

U.S. DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT
Washington, D.C 20250

MANUAL ISSUE No.
WSAL PN 507
DATE
January 29, 2018

PROCEDURE NOTICE

RD MANUAL CHANGES

INSERT RD INS 440.1
(WSAL)

**INTEREST RATES, AMORTIZATION,
GUARANTEE FEE, ANNUAL CHARGE, AND
FIXED PERIOD.** This Instruction is
partially revised as follows:

Exhibit B, to update various program rates and the Treasury Judgement Rate:

December 2017 Interest Rate:

REMOVE
Exhibit B: Pages 1 & 2 (Rev 105).

INSERT
Exhibit B: Pages 1 & 2 (Rev 106).

January 2018 Interest Rate:

REMOVE
Exhibit B: Pages 1 & 2 (Rev 106).

INSERT
Exhibit B: Pages 1 & 2 (Rev 107).

REMOVE RD INS 2045-C
(WSAL)

MERIT PROMOTION PROGRAM. This Instruction
has been obsoleted and is replaced
with Departmental Regulation 4030-335-002 "Merit Promotion and Internal
Placement" dated July 22, 2015.

REMOVE
Table of Contents;
Pages 1 thru 20; and
Exhibit A thru J.

INSERT RD INS 2045-E
(WSAL)

PRE-TAX PARKING BENEFIT. § 2045.203 is
partially revised to change the Branch name
from "Office of Procurement and Administrative Services (PAS)" to "Human
Resources Policy and Programs Branch (HRPPB)"

REMOVE
Pages 1 & 2.

INSERT
Pages 1 & 2 (Rev 1).

(OVER)

READ PROCEDURE - DISCUSS IN STAFF CONFERENCE - KEEP PROCEDURE MANUAL UP TO DATE

RD MANUAL CHANGES

**INSERT RD INS 2051-F
(WSAL)**

HOURS OF DUTY. Exhibit B is partially revised with minor revision.

INSERT
Exhibit B.

REMOVE
Exhibit B revised 01-29-18.

**REMOVE RD INS 2060-A
(WSAL)**

RURAL DEVELOPMENT PERFORMANCE APPRAISAL.
This Instruction has been obsoleted and is

replaced with Departmental Regulation 4040-430 "Performance Management" dated September 30, 2013.

REMOVE
Table of Contents;
Pages 1 thru 12; and
Exhibit A.

**INSERT RD INS 2063-A
(WSAL)**

PROFESSIONAL LIABILITY INSURANCE.
§ 2063.4(a) is revised to rename paragraph

title from "Assistant Administrator for Human Resources" to "Human Resources Director."

INSERT
All pages.

REMOVE
Pages 1 & 2 revised 01-29-18.

**REMOVE RD INS 2063-K
(WSAL)**

OPERATION OF THE LABOR-MANAGEMENT RELATIONS PROGRAM. This Instruction has been

obsoleted and is replaced with Departmental Regulation 4070-711 "Labor Relations" dated September 30, 2010.

REMOVE
Pages 1 thru 4.

RD HANDBOOK CHANGES

**INSERT RD HB-1-3565
(WSAL)**

Chapter 11 to incorporate references RD Instruction 1970 and to remove references to obsolete RD Instruction 1940-G.

REMOVE

Table of Contents dated 02-23-12:
Pages 13 & 14; and
Chapter 11 dated 02-23-12:
Pages 11-1 thru 11-7.

**GUARANTEED RURAL RENTAL HOUSING PROGRAM
ORIGINATION AND SERVICING HANDBOOK.** This

Handbook is partially revised to update

Chapter 11 to incorporate references RD Instruction 1970 and to remove references

to obsolete RD Instruction 1940-G.

INSERT

Table of Content dated 02-23-12:
Pages 13 & 14 revised; and
Chapter 11 dated 02-23-12:
Pages 11-1 thru 11-8 revised 01-29-18.

FORM

REPLACEMENT

**RD 1944-61
(WSAL)**

to ensure that the creditworthiness analysis is consistently documents. Revisions include: the addition of specific sections to address the reliability of the credit score, housing payment history, nontraditional/alternative credit, additional credit checks, significant delinquency, and credit exceptions; as well as updated language in the summary evaluation section to clarify that traditional or nontraditional credit was evaluated, and whether an exception is warranted. This Form and FMI are available on the Rural Development Instructions home page (<http://www.rd.usda.gov/publications/regulations-guidelines>). No paper copy distribution of this form will be made, and it will not be stocked in the warehouse.

CREDIT HISTORY WORKSHEET revised 12-17.
The Form and FMI are revised to reflect the recent changes to Handbook HB-1-3550, and

REMOVE

FMI dated 03-30-17.

INSERT

FMI revised 01-29-18.

NO SPECIAL PROCEDURE NOTICE RELEASED.

ADMINISTRATIVE NOTICES RELEASED:

(See AN Checklist)