



United States  
Department of  
Agriculture



Federal Crop  
Insurance  
Corporation

FCIC-25340 (04-2026)

# **FRESH MARKET PEPPER LOSS ADJUSTMENT STANDARDS HANDBOOK**

## **2027 and Succeeding Crop Years**

**UNITED STATES DEPARTMENT OF AGRICULTURE  
FARM PRODUCTION AND CONSERVATION  
RISK MANAGEMENT AGENCY**

<b>TITLE: FRESH MARKET PEPPER LOSS ADJUSTMENT STANDARDS HANDBOOK</b>	<b>NUMBER: FCIC-25340</b>  <b>OPI: Product Administration and Standards Division</b>
<b>EFFECTIVE DATE: 2027 and Succeeding Crop Years</b>	<b>ISSUE DATE: April 28, 2026</b>
<b>SUBJECT:</b>  Loss procedures for administering the Fresh Market Pepper crop insurance program.	<b>APPROVED:</b>  <i>/s/ John W. Underwood for</i>  <b>Deputy Administrator for Product Management</b>

**REASON FOR ISSUANCE**

This handbook provides loss procedures for administering the Fresh Market Pepper crop insurance program. This handbook replaces FCIC-25340, Fresh Market Pepper Loss Adjustment Standards Handbook, issued April 26, 2016. This handbook is effective for the 2027 and succeeding crop years and is not retroactive to any 2026 or prior crop year determinations.

**SUMMARY OF CHANGES**

Listed below are the significant content changes to the FCIC-25340, Fresh Market Pepper Loss Adjustment Standards Handbook. All changes and additions are highlighted. Three asterisks (\*\*\*) indicate where major deletions occurred. Minor changes and corrections are not included in this listing.

<b>Reference</b>	<b>Description of Change</b>
Throughout	Reformatted to latest EHS and standard LASH language. Replaced reference to SP with AD, where applicable. Added note about ACRSI rounding and added related references. Changed reference from contract to policy. Added summer planting period to examples, to align with latest CP.
<a href="#">Paragraph 1</a>	Streamlined language in Subparagraph 1A and replaced related handbook table with reference to LAM in Subparagraph 1D.
<a href="#">Part 2</a>	Replaced policy provisions with references to the BP, CP, SP, and/or AD.
<a href="#">Part 3</a>	Reorganized information into standard LASH paragraphs.
<a href="#">Paragraph 23(2)</a>	Updated to align with the latest CP language. Examples updated.
<a href="#">Part 4</a>	Reorganized for consistency with other LASHs. Paragraph 35 “Determining Sample Row Length” is now Exhibit 7. Paragraph 37 “Determining Plants Per Acre” is now Exhibit 8. Paragraphs renumbered.
<a href="#">Paragraph 34(3)</a>	Updated to align with the definition of “acre” in the CP and reordered the examples to align with 3(a) and 3(b).
<a href="#">Paragraph 35</a>	Previously Paragraph 38. Renamed from “Pepper Stages of Growth” to “Stages of Insurance.” Removed example.
<a href="#">Paragraph 37</a>	Revised instructions for clarity and consistency with other LASHs.

**FRESH MARKET PEPPER LOSS ADJUSTMENT STANDARDS HANDBOOK**

**SUMMARY OF CHANGES (Continued)**

<b>Reference</b>	<b>Description of Change</b>
<a href="#">Paragraph 51(3)</a>	Removed reference to late planting, it is not applicable to FM Peppers.
<a href="#">Exhibit 1</a>	Added ACRSI, AD, CLU, EHS, EOIP, FAD, FDA, OPI, SRA, USDA, UUF, and WA. Deleted DF and FAD.
<a href="#">Exhibit 2</a>	Updated definitions of direct marketing and harvest to align with the CP.
<a href="#">Exhibit 3, Item 21</a>	Updated reference.
<a href="#">Exhibit 5, Item 5</a>	Removed reference to denied claims, standard language for denied claims in Paragraph 51.
<a href="#">Exhibit 5, Item 6</a>	Added example for consistency w/other LASHs.
<a href="#">Exhibit 5, Items 22-28</a>	Removed “number” when referencing three-digit code.
<a href="#">Exhibit 5, Item 29</a>	Standard language updates: Added “RN” stage code. This code is used when acreage is replanted but does not qualify for a replanting payment. Also added the UUF/3rd Party Damage codes (TZ, TA, and TH).
<a href="#">Exhibit 5, Item 31</a>	Added reference to Part 3 for replanting qualifications and computations.
<a href="#">Exhibit 5, Items 35, 40 and 65</a>	Added standard language regarding production that is required to be destroyed per section 15(j) of the BP.
<a href="#">Exhibit 5, Item 37</a>	Removed language regarding late-planted acreage; there are no late planting provisions for FM Peppers.
<a href="#">Exhibit 5, Narrative Instructions, Item 22</a>	Added standard instruction for indicating if replant payment has been reduced for share.
<a href="#">Exhibit 5, Narrative Instructions, Item 28</a>	Added standard language regarding Federal or State destruction orders.
<a href="#">Exhibit 5, Section II, Item 5(a)</a>	Added language that was previously its own item number for consistency with other crop LASHs.
<a href="#">Exhibit 5, Item 62</a>	Updated to standard language.
<a href="#">Exhibit 5, Item 71</a>	Corrected unit of measure to whole dollars.
<a href="#">Exhibit 5, Example Replant PW</a>	Updated to match example in Paragraph 23.
<a href="#">Exhibit 7</a>	New exhibit, previously Paragraph 35.
<a href="#">Exhibit 8</a>	New exhibit, previously Paragraph 37.
Old Exhibit 7 and 8	Removed (Planting Record Example, and Planting Record Plat Map Example).

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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). \*\*\*

#### B. Source of Authority

Refer to the LAM for sources of authority.

#### C. Title VI of the Civil Rights Act of 1964

The USDA prohibits discrimination against its customers. Title VI of the Civil Rights Act of 1964 provides that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” Therefore, programs and activities that receive Federal financial assistance must operate in a non-discriminatory manner. Also, a recipient of RMA funding may not retaliate against any person because they opposed an unlawful practice or policy, or made charges, testified, or participated in a complaint under Title VI.

It is the AIPs’ responsibility to ensure that standards, procedures, methods, and instructions, as authorized by FCIC in the sale and service of crop insurance policies, are implemented in a manner compliant with Title VI. Information regarding Title VI of the Civil Rights Act of 1964 and the program discrimination complaint process is available on the USDA public website or [www.usda.gov/oascr](http://www.usda.gov/oascr). For more information on the RMA Non-Discrimination Statement, see the DSSH.

## 1 General Information (Continued)

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### D. Related Handbooks

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- (1) Refer to the LAM for related handbooks.
- (2) Terms, abbreviations, and definitions general (not crop-specific) to loss adjustment are identified in the GSH and the LAM.
- (3) Terms, abbreviations, and definitions specific to fresh market pepper loss adjustment and this handbook are in [Exhibit 1](#) and [Exhibit 2](#), herein.

### E. CAT Coverage

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

### F. Irrigated Practice

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

## 2 AIP Responsibilities

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### A. Utilization of Standards

All AIPs shall utilize these standards for both loss adjustment and loss training for the applicable crop year. These standards, which include crop appraisal methods, claims completion instructions, and form standards, supplement the general (not crop-specific) loss adjustment standards identified in the LAM.

### B. Form Distribution

The following is the minimum distribution of forms completed by the adjuster and signed by the insured (or the insured's authorized representative) for the loss adjustment inspection:

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

### C. Record Retention

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

**D. Form Standards**

- (1) The entry items and completion instructions in [Exhibit 3](#), [Exhibit 4](#), and [Exhibit 5](#) are the minimum requirements for the Appraisal Worksheet and PW. All entry items are “Substantive” (they are required).

**Note:** To facilitate ACRSI, RMA’s systems will allow acreage to be reported, and rounded, to hundredths (0.01); and for shares to be reported, and rounded, to the ten-thousandths (0.0001). Agents and adjusters should adhere to the field size elected by their AIP for shares and acres and round accordingly to field size provided.

- (2) The Privacy Act and Non-Discrimination statements are required statements. These statements are not shown on the example form(s) in [Exhibit 3](#), [Exhibit 4](#), and [Exhibit 5](#). See the DSSH for statement requirements.

- (3) The certification statement required by the current DSSH must be included on the PW directly above the insured’s signature block immediately followed by the statement below:

“I understand the certified information on this Production Worksheet will be used to determine my loss, if any, to the above unit. The insurance provider may audit and approve this information and supporting documentation. The Federal Crop Insurance Corporation, an agency of the United States, subsidizes and reinsures this crop insurance.”

- (4) Refer to the DSSH for other crop insurance form requirements (such as point size of font, and so forth). The current DSSH can be found on the RMA website at [www.rma.usda.gov](http://www.rma.usda.gov).

## PART 2: POLICY INFORMATION

The AIP determines if the insured has complied with all provisions of the insurance policy. The CP, which are to be considered in this determination include (but are not limited to):

### 11 Insurability

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Refer to the BP, CP, and SP for a complete list of insurability requirements. \*\*\*

To calculate the calendar date for the EOIP under section 10(f) of the CP, begin counting the day after direct seeding or replanting, or transplanting or replanting with transplants ended on the unit and count through the date the damage occurred. \*\*\*

### 12 Unit Division

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Refer to the BP, CP, and AD for unit division provisions. \*\*\*

### 13 Minimum Value Option

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Refer to the CP for MVO provisions. \*\*\*

### 14-20 (Reserved)

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## PART 3: REPLANTING PAYMENT PROCEDURES

### 21 Replanting Payment Procedures

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- (1) Only one replanting payment will be made for acreage planted during each planting period within the crop year. Refer to the BP, CP, and the SP for additional information.
- (2) The insured must replant any acreage of peppers damaged during the planting period in which initial planting took place whenever less than 50 percent of the plant stand remains, and:
  - (a) the AIP determines it is practical to replant;
  - (b) if, at the time the crop was damaged, the final day of the planting period has not passed; and
  - (c) the damage occurs within 30 days of transplanting or 60 days of direct-seeding.
- (3) Whenever peppers are initially planted during the fall or winter planting periods and the conditions specified above in items 2(b) and 2(c) are not satisfied, the insured may elect:
  - (a) to replant such acreage and collect any replanting payment due, as specified in Section 12 of the CP. The initial planting period coverage will continue for such replanted acreage; or
  - (b) not to replant such acreage and receive an indemnity based on the stage of growth the plants had attained at the time of damage. However, such an election will result in the acreage being uninsurable in the subsequent planting period.

### 22 Qualifications for Replanting Payment

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To qualify for replanting payment, the:

- (1) insured crop must be damaged by an insurable cause;
- (2) AIP must determine that it is practical to replant (refer to the LAM);
- (3) initially planted acres must not have been planted prior to the “earliest planting date” if such date has been established by the SP;
- (4) per acre appraisal (or appraisal plus any appraisals for uninsured causes of loss) must indicate that more than 50 percent of the plant stand, in the field or subfield, will not produce peppers;
- (5) acreage replanted must be at least the lesser of 20 acres or 20 percent of the insured planted acreage for the unit as determined on the FPD or within the LPP, if a LPP is applicable. Any acreage planted after the end of the late planting period will not be included when determining if the 20 acres or 20 percent qualification is met. Refer to the LAM; and

## 22 Qualifications for Replanting Payment (Continued)

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(6) AIP has given consent to replant.

In the Narrative of the PW or on an attachment, show the appraisal and calculations to document that the qualifications for a replanting payment have been met.

## 23 Maximum Replanting Payment

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

- (1) the insured's actual replanting cost; or
- (2) the dollar amount (per acre) stated in the AD, multiplied by the insured's share.

**Example 1:** Owner/operator (100 percent share)

30.0 acres replanted in Florida

Insured's actual cost to replant = \$1,200 per acre

Maximum replanting payment amount from AD = \$1,735 per acre

\$1,735 per acre × 1.00 (share) = \$1,735

The lesser of \$1,200 and \$1,735 is \$1,200

Enter \$1,200 in the Section I, "Appraised Potential" column of the PW. \*\*\*

**Example 2:** Landlord/tenant (50/50 share)

30.0 acres replanted in Florida

Insured's actual cost to replant = \$1,835 per acre

Maximum replanting payment amount from AD = \$1,735 per acre

\$1,735 per acre × 0.500 (share) = \$867.50

The lesser of \$1,835 and \$868 (rounded to the nearest whole dollar) is \$868

Enter \$868 in Section I, "Appraised Potential" column of the PW if the insured's share has been applied or \$1,735 if the insured's share has yet to be applied. Indicate in the Narrative if "Appraised Potential" has/has not been reduced for share on the PW according to individual AIP guidelines. Enter the replant calculations in the Narrative of the PW.

## 24 Replanting Payment Inspections

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Replanting payment inspections are to be prepared as final inspections on the PW only when qualifying for a replanting payment. Non-qualifying replanting-payment inspections (unless the claim is withdrawn by the insured) are to be handled as preliminary inspections. If qualified for a replanting payment, a Certification Form may be prepared on the initial farm visit. Refer to the LAM.

## 25 Impractical to Replant

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- (1) When it is impractical to replant and stand reduction is **due to** an insured cause of loss, the insured may **choose** to:
  - (a) take an indemnity payment based on the stage at the time of damage; or
  - (b) take the remaining “undamaged” peppers to harvest.
- (2) **If the insured chooses to take the remaining “undamaged” peppers to harvest,** the area encompassing damaged, destroyed, or missing plants can be released for “another use,” and be planted (or interplanted) to other (non-pepper) plants. The acreage released (determined by the percent of stand lost) is to be recorded on a separate line on the PW, documenting the pepper stage in which the damage occurred. An appraisal on such released acreage would be added to any harvested production from the remaining acreage on the unit to obtain the total unit production to count. The final claim is to be completed upon final disposition of the crop on the unit.
- (3) When the crop is damaged to the extent that the majority of **producers** in the area would no longer care for the crop (and it is not practical to replant), insurance on that acreage is considered to have ceased. If the peppers are destroyed, any indemnity will be based on the stage the bell peppers had reached at the time care would have normally been withdrawn. If the peppers are not destroyed and are subsequently harvested, settlement of the claim will be as provided in the CP based on the stage the plants had achieved when the damage occurred.
- (4) The adjuster is cautioned to be certain there is sufficient potential in a damaged bell pepper crop to warrant further care, before it is allowed to progress to the next stage guarantee. Refer to the CP for additional information.

## 26-30 (Reserved)

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## PART 4: APPRAISALS

Potential production for all types of inspections will be appraised in accordance with procedure specified in this handbook and the LAM.

### 31 Timing of Appraisals

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Fruit set is a very critical time for the pepper plant. Temperatures that are too low or too high, low light intensity, and unfavorable soil moisture conditions can adversely affect fruit set. This may affect the adjuster's ability to make an accurate appraisal. If necessary, the adjuster should defer the appraisal. Refer to the LAM for information on deferred appraisals.

Post-harvest appraisals shall be made on any unit of a policy having a probable loss to determine the amount of marketable peppers remaining in the field or subfield, unless the adjuster or AIP suspects shifting of production, in which case a post-harvest appraisal must be performed on all units of the policy. These appraisals should be made as close as possible after final harvest of the field and/or unit. This will allow for the most accurate appraisal of marketable peppers due to their rapid deterioration after maturity.

### 32 Selecting Representative Samples

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- (1) Determine the minimum number of required samples for a field or subfield by the field size, the average stage of growth, age (size) and general capabilities of the plants, and variability of potential production and plant damage within the field or subfield.
- (2) Split the field into subfields when:
  - (a) variable damage causes the crop potential to appear to be significantly different within the same field; or
  - (b) the insured wishes to destroy a portion of a field.
- (3) Appraise each field or subfield separately.
- (4) Take not less than the minimum number (count) of representative samples required in [Exhibit 6](#) for each field or subfield.

### 33 Measuring Row Width for Sample Selection

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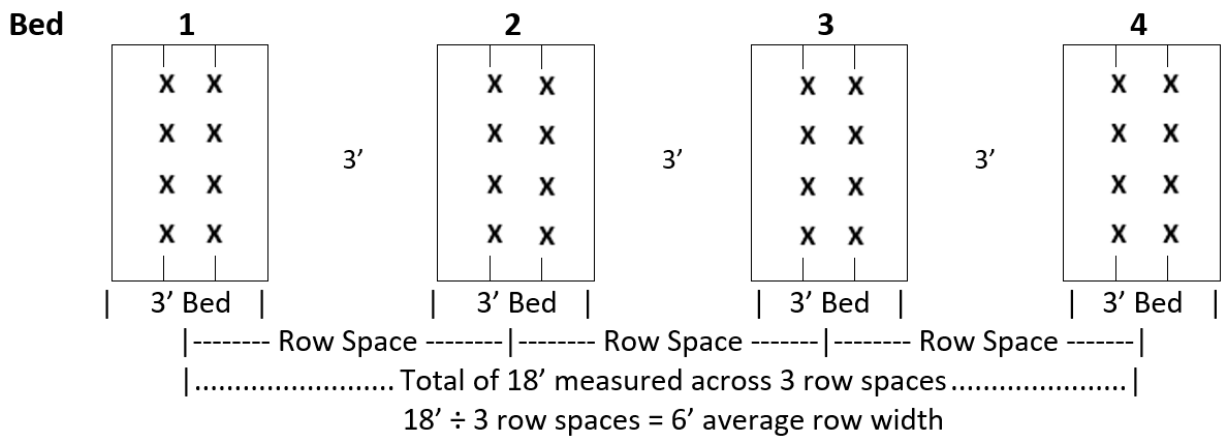
Use these instructions for all appraisal methods.

- (1) Use a measuring tape marked in inches or convert a tape marked in tenths, to inches, to measure row width (refer to the LAM for conversion table).

### 33 Measuring Row Width for Sample Selection (Continued)

- (2) Only planted area(s) will be considered insurable acreage. Measure across three or more row spaces, from the center of the first bed to the center of the fourth bed (or as many beds as needed) and divide the result by the number of row spaces measured across, to determine an average row width in whole feet.
- (3) Apply the average row width to determine the row length required for the sample, refer to [Exhibit 7](#).

**Example:** **Double-Row Beds** (normal plastic mulch planting pattern as established by bedding equipment)



- (4) When using two or more rows to fulfill the required length of a sample row, divide the length of the row required by the number of rows used in the sample. The combined length of all rows must equal the single row length.

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### 34 Determining Insurable Acreage

Only planted area(s) will be considered insurable acreage. Use the following [instructions](#) to determine insurable acreage:

- (1) [establish](#) the planted area(s) within the field (excluding unplanted headlands, field roads, and/or other areas not part of the planting pattern, used for spraying and care/harvesting of the crop);
- (2) determine row widths from planted area(s) within the field; and

- (3) apply the definition of “Acre” in the CP to the planted area(s). If row widths:
- (a) do not exceed 6 feet, an acre is 43,560 square feet of land.
  - (b) exceed 6 feet, an acre is considered the land on which at least 7,260 linear feet of rows are planted.

**Example 1:** Determining insurable acreage within a field when row widths do not exceed 6 feet

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

5,808 feet (length) × 80 feet (width) = 464,640 square feet of planted area. 2,904 feet (length) × 80 feet (width) = 232,320 square feet of planted area. 464,640 square feet of planted area + 232,320 square feet of planted area = 696,960 total square feet of planted area. 696,960 total square feet of planted area divided by 43,560 square feet per acre = 16.0 insurable, planted acres.

**Example 2:** Determining insurable acreage within a field when row widths exceed 6 feet

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

1,300 linear feet (length) × 640 linear feet (8-foot row spacing × 80 planted rows) = 832,000 square feet of planted area. 832,000 square feet of planted area ÷ 43,560 square feet per acre = 19.1 acres of planted area. The 19.1 acres of planted area based on 8-foot row spacing must be adjusted to 6-foot row spacing to determine insurable, planted acres. Multiply 19.1 acres × 0.750 factor (6-foot row spacing ÷ 8-foot row spacing = 0.750 factor) = 14.3 insurable, planted acres.

## 35 Stages of Insurance

Each pepper plant will normally produce an average of six marketable peppers per plant. Two are set in the crown, two in the first branching, and two in the secondary branching. Peppers are normally set in double rows in each 36-inch wide plastic mulch bed.

- (1) The stage determination is based on the length of time between specified events, depending on whether plants are direct-seeded or transplanted.
- (2) Fields should be split into subfields to reflect distinctly different stages of growth from different parts of the field.
- (3) For hail damage the stage is determined by counting the days from seeding or transplanting to the date of damage.

Stage	Percent of Amount of Insurance per Acre the Insured Selected	Length of Time if Direct Seeded	Length of Time if Transplanted
1	65	From planting through the 74th day after planting	From planting through the 44th day after planting
2	85	From the 75th day after planting until the beginning of stage 3	From the 45th day after planting until the beginning of stage 3
3	100	Begins the earlier of 110 days after planting or the beginning of harvest	Begins the earlier of 80 days after planting, or the beginning of harvest

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## 36 Appraisal Methods

Appraisal Method...	Use...
Planting to Fruit Set	from planting to fruit set.
After Fruit Set	after the plants have developed fruit.

## 37 Planting to Fruit Set Appraisal Method

- (1) Use a representative sample size of 1/100th of an acre (refer to [Exhibit 7](#) for sample row length requirements).
- (2) Convert surviving plant counts to a percentage remaining in the field by dividing the total number of surviving plants by the total number of original plants.
- (3) Follow the appraisal worksheet instructions in [Exhibit 3](#) to calculate the appraised boxes of peppers per acre based on percentage surviving.

## **38 After Fruit Set Appraisal Method**

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This method is based on the number of mature bell peppers remaining on the acreage which the pepper plants produced or would have produced by the calendar date for the **EOIP**. Do not include peppers, which due to insurable causes, would not be marketable.

- (1) Count potential production on acreage that has not been harvested the third time. For any appraised potential on acreage that has been harvested for the third time, count only the appraised mature production in excess of 25 boxes per acre. The net (reduced) appraisal (not less than zero) is entered on the appraisal worksheet and PW.
- (2) The average number of peppers for all representative samples is determined by dividing the total number of peppers by the number of sample plots.
- (3) The average number of peppers from all representative samples shall be converted to an average box per sample by dividing the average number of peppers by 100 (the number of peppers in one box).
- (4) The average box per sample multiplied by acreage factor (1,000 for 1/1,000 acre or 100 for 1/100 acre) will equal the average number of boxes of peppers per acre.

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

## **40 General Information for Worksheet Entries and Completion Procedures**

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- (1) Include the AIP's name in the appraisal worksheet title if not preprinted on the AIP's worksheet or when a worksheet entry is not provided.
- (2) Include the claim number on the appraisal worksheet (when required by the AIP), when a worksheet entry is not provided.
- (3) Separate appraisal worksheets are required for each unit appraised, and for each field or subfield (applicable to replant, preliminary, and final claims) which:
  - (a) qualifies as a different stage of insurance (Planting to Fruit Set only); or
  - (b) has a different farming practice.
- (4) The MVO I and MVO II are only applicable on harvested production.

## 40 General Information for Worksheet Entries and Completion Procedures (Continued)

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- (5) An appraisal for potential production is to be completed on any probable loss unit acreage that has not been harvested for the third time.
- (6) Standard appraisal and summary of harvested production worksheet items are numbered consecutively in [Exhibit 3](#) and [Exhibit 4](#). Example appraisal and summary of harvested production worksheets are also provided to illustrate how to complete item entries.
- (7) For all zero appraisals, refer to the LAM.

41-50 (Reserved)

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## PART 5: PRODUCTION WORKSHEET

### 51 General Information for Worksheet Entries and Completion Procedures

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- (1) The PW is a progressive form containing all notices of damage for all preliminary, replant, and final inspections, including “No Indemnity Due” claims, on a unit.
- (2) If a PW has been prepared on a prior inspection, verify each entry, and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and insured should initial any line deletions.
- (3) Refer to the LAM for instructions regarding the following:
  - (a) acreage report errors.
  - (b) delayed notices and delayed claims.
  - (c) corrected claims or fire losses (double coverage) and cases involving uninsured causes of loss, unusual situations, controversial claims, concealment, or misrepresentation.
  - (d) claims involving a Certification Form (when all the acreage on the unit has been appraised to be put to another use, when acreage is being appraised for a replanting payment and all acreage on the unit has been initially planted, or other reasons described in the LAM).
  - (e) “No Indemnity Due” claims (which must be verified by an appraisal or notification from the insured that the production exceeded the guarantee).

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- (4) The adjuster is responsible for determining if any of the insured’s requirements under the notice and claim provisions of the policy have not been met. If any have not, the adjuster should contact the AIP.
- (5) Instructions labeled “Preliminary” apply to preliminary inspections only. Instructions labeled “Replant” apply to replant inspections only. Instructions labeled “Final” apply to final inspections only. Instructions not labeled apply to all inspections.
- (6) The AIP may complete a separate PW for each type planted in the unit.
- (7) If the AIP determines the claim is to be denied, refer to the LAM for PW completion instructions.
- (8) Standard PW items are numbered consecutively in [Exhibit 5](#). An example PW is also provided to illustrate how to complete item entries.

## EXHIBITS

### Exhibit 1 Acronyms and Abbreviations

The following table contains RMA-approved acronyms and abbreviations used in this handbook.

Approved Acronym/Abbreviation	Term
ACRSI	Acreage Crop Reporting Streamlining Initiative
AD	Actuarial Documents
AIP	Approved Insurance Provider
APH	Actual Production History
BP	Basic Provisions
CAT	Catastrophic Risk Protection
CIH	Crop Insurance Handbook, FCIC-18010
CLU	Common Land Unit
CP	Crop Provisions
***	
DSSH	Document and Supplemental Standards Handbook, FCIC-24040
EHS	External Handbook Standards, FCIC-14050
EOIP	End of Insurance Period
***	
FCIC	Federal Crop Insurance Corporation
FDA	Food and Drug Administration
FSA	Farm Service Agency
GPS	Global Positioning System
GSH	General Standards Handbook, FCIC-18190
LAM	Loss Adjustment Manual, FCIC-25010
MVO	Minimum Value Option
OPI	Office of Primary Interest
PW	Production Worksheet
QA	Quality Adjustment
QAF	Quality Adjustment Factor
RMA	Risk Management Agency
SP	Special Provisions
SRA	Standard Reinsurance Agreement
USDA	United States Department of Agriculture
UUF	Uninsured Unavoidable Fire
WA	Written Agreement

## Exhibit 2 Definitions

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

**Additional Production to Count**: Peppers harvested and sold to someone other than a first handler. Examples of additional production to count include: direct marketing, roadside stands, salvage, u-pick, farmer's market, and sold for cash. Such production is to be reported as "additional production to count."

**Allowable Cost**: The dollar amount per box for harvested production that includes the actual cost of picking, grading, packing containers, hauling, and selling not to exceed the amount shown in the **AD**.

**Bell Pepper**: An annual pepper (of the capsicum annum species, grossum group), widely cultivated for its large, crisp, edible fruit.

**Box**: One and one-ninth (1-1/9) bushels of the insured crop.

**Direct Marketing**: The sale of the insured crop directly to consumers without the intervention of an intermediary such as a wholesaler, retailer, packer, processor, shipper or buyer. Examples of direct marketing include: selling through an on-farm or roadside stand, farmer's market, and u-pick. Growing peppers for Direct Marketing is not insurable under the Fresh Market Pepper Crop Provisions, **unless otherwise allowed by the SP**.

**Excess Rain**: An amount of precipitation sufficient to directly damage the crop.

**First Handler**: A person or entity who takes possession of, or purchases, the insured's crop for the purpose of acting as an intermediary in the marketing/sales process.

**Freeze**: The formation of ice in the cells of the plant or its fruit, caused by low air temperatures.

**Fruit Set**: The successful pollination of the flower resulting in a burst of growth of the ovary and usually accompanied by wilting of the flowers petals.

**Harvest**: The picking of **mature bell** peppers on the unit.

**Salvage**: Individuals or entities who purchase the right to harvest peppers remaining in the field after all commercial harvest has been completed.

**Tropical Depression**: A system identified by the U.S. Weather Service as a tropical depression, and for the period of time so designated, including tropical storms, gales, and hurricanes.

**U-pick**: When the general public is permitted to enter the field for the purpose of picking all or a portion of the crop. U-pick is a form of direct marketing.

**Exhibit 3 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, refer to [Subparagraph 2D](#) and [Paragraph 40](#).

**Planting to Fruit Set Appraisal Method / Replant**

<b>Element/Item Number</b>	<b>Description</b>
1. Company	Name of AIP, if not preprinted on the worksheet.
2. Insured’s Name	Name of insured that identifies exactly the person (legal entity) to whom the policy is issued.
3. Policy Number	Insured’s assigned policy number.
4. Unit Number	Unit number from the Summary of Coverage after it is verified to be correct.
5. Stage	Production stage at time of damage (e.g., 1, 2, or 3).
6. Fraction of an Acre	Use 1/100 of an acre.
7. Claim Number	Claim number as assigned by the AIP.
8. Crop	“Fresh Market Peppers” (0083).
9. Crop Year	Four-digit crop year, as defined in the policy, for which the claim is filed.
10. Planting Period	Planting Period (e.g., Fall, Winter, Spring, or Summer). Refer to the <a href="#">AD</a> .
11. Row Width	Row width rounded to the nearest whole foot.
12. Plant Spacing	Plant spacing within the row in whole inches (e.g., 18 inches).
13. Field ID	Field or subfield identification symbol.
14. Acres	Number of determined insurable acres, to tenths, in a field or subfield being appraised. Refer to <a href="#">Subparagraph 2D(1)</a> and <a href="#">Paragraph 34</a> .
15. Planting Date	Planting date in MM/DD/YYYY format. Refer to Summary of Coverage, Planting Record, or Planting Record Plat Map for the planting date.
16. Number of Surviving Plants/Sample Plot	Number of surviving plants in sample plot.
17. Number of Original Plants/Sample Plot	Number of original plants in sample plot.
18. Number Surviving	Total number of all surviving plants in all samples.
19. Number Original	Total number of original plants in all samples.
20. %	Result of dividing total surviving (item 18) by total original (item 19) rounded to nearest whole percent.  This entry must be less than 50 percent for the acreage to qualify for a replanting payment.
21. Plants/Acre	Number of plants per acre. Refer to <a href="#">Exhibit 8</a> .
22. Plants Surviving	Result of multiplying the original number of plants per acre (item 21) by percentage of the plants remaining (item 20) rounded to the nearest whole number.
23. Factor	Enter “.06” for peppers.
24. Boxes/Cartons	Circle “Boxes.” Result of multiplying plants surviving (item 22) by the pepper factor (item 23) rounded to the nearest whole box (1-1/9 bushels).

**Exhibit 3 Form Standards – Appraisal Worksheet (Continued)**

**Planting to Fruit Set Appraisal Method / Replant (Continued)**

<b>Element/Item Number</b>	<b>Description</b>
25. Remarks	Remarks pertinent to the appraisal (e.g., “Qualified for replant” if acreage qualifies for replanting payment).

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

<b>Element/Item Number</b>	<b>Description</b>
26. Insured’s Signature and Date	Insured’s (or insured’s authorized representative’s) signature and date. Before obtaining signature, review all entries on the appraisal worksheet with the insured (or insured’s authorized representative), particularly explaining codes, etc., which may not be readily understood.
27. Adjuster’s Signature, Code No., and Date	Signature of adjuster, code number, and date signed after the insured (or insured’s authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of the appraisal in the Remarks section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the PW.
Page Number	Page numbers.  <b>Example:</b> Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.

**After Fruit Set Appraisal Method**

<b>Element/Item Number</b>	<b>Description</b>
1. Company	Name of AIP, if not preprinted on the worksheet.
2. Claim Number	Claim number as assigned by the AIP.
3. Insured’s Name	Name of insured that identifies exactly the person (legal entity) to whom the policy is issued.
4. Policy Number	Insured’s assigned policy number.
5. Unit Number	Unit number from the Summary of Coverage after it is verified to be correct.
6. Row Width	Row width rounded to the nearest whole foot.
7. Crop	“Fresh Market Peppers” (0083).
8. Crop Year	Four-digit crop year, as defined in the policy, for which the claim is filed.
9. Planting Period	Planting Period (e.g., Fall, Winter, Spring, or Summer). Refer to the AD.
10. Field ID	Field or subfield identification symbol.
11. Acres	Number of determined insurable acres, to tenths, in a field or subfield being appraised. Refer to Subparagraph 2D(1) and Paragraph 34.
12. Stage	Production stage at time of damage (e.g., 1, 2, or 3).
13. Fraction of an Acre	Fraction of an acre used to complete the appraisal (1/1,000 or 1/100).

**Exhibit 3 Form Standards – Appraisal Worksheet (Continued)**

**After Fruit Set Appraisal Method (Continued)**

<b>Element/Item Number</b>	<b>Description</b>
14. No. of Peppers All Samples	Count the number of:  (1) peppers which have potential to reach the mature stage by the calendar date for the EOIP on acreage that has not been harvested the third time; or  (2) unharvested mature bell peppers remaining on acreage that has been harvested the third time.
15. Total Peppers All Samples	Sum entries in number of peppers in each sample (item 14).
16. Total Sample Plots	Total number of sample plots for the field or subfield.
17. Average Number Peppers	Result, rounded to tenths of dividing total number of peppers in all samples (item 15) by total number of sample plots (item 16).
18. Number of Peppers in One Box	Make no entry. (100 is preprinted on the Appraisal Worksheet.)
19. Average Boxes/Sample	Result, rounded to thousandths, of dividing the average number of peppers per sample (item 17) by the number of peppers per box (item 18).
20. Acreage Factor	If entry in "Fraction of an Acre" (item 13) is 1/1,000 of an acre enter "1,000." If entry in "Fraction of an Acre" (item 13) is 1/100 of an acre enter "100."
21. Boxes Peppers Per Acre	Result of multiplying average boxes per sample (item 19) by acreage factor (item 20). Round to the nearest whole box.
22. Remarks	Specify, by line, the number of harvest which have been completed on the acreage and which appraisals have been reduced by 25 boxes per acre, as applicable.

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

<b>Element/Item Number</b>	<b>Description</b>
23. Insured's Signature and Date	Insured's (or insured's authorized representative's) signature and date. Before obtaining signature, review all entries on the appraisal worksheet with the insured (or insured's authorized representative), particularly explaining codes, etc., which may not be readily understood.
24. Adjuster's Signature, Code No., and Date	Signature of adjuster, code number, and date signed after the insured (or insured's authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of the appraisal in the Remarks section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the PW.
Page Number	Page numbers.  <b>Example:</b> Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.

**Exhibit 3 Form Standards – Appraisal Worksheet (Continued)**

<b>FRESH MARKET PEPPERS                      APPRAISAL WORKSHEET                      Planting to Fruit Set/Replant                      (FOR ILLUSTRATION PURPOSES ONLY)</b>																								
1. COMPANY'S NAME Any Company			2. INSURED'S NAME I. M. Insured			3. POLICY NO. XXXXXXXX			4. UNIT NO. 0001-0001BU			5. STAGE 1		6. FRACTION OF AN AC. 1/100										
7. CLAIM NO.: XXXXX			8. CROP Fresh Market Peppers (0083)			9. CROP YEAR YYYY			10. PLANTING PERIOD Fall			11. ROW WIDTH 6 ft.		12. PLANT SPACING 18 inches										
FLD ID	ACRES	PLANTING DATE	16. NUMBER OF SURVIVING PLANTS/SAMPLE PLOT							18. NO. SURV.		%	PLANTS / ACRE	PLANTS SURV.	FACTOR	BOXES / CARTONS								
			17. NUMBER OF ORIGINAL PLANTS/SAMPLE PLOT							19. NO. ORIG.														
13	14	15										20	21	22	23	24								
1A	36.8	09/08/20XX	16	33	25	39	22	20				18	139	29	x	9,680	=	2,807	x	.06	=	168		
			17	98	95	96	96	95				19	480											
			16								18		÷	=	x	=	x	=						
			17								19													
			16								18		÷	=	x	=	x	=						
			15								19													
			16								18		÷	=	x	=	x	=						
			17								19													
			16								18		÷	=	x	=	x	=						
			17								19													
			16								18		÷	=	x	=	x	=						
			17								19													
25. REMARKS																								
Double Rows per 3-foot bed.																								
Fields 1B and 1C will be harvested.																								

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

**Exhibit 3 Form Standards – Appraisal Worksheet (Continued)**

<b>APPRAISAL WORKSHEET</b> <b>After Fruit Set</b> (For Illustration Purposes Only)				3. INSURED'S NAME  I. M. INSURED					4. POLICY NO.  XXXXXXX			5. UNIT NO  0001-0001BU			6. ROW WIDTH  6 ft					
				7. CROP  Fresh Market Peppers (0083)					8. CROP YEAR  YYYY			9. PLANTING PERIOD  Fall								
				FLD ID	ACRES	STAGE	FRACTION OF AN ACRE	NO. OF PEPPERS IN EACH SAMPLE					TOTAL PEPPERS ALL SAMPLES	TOTAL SAMPLE PLOTS	AVERAGE NUMBER PEPPERS	NUMBER PEPPERS IN ONE BOX	AVERAGE BOXES / SAMPLE	ACREAGE FACTOR	BOXES PEPPER PER ACRE	
10	11	12	13	14					15	16	17	18	19	20	21					
1B	25.4	3	1/1,000	41	32	27	38	52	190	÷	5	=	38.0	100	=	0.380	×	1,000	=	380
									÷		=		100	=		×		=		
									÷		=		100	=		×		=		
									÷		=		100	=		×		=		
									÷		=		100	=		×		=		
22. REMARKS																				
Double rows per 3-foot bed. Field 1B had hail damage. Field 1B, Stage 3, No Harvest.																				
Field 1A Released to plant to melons on prior inspection. Field 1C will be harvested.																				

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

**Exhibit 4 Form Standards – Summary of Harvested Production Worksheet**

- (1) Use this worksheet to record production of marketable fresh market peppers **that** are harvested. Use separate summary of harvested production worksheets for:
  - (a) each broker, packer, processor or other first handler;
  - (b) marketable production that is harvested, but not sold; or
  - (c) harvested production sold directly to consumers (**i.e.**, additional production to count).
- (2) Packout computer printout sheets may be used to record harvested production in lieu of the summary of harvested production worksheets, **if** they establish the total value per load in the same manner with no load valued at less than zero after subtracting allowable costs (refer to the **AD** for allowable costs). File a copy of the printout sheets in the **claim file**.
- (3) The actual allowable cost of harvested production can be obtained from the grower. Allowable costs are to be deducted only for production actually packed.
- (4) Production harvested, packed, and shipped will be considered marketable even if such production is rejected at the destination point.
- (5) This worksheet is used to determine the average value (per box) actually received for harvested production. Actual value according to the CP or MVO I or MVO II, if applicable, is recorded on the PW.

Element/Item Number	Description
1. Company	Name of AIP, if not preprinted on the worksheet.
2. Insured’s Name	Name of insured that identifies exactly the person (legal entity) to whom the policy is issued.
3. Claim Number	Claim number as assigned by the AIP.
4. Crop	“Fresh Market Peppers” (0083).
5. Crop Year	Four-digit crop year, as defined in the policy, for which the claim is filed.
6. Policy Number	Insured’s assigned policy number.
7. Name, Address, and Phone No. of Buyer/Packer	<p><b>For sold production:</b> Enter name, address, and telephone number of the buyer/packer of the production.</p> <p><b>For unsold production:</b> Make no entry.</p> <p>If applicable, identify the MVO selected in the lower right corner.</p>
8. Planting Period	Planting Period (e.g., Fall, Winter, Spring, <b>or Summer</b> ). Refer to the <b>AD</b> .
9. Unit Number	Unit number from the Summary of Coverage after it is verified to be correct.

Part I Production

Element/Item Number	Description
10. Sale Date	<p><b>For sold production:</b> Enter the date the load was sold in MM/DD/YYYY format.</p> <p><b>For unsold production:</b> Enter “unsold” (harvested and/or packed but could not be sold due to insurable causes).</p>
11. Load No.	<p><b>For sold production:</b> Enter the ticket number of the load. Enter “additional production to count” for production harvested and sold to someone other than a first handler.</p> <p><b>For unsold production:</b> Enter the number of the USDA certificate of inspection, if available, and attach a copy of the certificate to the PW.</p>
12. No. of Boxes/Cartons	<p><b>For packed production:</b> Enter the number of boxes per load.</p> <p><b>For production considered to be “additional production to count” and unsold production:</b> Enter the number of boxes of such production.</p> <p>If the AIP cannot determine the number of boxes harvested from “additional production to count” acreage, but can determine the total dollars received for the production based on acceptable records, divide the dollar amount received by the Minimum Value per box shown in the AD to obtain the number of boxes to count and explain on a Special Report. File a copy of the report in the claim file.</p>
13. Gross Value	<p><b>For sold production:</b> Enter the value per box, determined by dividing the gross value of sales (from the sales invoice) by the number of boxes sold. Enter the result in dollars and cents.</p> <p><b>For unsold production:</b> Make no entry.</p>
14. Allowable Cost	<p><b>For sold production only:</b> Enter the allowable cost, in dollars and cents per box. Refer to the AD. If the actual allowable cost is less than the value provided in the AD, enter the actual allowable cost.</p> <p><b>For production considered to be “additional production to count”:</b> Enter “0.00.”</p> <p><b>For unsold production:</b> Make no entry.</p>
15. Net Value	<p><b>For sold or “additional production to count” production:</b> Subtract allowable cost (item 14) from value per box (item 13). Enter the result in dollars and cents. If the value is negative enter “0.00.”</p> <p><b>For unsold production:</b> Make no entry.</p>

**Part I Production (Continued)**

Element/Item Number	Description
16. Minimum Value	<p><b>For sold or “additional production to count” production:</b> Enter one of the following, as applicable:</p> <ul style="list-style-type: none"> <li>(1) Minimum Value as stated in the <b>AD</b>, if no MVO is selected.</li> <li>(2) MVO I price as stated in the <b>AD</b>, if MVO I is elected.</li> <li>(3) MVO II price as stated in the <b>AD</b>, if MVO II is elected.</li> </ul> <p><b>For unsold production:</b> Enter the Minimum Value from the <b>AD</b>.</p> <p>Refer to the CP for more information on Minimum Value, MVO I, and MVO II.</p>
17. Total Value Per Load	<p><b>For sold or “additional production to count” production:</b> Enter the results in dollars and cents. Multiply number of boxes (item 12) by the greater of:</p> <ul style="list-style-type: none"> <li>(1) Net Value (item 15); or</li> <li>(2) Minimum Value (item 16).</li> </ul> <p><b>For unsold production:</b> Make no entry.</p>
18. Total Boxes/Cartons	Sum the number of boxes for all loads from number of boxes column (item 12).
19. Total (\$) All Loads	Sum the <b>total value</b> for all loads from total value per load column (item 17).

**Part II Weighted Value**

Element/Item Number	Description
20. Total (\$) All Loads	Transfer entry from item 19.
21. Total Boxes/Cartons	Transfer entry from item 18.
22. Value Per Box/Carton	Divide total dollars for all loads (item 20) by total boxes/cartons (item 21). Enter the result in dollars and cents.
23. Insured’s Signature and Date	Insured’s (or insured’s authorized representative’s) signature and date. Before obtaining signature, review all entries on the <b>summary of harvested production</b> worksheet with the insured (or insured’s authorized representative), particularly explaining codes, etc., which may not be readily understood.
24. Adjuster’s Signature, Code No., and Date	Signature of adjuster, code number, and date signed after the insured (or insured’s authorized representative) has signed.

**Exhibit 4 Form Standards – Summary of Harvested Production Worksheet (Continued)**

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The following required entry is not illustrated on the Summary of Harvested Production Worksheet example.

<b>Element/Item Number</b>	<b>Description</b>
Page Number	Page numbers.  <b>Example:</b> Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.

**Exhibit 4 Form Standards – Summary of Harvested Production Worksheet (Continued)**

For Illustration Purposes Only		1. COMPANY:	ANY COMPANY		2. INSURED'S NAME		
SUMMARY OF HARVESTED PRODUCTION (Fresh Market Peppers)		3. CLAIM NO.:	XXXXXXX		4. CROP		
				Fresh Market Peppers (0083)			
5. CROP YEAR		6. POLICY NO.		7. NAME, ADDRESS, AND PHONE NO. OF BUYER/PACKER			
YYYY		XXXXXXX		ABC Packing Co., Box XX, Any Town, Any State XXXXX Tel (XXX) XXX-XXXX			
8. PLANTING PERIOD		9. UNIT NO.		Minimum Value Option II Selected			
FALL		0001-0001BU					
PART I – PRODUCTION							
SALE DATE	LOAD NO.	NO. OF BOXES / CARTONS	PER BOX/CARTON			MINIMUM VALUE	TOTAL VALUE PER LOAD
			GROSS VALUE	ALLOWABLE COST	NET VALUE		
10	11	12	13	14	15	16	17
12-11-YYYY	21642	185	11.00	5.50	5.50	1.65	1,017.50
12-11-YYYY	21645	170	13.00	5.50	7.50	1.65	1,275.00
12-11-YYYY	21647	150	6.00	5.50	0.50	1.65	247.50
12-11-YYYY	22450	160	7.00	5.50	1.50	1.65	264.00
12-18-YYYY	22690	170	15.00	5.50	9.50	1.65	1,615.00
12-18-YYYY	23100	100	0.90	5.50	0.00	1.65	165.00
12-20-YYYY	24250	90	2.00	5.50	0.00	1.65	148.50
12-22-YYYY	24301	140	6.00	5.50	0.50	1.65	231.00
12-24-YYYY	24330	150	11.00	5.50	5.50	1.65	825.00
12-30-YYYY	24600	131	7.67	5.50	2.17	1.65	284.27
18. TOTAL BOXES/CARTONS		1,446	19. TOTAL (\$) ALL LOADS				6,072.77
PART II – WEIGHTED VALUE							
20. TOTAL (\$) ALL LOADS		21. TOTAL BOXES/CARTONS			22. VALUE PER BOX/CARTON		
6,072.77		1,446			4.20		
23. INSURED SIGNATURE		DATE	24. ADJUSTER SIGNATURE		CODE NO.	DATE	
I.M. Insured		MM-DD-YYYY	I.M. ADJUSTER		XXXXX	MM-DD-YYYY	

**Exhibit 5 Form Standards – Production Worksheet**

Verify and/or make the following entries for each PW element/item number. A completed PW example is at the end of this exhibit. For general form standards and other general information, refer to [Subparagraph 2D](#) and [Paragraph 51](#).

Element/Item Number	Description
1. Crop/Code #	"Fresh Market Peppers" (0083).
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 <b>CLU</b> and tract numbers; GPS identifications; or Grid identifications) as applicable for the crop.
4. Date(s) of Damage	<p>First three letters of the month(s) during which the determined insured damage occurred for the inspection and cause(s) of loss listed in item 5 below. If no entry in item 5 below, make no entry. For progressive damage, <b>enter the</b> month that identifies when <b>the majority of</b> the insured damage occurred. Include the specific date where applicable as in the case of hail damage (e.g., Aug 11). Enter additional dates of damage in the extra spaces, as needed. If more space is needed, document the additional dates of damage in the Narrative (or on a Special Report). <b>Refer to the illustration in item 6.</b></p> <p>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. If an insured cause(s) of damage is coded as "Other," explain in the Narrative. Enter additional causes of damage in the extra spaces, as needed. If more space is needed, document the additional determined insured causes of damage in the Narrative (or on a Special Report). Refer to the example in item 6.</p> <p>If it is evident that no indemnity is due, enter "No Indemnity Due" across the columns in item 5 (refer to the <b>LAM for more information on no indemnity due claims</b>). <b>***</b></p>
6. Insured Cause %	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b> Whole percent of damage for the insured cause of damage listed in item 5 above for this inspection. Enter additional "Insured Cause %" in the extra spaces, as needed. If additional space is needed, enter the additional determined "Insured Cause %" in the Narrative (or on a Special Report). The total of all "Insured Cause %" including those entered in the Narrative must equal 100%.</p>

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

Element/Item Number	Description																
<p>6. Insured Cause % (Continued)</p>	<p>If there is no insurable cause of loss, and a no indemnity due claim will be completed, make no entry.</p> <p><b>Example:</b> Entries for items 4-6 and the Narrative, reflecting entries for multiple dates of damage, the corresponding insured causes of damage and insured cause percentages:</p> <table border="1" data-bbox="711 527 1524 747"> <tr> <td>4. Date(s) of Damage</td> <td>OCT 10</td> <td>OCT 20</td> <td>NOV 1</td> </tr> <tr> <td>5. Cause(s) of Damage</td> <td>Tornado</td> <td>Ex. Rain</td> <td>Hail</td> </tr> <tr> <td>6. Insured Cause %</td> <td>30</td> <td>30</td> <td>30</td> </tr> <tr> <td colspan="4">Narrative: Additional Date of Damage – DEC 1; Cause of Damage – Freeze; Insured Cause Percent – 10%.</td> </tr> </table>	4. Date(s) of Damage	OCT 10	OCT 20	NOV 1	5. Cause(s) of Damage	Tornado	Ex. Rain	Hail	6. Insured Cause %	30	30	30	Narrative: Additional Date of Damage – DEC 1; Cause of Damage – Freeze; Insured Cause Percent – 10%.			
4. Date(s) of Damage	OCT 10	OCT 20	NOV 1														
5. Cause(s) of Damage	Tornado	Ex. Rain	Hail														
6. Insured Cause %	30	30	30														
Narrative: Additional Date of Damage – DEC 1; Cause of Damage – Freeze; Insured Cause Percent – 10%.																	
7. Company/Agency	Name of the company and agency servicing the policy.																
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><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Unit number(s) for all non-loss units for the crop at the time of final inspection. A non-loss unit is any unit for which a PW has not been completed. Additional non-loss units may be entered on a single PW.</p> <p>If more spaces are needed for non-loss units, enter the unit numbers, identified as “Non-Loss Units,” in the Narrative or on an attached Special Report.</p>																
13. Est. Prod. Per Acre	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Estimated yield per acre, in whole boxes, 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>(1) Date the first or second notice of damage or loss was given for the unit in item 2, in the 1st or 2nd space, as applicable. Enter the complete date (MM/DD/YYYY) for each notice.</p> <p>(2) A notice of damage or loss for a third preliminary inspection (if needed) requires an additional set of PWs. Enter the date of notice for a third preliminary inspection in the 1st space of item 14 on the second set of PWs.</p>																

Exhibit 5 Form Standards – Production Worksheet (Continued)

Element/Item Number	Description
<p>14. Date(s) of Notice of Loss (Continued)</p>	<p>(3) Reserve the “Final” space on the first page of the first set of PWs for the date of notice for the final inspection.</p> <p>(4) If the inspection is initiated by the AIP, enter “Company Insp.” instead of the date.</p> <p>(5) If the notice does not require an inspection, document as directed in the Narrative instructions.</p> <p><b>Replant and Final:</b> Transfer the last date (in the 1st or 2nd space from the first or second set of PWs) to the final space on the first page of the first set of PWs if a final inspection should be made as a result of the notice. Always enter the complete date of notice (MM/DD/YYYY) for the final inspection in the final space on the first set of PWs. For a delayed notice of loss or delayed claim, refer to the LAM.</p>
<p>15. Companion Policy(s)</p>	<p>(1) If no other person has a share in the unit (insured has 100 percent share), make no entry.</p> <p>(2) In all cases where the insured has less than a 100 percent share of a loss-affected unit, ask the insured if the other person sharing in the unit has a multiple-peril crop insurance <b>policy</b> (i.e., not crop-hail, fire, etc.). If the other person does not, enter “None.”</p> <p>(a) If the other person has a multiple-peril crop insurance <b>policy</b> and it can be determined that the same AIP services it, enter the <b>policy</b> number. Handle these companion policies according to AIP instructions.</p> <p>(b) If the other person has a multiple-peril crop insurance <b>policy</b> and a different AIP or agent services it, enter the name of the AIP and/or agent (and <b>policy</b> number) if known.</p> <p>(c) If unable to verify the existence of a companion <b>policy</b>, enter “Unknown” and contact the AIP for further instructions.</p> <p>(3) Refer to the LAM for further information regarding companion <b>policies</b>.</p>

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

Make separate line entries for varying:

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

Element/Item Number	Description
16. Field ID	<p>The field or subfield identification symbol from a sketch map or an aerial photo. Refer to the Narrative <a href="#">instructions</a>.</p> <p><b>Replant:</b> Where acreage is partly replanted, omit the field ID symbol for the fields that have not been replanted and that have been consolidated into a single line entry.</p>
17. Multi-Crop Code	<p><b>Replant:</b> Make no entry.</p> <p><b>Preliminary and Final:</b> The applicable two-digit code for first crop and second crop. Refer to the LAM for instructions regarding entry of first crop and second crop codes.</p>
18. Reported Acres	<p>In the event of over-reported acres, handle in accordance with the individual AIP’s instructions. In the event of under-reported acres, enter the reported acres to tenths for the field or sub field. <a href="#">Refer to Subparagraph 2D(1)</a>. If there are no under-reported acres, make no entry.</p>
19. Determined Acres	<p>Refer to the LAM for definition of acceptable determined acres used herein. Enter the determined acres to tenths (<a href="#">refer to Subparagraph 2D(1)</a>) for the field or subfield for which consent is given for other use and/or:</p> <ul style="list-style-type: none"> <li>(1) put to other use without consent;</li> <li>(2) abandoned;</li> <li>(3) damaged by uninsured causes; or</li> <li>(4) for which the insured failed to provide acceptable records of production.</li> </ul>

Exhibit 5 Form Standards – Production Worksheet (Continued)

Element/Item Number	Description
<p>19. Determined Acres (Continued)</p>	<p>Refer to the LAM for procedures regarding when estimated acres are allowed and documentation requirements.</p> <p><b>Replant:</b> Determine the total acres, to tenths, of replanted acreage for each field or subfield (do not estimate). Refer to Subparagraph 2D(1). Make a separate line entry for any part of a field or subfield not replanted.</p> <p>(1) Determine the planted acreage of any fields or subfields not replanted. Consolidate it into a single line entry unless the usual reasons for separate line entries apply. Record the field or subfield identities (from a map or aerial photo) in the Narrative.</p> <p>(2) Account for all planted acreage in the unit.</p> <p><b>Preliminary and Final:</b> Determined acres to tenths. Refer to Subparagraph 2D(1). Acreage breakdowns within a unit or field may be estimated (refer to the LAM) if a determination is impractical.</p> <p>Account for all planted acreage in the unit.</p>
<p>20. Interest or Share</p>	<p>Insured’s interest in the crop to thousandths as determined at the time of inspection. Refer to Subparagraph 2D(1).</p> <p>If shares vary on the same unit, use separate line entries.</p>
<p>21. Risk</p>	<p>Three-digit code for the correct “Rate” specified on the AD. If a “Rate” or “High Risk Area” is not specified on the AD, make no entry. Verify with the Summary of Coverage and if the “Rate” is found to be incorrect, revise according to the AIP’s instructions. Refer to the LAM.</p> <p>Unrated land is uninsurable without a WA.</p>
<p>22. Type</p>	<p>Three-digit code***, entered exactly as specified on the AD for the type grown by the insured. If “No Type Specified” is shown in the AD, enter the appropriate three-digit code*** from the AD (e.g., 997). If a type is not specified on the AD, make no entry.</p>
<p>23. Class</p>	<p>Three-digit code***, entered exactly as specified on the AD for the class grown by the insured. If “No Class Specified” is shown in the AD, enter the appropriate three-digit code*** from the AD (e.g., 997). If a class is not specified on the AD, make no entry.</p>

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

Element/Item Number	Description								
24. Sub-Class	Three-digit code***, entered exactly as specified on the AD for the sub-class grown by the insured. If “No Sub-Class Specified” is shown in the AD, enter the appropriate three-digit code*** from the AD (e.g., 997). If a sub-class is not specified on the AD, make no entry.								
25. Intended Use	Three-digit code***, entered exactly as specified on the AD for the intended use of the crop grown by the insured. If “No Intended Use Specified” is shown in the AD, enter the appropriate three-digit code*** from the AD (e.g., 997). If an intended use is not specified on the AD, make no entry.								
26. Irr. Practice	Three-digit code***, entered exactly as specified on the AD for the irrigated practice carried out by the insured. If “No Irrigated Practice Specified” is shown in the AD, enter the appropriate three-digit code*** from the AD (e.g., 997). If an irrigated practice is not specified on the AD, make no entry.								
27. Cropping Practice	Three-digit code***, entered exactly as specified on the AD for the cropping practice (or practice) carried out by the insured. If “No Cropping Practice Specified” or “No Practice Specified” is shown in the AD, enter the appropriate three-digit code*** from the AD (e.g., 997). If a cropping practice (or practice) is not specified on the AD, make no entry.								
28. Organic Practice	Three-digit code***, entered exactly as specified on the AD for the organic practice carried out by the insured. If “No Organic Practice Specified” is shown in the AD, enter the appropriate three-digit code*** from the AD (e.g., 997). If an organic practice is not specified on the AD, make no entry.								
29. Stage	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant:</b> Replant stage abbreviation as shown below.</p> <table border="0" data-bbox="544 1354 1518 1927"> <thead> <tr> <th data-bbox="544 1354 820 1386">Stage</th> <th data-bbox="828 1354 1518 1386">Explanation</th> </tr> </thead> <tbody> <tr> <td data-bbox="544 1428 820 1501">“R” .....</td> <td data-bbox="828 1428 1518 1501">Acreage replanted and qualifying for replanting payment.</td> </tr> <tr> <td data-bbox="544 1543 820 1690">“NR” .....</td> <td data-bbox="828 1543 1518 1690">Acreage not replanted. Enter “NR” if the combined stand appraisal and uninsured cause appraisal totals 50 percent or more of the original stand and is not replanted.</td> </tr> <tr> <td data-bbox="544 1732 820 1927">“RN” .....</td> <td data-bbox="828 1732 1518 1927">Acreage replanted and not qualified for a replanting payment. Enter “RN” if the combined stand appraisal and uninsured cause appraisal totals 50 percent or more of the original stand but is replanted.</td> </tr> </tbody> </table>	Stage	Explanation	“R” .....	Acreage replanted and qualifying for replanting payment.	“NR” .....	Acreage not replanted. Enter “NR” if the combined stand appraisal and uninsured cause appraisal totals 50 percent or more of the original stand and is not replanted.	“RN” .....	Acreage replanted and not qualified for a replanting payment. Enter “RN” if the combined stand appraisal and uninsured cause appraisal totals 50 percent or more of the original stand but is replanted.
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Exhibit 5 Form Standards – Production Worksheet (Continued)

Element/Item Number	Description														
29. Stage (Continued)	<p><b>Final:</b> Stage abbreviation as shown below.</p> <table border="0"> <thead> <tr> <th data-bbox="548 338 808 373">Stage</th> <th data-bbox="833 338 992 373">Explanation</th> </tr> </thead> <tbody> <tr> <td data-bbox="548 415 808 451">“P” .....</td> <td data-bbox="833 415 1507 604">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="548 646 808 682">“1,” “2,” or “3” .....</td> <td data-bbox="833 646 1507 919">Stage as defined in CP <a href="#">(refer to Paragraph 35)</a>. If all the acreage in the unit was replanted and then a second cause of loss occurred, the stage would be determined based on the date replanting was completed. However, if just a portion of the unit was replanted and additional damage occurred, the loss would be determined based on varying stages.</td> </tr> <tr> <td data-bbox="548 961 808 997">“TZ” .....</td> <td data-bbox="833 961 1507 1035">UUF/Third Party Damage – zero production on same acreage.</td> </tr> <tr> <td data-bbox="548 1077 808 1113">“TA” .....</td> <td data-bbox="833 1077 1507 1150">UUF/Third Party Damage – appraised production on same acreage.</td> </tr> <tr> <td data-bbox="548 1192 808 1228">“TH” .....</td> <td data-bbox="833 1192 1507 1266">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>	Stage	Explanation	“P” .....	Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, or for which the insured failed to provide records of production which are acceptable to the AIP.	“1,” “2,” or “3” .....	Stage as defined in CP <a href="#">(refer to Paragraph 35)</a> . If all the acreage in the unit was replanted and then a second cause of loss occurred, the stage would be determined based on the date replanting was completed. However, if just a portion of the unit was replanted and additional damage occurred, the loss would be determined based on varying stages.	“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.		
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30. Use of Acreage	<p>Use the following “Intended Use” abbreviations.</p> <table border="0"> <thead> <tr> <th data-bbox="548 1430 808 1465">Use</th> <th data-bbox="833 1430 992 1465">Explanation</th> </tr> </thead> <tbody> <tr> <td data-bbox="548 1476 808 1512">“Replant” .....</td> <td data-bbox="833 1476 1081 1512">Acreage replanted.</td> </tr> <tr> <td data-bbox="548 1554 808 1589">“Not Replanted” .....</td> <td data-bbox="833 1554 1133 1589">Acreage not replanted.</td> </tr> <tr> <td data-bbox="548 1631 808 1667">“To <a href="#">Melons</a>,” etc. ....</td> <td data-bbox="833 1631 1166 1667">Use made of the acreage.</td> </tr> <tr> <td data-bbox="548 1709 808 1745">“WOC” .....</td> <td data-bbox="833 1709 1190 1745">Other use without consent.</td> </tr> <tr> <td data-bbox="548 1787 808 1822">“SU” .....</td> <td data-bbox="833 1787 1057 1822">Solely uninsured.</td> </tr> <tr> <td data-bbox="548 1864 808 1900">“ABA” .....</td> <td data-bbox="833 1864 1211 1900">Abandoned without consent.</td> </tr> </tbody> </table>	Use	Explanation	“Replant” .....	Acreage replanted.	“Not Replanted” .....	Acreage not replanted.	“To <a href="#">Melons</a> ,” etc. ....	Use made of the acreage.	“WOC” .....	Other use without consent.	“SU” .....	Solely uninsured.	“ABA” .....	Abandoned without consent.
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“SU” .....	Solely uninsured.														
“ABA” .....	Abandoned without consent.														

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

Element/Item Number	Description
30. Use of Acreage (Continued)	<p>“H” ..... Harvested.</p> <p>“UH” ..... Unharvested.</p> <p>Verify any preliminary “Intended Use” entry. If the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct “Final Use.”</p> <p><b>Gleaned Acreage:</b> Refer to the LAM for information on gleaning.</p>
31. Appraised Potential	<p><b>Replant:</b> Document the replant calculations in the Narrative and enter the amount allowed per acre for replanting, rounded to whole dollars. Refer to <a href="#">Part 3</a>, “Replanting Payment Procedures,” for qualifications and computations.</p> <p><b>Preliminary and Final:</b> Enter the per acre appraisal in whole boxes of potential production for the acreage appraised as shown on the appraisal worksheet. (Refer to <a href="#">Part 4</a>, “Appraisals” for additional instructions.) If there is no potential on UH acreage enter “0.” Refer to the LAM for procedures for documenting zero yield appraisals.</p>
32a.-32b.	Make no entry.
33. Shell %, Factor, or Value	<p><b>Replant:</b> Make no entry.</p> <p><b>Preliminary and Final:</b> For appraised production, enter the greater of <b>the</b>:</p> <p>(1) actual market value per box (determined from a sample provided to the buyer); or</p> <p>(2) Minimum Value per box show in the <b>AD</b> for the planting period. Do not use the MVO I or MVO II price from the <b>AD</b> for this entry.</p>
34. Production Pre QA	<p><b>Replant:</b> Result of multiplying column 31 times column 19, rounded to whole dollars. If no entry in column 31, make no entry.</p> <p><b>Preliminary and Final:</b> Result of multiplying column 31 times column 19, times column 33, rounded to whole dollars. If no entry in column 31, make no entry.</p>

Exhibit 5 Form Standards – Production Worksheet (Continued)

Element/Item Number	Description
35. Quality Factor	<p>Make no entry, <b>unless:</b></p> <p>Under section 15(j) of the BP, if due to insured causes, a Federal or State agency has ordered the appraised insured crop or production to be destroyed, enter the factor “.000.” Instruct the insured to complete and submit a Certification Form stating the date the crop or production was destroyed and the method of destruction (refer to item 40 and the Narrative instructions). Refer to the LAM for additional information.</p>
36. Production Post QA	Transfer entry from column 34.
37. Uninsured Causes	<p><b>Replant:</b> Make no entry.</p> <p><b>Preliminary and Final:</b> Result of per acre appraisal for uninsured causes (taken from appraisal worksheet or other documentation) multiplied by column 19, rounded to whole boxes. Refer to the LAM for information on how to determine uninsured cause appraisals. If no uninsured causes, make no entry.</p> <p>(1) Hail and Fire exclusion not in effect.</p> <p>(a) Enter the result of multiplying column 19 entry by not less than the insured’s amount of insurance per acre in dollars and cents for any “P” stage acreage.</p> <p>(b) On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged solely by uninsured causes separate from other production. Refer to the LAM for information on how to determine uninsured cause appraisals.</p> <p>(c) For acreage that is damaged partly by uninsured causes, enter the result of multiplying column 19 entry by the appraised uninsured loss of production per acre in dollars and cents for any such acreage.</p> <p>***</p> <p>(2) Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.</p> <p>(3) Enter the result of adding uninsured cause appraisals to hail and fire exclusion appraisals.</p> <p>(4) For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.</p>

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

Element/Item Number	Description
38. Total to Count	<p><b>Replant:</b> Transfer entry from column 36.</p> <p><b>Preliminary and Final:</b> Result of adding item 36 and item 37.</p>
39. Total	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Final:</b> Total determined acres (column 19), to tenths. Refer to <a href="#">Subparagraph 2D(1)</a>.</p>
40. Quality	<p><b>Replant:</b> Make no entry.</p> <p><b>Preliminary and Final:</b> Check “None,” unless:</p> <p>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, check “Other” and document in the Narrative (or on a Special Report):</p> <p>(1) a description of the condition; and</p> <p>(2) the name of the controlling authority that considers this condition to be injurious to human or animal health and why.</p>
41. Mycotoxins exceed FDA, State, or other health organization maximum limits?	Make no entry.
42. Totals	Total of entries in columns 34, 36, 37, and 38. If a column has no entries, make no entry.

**Narrative Instructions**

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

- (1) If no acreage is released on the unit, enter “No acreage released,” adjuster’s initials, and date.
- (2) If notice of damage was given and no inspection is required, enter “No Inspection,” the unit number(s), date, and adjuster’s initials (do not enter unit numbers for which notice has not been given). The insured’s signature is not required.
- (3) Explain any uninsured causes, unusual, or controversial cases.
- (4) If there is an appraisal in Section I, column 37 for uninsured causes due to a hail/fire exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
- (5) Document the actual appraisal date if an appraisal was performed prior to the adjuster’s signature date on the appraisal worksheet, and the date of the appraisal is not recorded on the appraisal worksheet.

**Narrative Instructions (Continued)**

- (6) 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. Refer to the LAM.
- (7) Explain any errors found on the Summary of Coverage.
- (8) Explain any commingled production. Refer to the LAM.
- (9) Explain any entry for “Production Not to Count” in Section II, column 62 and/or any production not included in Section II, column 56 or column 49-54 entries (e.g., harvested production from uninsured acreage that can be identified separately from the insured acreage in the unit).
- (10) Explain a “NO” checked in item 44, “Damage Similar to Other Farms in the Area?”
- (11) Attach a sketch map or aerial photo to identify the total unit:
  - (a) if consent is or has been given to put part of the unit to another use or to replant;
  - (b) if acreage has been replanted to a practice uninsurable as an original practice;
  - (c) if uninsured causes are present; or
  - (d) for unusual or controversial cases.Indicate on the aerial photo or sketch map, the disposition of acreage destroyed or put to other use with or without consent.
- (12) Explain any difference between date of inspection and signature dates. For an absentee insured, enter the date of the inspection and the date of mailing the PW for signature.
- (13) When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and the date of inspection.
- (14) Explain the reason for a “No Indemnity Due” claim. “No Indemnity Due” claims are to be distributed in accordance with the AIP’s instructions.
- (15) Explain any delayed notices or delayed claims as instructed in the LAM.
- (16) Document any authorized estimated acres, as instructed in the LAM, shown in Section I, column 19.
- (17) Document the method and calculation used to determine acres for the unit. Refer to the LAM.

**Narrative Instructions (Continued)**

- (18) Document in the “Narrative” or on a Special Report, the calculation used to determine the stage guarantee per acre.
- (19) Specify the type of insects or disease when the insured cause of damage or loss is listed as insects or disease. **List the control measures used and explain why they did not work.**
- (20) Document the appraisal (plus appraisal for uninsured causes of loss, if applicable) for replanted acreage, and the calculations to show that the qualifications for a replanting payment have been met. **Refer to Part 3, Paragraph 22.**
- (21) If any acreage to be replanted in the unit does not qualify for a replanting payment, enter Field No., “NOT QUAL FOR RP PAYMENT,” date of inspection, adjuster’s initials, and reason not qualified.
- (22) **For replant claims, indicate if the amount allowed for replanting has/has not been reduced for share on the PW according to individual AIP guidelines.**
- (23) Explain any “0” potential (fresh market pepper plants with no production or fresh market peppers with no market value).
- (24) Explain the reason that any harvested production is unsold.
- (25) Document any unsold, unmarketable harvested production that is damaged or defective due to insurable causes.
- (26) Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.
- (27) Document any other pertinent information, including any data to support any factors used to calculate the production. If on an attachment, enter “See attachment.”
- (28) **If a Federal or State destruction order has been issued, attach to the PW a copy of the Federal or State destruction order and the insured’s completed Certification Form. Refer to the LAM for additional documentation requirements.**

**Section II – Determined Harvested Production**

- (1) Account for all harvested production (for all entities sharing in the crop) except production appraised before harvest and shown in Section I because the quantity cannot be determined later.
- (2) For production commercially sold or stored, enter the name and address of the storage facility or buyer, packing house, or processor as applicable in columns 49 through 54.
- (3) There will be no “harvested production” entries for replanting payments.
- (4) If acceptable sales or weight tickets are not available, refer to the LAM.
- (5) If additional lines are necessary, the data may be entered on a continuation sheet. Use separate lines for:
  - (a) Different first handlers (buyers, packinghouses, or processors). The insured must have maintained satisfactory records of all production sold. Verify any packinghouse or processor records.

In all localities, if the first handler was not a packer or processor, the production will be determined by the adjuster on the basis of available records.
  - (b) Separate storage facilities.
  - (c) Unsold marketable production.
  - (d) Additional production to count.
  - (e) Varying shares; e.g., 50 percent and 75 percent shares on the same unit.
  - (f) Production from first (original) or second (substitute) crop acreage when a second crop will be or is planted on the first crop acreage within the same crop year.
- (6) There will generally be no harvested production entries in columns 47 through 66 for preliminary inspections.
- (7) If the insured cannot provide the number of boxes harvested from “additional production to count,” but can provide the total dollars received for that production, divide the dollar amount received by the Minimum Value per box shown in the AD to obtain the number of boxes to count.

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

Element/Item Number	Description
<p>43. Date Harvest Completed</p>	<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>Replant and Final:</b></p> <p>(1) The earlier of the date the entire acreage on the unit was (1) harvested, (2) totally destroyed, (3) replanted, (4) put to other use, (5) a combination of harvested, destroyed, or put to other use, or (6) the calendar date for the <b>EOIP</b>.</p> <p>(2) If at the time of final inspection (if prior to the <b>EOIP</b>), there is any unharvested insured acreage on the unit that the insured does not intend to harvest, enter “Incomplete.”</p> <p>(3) If at the time of final inspection (if prior to the <b>EOIP</b>), none 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>(4) If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use, replanting is complete for the unit, etc. Refer to the LAM.</p>
<p>44. Damage Similar to Other Farms in the Area?</p>	<p><b>Preliminary:</b> Make no entry.</p> <p><b>Replant and Final:</b> Check “Yes” or “No.” Check “Yes” if the amount and cause of damage due to insurable causes is similar to the experience of other farms in the area. If “No” is checked, explain in the Narrative.</p>
<p>45. Assignment of Indemnity?</p>	<p>Check “Yes” only if an assignment of indemnity is in effect for the crop year; otherwise, check “No.” Refer to the LAM.</p>
<p>46. Transfer of Right to Indemnity?</p>	<p>Check “Yes” only if a transfer of right to indemnity is in effect for the unit for the crop year; otherwise, check “No.” Refer to the LAM.</p>
<p>47a. Share</p>	<p>Record only varying shares on same unit to <b>thousandths. Refer to Subparagraph 2D(1).</b></p>
<p>47b. Field ID</p>	<p>(1) If only one practice and/or type of harvested production is listed in Section I, make no entry.</p> <p>(2) If more than one practice and/or type of harvested production is listed in Section I, indicate for each practice/type the corresponding Field ID (from Section I, column 16).</p>

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

Element/Item Number	Description
48. Multi-Crop Code	The applicable two-digit code for first crop and second crop. Refer to the LAM for instructions regarding entry of first crop and second crop codes.
49-54. Length or Diameter Width Depth Deductions Net Cubic Feet Conversion Factor	<p><b>For peppers stored or sold:</b> Enter the name and address of the buyer, packinghouse, or processor as applicable.</p> <p><b>For unsold marketable production:</b> Enter unsold.</p> <p><b>For “additional production to count” sold off insurable acreage:</b> Enter “additional production to count.”</p>
55. Gross Prod.	Make no entry.
56. Bu., Ton, Lbs. Cwt.	<p>Line through Bu., Ton, Lbs., Cwt. (<del>Bu., Ton, Lbs., Cwt.</del>) and enter “Box.”</p> <p>Enter total harvested sold, unsold, or “additional production to count” production in whole boxes (from item 19 of Summary of Harvested Production worksheet). Account for production harvested but not delivered to a packinghouse separately from packed production.</p> <p>The insured is obligated to provide the number of boxes of “additional production to count” production harvested from insurable acreage. If the insured will not or cannot provide the number of boxes harvested from “additional production to count” acreage and the AIP cannot determine the value or number of boxes for such production, not less than the amount of insurance per acre must be assigned for the actual acres affected.</p>
57-60b.	Make no entry.
61. Adjusted Production	Transfer entry from column 56.
62. Prod. Not to Count	<p>Enter the net production not to count, in whole boxes, 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>If production records are not available from acreage damaged solely by uninsured causes, make no entry.</p> <p>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	Result of subtracting column 62 from column 61.

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

Element/Item Number	Description
64a. Value	<p><b>For sold or “additional production to count” production:</b> Enter the “Value Per Box/Carton” from item 22 of the Summary of Harvested Production Worksheet. “Additional production to count” production requires a separate Summary of Harvested Production Worksheet.</p> <p><b>For unsold, marketable production:</b> Enter not less than the applicable Minimum Value per box as listed in the <b>AD</b>.</p> <p><b>For unsold, unmarketable production damaged or defective due to insurable causes:</b> Enter “0.00.”</p>
64b. Mkt. Price	Make no entry.
65. Quality Factor	<p>Make no entry, <b>unless:</b></p> <p><b>Under section 15(j) of the BP, if due to insured causes, a Federal or State agency has ordered the appraised insured crop or production to be destroyed, enter the factor “.000.” Instruct the insured to complete and submit a Certification Form stating the date the crop or production was destroyed and the method of destruction (refer to item 40 and the Narrative instructions). Refer to the LAM for additional information.</b></p>
66. Production to Count	Enter the result from multiplying column 63 times column 64a, rounded to whole dollars.
67. Total	Total of column 63. If no entry in column 63, make no entry.

**For items 68-72. When separate line entries are made for varying shares, stages, types, etc., within the unit, and totals need to be kept separate for calculating indemnities, make no entry and follow the AIP’s instructions. Otherwise, make the following entries.**

Element/Item Number	Description
68. Section II Total	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Total of column 66.</p>
69. Section I Total	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Enter figure from Section I, column 38 total.</p>
70. Unit Total	<p><b>Preliminary and Replant:</b> Make no entry.</p> <p><b>Final:</b> Total of items 68 and 69.</p>
71. Allocated Prod.	Refer to the LAM for instructions for determining allocated production. Enter the total production, <b>rounded to whole dollars</b> , allocated to this unit that is included in Section I or II of the PW. Document how allocated production was determined and record supporting calculations in the Narrative or on a Special Report.
72. Total APH Prod.	Make no entry.

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

The following required entries are not illustrated on the following PW example.

<b>Element/Item Number</b>	<b>Description</b>
73. Insured's Signature and Date	<p>Insured's (or insured's authorized representative's) signature and date. Before obtaining insured's signature, review all entries on the PW with the insured (or insured's authorized representative), particularly explaining codes, etc., that may not be readily understood.</p> <p>Final indemnity inspections and final replanting payment inspections should be signed on bottom line.</p>
74. 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 PW.</p> <p>Final indemnity inspections and final replanting payment inspections should be signed on bottom line.</p>
75. Page	<p><b>Preliminary:</b> Page numbers - "1," "2," etc., at the time of inspection.</p> <p><b>Replant and Final:</b> Page numbers.</p> <p><b>Example:</b> Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.</p>

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

1. Crop/Code # Fresh Market Pepper 0083	2. Unit # 0001-0001BU	3. Location Description SW1-2N-3W	7. Company Agency ANY COMPANY ANY AGENCY	8. Name of Insured I.M. INSURED
4. Date(s) of Damage OCT 10 DEC 1	5. Cause(s) of Damage HAIL FREEZE	6. Insured Cause % 60% 40%	9. Claim # XXXXXXXX	11. Crop Year YYYY
12. Additional Units 0002-0001BU 0003-0001BU	13. Est. Prod. Per Acre 975 950	10. Policy # XXXXXXXX	14. Date(s) Notice of Loss 1st MM/DD/YYYY 2nd MM/DD/YYYY Final MM/DD/YYYY	15. Companion Policy(s)

**SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS**

A. ACTUARIAL														B. POTENTIAL YIELD									
16. Field ID	17. Multi-Crop Code	18. Reported Acres	19. Determined Acres	20. Interest or Share	21. Risk	22. Type	23. Class	24. Sub-Class	25. Intended Use	26. Irr Practice	27. Cropping Practice	28. Organic Practice	29. Stage	30. Use of Acreage	31. Appraised Potential	32a. Moisture % Factor	32b. Shell %, Factor, or Value	33. Production Pre QA	34. Quality Factor	35. Production Post QA	36. Uninsured Causes	37. Total to Count	
1A	NS	38.0	36.8	1.000		335					140		1	To Melons	168	-----	9.10	56,260		56,260		56,260	
1B	NS		25.4	1.000		335					140		3	UH	380	-----	9.10	87,833		87,833		87,833	
1C	NS		24.9	1.000		335					140		3	H	77	-----	9.10	17,447		17,447		17,447	
39. TOTAL		87.1	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		161,540		161,540		161,540
41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																							

**NARRATIVE (If more space is needed attach a Special Report):** Insured selected MVO II (\$1.65 per box). Field 1C harvested 3 times. 102 boxes/acre – 25 = 77 Unsold production was due to freeze. Permanent fields verified. Refer to attached Special Report.

**SECTION II – DETERMINED HARVESTED PRODUCTION**

43. Date Harvest Completed MM/DD/YYYY						44. Damage similar to other farms in the area? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>						45. Assignment of Indemnity Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>						46. Transfer of Right to Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
A. MEASUREMENTS						B. GROSS PRODUCTION						C. ADJUSTMENTS TO HARVESTED PRODUCTION											
47a. Share	47b. Multi-Crop Code	48. Length or Diameter	49. Width	50. Depth	51. Deduction	52. Net Cubic Feet	53. Conversion Factor	54. Gross Prod.	55. Bu-Ton (Lbs.) GWF BOX	56. Shell/Sugar Factor	57. FM% Factor	58a. Moisture % Factor	58b. Test WT Factor	59a. Adjusted Production	59b. Prod. Not to Count	60a. Production Pre-QA	60b. Value Mkt. Price	61. Quality Factor	62. Production to Count				
---	NS	ABC Packing Company Any Town, Any State							1,446	---	---	---	---	---	1,446		1,446	4.20		6,073			
---	NS	UNSOLD							87	---	---	---	---	---	87		87	9.10		792			
---	NS	Additional Production to Count							92	---	---	---	---	---	92		92	4.24		390			
67. TOTAL																1,625		68. Section II Total	7,255				
																		69. Section I Total	161,540				
																		70. Unit Total	168,795				
																		71. Allocated Prod.					
																		72. Total APH Prod.					

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

**Exhibit 5 Form Standards – Production Worksheet (Continued)**

1. Crop/Code # Fresh Market Pepper 0083	2. Unit # 0002-0001 BU	3. Location Description NW5-50N-20W	7. Company Agency ANY COMPANY ANY AGENCY	8. Name of Insured I.M. INSURED
4. Date(s) of Damage SEP 10	5. Cause(s) of Damage HAIL	6. Insured Cause % 100%	12. Additional Units	13. Est. Prod. Per Acre
9. Claim # XXXXXXXX		11. Crop Year YYYY		
10. Policy # XXXXXXXX		14. Date(s) 1st MM/DD/YYYY 2nd Final MM/DD/YYYY		
15. Companion Policy(s)				

**EXAMPLE 1: 100% SHARE**

**SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS**

A. ACTUARIAL															B. POTENTIAL YIELD							
16. Field ID	17. Multi-Crop Code	18. Reported Acres	19. Determined Acres	20. Interest or Share	21. Risk	22. Type	23. Class	24. Sub-Class	25. Intended Use	26. Irr Practice	27. Cropping Practice	28. Organic Practice	29. Stage	30. Use of Acreage	31. Appraised Potential	32a. Moisture % Factor	32b. Shell % Factor, or Value	33. Production Pre QA	34. Quality Factor	35. Production Post QA	36. Uninsured Causes	37. Total to Count
2A			30.0	1.000		335					140		R	Replanted	1,200	-----		36,000		36,000		36,000
2B			32.2	1.000		335					140		NR	Not Replanted		-----						
39. TOTAL			62.2	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input type="checkbox"/>													42. TOTALS	36,000		36,000		36,000
41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																						

**NARRATIVE (if more space is needed, attach a Special Report):**

Example above shows allowance when the actual cost is less than the maximum allowance. Percent of stand for field 2A is 29%. Actual cost of replant is \$1,200 per acre. Maximum allowance is \$1,735 per acre. Actual cost used. Field wheel measured.

**EXAMPLE 2: 50% SHARE**

**SECTION I – DETERMINED ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS**

A. ACTUARIAL															B. POTENTIAL YIELD							
16. Field ID	17. Multi-Crop Code	18. Reported Acres	19. Determined Acres	20. Interest or Share	21. Risk	22. Type	23. Class	24. Sub-Class	25. Intended Use	26. Irr Practice	27. Cropping Practice	28. Organic Practice	29. Stage	30. Use of Acreage	31. Appraised Potential	32a. Moisture % Factor	32b. Shell % Factor, or Value	33. Production Pre QA	34. Quality Factor	35. Production Post QA	36. Uninsured Causes	37. Total to Count
2A			30.0	.500		335					140		R	Replanted	868	-----		26,040		26,040		26,040
2B			32.2	.500		335					140		NR	Not Replanted		-----						
39. TOTAL			62.2	40. Quality: TW <input type="checkbox"/> KD <input type="checkbox"/> Aflatoxin <input type="checkbox"/> Vomitoxin <input type="checkbox"/> Fumonisin <input type="checkbox"/> Garlicky <input type="checkbox"/> Dark Roast <input type="checkbox"/> Sclerotinia <input type="checkbox"/> Ergoty <input type="checkbox"/> CoFo <input type="checkbox"/> Other <input type="checkbox"/> None <input type="checkbox"/>													42. TOTALS	26,040		26,040		26,040
41. Mycotoxins exceed FDA, State or other health organization maximum limits? Yes <input type="checkbox"/>																						

**NARRATIVE (if more space is needed, attach a Special Report):**

Example above shows allowance when the actual cost is more than the maximum allowance, when share is considered. Percent of stand for field 2A is 29%. Actual cost of replant is \$1,835 per acre. Maximum allowance is \$1,735 times .500 share, which equals 867.50. Maximum allowance used. Field wheel measured.

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

**Exhibit 6 Minimum Representative Sample Requirements**

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<b>Acres in Field or Subfield</b>	<b>Minimum Number of Samples</b>
0.1 - 10.0	3

Add one additional sample for each additional 40.0 acres (or fraction thereof) in the field or subfield.

## Exhibit 7 Determining Sample Row Length

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Use the following instructions to calculate the sample row length.

- (1) For 6-foot row widths or less:
  - (a) Divide 43,560 square feet per acre by the applicable row width to obtain the feet of row per acre.
  - (b) Divide the result by 100 (for 1/100 acre) or 1,000 (for 1/1,000 acre) and round to the nearest tenth.

**Example:**  $43,560 \text{ square feet} \div 5\text{-foot row width} = 8,712 \text{ feet of row per acre}$

$8,712 \text{ feet of row per acre} \div 1,000 = 8.7 \text{ feet of row per sample (1/1,000 acre appraisal)}$

- (2) For row widths greater than 6 feet: divide 7,260 feet (the standard linear feet of row ) by 100 (for 1/100 acre) or 1,000 (for 1/1,000 acre) and round to the nearest tenth.

**Example:**  $7,260 \text{ feet} \div 1,000 = 7.3 \text{ feet of row per sample (1/1,000 acre appraisal)}$

## Exhibit 8 Determining Plants Per Acre

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To calculate the plants per acre, use the following formula:

- (1)  $43,560 \text{ square feet per acre} \div \text{row width (use 6 feet for row widths greater than 6 feet)} = \text{feet of row per acre}$
- (2)  $\text{feet of row per acre} \div \text{plant spacing (in feet to hundredths)} \times 2 \text{ (double-row beds)} = \text{plants per acre}$

**Example:**  $43,560 \text{ square feet} \div 6\text{-foot row width} = 7,260 \text{ feet of row per acre}$

$7,260 \text{ feet of row per acre} \div 1.00 \text{ foot (12-inch plant spacing)} \times 2 \text{ (double-row beds)} = 14,520 \text{ plants per acre}$