels from shelling stock and edible kernels from closed shell are converted to in-shell equivalents according to ACP regulations.

Blank - A split or a non-split shell not containing a kernel or containing a kernel that fills less than one-half or 50% of the shell cavity.

Crop Year - The calendar year in which the harvest occurs.

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

High Blank Shell Incidence - A high blank shell incidence is when the rate of blanks is 80 percent or greater.

Leaf Year - Subtract the set out year from the crop year, then add one year.

**Example:** Rootstock is grafted in April of 2012.

The "set out" year is 2012.

Harvestable fruit production is expected to begin in 2017: the 6<sup>th</sup> leaf year (6 = 2017-2012+1).

The orchard would first become insurable in 2021: the 10th leaf year (10 = 2021-2012+1).

Set out year - The actual calendar year for acreage grafted before July 1st or the calendar year following grafting when grafting occurs after July 1st.

Two-year Coverage Period - A two-crop-year subset of a continuous policy in which you agree to insure the crop for both years of the period, and at the same coverage level, price election percentage, and unit structure.

**Definitions (Continued)**

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Variability Adjustment Factor - A factor derived from the variability index that is multiplied by the APH to determine the approved yield.

- (1) If the variability index is less than or equal to 75, the variability adjustment factor will equal 1.0 unless otherwise provided in the Special Provisions.
- (2) If the variability index is greater than 75, but less than 125, the variability adjustment factor will equal 1.00 unless otherwise provided in the Special Provisions.
- (3) If the variability index is greater than or equal to 125, the variability adjustment factor will equal 0.60 unless otherwise provided in the Special Provisions.

Variability Index - A ratio determined by dividing the yield from the most recent crop year by the average yield of the two previous crop years. Multiply the result by 100 and round to the nearest whole number. The index is used to identify units which are likely to have 'on' versus 'off' years.

## Form Standards – Appraisal Worksheet

Verify and/or make the following entries for each appraisal worksheet element/item number. A completed appraisal worksheet example is at the end of this exhibit. For general form standards and other general information, see subparagraph 2D and paragraph 24.

Element/Item Number	Standard
Company	Name of the AIP if not pre-printed on the worksheet (Company Name).
Claim Number	Claim number as assigned by the AIP.
1. Insured's Name	Name of the insured that identifies exactly the person (legal entity) to whom the policy is issued.
2. Policy Number	Insured's assigned policy number.
3. Unit Number	Unit number from the Summary of Coverage after it is verified to be correct.
4. Unit Acres	Unit acres, rounded to tenths.
5. Crop Year	Four-digit crop year, as defined in the policy, for which the claim is filed.
6. Cause(s) of Damage	Name of the insured cause(s) of damage.
7. Date(s) of Damage	First three letters of the month during which most of the insured damage (including progressive damage) occurred for each inspection. Include the specific date when applicable as in the case of hail damage.
8. Appraisal Date	Date of appraisal in MM/DD/YYYY format.
9. Orchard ID	Orchard identification symbol.
10. Variety	Applicable pistachio variety name.
11. Appraised Acres	Appraised pistachio acres rounded to tenths for the unit/block/orchard/suborchard inspected.
12. Pounds of Nuts per Tree	<p>Make the following entries in pounds rounded to tenths.</p> <p>(a) Weigh and enter the number of pounds of nuts per sample tree (do not include nuts damaged by uninsured causes).</p> <p><b>Note:</b> When producers elect not to perform a second harvest due to high blank shell incidence, use the adjusted number of pounds and document in the Remarks section the average percentage of filled nuts.</p> <p>(b) Document appraised nuts damaged by uninsured causes on a separate appraisal worksheet.</p> <p>(c) Document in the Remarks section any uninsured causes of loss or failure to follow good farming practices.</p>

## Form Standards – Appraisal Worksheet (Continued)

Element/Item Number	Standard
13. Total Pounds All Trees	By line, total of all item 12 entries in pounds rounded to tenths.
14. Number Trees in Sample	By line, total number of sample trees in item 12.
15. Average Pounds/Tree	Item 13 divided by item 14, results in pounds rounded to tenths.
16. Bearing Trees/Acre	Refer to subsection 21 E, herein; or, the current PAW, PAIR, and/or addendum worksheets, as applicable, to determine the number of bearing trees (i.e., female trees) in the appraised acreage.
17. Nuts Pounds/Acre	Item 15 multiplied by item 16, results in pounds rounded to tenths.
18. Conversion Factor	Enter 0.35 (Conversion Factor) if not pre-printed on the worksheet. This factor converts green weight to an appraised amount of assessed weight.
19. Appraised Nuts Lbs./Acre	Item 17 multiplied by item 18, results rounded to whole pounds. Transfer entry (by line if more than one block/orchard/suborchard is listed on the appraisal worksheet) to separate lines in column 31 “Appraised Potential” on the Production Worksheet.
23. Remarks	<p>Document the following on the appraisal worksheet or on a Special Report:</p> <ul style="list-style-type: none"> <li>(a) Uninsured causes of loss.</li> <li>(b) Identify appraisal method used, Nut Weight Appraisal or Harvested Sample Appraisal.</li> <li>(c) Tree spacing, number of bearing trees (identify source of information) and bearing percentage.</li> <li>(d) Any other pertinent information about the appraisal.</li> </ul>
<b>The following required entries are not illustrated on the Appraisal Worksheet below.</b>	
24. Insured’s Signature and Date	Insured (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.
25. Adjuster’s Signature, Code No., and Date	Code number, signature of adjuster, and date signed after the insured (or insured’s authorized representative) has signed. If the appraisal is performed prior to the signature date, document the appraisal in the “Remarks” section of the appraisal worksheet (if available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.
Page Number	Page number, (e.g., Page 1 of 1, Page 2 of 2, etc.).

Form Standards – Appraisal Worksheet (Continued)

<b>PISTACHIO APPRAISAL WORKSHEET</b> (For Illustration Purposes Only)			COMPANY <i>Any Company</i>			1 INSURED'S NAME <i>I. M. Insured</i>		2 POLICY NUMBER <i>XXXXXXXX</i>		3 UNIT NUMBER <i>0001-0001BU</i>		4. UNIT ACRES <b>48.0</b>	
			CLAIM NUMBER <b>XXXXXXXX</b>			5 CROP YEAR <b>YYYY</b>		6 CAUSE(S) OF DAMAGE <b>Hail</b>		7 DATE(S) OF DAMAGE <b>May 21</b>		8 APPRAISAL DATE <b>MM/DD/YYYY</b>	
9 Orchard ID	10 Variety	11 Appraised Acres	12 Pounds of Nuts Per Tree			13 Total Pounds All Trees	14 Number Trees in Sample	15 Average Pounds/Tree (13 ÷ 14)	16 Bearing Trees/Acre	17 Nuts Pounds/Acre (15 x 16)	18 Conversion Factor	19 Appraised Nuts Lbs./Acre (17 x 18)	
<i>A</i>	<i>Kerman</i>	<i>38.0</i>	<i>66.0</i>	<i>70.0</i>	<i>52.0</i>	<i>483.0</i>	<i>8</i>	<i>60.4</i>	<i>115</i>	<i>6,946.0</i>	<b>0.35</b>	<i>2,431</i>	
			<i>54.0</i>	<i>50.0</i>	<i>68.0</i>								
			<i>64.0</i>	<i>59.0</i>							<b>0.35</b>		
											<b>0.35</b>		
											<b>0.35</b>		
											<b>0.35</b>		
											<b>0.35</b>		
											<b>0.35</b>		

23 REMARKS

For Illustration Purposes Only  
 Form example does not illustrate all required entry items (e.g., signature, 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, see paragraph 2D and paragraph 31.

Element/Item Number	Standard
1. Crop/Code #	Pistachios / 0470.
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 the cause(s) of damage listed in item 5 below. If no entry in item 5 below make no entry.</p> <p>(a) For progressive damage, enter in chronological order the month that identified when the majority of insured damage occurred. Include the specific date where applicable as in the case of hail damage (e.g., Aug 11, etc.).</p> <p>(b) Enter additional dates of damage in the extra spaces, as needed. If more space is needed, document additional dates of damage in the Narrative or on a Special Report. Refer to the illustration in item 6 below.</p> <p>(c) If there is no insurable cause of loss, and a 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 above for this inspection.</p> <p>(a) If an insured cause(s) of damage is coded as “Other,” explain in the Narrative.</p> <p>(b) Enter additional causes of damage in the extra spaces, as needed. If more space is needed, document additional determined insured causes of damage in the Narrative or on a Special Report. Refer to the illustration in item 6 below.</p> <p>(c) If it is evident that no indemnity is due, enter “No Indemnity Due” across the column in item 5. Refer to the LAM for more information on no indemnity due claims.</p>

Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard																		
6. Insured Cause %	<p>PRELIMINARY: MAKE NO ENTRY.</p> <p>FINAL: Whole percent of damage for the insured cause of damage listed in item 5 above for this inspection. Enter additional “Insured Cause %” in the extra spaces, as needed.</p> <p>(a) If additional space is needed, enter the additional determined “Insured Cause %” in the Narrative or on a Special Report. The total of all “Insured Cause %” including those entered in the Narrative must equal 100%.</p> <p>(b) If there is no insurable cause of loss, and a no indemnity due claim will be completed, make no entry. Example entries for items 4 thru 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" data-bbox="545 831 1451 1010"> <tr> <td>4. Date 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: <i>Sept 5 additional date of damage, freeze cause of damage, 10% insured cause percent.</i></p>	4. Date 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 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 the AIP and agency servicing the contract.																		
8. Name of Insured	Name of the insured that identifies exactly the person (legal entity) to whom the policy is issued.																		
9. Claim #	Claim number as assigned by the AIP.																		
10. Policy #	Insured’s assigned policy number.																		
11. Crop Year	Four-digit crop year, as defined in the policy, for which the claim is filed.																		
12. Additional Units	<p>PRELIMINARY: MAKE NO ENTRY.</p> <p>FINAL:</p> <p>(a) Unit number(s) for all non-loss units for the crop at the time of final inspection.</p> <p>(b) A non-loss unit is any unit for which a Production Worksheet has not been completed.</p> <p>(c) Additional non-loss units may be entered on a single Production Worksheet.</p>																		

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

Element/Item Number	Standard
12. Additional Units (Continued)	(d) If more spaces are needed for non-loss units, enter the unit numbers identified as “Non-Loss Units,” in the Narrative or on an attached Special Report.
13. Est. Prod. Per Acre	<p><b>PRELIMINARY: MAKE NO ENTRY.</b></p> <p><b>FINAL:</b> Estimated yield per acre, in whole pounds of all non-loss units for the crop at the time of final inspection.</p>
14. Date(s) of Notice of Loss	<p><b>PRELIMINARY:</b></p> <p>(a) Enter the 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 (e.g., “MM/DD/YYYY”) for each notice.</p> <p>(b) A notice of damage or loss for a third preliminary inspection (if needed) requires an additional set of Production Worksheets. Enter the date of notice for a third preliminary inspection in the 1<sup>st</sup> space of item 14 on the second set of Production Worksheets.</p> <p>(c) Reserve the “Final” space on the first page of the first set of Production Worksheets for the date of notice for the final inspection.</p> <p>(d) If the inspection is initiated by the AIP, enter “Company Insp” instead of the date.</p> <p>(e) If the notice does not require an inspection, document as directed in the Narrative instructions.</p> <p><b>FINAL:</b></p> <p>(a) Transfer the last date (in the 1st or 2nd space from first or second set of Production Worksheets) to the final space on the first page of the first set of Production Worksheets if a final inspection should be made as a result of the notice.</p> <p>(b) Always enter the complete date of notice (e.g., “MM/DD/YYYY”) for the “Final” inspection in the final space on the first page of the first set of Production Worksheets.</p> <p>(c) For a delayed notice of loss or a delayed claim, refer to the LAM.</p>

## Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard
15. Companion Policy(s)	<p>(a) If no other person has a share in the unit (insured has a 100 percent share), make no entry.</p> <p>(b) In all cases where the insured has LESS than a 100 percent share of a loss-affected unit, ask the insured if the other person sharing in the unit has a multiple-peril contract (i.e., not crop-hail, fire, etc.). If the other person does not, enter “None.”</p> <p>(1) If the other person has a multiple-peril contract and it can be determined that the same AIP services it, enter the contract number. Handle these companion policies according to AIP instructions.</p> <p>(2) If the other person has a multiple-peril contract and a different AIP or agent services it, enter the name of the AIP and/or agent (and contract number) if known.</p> <p>(3) If unable to verify the existence of a companion contract, enter “Unknown” and contact the AIP for further instructions.</p> <p>(c) Refer to the LAM for further information regarding companion contracts</p>

## Section I: Determined Acreage Appraised, Production and Adjustments

Make separate line entries for varying:

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

## Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard
16. Field ID	The orchard identification symbol from the appraisal worksheet, sketch map, or an aerial photograph, as applicable. Refer to the Narrative instructions.
17. Multi-Crop Code	Applicable two-digit code for first crop and second crop. Refer to the LAM for instructions regarding first crop and second crop code entries.
18. Reported Acres	<p>(a) In the event of over-reported acres, handle in accordance with the individual AIP instructions.</p> <p>(b) In the event of under-reported acres, enter the reported acres to tenths for the block/orchard/suborchard, if there are no under-reported acres, make no entry.</p> <p>(c) Refer to the LAM or CIH for acreage determination specific to perennial crops.</p>
19. Determined Acres	<p>(a) Refer to the LAM or CIH for definition of acceptable determined acres for perennial crops used herein. Enter the determined acres to tenths (include “E” if estimated) for which consent is given for other use and/or:</p> <ol style="list-style-type: none"> <li>(1) put to other use without consent;</li> <li>(2) abandoned;</li> <li>(3) damaged by uninsured causes;</li> <li>(4) for which the insured failed to provide acceptable records of production.</li> </ol> <p>(b) Refer to the LAM for procedures regarding when estimated acres are allowed and documentation requirements.</p> <p><b>Final:</b> Determined acres to tenths. Acreage breakdowns within a unit may be estimated (enter “E” in front of the acres) if a determination is impractical. Account for all planted acreage in the unit.</p>
20. Interest or Share	Insured’s interest in crop to three-decimal places as determined at the time of inspection. If shares vary on the same unit, use separate line entries.
21. Risk	MAKE NO ENTRY.
22. Type	Three-digit code, entered exactly as specified on the actuarial documents for the type grown by the insured. If “No Type Specified,” is shown in the actuarial documents, enter the appropriate three-digit code from the actuarial documents (e.g., 997). If the actuarial documents do not contain type information, make no entry.
23.-25.	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 in the actuarial documents, enter the appropriate three-digit code from the actuarial documents (e.g., 997). If actuarial documents do not contain irrigated practice information, make no entry.

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

<b>Element/Item Number</b>	<b>Standard</b>														
27. Cropping Practice	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 in the actuarial documents, enter the appropriate three-digit code from the actuarial documents (e.g., 997). If actuarial documents do not contain organic practice information, make no entry.														
29. Stage	<p><b>Preliminary:</b> Make no entry</p> <p><b>Final:</b> Stage abbreviation as shown below</p> <table border="0"> <thead> <tr> <th data-bbox="505 695 613 726"><u>STAGE</u></th> <th data-bbox="792 695 1029 726"><u>EXPLANATION</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="505 732 613 764">“P” .....</td> <td data-bbox="662 732 1458 873">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.</td> </tr> <tr> <td data-bbox="505 879 613 911">“H” .....</td> <td data-bbox="662 879 797 911">Harvested.</td> </tr> <tr> <td data-bbox="505 917 613 949">“UH” .....</td> <td data-bbox="662 917 1235 949">Unharvested or put to other use with consent.</td> </tr> <tr> <td data-bbox="505 955 613 987">“TZ” .....</td> <td data-bbox="662 955 1458 987">UUF/Third Party Damage – Zero production on same acreage.</td> </tr> <tr> <td data-bbox="505 993 613 1024">“TA” .....</td> <td data-bbox="662 993 1419 1056">UUF/ Third Party Damage – Appraised production on same acreage.</td> </tr> <tr> <td data-bbox="505 1062 613 1094">“TH” .....</td> <td data-bbox="662 1062 1409 1125">UUF/Third Party Damage – Harvested production on same acreage.</td> </tr> </tbody> </table> <p><b>GLEANED ACREAGE:</b> Refer to the LAM for information on gleaning.</p>	<u>STAGE</u>	<u>EXPLANATION</u>	“P” .....	Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide records of production which are acceptable to the AIP.	“H” .....	Harvested.	“UH” .....	Unharvested or put to other use with consent.	“TZ” .....	UUF/Third Party Damage – Zero production on same acreage.	“TA” .....	UUF/ Third Party Damage – Appraised production on same acreage.	“TH” .....	UUF/Third Party Damage – Harvested production on same acreage.
<u>STAGE</u>	<u>EXPLANATION</u>														
“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.														
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“TA” .....	UUF/ Third Party Damage – Appraised production on same acreage.														
“TH” .....	UUF/Third Party Damage – Harvested production on same acreage.														
30. Use of Acreage	<p>Enter the applicable abbreviation as follows:</p> <table border="0"> <thead> <tr> <th data-bbox="537 1287 602 1318"><u>USE</u></th> <th data-bbox="792 1287 1029 1318"><u>EXPLANATION</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="505 1360 760 1392">“Bulldozed,” etc....</td> <td data-bbox="768 1360 1036 1392">Use made of acreage</td> </tr> <tr> <td data-bbox="505 1398 602 1430">“WOC” .....</td> <td data-bbox="768 1398 1101 1430">Other use without consent</td> </tr> <tr> <td data-bbox="505 1436 602 1467">“SU” .....</td> <td data-bbox="768 1436 987 1467">Solely uninsured</td> </tr> <tr> <td data-bbox="505 1474 602 1505">“ABA” .....</td> <td data-bbox="768 1474 1125 1505">Abandoned without consent</td> </tr> <tr> <td data-bbox="505 1512 602 1543">“H” .....</td> <td data-bbox="768 1512 898 1543">Harvested</td> </tr> <tr> <td data-bbox="505 1549 602 1581">“UH” .....</td> <td data-bbox="768 1549 930 1581">Unharvested</td> </tr> </tbody> </table> <p>Verify any “Use of Acreage” entry. If the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct “Use of Acreage.”</p> <p><b>GLEANED ACREAGE:</b> Refer to the LAM for information on gleaning.</p>	<u>USE</u>	<u>EXPLANATION</u>	“Bulldozed,” etc....	Use made of acreage	“WOC” .....	Other use without consent	“SU” .....	Solely uninsured	“ABA” .....	Abandoned without consent	“H” .....	Harvested	“UH” .....	Unharvested
<u>USE</u>	<u>EXPLANATION</u>														
“Bulldozed,” etc....	Use made of acreage														
“WOC” .....	Other use without consent														
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“ABA” .....	Abandoned without consent														
“H” .....	Harvested														
“UH” .....	Unharvested														

## Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard
31. Appraised Potential	<p>(a) Transfer the per-acre appraisal in whole pounds from column 19 on the appraisal worksheet.</p> <p>(b) If there is no potential on UH acreage, enter “0” (zero).</p> <p>(c) Refer to paragraph 921A(9) in the LAM for procedures for documenting “0” (zero) yield appraisals.</p>
32a.-33.	MAKE NO ENTRY.
34. Production Pre QA	Column 19 acres multiplied by column 31, results rounded to whole pounds.
35. Quality Factor	<p>There is no quality adjustment per se for appraised pistachios. Make entries for any such quality adjustment only when a destruction order is in effect as described below.</p> <p>(a) Under section 15 (j) of the BP, if due to insured causes, a Federal or State agency has ordered the appraised crop or production to be destroyed, enter the factor “0.000.” Instruct the insured to complete and submit a Certification Form stating the date the crop or production was destroyed and the method of destruction (refer to item 40 and the Narrative below). Also refer to LAM paragraphs 1102H(2) and 1108A for additional information.</p> <p>(b) Include a copy of all supporting quality adjustment documentation in the insured’s claim file. For additional quality adjustment definitions, instructions, documentation, qualifications, and testing requirements, refer to the LAM. Also refer to the quality adjustment instructions in the Narrative, herein.</p>
36. Production Post-QA	<p>Make the following entries in whole pounds.</p> <p>(a) <u>Without</u> a destruction order: Transfer entry from column 34.</p> <p>(b) <u>With</u> a destruction order (i.e., “0.000” factor in column 35): Column 34 multiplied by column 35.</p>

Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard																					
37. Unins. Causes	<p>Make the following entries in whole pounds:</p> <p>For uninsured causes appraisals, column 19 on the Production Worksheet multiplied by the per-acre appraisal in column 19 on the Appraisal Worksheet for uninsured causes or other documentation; otherwise, MAKE NO ENTRY.</p> <p>(a) Hail and Fire exclusion <b>not</b> in effect.</p> <p>(1) Enter not less than the insured’s production guarantee per acre in whole pounds for the line, (calculate by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form) for any “P” stage acreage. 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>(2) For acreage that is damaged partly by uninsured causes, enter the appraised uninsured loss of production per acre in whole pounds. Refer to the LAM for information regarding assessing uninsured cause appraisals.</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>(d) For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.</p>																					
38. Total to Count	Column 36 plus column 37, results in whole pounds.																					
39. Total	Total of column 19 acres to tenths.																					
40. Quality	<p>Check the applicable qualifying quality adjustment condition(s) affecting the unit’s appraised and harvested production (refer to the CP and SP) in the table below.</p> <table border="1" data-bbox="505 1570 1507 1911"> <thead> <tr> <th colspan="3" data-bbox="505 1570 1507 1619">Qualifying Quantity Adjustment Conditions Table</th> </tr> </thead> <tbody> <tr> <td data-bbox="505 1625 548 1673"></td> <td data-bbox="548 1625 976 1673">TW (Test Weight)</td> <td data-bbox="976 1625 1507 1673">Dark Roast</td> </tr> <tr> <td data-bbox="505 1673 548 1722"></td> <td data-bbox="548 1673 976 1722">KD (Total Defects)</td> <td data-bbox="976 1673 1507 1722">Sclerotinia</td> </tr> <tr> <td data-bbox="505 1722 548 1770"></td> <td data-bbox="548 1722 976 1770">Aflatoxin</td> <td data-bbox="976 1722 1507 1770">Ergoty</td> </tr> <tr> <td data-bbox="505 1770 548 1818"></td> <td data-bbox="548 1770 976 1818">Vomitoxin</td> <td data-bbox="976 1770 1507 1818">COFO</td> </tr> <tr> <td data-bbox="505 1818 548 1866"></td> <td data-bbox="548 1818 976 1866">Fumonism</td> <td data-bbox="976 1818 1507 1866">Other</td> </tr> <tr> <td data-bbox="505 1866 548 1911"></td> <td data-bbox="548 1866 976 1911">Garlicky</td> <td data-bbox="976 1866 1507 1911">None</td> </tr> </tbody> </table>	Qualifying Quantity Adjustment Conditions Table				TW (Test Weight)	Dark Roast		KD (Total Defects)	Sclerotinia		Aflatoxin	Ergoty		Vomitoxin	COFO		Fumonism	Other		Garlicky	None
Qualifying Quantity Adjustment Conditions Table																						
	TW (Test Weight)	Dark Roast																				
	KD (Total Defects)	Sclerotinia																				
	Aflatoxin	Ergoty																				
	Vomitoxin	COFO																				
	Fumonism	Other																				
	Garlicky	None																				

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

<b>Element/Item Number</b>	<b>Standard</b>
40. Quality (Continued)	Check “Other” if the identified injurious substances or conditions are not listed in the table above for production ordered destroyed by a Federal or State agency; otherwise, check “None.”
41. Mycotoxins exceed FDA, State, or other health organization maximum limits	Check “Yes” if any mycotoxin listed in item 40 (including any identified as “Other”) exceed the Federal, State, or other health organization maximum limits; otherwise, make no entry.
42. Totals	Separately total columns 34, 36, 37, and 38 in whole pounds. If a column has no entries, make no “Totals” entry in such column.

**Narrative Instructions**

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

a.	When there is acreage that has been harvested that has pistachios remaining on the trees (unharvested pistachios): Explain an entry in column 31 for such pistachios.
b.	If no acreage is released on the unit, enter “No Acreage Released,” adjuster’s initials, and date.
c.	If notice of damage was given and no inspection is necessary, enter the unit number(s), “No Inspection,” date, and adjuster’s initials. The insured’s signature is not required.
d.	Explain any uninsured causes, unusual, or controversial cases.
e.	If there is an appraisal in column 37 for uninsured causes due to a hail/fire exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
f.	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 if not recorded on the appraisal worksheet.
g.	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.
h.	Explain any errors found on the Summary of Coverage.
i.	Explain any commingled production. Refer to the LAM.
j.	Explain any entry for “Production Not to Count” in column 62, and/or any production not included in column 56 entries (e.g., harvested production from uninsured acreage that can be identified separately from the insured acreage in the unit).
k.	Explain a “No” checked in item 44.

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

l.	<p>Attach a sketch map or aerial photograph to identify the total unit:</p> <ul style="list-style-type: none"> <li>(1) if consent is or has been given to put part of the unit to another use,</li> <li>(2) if uninsured causes are present, or</li> <li>(3) for unusual or controversial cases.</li> </ul> <p>Indicate on the aerial photograph or sketch map, the disposition of acreage destroyed or put to other use with or without consent.</p>
m.	<p>Explain any difference between inspection and signature dates. For an absentee insured, enter the date of the inspection and the date of mailing the Production Worksheet for signature.</p>
n.	<p>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.</p>
o.	<p>Explain the reason for a “No Indemnity Due” claim. No Indemnity Due claims are to be distributed in accordance with the AIP’s instructions.</p>
p.	<p>Document any authorized estimated acres shown in column 19 as follows: “Line 3 ‘E’ acres authorized by AIP MM/DD/YYYY.”</p>
q.	<p>Document the method and calculation used to determine acres for the unit. Refer to the LAM.</p>
r.	<p>For production that is ordered to be destroyed due to presence of injurious substances or conditions, document the following:</p> <ul style="list-style-type: none"> <li>(1) Explain any “0.000” quality adjustment factor entered in columns 35 and 65. Follow the documentation requirements listed in items 40 and 41 above.</li> <li>(2) Refer to the LAM for additional documentation requirements.</li> </ul>
s.	<p>Explain any losses due to fire where weeds and other forms of undergrowth have not been controlled or pruning debris has not been removed.</p>
t.	<p>Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.</p>
u.	<p>Document any other pertinent information, including any data to support any factors used to calculate the production.</p>

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

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**Section II: Determined Harvested Production**

- (a) When all acreage has been harvested, determine total production from warehouse receipts, packer/processor receipts, or farm management records (refer to the LAM for farm record requirements) verified by the adjuster and supported by written records from the first handler, as applicable. This production will be the basis for computing losses from the insured and uninsured causes of damage on the Production Worksheet.
- (b) Account for all harvested production for all entities sharing in the crop except production appraised before harvest and shown in Section I herein because the quantity cannot be determined later.
- (c) For production commercially stored, sold, etc., enter the name and address of storage facility, buyer, packing house, or processor as applicable in columns 49 through 52. For pistachios otherwise disposed of, indicate the method of disposition.
- (d) The insured must maintain satisfactory records of all production sold. Verify any processor records. If acceptable sales records are not available, refer to the LAM.
- (e) If additional lines are necessary, the data may be entered on a continuation sheet. Use separate lines for:
  - (1) Separate storage facilities.
  - (2) Different first handlers (buyers, processors, etc.). The insured must have maintained satisfactory records of all production sold or stored. Verify any processor records. In all localities, if the first handler was not a processor, the production will be determined by the adjuster on the basis of available records.
  - (3) Varying shares; e.g., 50 percent and 75 percent shares on same unit.
  - (4) Harvested production from more than one insured practice (or crop) and a separate approved APH yield has been established for each, the harvested production also must be entered on separate lines in columns 47a through 66 by crop. If production has been commingled, refer to the LAM.
- (f) There will generally be no harvested production entries in columns 47a through 66 for preliminary inspections.

## Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard
43. Date Harvest Completed	<p>Used to determine if there is a delayed notice or a delayed claim. Refer to the LAM.</p> <p><b>Preliminary:</b> MAKE NO ENTRY.</p> <p><b>Final:</b></p> <p>(a) The earlier of the date the entire acreage on the unit was (1) harvested, (2) totally destroyed, (3) put to other use, (4) a combination of harvested, destroyed, or put to other use, or (5) the calendar date for the end of the insurance period.</p> <p>(b) If at the time of final inspection (if prior to the end of the insurance period), there is any unharvested insured acreage remaining on the unit that the insured does not intend to harvest, enter “Incomplete.</p> <p>(c) If at the time of final inspection (if prior to the end of the insurance period), <b>none</b> of the insured acreage on the unit has been harvested, and the insured does not intend to harvest such acreage, enter “No Harvest.”</p> <p>(d) If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use, etc. Refer to the LAM.</p>
44. Damage Similar to Other Farms in the Area?	<p><b>Preliminary:</b> MAKE NO ENTRY.</p> <p><b>Final:</b> Check “Yes” or “No.” Check “Yes” if amount and cause of damage due to insurable causes is similar to the experience of other orchards in the area. If “No” is checked, explain in the Narrative.</p>
45. Assignment of Indemnity	Check “Yes” <b>only</b> if an assignment of indemnity is in effect for the crop year; otherwise, check “No.” Refer to the LAM.
46. Transfer of Right to Indemnity	Check “Yes” <b>only</b> if a transfer of right to an indemnity is in effect for the unit for the crop year; otherwise, check “No.” Refer to the LAM.
47a. Share	Record only varying shares on same unit to three decimal places.
47b. Field ID	<p>(a) If only one practice and/or type of harvested production is listed in section I, make no entry.</p> <p>(b) If more than one practice and/or type of harvested production is listed in Section I, and a separate approved APH yield exists, indicate for each practice/type, the corresponding Field ID (from column 16).</p>

## Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard
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.-52. Length or Diameter/Width Depth/ Deduction	For pistachios that are stored or sold, enter the name and address of the sheller, buyer, packing house, or processor, as applicable. For pistachios otherwise disposed of, indicate the method of disposition.
53.-55.	MAKE NO ENTRY.
56. Bu., Ton, Lbs., Cwt.	<p>(a) Circle “Lbs.” in column heading.</p> <p>(b) Harvested assessed weight of pistachio production in whole pounds determined from ACP Assessment Reports, shellers, delivery records, production recaps, sales receipts from processors, etc., (must be net weight).</p>
57a.-60b.	MAKE NO ENTRY.
61. Adjusted Production	Transfer entry from column 56.
62. Prod. Not to Count	<p>(a) Net production <b>not to count</b> in whole pounds when acceptable records identifying such production are available, from harvested acreage which has been assessed an appraisal of not less than the guarantee per acre, or from other sources (e.g., other units or uninsured acreage).</p> <p>(b) This entry must never exceed production shown on the same line. Explain any “Production not to Count: in the Narrative.</p>
63. Production Pre-QA	<p>Make the following entries in whole pounds.</p> <p>(a) For harvested production with production not to count: Column 61 minus column 62.</p> <p>(b) For harvested production without production not to count: Transfer entry from column 61.</p>
64a.-64 b.	MAKE NO ENTRY.

## Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard
65. Quality Factor	<p>There is no quality adjustment per se for harvested pistachios. Make entries for any such quality adjustment only when a destruction order is in effect as described below.</p> <p>(a) Under section 15 (j) of the BP, if due to insured causes, a Federal or State agency has ordered the crop or production to be destroyed, enter the factor “0.000.” Instruct the insured to complete and submit a Certification Form stating the date the crop or production was destroyed and the method of destruction (refer to item 40 and the Narrative below). Also refer to LAM paragraphs 1102H(2) and 1108A for additional information.</p> <p>(b) Include a copy of all supporting quality adjustment documentation in the insured’s claim file. For additional quality adjustment definitions, instructions, documentation, qualifications, and testing requirements, refer to the LAM. Also refer to the quality adjustment instructions in the Narrative, herein.</p>
66. Production to Count	<p>Make the following entries in whole pounds.</p> <p>(a) Without a destruction order: Transfer entry from column 63.</p> <p>(b) With a destruction order (0.000 factor in column 65): Column 63 multiplied by column 65.</p>
67. Total	Total of column 63 entries in whole pounds. If no entry in column 63, make no entry.
68. Section II Total	Total of column 66 entries, results in whole pounds.
69. Section I Total	Total of column 38 entries, results in whole pounds.
70. Unit Total	Item 68 plus item 69, results in whole pounds.
71. Allocated Prod.	<p>Make the following entries in whole pounds.</p> <p>(a) Refer to the LAM paragraphs 1233C(5) and 1234 for instructions for determining allocated production.</p> <p>(b) Total production allocated to this unit that is included in sections I or II of the Production Worksheet.</p> <p>(c) Document how allocated production was determined and record supporting calculations in the Narrative or on a Special Report.</p>

## Form Standards – Production Worksheet (Continued)

Element/Item Number	Standard
72. Total APH Prod.	<p>Make the following entries in whole pounds.</p> <p>(a) When there are entries in column 37 and/or item 71: Item 70 minus item 71, minus total of column 37.</p> <p>(b) When there is no entry in item 71 and column 37: Transfer entry from item 70.</p> <p>Make no entry when separate APH yields are maintained by type, practice, etc., within the unit.</p>
<b>The following required entries are not illustrated on the Production Worksheet example below.</b>	
73. Adjuster's Signature, Code # and Date	<p>Signature of adjuster, code number, and date signed after the insured (or insured's authorized representative) has signed. For an absentee insured, enter adjuster's code number only. The signature and date will be entered after the absentee has signed and returned the Production Worksheet. Final indemnity inspections should be signed on the bottom line.</p>
74. Insured's Signature and Date	<p>Insured's (or insured's authorized representative's) signature and date. Before obtaining the insured's signature, review all entries on the Production Worksheet with the insured or insured's authorized representative, particularly explaining codes, etc., that may not be readily understood. Final indemnity inspections should be signed on the bottom line.</p>
75. Page Numbers	<p><b>PRELIMINARY:</b> Page numbers - "1," "2," etc., at the time of inspection.</p> <p><b>FINAL:</b> Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).</p>

Form Standards – Production Worksheet (Continued)

PRODUCTION WORKSHEET

1. Crop/Code # <b>Pistachios/0470</b>	2. Unit # <b>0001-0001BU</b>	3. Location Description <b>SW1-96N-30W</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>May 21</b>	5. Cause(s) of Damage <b>Hail.</b>	6. Insured Cause % <b>100%</b>	12. Additional Units	9. Claim # <b>XXXXXXX</b>
13. Est. Prod. Per Acre				11. Crop Year <b>YYYY</b>
				10. Policy # <b>XXXXXXXXX</b>
				14. Date(s) Notice of Loss <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 Acres	Appraised Potential	Moisture % Factor	Shell %, Factor, or Value	Production Pre QA	Quality Factor	Production Post QA	Unins. Causes	Total to Count	
<b>A</b>	<b>NS</b>		<b>38.0</b>	<b>1.000</b>		<b>997</b>				<b>002</b>			<b>UH</b>	<b>UH</b>	<b>2,431</b>				<b>92,378</b>		<b>92,378</b>		<b>92,378</b>
<b>B</b>	<b>NS</b>		<b>10.0</b>	<b>1.000</b>		<b>997</b>				<b>002</b>			<b>H</b>	<b>H</b>									
39 TOTAL			<b>48.0</b>	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	<b>92,378</b>		<b>92,378</b>		<b>92,378</b>	
41. Do any mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																							

NARRATIVE (If more space is needed, attach a Special Report) **Orchards A not harvested.**

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	47b	48.	49.	50.	51.	52.	53.	54.	55.	56.	57.	58a.	58b.	59a.	59b.	60a.	60b.	61.	62.	63.	64a.	64b.	65.	66.
Share	Multi-Crop Code	Length or Diameter	Width	Depth	Deduction	Net Cubic Feet	Conversion Factor	Gross Prod.	Bu., Ton Lbs. CWT	Shell/Sugar Factor	FM% Factor	Moisture % Factor	Test WT Factor	Adjusted Production	Prod. Not to Count	Production Pre-QA	Value	Quality Factor	Production to Count					
	<b>NS</b>	<b>Acme Nut Co. Anytown, State</b>							<b>35,000</b>						<b>35,000</b>		<b>35,000</b>							<b>35,000</b>
67. TOTAL															<b>35,000</b>	68 Section II Total					<b>35,000</b>			
																69. Section I Total					<b>92,378</b>			
																70. Unit Total					<b>127,378</b>			
																71. Allocated Prod.								
																72. Total APH Prod.					<b>127,378</b>			

This form example does not illustrate all required entry items (e.g., signatures, etc.).  
(For Illustration Purposes Only)

**Representative Sample Requirements**

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Acres in Orchard or Block	Minimum Number of Samples
0.1 - 10.0	The lesser of 5 trees or 5% of the number of trees in the orchard
One additional tree is required for each additional 10.0 acres (or fraction thereof) in orchard.	

Number of Trees per Acre

		DISTANCE BETWEEN ROWS (In Feet)																									
		10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
DISTANCE BETWEEN TREES (In Feet)	10	436	396	363	335	311	290	272	256	242	229	218	207	198	189	182	174	168	161	156	150	145	141	136	132	128	124
	11		360	330	305	283	264	248	233	220	208	198	189	180	172	165	158	152	147	141	137	132	128	124	120	116	113
	12			303	279	259	242	227	214	202	191	182	173	165	158	151	145	140	134	130	125	121	117	113	110	107	104
	13				258	239	223	209	197	186	176	168	160	152	146	140	134	129	124	120	116	112	108	105	102	99	96
	14					222	207	194	183	173	164	156	148	141	135	130	124	120	115	111	107	104	100	97	94	92	89
	15						194	182	171	161	153	145	138	132	126	121	116	112	108	104	100	97	94	91	88	85	83
	16							170	160	151	143	136	130	124	118	113	109	105	101	97	94	91	88	85	83	80	78
	17								151	142	135	128	122	116	111	107	102	99	95	92	88	85	83	80	78	75	73
	18									134	127	121	115	110	105	101	97	93	90	86	83	81	78	76	73	71	69
	19										121	115	109	104	100	96	92	88	85	82	79	76	74	72	69	67	66
	20											109	104	99	95	91	87	84	81	78	75	73	70	68	66	64	62
	21												99	94	90	86	83	80	77	74	72	69	67	65	63	61	59
	22													90	86	83	79	76	73	71	68	66	64	62	60	58	57
	23														82	79	76	73	70	68	65	63	61	59	57	56	54
	24															76	73	70	67	65	63	61	59	57	55	53	52
	25																70	67	65	62	60	58	56	54	53	51	50
	26																	64	62	60	58	56	54	52	51	49	48
	27																		60	58	56	54	52	50	49	47	46
	28																			56	54	52	50	49	47	46	44
	29																				52	50	48	47	46	44	43
	30																					48	47	45	44	43	41
	31																						45	44	43	41	40
	32																							43	41	40	39
	33																								40	39	38
34																									38	37	
35																										36	

For tree spacings not shown on the chart, multiply the distance between trees (nearest tenth foot) times the distance between rows (nearest tenth foot) and divide this result into 43,560 sq. ft. per acre (round to the nearest whole number). Refer to the LAM for additional information on calculating the number of trees per acre

**EXAMPLE:** 6.5 ft. x 10.0 ft. = 65.0 sq. ft., then 43,560 ÷ 65.0 = 670 trees per acre.

### Nut Weight Appraisal Modification for High Blank Shell Occurrence

Step	Action
1	Arrange with the insured to remove and weigh as many nuts as fall from each tree of the representative sample with one shake.
2	Randomly select 100 nuts from each tree sample and cut/crack open to determine the number of filled nuts
3	Determine the percentage of filled nuts by counting the total number of shells that contain actual nuts out of the 100 randomly selected nuts.
4	Determine the weight of filled nuts of each sample by multiplying the percentage of filled nuts by the total weight of the sample (rounded to the nearest whole pound). Enter the filled nut weight into item 12 of the appraisal worksheet.
5	Add together the total nut weights from all of the sample trees (item 13 of appraisal worksheet) and divide total by the number of sample trees (item 14 of the appraisal worksheet) to determine the average number of pounds of nuts per tree (item 15 of the appraisal worksheet).
6	Multiply the result of step 5 above by the number of bearing trees per acre to determine the pounds of nuts per acre.
7	Multiply pounds of nuts per acre by the number of acres to determine pounds of nuts for the unit/block/orchard/suborchard.
8	Multiply the pounds of nuts for the unit by 35% to convert the green weight pounds to an appraised amount of assessed weight.
9	Document any uninsured damage in the Remarks section of the appraisal worksheet or on a Special Report.

**Nut Weight Appraisal Modification for High Blank Shell Occurrence (Continued)**

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**Example:**

- (1) 100 acres of pistachios are being appraised in a year where many growers in the area are reporting large percentages of blank shells.
- (2) The adjuster finds the following and notes it on a separate sheet of paper:

<b>Sample Tree #</b>	<b>Lbs. per tree</b>	<b>% of filled nuts</b>	<b>Weight of filled nuts</b>
1	18	20%	4
2	16	26%	4
3	25	25%	6
4	22	23%	5
5	21	22%	5
6	20	24%	5
7	19	30%	6
8	20	17%	3
9	24	25%	6
10	16	24%	4
11	23	26%	6
12	20	23%	5
13	19	28%	5
14	21	30%	6
<b>Avg.</b>			<b>5</b>

- (3) Multiply the individual sample's weight by the % of filled nuts to get the weight of filled nuts per tree (rounded to the nearest whole pound). These weights are entered into item 12 of the appraisal worksheet.
- (4) The total pounds of all trees is 70 (item 13 of the appraisal worksheet).
- (5) The number of trees sampled was 14 (element 14 of appraisal worksheet).
- (6) The average pounds per tree is 5 (element 15 of appraisal worksheet).
- (7) It is determined that there are 130 bearing trees per acre.
- (8) Multiply 130 by 5.0 to get 650.0 lbs. per acre.

**Nut Weight Appraisal Modification for High Blank Shell Occurrence (Continued)**

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**Example (Continued):**

- (9) A conversion factor of 0.35 is then applied by multiplying 650.0 by 0.35 and rounding to whole pounds to get 228 lbs. per acre.
- (10) Multiply 228 by 100 acres to get 22,800. This is the total production for the 100 acre block and is considered production to count.

**Nut Weight Appraisal Modification for High Blank Shell Occurrence (Continued) – Appraisal Worksheet Example**

<b>PISTACHIO APPRAISAL WORKSHEET</b> (For Illustration Purposes Only)			COMPANY <i>Any Company</i>			1 INSURED'S NAME <i>I. M. Insured</i>		2 POLICY NUMBER <i>XXXXXXXX</i>		3 UNIT NUMBER <i>0002-0001BU</i>		4. UNIT ACRES <b>100.0</b>	
			CLAIM NUMBER <i>XXXXXXXX</i>			5 CROP YEAR <i>YYYY</i>		6 CAUSE(S) OF DAMAGE <i>Heat</i>		7 DATE(S) OF DAMAGE <i>Feb -June</i>		8 APPRAISAL DATE <i>MM/DD/YYYY</i>	
9 Orchard ID	10 Variety	11 Appraised Acres	12 Pounds of Nuts Per Tree			13 Total Pounds All Trees	14 Number Trees in Sample	15 Average Pounds/Tree (13 ÷ 14)	16 Bearing Trees/Acre	17 Nuts Pounds/Acre (15 x 16)	18 Conversion Factor	19 Appraised Nuts Lbs./Acre (17 x 18)	
<i>A</i>	<i>Kerman</i>	<i>100.0</i>	<i>4.0</i>	<i>4.0</i>	<i>6.0</i>	<i>70.0</i>	<i>14</i>	<i>5.0</i>	<i>130</i>	<i>650.0</i>	<b>0.35</b>	<i>228</i>	
			<i>5.0</i>	<i>5.0</i>	<i>5.0</i>								
			<i>6.0</i>	<i>3.0</i>	<i>6.0</i>						<b>0.35</b>		
			<i>4.0</i>	<i>6.0</i>	<i>5.0</i>						<b>0.35</b>		
			<i>5.0</i>	<i>6.0</i>							<b>0.35</b>		
											<b>0.35</b>		
											<b>0.35</b>		
											<b>0.35</b>		

23 REMARKS

For Illustration Purposes Only  
 Form example does not illustrate all required entry items (e.g., signature, etc.).