



United States Department of Agriculture  
Farm and Foreign Agricultural Services  
Risk Management Agency

June 30, 2003

**INFORMATIONAL MEMORANDUM: R&D-03-029**

TO: All Reinsured Companies  
All Risk Management Agency Field Offices

FROM: Tim B. Witt /s/ *Tim B. Witt*  
Deputy Administrator

SUBJECT: 2004 Manual-13, Data Acceptance System (DAS) Handbook

The approved 2004 Manual 13, Data Acceptance System Handbook is available electronically via the Risk Management Agency (RMA) website at <http://www.rma.usda.gov/data/> under the Data Acceptance System Handbook directory.

RMA provided a draft copy to company representatives at the May 13 and 14 Information Technology Managers Meeting and have provided major modifications via the DAS Status report. An overview of the changes were also provided at the May 20<sup>th</sup> Industry Meeting. Significant modifications in the approved 2004 Manual 13 include adding:

- (1) the insured, agent and loss adjuster signature dates on additional records;
- (2) land location, and the reporting of uninsured acreage and zero acreage reports;
- (3) new fields for the identification and validation of Perennial T-yields;
- (4) new fields for identification of Double Cropping and Prevented Planting limitations; and
- (5) new fields for reporting of common information for USDA programs when approved.

In addition, modifications were made to be consistent with the small grains policy, basic policy provisions and Crop Insurance Handbook.

Companies may direct their questions or comments to Seavey Anthony, Chief, Program Automation Branch, at (816) 926-3865 regarding handbook content or Trish Blegen at (816) 926-3883 regarding file downloads.

**DISPOSAL DATE:**

This Informational Memorandum is for the purpose of transmitting information and the expiration date is December 31, 2003.



6501 Beacon Drive \$ Kansas City, MO 64133

The Risk Management Agency Administers and Oversees  
All Programs Authorized Under the Federal Crop Insurance Corporation

An Equal Opportunity Employer