

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

MANUAL ISSUE No.
WSAL PN 590
DATE
August 29, 2023

PROCEDURE NOTICE

RD MANUAL CHANGES

INSERT RD INS 1902-A (WSAL)

SUPERVISED BANK ACCOUNTS OF LOAN, AND AND OTHER FUNDS. Financial institutions are required to obtain certain identification

information from customers who are opening an account pursuant to the Customer Identification Program (CIP) regulations at [31 CFR 1020.220](#). Financial Institutions are not required to obtain CIP information from Federal agencies opening an account because federal agencies are not considered "customers" for the purpose of CIP. CIP guidance for Supervised Bank Accounts has been released annually through an Unnumbered Letter (UL). Exhibit C will permanently add CIP requirements for Supervised Bank Accounts to RD Instruction 1902-A, which will eliminate the need for an annual UL to be published.

INSERT

[Exhibit C added 08-29-23.](#)

FORMS

REPLACEMENT

RD 449-30 (WSAL)

GUARANTEED LOAN REPORT OF LOSS revised 06-23.
Prescribed in RD Instruction 1980-E and
4287-B. The specific revisions are
outlined below:

INSTRUCTIONS:

- Second line removed "for" as not necessary.
- Third line added "and" between "...46 48-55..." to fix grammar error.

Items 7 - 9 and 35:

- Changed F.O to GSB to show change in organizational name.

Item 33:

- Added "Principal Advanced" field to allow for system calculation of subsequent fields.

Item 42:

- Added "...and/or 50% of Legal Fees" to reflect recent change in policy on payment of legal fees during final loss calculations.

BACKGROUND CALCULATIONS:

- All updated as they had stopped working with current version of Adobe.

REMOVE

FMI dated 08-31-22.

INSERT

FMI revised 08-29-23.

(Con.)

FORMS**REPLACEMENT****RD 4281-6****(WSAL)****FOOD SUPPLY CHAIN GUARANTEED LOAN REPORT OF
LOSS ESTIMATED LOSS** revised 07-23. The
specific revisions are outlined below:

- Form name changed to FOOD SUPPLY CHAIN, GUARANTEED LOAN REPORT OF LOSS, ESTIMATED LOSS" to ensure that the correct form is being used.
- Item 1 - Background script changed to allow users to enter all required numbers and dashes or just numbers with the system inserting dashes. Change was for ease of use.
- Item 3 - As there was only one program and submittal type for this form, the label was changed to "SUBMITTED FOR" and "ESTIMATED LOSS" was added.
- Item 5 - Background script changed to allow users to enter all required numbers and dashes or just numbers with the system inserting dashes. Change was for ease of use.
- Item 7 - Label changed to LENDER ACH ROUTING NUMBER to more accurately describe information collected. Background script changed to allow users to enter all required numbers and dashes or just numbers with the system inserting dashes. Change was for ease of use.
- Item 8 - Label changed to LENDER ACH ACCOUNT NUMBER to more accurately describe the information collected.
- Item 9 - Radio buttons replaced check boxes as the account types are mutually exclusive.
- Items 22 and 23 - Calculation changed so that if value returned is negative \$0.00 is displayed
- Item 27 - Updated parenthetical to match wording in rest of document. Background formula updated to correct calculation error.
- Item 29 - This item was changed to show as a percentage rather than a decimal. Dependent formulae were updated.
- Item 30 - Changed label to "GUARANTEED PORTION OF BASIC LOSS" to more accurately describe the information provided.
- Item 31 - To reduce staff work, item 31 was changed to "PRINCIPAL ADVANCED ON LOAN Loan" so that following items could auto-calculate.
- Item 32 - Formerly Item 31. Label changed to "MAXIMUM LOSS ALLOWED". Script changed to auto-calculate.
- Item 33 - Formerly Item 32. Label changed to "LOSS AMOUNT ALLOWED THIS CLAIM". Script added to auto-fill.
- Title of section changed from "ADJUSTMENTS TO PROTECTIVE ADVANCES & INTEREST" to "AMOUNT DUE LENDER" to more accurately reflect the information collected.
- Item 34 - Formerly Item 33. Background script changed to limit characters before and after decimal point and to display all numbers rather than rounding up.
- Item 35 - Formerly Item 34
- Item 36 - Formerly Item 35. Removed as this type of loan does not have annual fees.
- Item 37 - Formerly Item 36. Removed as no longer necessary do to removal of Item 35. All items renumbered.
- Block title changed to GUARANTEED COMMERCIAL BRANCH ONLY to reflect organizational realignment.

(Con.)

FORMS**REPLACEMENT****RD 4281-6 (Con.)
(WSAL)**

- Item 46 - Formerly Item 45. Changed to radio buttons as the choices are mutually exclusive. Heading changed to "PAYMENT ISSUE CODE" to more accurately identify information provided.
- Item 47 - Formerly Item 46.
- Old Item 47 removed as not needed for this transaction.
- Form formatting for appearance - adjusting font size and styles, alignment, etc. was also done.

REMOVE

FMI dated 12-27-21.

INSERT

FMI revised 08-29-23.

**RD 4281-14
(WSAL)****FOOD SUPPLY CHAIN GUARANTEED LOAN REPORT
OF LOSS revised 07-23. The specific
revisions are outlined below:**

- Form title was changed from "Guaranteed Loan Report of Loss - Interest Loss/Recovery/or Voluntary Payment" to "Food Supply Chain Guaranteed Loan Report of Loss - Recovery or Voluntary Payment" to accurately describe what the form is reporting.
- Item 1: Changed "State-County-GLS Borr" to "State-County-GLS Borrower ID" for clarity.
- Item 3: Food Supply Chain was removed as this form is specific to that program so the check box was redundant. The field was renamed "SUBMITTED FOR" and radio buttons added for "Loss Recovery" and "Voluntary Payment" to identify what is being reported.
- Items 7 through 9 and 11 through 22 were removed as they were not necessary for the transactions reported on this form.
- Renumbered remaining items as 7 through 17.
- New item 7 changed to calendar dropdown to match other date fields on the form.
- Changed title from FINANCE OFFICE ONLY to GUARANTEED COMMERCIAL BRANCH ONLY to reflect current division name.
- Item 17 changed to radio buttons as choices are mutually exclusive.
- New item 18 removed as it doesn't apply to this loss type.
- New item 19 renumbered to item 18.
- Changes were made to various calculations to correct errors.
- Visual changes to correct margins, etc.

REMOVE

FMI dated 12-27-21.

INSERT

FMI revised 08-29-23.

(Con.)

FORMS**REPLACEMENT****RD 5001-7****(WSAL)**

interest on the guaranteed and non-guaranteed portions of the loan and the dates the interest rates were effective.

REMOVE

FMI dated 11-12-20.

INSERT

FMI revised 08-29-23.

RD 5001-11A**(WSAL)**

calculations, removal of not applicable items and formatting changes.

REMOVE

FMI dated 11-12-20.

INSERT

FMI revised 08-29-23.

RD 5001-11B**(WSAL)**

GUARANTEED LOAN REPORT OF LOSS FINAL LOSS or BANKRUPTCY REORGANIZATION (W/ NO COLLATERAL revised 07-23. Prescribed in RD Instruction 5001. The specific revisions are outlined below:

- General formatting - fonts, spacing, spelling - throughout document.
- Calculation script updates to correct calculation errors.
- Transaction identification radio buttons added at top of form for ease of identification.
- Item 3 "LOAN TYPE" changed to "SUBMITTED FOR:" and radio buttons added to identify program associated with form.
- Item 7 label changed from "LENDER ROUTING NUMBER" to "LENDER ACH ROUTING NUMBER" to more accurately reflect the information requested.
- Item 8 label changed from "LENDER ACCOUNT NUMBER" to "LENDER ACH ACCOUNT NUMBER" to more accurately reflect the information requested.
- Item 9 radio buttons replaced check boxes as account types are mutually exclusive.
- Removed "\$ DOLLARS" from "GUARANTEED LOAN ITEMS" heading as it was not necessary.
- The date field was moved under the label to conform to other fields on the form.
- Removed "\$ DOLLARS" from "LOSS GUARANTEED" heading as it was not necessary.
- Item 17 label changed from "AMOUNT TO BE PAID" to "GUARANTEED PORTION OF BASIC LOSS" to more accurately reflect the information requested in the field.
- Item 18 retitled from "Sum of" to "PRINCIPAL ADVANCED ON LOAN" to allow background calculations in later fields to remove burden of manual calculation.
- Item 19 written calculation changed to match actual calculation due to information from "new" Item 18
- New Item 20 added "LOSS AMOUNT ALLOWED THIS CLAIM" to show amount of loss allowed from calculations.

(Con.)

FORMS**REPLACEMENT****RD 5001-11B (Con.)**

- All blocks renumbered.
- Entire section "ADJUSTMENTS TO PROTECTIVE ADVANCES AND INTEREST" moved to alleviate crowding on remainder of form.
- Item 25 calculation updated to show correct formula.
- Item 27. Label changed to PAID ANNUAL/LATE FEES AND/OR 50% OF LEGAL FEES to reflect change in how Agency pays for legal fees during a bankruptcy.
- Subsequent items renumbered and written calculations adjusted to reflect changes in item numbers.
- Heading for items 38 through 40 changed from "FINANCE OFFICE ONLY" to "GUARANTEED COMMERCIAL BRANCH ONLY" to reflect changes in organization.
- Item 38 label changed from "CHECK ISSUE CODE" to "PAYMENT ISSUE CODE" to more accurately reflect different types of payments possible. Radio buttons added as selection is mutually exclusive.

REMOVE

FMI dated 11-12-20.

INSERT

FMI revised 08-29-23.

RD 5001-11D**(WSAL)**

GUARANTEED LOAN REPORT OF LOSS - RECOVERY OR VOLUNTARY PAYMENT revised 07-23. Prescribed in RD Instruction 5001. The specific revisions are outlined below:

- Form title was changed from "Guaranteed Loan Report of Loss - Interest Loss/Recovery/or Voluntary Payment" to "Guaranteed Loan Report of Loss - Recovery or Voluntary Payment" to accurately describe what the form is reporting.
- Radio buttons were added under the title to identify the transaction being reported.
- Item 1: Changed "State-County-GLS Borr" to "State-County-GLS Borrower ID" for clarity
- Item 3: The field was renamed "SUBMITTED FOR" and radio buttons added in front of the program names as the choices are mutually exclusive.
- Items 7 through 9 and 11 through 22 were removed as they were not necessary for the transactions reported on this form.
- Renumbered remaining items as 7 through 17.
- New item 7 changed to calendar dropdown to match other date fields on the form.
- Changed title from FINANCE OFFICE ONLY to GUARANTEED COMMERCIAL BRANCH ONLY to reflect current division name.
- Item 17 changed to radio buttons as choices are mutually exclusive.
- New item 18 removed as it doesn't apply to this loss type.
- New item 19 renumbered to item 18.
- Visual changes to correct margins, spacing, etc.

REMOVE

FMI dated 11-12-20.

INSERT

FMI revised 08-29-23.