

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

MANUAL ISSUE No.
WSAL PN 597
DATE
November 21, 2023

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 is partially revised to update the Treasury Judgement rate and the effective date of December 1, 2023.

INSERT

[Exhibit B revised 11-21-23.](#)

INSERT RD INS 2006-NN
(WSAL)

**RURAL DEVELOPMENT PHYSICAL SECURITY
TRAINING.** This Instruction is completely,
this update changes the required frequency
of Active Shooter Response training from every two years to annually, consistent
with changes to the Interagency Security Committee (ISC) Standard. It also adds
an annual requirement for Situational Awareness training consistent with the
requirements of the ISC Risk Management Process.

RD HANDBOOK CHANGES

INSERT RD HB-1-3550
(WSAL)

**DIRECT SINGLE FAMILY HOUSING LOANS AND
GRANTS FIELD OFFICE HANDBOOK.** Chapter 7
is partially revised to update the Tax

Service fee with the new 5yr contract figures along with minor grammatical
corrections.

INSERT

Chapter 7 dated 01-23-03:

[Pages 7-1 & 7-2 and 7-5 & 7-6,](#)
[Attachment 7-A revised,](#) and
[Attachment 7-B revised 11-21-23.](#)

(CON.)

FORMS

NEW

RD 402-1A
(WSAL)

DEPOSIT ACCOUNT CONTROL AGREEMENT dated 11-23). This Form will be used by staff to establish supervised bank accounts in connection with MFH loans and grants. MFH borrowers have the option of executing the Form RD 402-1 or the Form RD 402-1A. Executing Form RD 402-1A eliminates the countersignature requirement for approved reserve account withdrawals and allows for electronic banking transactions. The Form and FMI can be located on the eForms website [eForms Home \(usda.gov\)](https://www.usda.gov/eForms).

INSERT

FMI dated 11-21-23.

REPLACEMENT

RD 1955-62
(WSAL)

PROGRAM LOAN COST EXPENSE CONTRACTUAL OR NON-CONTRACTUAL REQUEST revised 11-23. Prescribed in RD Instruction 2024-A. The Form and FMI are revised. The FMI for Form 1955-62 formatting has been updated to include screenshots of the revised 1955-62, addition of additional roles to certain parts such as supervisor, 2nd party reviewer, and COR, nominal formatting changes, and removal of item 4 relating to regional attorneys. The Form and FMI can be located on the eForms website [eForms Home \(usda.gov\)](https://www.usda.gov/eForms).

REMOVE

FMI dated 08-16-22.

INSERT

FMI revised 11-21-23.

oOo