



United States
Department of
Agriculture



Federal Crop
Insurance
Corporation

FCIC-25010 (11-2020)
FCIC-25010-1 (03-2021)

LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

2021 and Succeeding Crop Years

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

TITLE: Loss Adjustment Manual Standards Handbook	NUMBER: FCIC-25010 FCIC-25010-1
EFFECTIVE DATE: 2021 and Succeeding Crop Years	ISSUE DATE: March 15, 2021
SUBJECT: Provides procedures and instructions for administering general loss adjustment of crop insurance programs.	OPI: Product Administration and Standards Division
	APPROVED: <i>/s/ Richard H. Flournoy</i> Deputy Administrator for Product Management

REASONS FOR AMENDMENT:

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

1. Subparagraph 722B – Revised language allowing self-certification on replants from 50 acres to 100 acres. Added rye to the list of authorized crops as it appears on the list in exhibit 8, item 31. Updated incorrect references.
2. Subparagraph 1102E(12) – Corrected references to C3a and C3b.
3. Subparagraph 1102E(12)(c) – Re-inserted language that was inadvertently omitted during the last issuance of the LAM FCIC-25010 (11-2020).
4. Subparagraphs 1109I(3)(a) and J(2)(d)(ii) – Added a different shipping timeframe requirement (15 days) for Vomitoxin only.
5. Exhibit 8B – Added heading “B” and added rice to list of crops in item 31 because it was added in previous issuance of LAM in paragraph 722.

LOSS ADJUSTMENT MANUAL STANDARDS HANDBOOK

CONTROL CHART:

Loss Adjustment Manual (LAM) Standards Handbook							
	TP Page(s)	TC Page(s)	Text Page(s)	Exhibit Number(s)	Exhibit Page(s)	Date	Directive Number
Remove	1-4		103-106 229-230 261-264	7 8 9	341 342-345 346	11-2020	FCIC-25010
Insert	1-2		103-106 229-230 261-264	7 8 9	341 342-345 346	03-2021	FCIC-25010-1
Current Index	1-2	1-6	1-102 103-106 107-228 229-230 231-260 261-264 265-324	1-7 7 8 9 9-23	325-340 341 342-345 346 347-401	11-2020 03-2021 11-2020 03-2021 11-2020 03-2021 11-2020 03-2021 03-2021 11-2020	FCIC-25010 FCIC-25010-1 FCIC-25010 FCIC-25010-1 FCIC-25010 FCIC-25010-1 FCIC-25010 FCIC-25010-1 FCIC-25010-1 FCIC-25010

FILING INSTRUCTIONS:

The pages identified within the control chart replace the same pages within the 2021 Loss Adjustment Manual (LAM) Standards Handbook, FCIC-25010 (11-2020). This handbook is effective for the 2021 and succeeding crop years and is not retroactive to any 2020 or prior crop year determinations.

B. Self-Certification Replant Inspections

At the discretion of the AIP, the self-certification replant inspection may be used for certain crops with 100 gross acres (before considering share) per unit or less to be replanted. AIPs may also allow the use of self-certification replant inspections up to 100 gross acres for authorized crops, when the insured has elected BUs or EUs, for each of the underlying databases that could qualify as separate OUs under the BU; or separate OUs or BUs under the EU. The self-certification replant program provides an insured with consent to replant and allows the AIP to complete replanting payment claims without an on-the-farm replant inspection. If there is any reason to suspect that the insured will misrepresent information regarding the replanting claim, an on-the-farm replant inspection must be conducted.

- (1) If authorized by the AIP, the self-certification replant inspection can be used on the following crops provided replanted acreage will be 100 gross acres (before share) or less on a unit and the unit acreage qualifies for a replanting payment in accordance with policy/endorsement replanting provisions. Authorized crops: barley and wheat not covered by the Winter Coverage Endorsement (both initially planted winter and spring crops), buckwheat, canola and rapeseed, corn, dry beans, flax (spring-seeded only), grain sorghum, mustard, oats (spring-seeded only), popcorn (including popcorn revenue), peanuts, rice, rye, safflowers, soybeans, sugar beets, and sunflower seed.
- (2) No provisions of the contract are waived. As outlined below, the Self-Certification Replant Worksheet (exhibit 8) will be used in lieu of the on-the-farm visit and in place of the Certification Form. The approved Self-Certification Replant Worksheet constitutes the AIP's determination that all replanting payment requirements are considered to have been met.
- (3) To claim a replanting payment, the insured must give the NOL to his/her AIP prior to obtaining consent to replant without an inspection. The AIP upon receiving the NOL will prepare the PW as a preliminary notice.
- (4) Prior to mailing the Self-Certification Replant Worksheet to the insured, the adjuster will:
 - (a) Contact the insured to determine if the insured's damaged acreage to be replanted is 100 gross acres or less per unit and if the unit acreage will qualify for a replanting payment.
 - (i) Unit replanting acreage qualifications are based on the same qualifications as in subparagraph A(4)(a)-(c) above.
 - (ii) If this determination cannot be made because additional insured acreage on the unit is to be planted and the minimum may not be met, consent to replant may be given, but handle as a preliminary replant inspection with an on-the-farm visit.
 - (iii) Refer to subparagraph A(8) and (10) above if the unit does not qualify for a replanting payment at this time.

B. Self-Certification Replant Inspections (continued)

- (iv) The insured's estimated yield per acre will be used to determine whether the potential production for the damaged acreage will not exceed the amount stated in the applicable policy. This amount will be entered in item 19 of the worksheet.
 - (v) The AIP must inform the insured to defer estimating the yield per acre if damage is due to hail, blowing sandy soils, frost, or freeze, for the length of time stated in subparagraph 921B. The AIPs must not approve release of acreage to replant until this time has elapsed. When the insured completes and signs the worksheet, he/she has certified the estimated yield per acre was deferred for the applicable timeframe, as stated in subparagraph 921B.
- (b) Complete as many items as possible from information obtained from the insured's file folder information and/or from the insured. Circle the uncompleted items that are to be completed by the insured. Completion instructions are included in exhibit 8.
- (5) A Self-Certification Replant Worksheet is then mailed to the insured when AIP consent is given to replant. A form letter provided by the AIP, which highlights the insured's requirements, will be attached to the worksheet.
- (6) The AIP will advise the insured:
 - (a) To review the Self-Certification Replant Worksheet items completed by the adjuster, line through any incorrect information, insert the correct information, and initial any changes.
 - (b) To complete the circled uncompleted items on the worksheet (upon replanting the acreage), sign and date, and immediately return the completed worksheet to the person/office instructed by the AIP;
 - (c) To submit a copy of receipts to verify the crop was replanted and to support the actual replanting costs, if required by the CP;
 - (d) That further notification is required if additional acreage will need to be replanted;
 - (e) An adjuster must make an on-the-farm inspection and appraisal any time the total (cumulative) replanting payment acreage will exceed 100 gross acres for a unit;
 - (f) That the acreage replanted in excess of 100 gross acres for a unit without the adjuster making an on-the-farm inspection and crop appraisal, will not be eligible for a replanting payment;

B. Self-Certification Replant Inspections (continued)

- (g) That a random review may be conducted on self-certification replants;
 - (h) That the replant payment cannot be processed until all acreage for the unit has been planted, and the insured reports the unit acreage to the agent; and
 - (i) That it is the insured's responsibility to report all other acreage planted for all insured crops to the agent prior to the ARD for the crop and county.
- (7) A Self-Certification Replant Worksheet cannot be approved until the entire unit has been initially planted.
- (8) The adjuster (or other authorized employee) will review the insured's completed worksheet and attached receipts, if required, to verify eligibility for a replanting payment in accordance with policy/endorsement provisions (refer to subparagraph A(4) above and A(7)-(8) and any procedural restrictions for self-certification before signing and dating the completed worksheet).
- (9) For the applicable replanted unit(s), the AIP will compare the reported information on the AR against the replant worksheet.
 - (a) If there is a discrepancy which would result in a lower premium when the replant claim is processed, contact the insured to clear up the discrepancy, or make an on-the-farm visit to determine the correct information. If it is before the ARD, the AR can be revised by the insured without the AIP's approval.
 - (b) If the unit liability is reduced as a result of the information on the replant worksheet, the liability determined at the time of final loss will be held to the liability reported for the replant claim. Any production from any under reported and/or unreported acreage will count against the guarantee.
- (10) If an initial AR has not been previously submitted and processed by the AIP, it must be submitted and processed before the replant claim can be processed.
- (11) If the AR has not been received by the agent by the ARD, but the Self-Certification Replant Worksheet was received prior to that date; the acreage on the replant worksheet will be considered the timely reported acres for the crop. Contact the insured and perform a field inspection.
 - (a) Determine all insured and uninsured acreage for the unit(s) for which a replant payment has been claimed and prepare an AR accordingly.
 - (b) Any insurable acreage not reported on the replant worksheet at this time is considered late filed and will require a crop inspection to determine if such acreage will be accepted or rejected, as outlined in paragraph 733.

B. Self-Certification Replant Inspections (continued)

If crop(s) other than the crop reported on the worksheet has not been reported by the final ARD, the AIP will determine whether the inspection will include determinations for a late-filed AR for the unreported crop(s). For example, the acreage reported on the Self-Certification Replant Worksheet was for soybeans; however, the insured has a policy for corn and grain sorghum but failed to timely report the acres for these two crops.

- (12) If the AR is revised after submission of a replanting payment (final) claim, a corrected claim must be submitted with the revised AR if it affects the replant unit.
- (13) After confirming that the insured acreage for the unit is eligible for a replanting payment, and any discrepancy on the AR and replant worksheet have been resolved:
 - (a) Change the notice from a Preliminary to a Final Replant Claim.
 - (b) Transfer the information from the worksheet to the PW in accordance with completion instructions in the LASH for replanting payments, with the exception of obtaining the insured's signature. Enter "See attached" on the line for the insured's signature and enter the same date the insured signed the worksheet.
 - (c) Attach the worksheet original and receipts to the AIP's copy of the PW.
 - (d) Attach a copy of the worksheet to the insured's copy of the PW.
- (14) If there is any reason to suspect misrepresentation by the insured for this type of inspection, do not allow the insured to self-certify a replant claim. An actual field inspection must be completed in this situation.

C. Inspections for Crops Not Having Replanting Payment Provisions

Even though a crop or crop coverage may not be eligible for replanting payments, a majority of the crops still have replanting requirements, and the insured must provide NOL as described in preceding paragraphs.

- (1) In all cases, the AIP representative, or other party responsible for recording notices, will record the NOL and forward the notice to the person or office designated by the AIP to assign losses to adjusters.
- (2) The adjuster will contact the insured to determine the insured's intent for handling the damaged crop and to determine whether a field inspection is required. The insured will be informed that if a field inspection is not performed, the insured must be prepared to show original seed receipts/tickets and other supporting receipts/tickets to support that the crop was initially planted and replanted in case of an audit or final loss to this unit.

E. Crops with Quality Adjustment Charts in the Special Provisions (continued)

(11) DFs Derived from RIVs (sections B1, C1a, C2ai, C3ai, and C3bi of the SP):

- (a) DFs are derived from RIVs by dividing the total RIVs (dollars and cents) by the LMP and rounding the result to three decimal places.
- (b) The LMP is defined in the applicable CP. In extenuating circumstances, the LMP may be difficult to determine or appears to be unreasonable because of unusual market conditions in the region; e.g., wide-spread high levels of Aflatoxin. Under these circumstances, the daily Posted County Price for the applicable commodity issued by FSA may be used as a tool to assist in establishing the LMP along with LMPs from areas outside the local market area.
- (c) If the RIV for each qualifying deficiency cannot be established from the buyer, the RIV will be the difference in the price the insured has received and the LMP (excluding any RIV as stated in (12)(f) below). When determining allowable RIVs, it is not necessary to determine the actual price of the production if the buyer is able to specifically provide the RIVs to the adjuster's satisfaction.

(12) Use all of the following when establishing RIVs (sections B1, C1a, C2a, **C3a**, and **C3b** of the QA statement in the SP):

- (a) RIVs and LMPs will be those in effect on the date the production was sold to a disinterested third party as verified by the AIP. Bids cannot be used. Production must have been sold prior to 60 days after the calendar date for the EOIP for the crop, except for production as stated in subparagraph 1109N(5)(b). Refer to paragraph 1109 for QA procedures when grain contains mycotoxins or other substances or conditions injurious to human or animal health.
- (b) The RIV is based on the same kind and class of crop that is insured.
 - (i) Production remaining unsold 60 days after the calendar date for the EOIP (Commercially Stored, Farm-Stored, or Appraised Mature Production) except for production as stated in subparagraph 1109N(5)(h)(iii) and (iv), and production described in (2) above.
 - (ii) Production fed or used in a manner other than feed.
 - (iii) Production that is determined to be ZMV.

Note: Production not qualifying for an RIV will be quality adjusted using pre-established DFs.

E. Crops with Quality Adjustment Charts in the Special Provisions (continued)

(c) RIVs do not apply to:

(i) Production remaining unsold 60 days after the calendar date for the EOIP (Commercially Stored, Farm-Stored, or Appraised Mature Production) except for production as stated in subparagraph 1109N(5)(h)(iii) and (iv), and production described in (2) above.

(ii) Production fed or used in a manner other than feed.

(iii) Production that is determined to be ZMV.

Note: Production not qualifying for a RIV will be quality adjusted using pre-established DFs.

(d) Conditioning Costs (subparagraph 7(f)(iii) in the General Statements of the Quality Statements in the SP: If an RIV can be decreased by conditioning the production, the RIV after conditioning may be increased by the cost of conditioning, provided the result does not exceed the RIV before conditioning). Refer to subparagraph G(11) below.

(e) Fair Consideration to deliver production qualifying under the QA Statements of the SP (sections B1, C1a, C2ai, C3ai, C3bi), and if a lower RIV is available at a market outside the insured's local marketing area (distant market), the RIV may be increased by the additional costs to deliver and sell the production to a distant market; provided the result does not exceed the RIV in the insured's local marketing area. The additional costs must be usual, reasonable, and customary. In accordance with the General Statements of the Quality Provisions in the SP, fair consideration is not allowed for production fed or used in a manner other than feed or when a pre-established DF is applicable.

(f) No RIV is allowed if it is due to moisture content, damage due to uninsured causes, drying, handling, processing, or any other cost associated with normal harvesting, handling, and marketing of the production.

(g) Contracted production as used in the context of this procedure refers to speculative-type contracts not processor contracts, except for specialty use barley and soybean types. These procedures relating to specialty use barley or soybean types apply to either speculative or processor contracts. A processor contract for specialty barley and soybean types must be in place in order to insure production using the contract price. For specialty use barley or soybean types, quality adjustment will be provided as specified in the CP and SP. No additional quality adjustment will be made for any specialty type.

(i) If the contracted production has been sold (contract fulfilled) prior to 60 days after the calendar date for the EOIP and the buyer was a disinterested third party:

H. Criteria for AIP Approved Testing Facilities (continued)

- (2) Be a recognized commercial, governmental, or university testing laboratory (including approved testing facilities on site at the delivery point of the buyer; i.e., elevators) that uses industry recognized sample sizes, equipment, and procedures for testing the specific type of mycotoxin (or some other condition or substance injurious to human or animal health);
- (3) Be a disinterested testing facility. A disinterested testing facility is a facility not involved in buying or selling the production in question. A facility which buys production is not restricted if it does not buy or had no intention of buying the production from the insured for whom it is doing the testing. If a test was made by a facility that was a potential buyer but refused the production because of the mycotoxin (or if applicable other condition or substance injurious to human or animal health), the test performed by the potential buyer is still considered an interested party since they were interested at the time the production was delivered.

I. Sample Size and Transportation of Samples

- (1) Sample size to be submitted for testing will be dictated by the approved testing facility. For Aflatoxin, most facilities will likely require at least a ten-pound sample.
- (2) Follow the approved testing facilities recommendations for storage and transportation, including required container composition, provisions for maintaining proper temperatures of the sample, any special requirements for high-moisture production, and any other specific information pertaining to handling and transporting the sample to ensure and maintain the integrity of the sample.
- (3) Samples submitted for testing by the insured (or insured's authorized representative) cannot be used for quality adjustment. Also, adjusters shall not pull samples and then allow the insured (or insured's authorized representative) to maintain the samples until the adjuster can pick them at a later time to submit to an approved laboratory for testing. Only the adjuster or a person who is a disinterested third party approved by the AIP can maintain and submit the samples for testing. AIPs are responsible for assuring that samples are:
 - (a) Mailed or transported to the approved testing facility within 4 days (15 days for Vomitoxin only) of the time the sample(s) were taken or within the timeframe specified by the approved testing facility (if less than 4 days); and
 - (b) Stored in a breathable container (container composition type specified by the approved testing facility) in a cool, climate-controlled place (at the temperatures recommended by the approved testing facility for the particular substance or condition) until shipping.

1109 Quality Adjustment when Production Contains Mycotoxins, Other Substances, or Conditions at Levels Injurious to Human or Animal Health (Continued)

J. Harvested Production Delivered to Elevator or other Facility

If the insured harvests and delivers production to an elevator, processor, or other facility, any mycotoxin (or other substance or condition) testing done by the elevator, processor, or other facility cannot be accepted for insurance purposes unless the elevator, processor, or other facility has a testing facility that meets the criteria for an approved testing facility for testing mycotoxins (or other conditions or substances that are injurious to human or animal health).

(1) Who Pulls Samples:

- (a) If the elevator (or other facility) to which the insured delivers production does not meet the criteria for an approved testing facility (refer to subparagraph H above), the adjuster (using the criteria in (2) below) must obtain the samples for testing prior to the production being transported to the elevator, processor, or other facility; or
- (b) If the AIP agrees, the elevator, processor, or other facility can be advised to extract an additional sample per load (samples per load can be blended into one sample per unit) that can be sent to an approved testing facility in order for the damage from the mycotoxin (or other condition or substance) to be considered for quality adjustment purposes. However, before the AIP agrees to use the sample pulled by the elevator, processor, or other facility, the AIP/adjuster must ensure the elevator, processor, or other facility is following the criteria below.

(2) Samples:

- (a) For sample size, refer to subparagraph J(1) above.
- (b) The sample must be tagged in a way that will identify the insured's name, load number and unit from which the sample was obtained, and any other pertinent information.
- (c) The requirements in subparagraphs J(2) and (3) above for maintaining and transporting the sample are applicable.
- (d) When the elevator, processor, or other facility is willing to pull the samples and the AIP agrees to use the samples pulled by the elevator for QA:
 - (i) The AIP can agree to allow the elevator to submit the samples directly to an approved testing facility. When the elevator receives the test results for the insured's samples and notifies the insured, the insured must notify the AIP that the test results have been received.

1109 Quality Adjustment when Production Contains Mycotoxins, Other Substances, or Conditions at Levels Injurious to Human or Animal Health (Continued)

J. Harvested Production Delivered to Elevator or other Facility (continued)

- (ii) If the elevator is not going to submit samples to approved testing facilities, the adjuster or other authorized AIP representative must pick the samples up from the elevator in time to mail or transport the sample to the approved testing facility within 4 days (15 days for Vomitoxin only) the time the elevator obtained the sample.

Note: No one other than the adjuster or other authorized AIP representative is allowed to pick the sample up from the elevator and maintain the sample until it can be mailed or transported to the approved testing facility.

- (3) If the elevator has a testing facility that meets the criteria for an approved testing facility (refer to subparagraph 1109H(3) for the mycotoxin or other substance or condition), and there is a test result for each load, use the test results of each load to determine the RIV for QA (value of damaged grain for crops that use value of damaged production instead of RIVs for QA purposes).
- (4) Loads having the same QAFs can be combined and entered on one line on the PW as stated in the LASHs.

K. Discrepancy Between Test Results

AIPs shall only use test results from approved testing facilities to determine if the production is eligible for QA under section C of the SP. When there is a discrepancy between the test result of a sample from an approved lab used by the AIP and the one used by the disinterested third party buyer or commercial storage facility:

- (1) For crops having QA provisions in the SP (not applicable to Malting Barley – refer to applicable MBE):
 - (a) For sold production for which RIVs are applicable, the test results of the approved lab used by the disinterested third party who bought the production will be used, unless there is substantial reason to believe that the samples taken by the buyer were not done in accordance with approved industry standards for obtaining samples for the particular substance or condition. If the samples taken by the buyer were not done in accordance with approved industry standards, the AIP test result will be used.
 - (b) For UH production or for farm-stored production containing mycotoxins other than Vomitoxin (e.g., Aflatoxin), the only test results used will be those from samples obtained by the adjuster prior to entering storage and submitted to the approved lab.

1109 Quality Adjustment when Production Contains Mycotoxins, Other Substances, or Conditions at Levels Injurious to Human or Animal Health (Continued)

K. Discrepancy Between Test Results (continued)

- (c) For UH production or for farm-stored production containing Vomitoxin only if there is a discrepancy between the test results of the sample taken on the farm by the adjuster and the test results from a commercial facility where the production has been delivered and sold or stored, the test results from the buyer or commercial storage facility test will be used.
- (2) For crops using Actual Value to Determine QA (QA provisions only in the Policy Provisions – does not apply to Malting Barley – refer to the MBE):
 - (a) For harvested sold production, the test results of the approved lab used by the buyer will be used if the production is sold at the time of final settlement of the claim.
 - (b) For UH production or farm-stored production, only the test results from samples obtained by the adjuster and sent to the approved lab will be used.

L. Documentation of Mycotoxins or Other Substances or Conditions Injurious to Human or Animal Health

Document in the Narrative of the PW or on a Special Report, the following:

- (1) Name of substance/condition (e.g., Aflatoxin) for which the production is being tested, and the level of contamination if the Federal or State agency-issuance states a type/level of substance/condition that would be in excess of the levels considered safe for animal usage. Refer to subparagraph 1109C(3);
- (2) Test type - qualitative or quantitative;
- (3) Name and location of approved testing facility;
- (4) Type of testing facility; and
- (5) Test date.

A copy of the test results from the approved testing facility may be attached to the PW in lieu of writing in the Narrative of the PW if items (1)–(5) above are included in the test results. If applicable, a photocopy of the Federal or State destruction order must also be attached to the PW. Note in the Narrative that the copies are attached to the PW.

Certification Form Standards and Completion Instructions (Continued)

Item #	Item Title	Completion Instructions
Required Footnote on the form: At the bottom of the Remarks block or other appropriate area of the form, the following must be pre-printed on the form: ^{1/} Refer to the crop policy qualifications for replanting payments.		
Required statement pre-printed directly above insured's signature block: The certification statement required by the current FCIC-24040, DSSH immediately followed by: "Additionally, I understand that the information on this form may be used for processing the claim which I previously signed."		
19	Insured's Signature	Insured: Signature of the insured (or insured's authorized representative), if applicable, after the actual use and after the Certification Form has been completed. If the landlord and tenant are both insured, the operator's (tenant's) certification can be used for both the landlord and operator.
20	Date	Insured: Date of signature by the insured (or insured's authorized representative).
21	☐ : Accepted ☐ : Rejected ☐ : Second Inspection	Adjuster: Acceptance, rejection, or second inspection as signified by a check mark in the corresponding box. If the Certification Form is rejected, refer to paragraph 722. A second field inspection is required for: (1) Destruction Verification when production is to be Destroyed due to ZMV/Zero PTC. (2) Special delayed claims to verify information reported.
22	Code No. and AIP Representative's Signature	Adjuster: Enter adjuster's code number and signature by the adjuster or AIP Claim supervisor who accepted, rejected, or did the inspection on the completed form.
23	Date	Adjuster: Date of signature by the adjuster or field representative.

Distribution: Unless otherwise instructed by the AIP distribute copies as follows:

- (1) Original and one copy to the contract folder.
- (2) One copy to the insured.

Self-certification Replant Worksheet Form Standards & Completion Instructions

A. General Information

Refer to paragraph 722 for authorized crops and other information pertaining to self-certified replant claims.

B. Form Standards and Completion Instructions

The following items, numbers, and statements correspond to the completed example Self-Certification Replant Worksheet to illustrate how to complete all entries, except the last ten (10) items, which are not shown in this illustration.

Item #	Item Title	Completion Instructions
1	Company	AIP's name. (This can be a fill-in-entry or can be pre-printed on the form.)
2	Insured's name	Insured's name as shown on the most recent Policy Confirmation.
3	Policy No.	Policy number from the most recent Policy Confirmation
4	Crop	Crop to be replanted
5	Crop year	Crop year for this replant
6	Claim Number	Claim number assigned by the AIP.
7	Share	Insured's share to three decimal places. (If shares vary on same unit, all shares must be listed and the acreage associated with each share must be identified.)
8	Unit No.	Unit number from the AR.
9	FSA Farm/Tract/Field Number	FN for the replanted acreage.
10	Unit Acres	Total number of insurable acres in the unit.
11	Replanted Acres	Total number of replanted acres.
12	Legal Description	Legal description(s) where acreage is replanted.
13	Cause of damage	Insured cause of damage.
14	Date of Damage	Month plus the year, during which most of the insured damage occurred. Include the specific date where applicable.
15	Original Plant Date	Date acreage was originally planted.
16	Replant Date	Date acreage was replanted.
17	Field Diagram	Sketch of the field and replanted acreage (shaded as instructed on the worksheet.

Self-certification Replant Worksheet Form Standards & Completion Instructions (Continued)

B. Form Standards and Completion Instructions (Continued)

Item #	Item Title	Completion Instructions
18	Indicate the Practice/ Type Utilized (√)	Initial type/practice and the type/practice used for the replanted acreage. Indicate by placing a check mark by the applicable practice. Write in practice or type if not listed. Write in tillage method used for the original planting and tillage method used for the replanted acreage.
19	“My yield potential for acres to be replanted is _____ per acre.”	Insured’s estimate of yield potential per acre on acres to be replanted.
20	“Is damage on your farm similar to other farms in the area? YES ____ NO ____”	Mark “YES” or “NO” as indicated.
21	The following represent my actual replant costs as landlord _____ tenant _____ owner/operator _____	Make no entry if crop is barley, buckwheat, corn, flax, grain sorghum, oats, peanuts, rye, soybeans, sunflowers, and wheat, but attach copies of receipts for replanting expenses actually incurred for the replanted acreage. Mark “landlord,” “tenant,” or “owner/operator” to indicate insured entity. Attach seed and fertilizer receipts, if applicable. Insured’s total actual cost to replant the acreage. Only the dollar amount the insured paid or is liable for.
Required statement pre-printed directly above insured’s signature block: Refer to the FCIC-DSSH (FCIC-24040) for the required statements.		
22	Insured’s Signature and Date	Insured’s signature and date, certifying to information on the worksheet.
23	Adjuster’s Signature, Code No., and Date	Adjuster’s (or authorized AIP employee’s) signature, code number, and date (after reviewing and determining worksheet is correctly completed and crop acreage is eligible for a replanting payment.)

Self-certification Replant Worksheet Form Standards & Completion Instructions (Continued)

B. Form Standards and Completion Instructions (Continued)

General random review (audit) information.

- (a) Items 24-31 of the worksheet are to be completed when a random review (audit) is done.
- (b) Use a Special Report when there is not room in item 24 for documenting additional information or reasons for differences found during the review.
- (c) As part of the random review, determine the unit acreage. If the determined acreage does not agree with what is on the worksheet, document this fact in item 24 or on a Special Report.
- (d) Any information recorded on the Self-Certification Replant Worksheet or on the PW that is found to be incorrect, line through the incorrect information, enter the correct information, and have the insured initial the change. If you find it necessary or if instructed by the AIP, prepare a new PW and void the original.

Item #	Item Title	Completion Instructions
24	Reviewer Remarks	Enter information pertinent to audit. If additional room is needed, use a Special Report and write appropriately, "See attached (Title or number of form used for documentation purposes)." in item 24.
25	Reviewer Code/Date	Enter the reviewer code number and the date of review.
26	Actual/Replant Acres	Enter "OK" if you verify the field or subfield was initially planted timely and that the number of acres actually replanted agrees with the entry in item 11. If you verify that the number of acres do not agree with item 11, enter the correct number of acres replanted.
27	Date of Damage	Enter "OK" if you verify that the date of damage agrees with the entry in item 13. If you verify that the date of damage does not agree with the entry in item 14, determine the correct date and enter.
28	Cause of Damage	Enter "OK" if you verify that the cause of damage is insurable and agrees with the entry in item 13. If you verify that the entry does not agree with the entry in item 13, enter the cause of damage you have determined. If the cause of damage is not insurable, identify as such.
29	Replant Practice	Enter "OK" if you verify that the type or practice used for replanted acreage agrees with the entry in item 18. If you verify that the practice replanted does not agree with item 18, enter the practice you have determined.

Self-certification Replant Worksheet Form Standards & Completion Instructions (Continued)**B. Form Standards and Completion Instructions (Continued)**

Item #	Item Title	Completion Instructions
30	Did acreage appear to qualify?	Enter "Yes" or "No" to indicate whether the acreage recorded in item 11 and 26 appears to qualify for the replanting payment. If you answered no, document why the acreage did not qualify for the replant payment in item 24 or on a Special Report.
31	Actual Cost	For barley, buckwheat, corn, flax, grain sorghum, oats, peanuts, rice, rye, soybeans, sunflowers, and wheat: If receipts support the crop acreage has been replanted, enter "OK." For all other crops for which a self-certified replant payment can be paid: Enter "OK" after you have verified with the insured or insured's authorized representative that the total cost incurred by the insured for the replanting operation (without regard to crop share and substantiated by receipts) is the same as the entry in item 21. If you verify that the total cost incurred by the insured in item 21 does not agree with your determination, enter the total cost you have determined and explain the difference in item 24 or on a Special Report.

C. Distribution**(1) Preliminary Distribution**

- (a) Transmit partially completed original and two copies to the insured to be completed by the insured.
- (b) Attach the completed original and copies (with receipts showing replanting costs) to all copies of the completed PW and transmit in accordance with instructions from your AIP.

(2) Final Distribution: After the Self-Certified Replant claim is approved for processing, the minimum distribution of the Self-Certified Replant Worksheet is as follows:

- (a) Original attached to original claim to the office designated by the AIP to maintain insureds' file of original documents.
- (b) One copy to the insured along with a legible copy of the claim.

Square Root Table

n	$\sqrt{n}$		N	$\sqrt{n}$		n	$\sqrt{n}$		n	$\sqrt{n}$
1	1.000		28	5.292		55	7.416		82	9.055
2	1.414		29	5.385		56	7.483		83	9.110
3	1.732		30	5.477		57	7.550		84	9.165
4	2.000		31	5.568		58	7.616		85	9.220
5	2.236		32	5.657		59	7.681		86	9.274
6	2.449		33	5.745		60	7.746		87	9.327
7	2.646		34	5.831		61	7.810		88	9.381
8	2.828		35	5.916		62	7.874		89	9.434
9	3.000		36	6.000		63	7.937		90	9.487
10	3.162		37	6.083		64	8.000		91	9.539
11	3.317		38	6.164		65	8.062		92	9.592
12	3.464		39	6.245		66	8.124		93	9.644
13	3.606		40	6.325		67	8.185		94	9.695
14	3.742		41	6.403		68	8.246		95	9.747
15	3.873		42	6.481		69	8.307		96	9.798
16	4.000		43	6.557		70	8.367		97	9.849
17	4.123		44	.633		71	8.426		98	9.899
18	4.243		45	6.708		72	8.485		99	9.950
19	4.359		46	6.782		73	8.544		100	10.000
20	4.472		47	6.856		74	8.602			
21	4.583		48	6.928		75	8.660			
22	4.690		49	7.000		76	8.718			
23	4.796		50	7.071		77	8.775			
24	4.899		51	7.141		78	8.832			
25	5.000		52	7.211		79	8.888			
26	5.099		53	7.280		80	8.944			
27	5.196		54	7.348		81	9.000			