

Fresh Products Branch Directive

FPB-609

Rev. 1

11/4/92

INSTRUCTIONS FOR COMPLETING SUMMARY OF FEDERAL-STATE INSPECTIONS (FV-346)

I. PURPOSE

*** This directive provides instructions for the completion of the FV-346 (Summary of Federal-State Inspections). Data from this form will be entered into a database system by Headquarters personnel in Washington, DC. The FV-346 replaces the FV-344. (FV-344 is obsolete as of 10/1/92)***

II. GENERAL INSTRUCTIONS

Effective October 1, 1992, an FV-346 shall be completed each month for each State. Each completed form shall include all shipping point inspections performed by a cooperator for an entire calendar month. A form shall be completed even if no shipping point inspections are performed during a month.

*** The completed form shall be mailed to the Head of the Grading Section in Washington, DC, with a copy to the Regional Director no later than the 10th day of the calendar month following the covered month. The envelope shall have "FV-346" followed by the State's name written in the lower left hand corner and shall contain only the FV-346 form.***

III. SPECIFIC INSTRUCTIONS

Month and Year and State: The month and year being covered shall be entered, as well as the State's name, in the appropriate blocks in the upper right hand corner.

Domestic Fruits, Domestic Vegetables and Nuts: Under these columns enter the number of pounds (NOT hundredweight) for each commodity inspected for the covered calendar month. If commodities are not listed, and are not mixed lots, the poundages shall be totaled and the entry placed on the respective line for "Other" fruits, vegetables or nuts. Additional commodity names shall never be written in under these columns.

Distribution: HQ, REG, FS

Originating Office: Grading Section

File Maintenance Instructions: File in Directive Binder and replace FPB Directive dated 9/24/92 with this revision. Revisions are shown by asterisks.

Ornamental Crops and Peanuts: Under these columns enter the number of pounds for each commodity inspected for the covered calendar month. All acceptable entries are listed. No other commodities are to be written in. Compute pounds for Christmas Trees based on 40,000 pounds per 500 trees, and estimate poundage for other ornamental crops based on 40,000 pounds per full trailer load.

Processing Inspections and Non-8e Imports: Under these columns, if a commodity is listed, enter the number of pounds on that line. If a commodity is not listed under these columns but is listed under another column, enter that commodity name on a blank line under the applicable column, followed by the three letter code within the parentheses and then the number of pounds inspected.

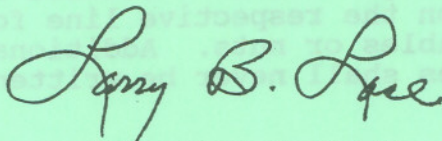
If commodities are not listed anywhere on the form, enter "Other Fruits," "Other Vegetables," or "Other Nuts," the applicable three letter code as used on other parts of the form, and enter the poundage. Under each respective column for Processing or Non-8e Imports, total the pounds for all "Other Fruits" and make only one entry. This applies to "Other Vegetables" and "Other Nuts" as well.

Section 8e Imports: Under this column enter the number of pounds for each commodity inspected under 8e for the covered calendar month. All current 8e commodities are listed. The two blank lines are for commodities that may be added in the future. Until further instructions are received, leave these lines blank.

Column Total: Enter at the bottom of each column the total of all pounds entered for that column. Enter the total of all columns in the "Grand Total" slot at the bottom right hand corner.

IV. SUPPLIES

The form may be locally reproduced, or additional supplies may be obtained from the corresponding Regional Office.



Acting Branch Chief

Attachment



United States
Department of
Agriculture

Agricultural
Marketing
Service

P.O. Box 96456
Washington, DC
20090-6456

October 24, 1997

TO: Federal Supervisors/Federal Programs Managers,
Federal-State Supervisors

FROM Donald T. Paradis, Acting Head
Field Operations Section
Fresh Products Branch

DTP

SUBJECT: Revised FV-346, Summary of Federal-State Inspections

Attached are copies of the revised FV-346, printed (9-97). The only change on the form is the weight of products inspected is now reported in CWT (hundred weight). Most of the major states assured us that the change will be beneficial in the very least, the elimination of two digits when recording weights.

We recommend that you reproduce copies of the form from the originals. Diane Tanaka has been kind enough to attach copies of this memo along with your supply of the revised FV-346. The initial order of FV-346's was somewhat limited. It will be re-ordered shortly.

Beginning Fiscal Year 1998, we are expecting all reporting offices to compile and submit at the end of the fiscal year a summary of all twelve accounting periods (months) on a separate FV-346. This additional FV-346 should be titled "FY-98 Summary" in the blocks indicated in the upper right-hand corner of the form (See Attachment).



It is advised that you do not wait until the end of the fiscal year to compile the summary. For the high volume States it would be a terrible task. It probably would be less painful if a running summary was maintained. For example: at the end of accounting period 2 (November) add accounting period 1 and 2 and annotate on a separate FV-346.

Likewise at the end of accounting period 3 add to the totals for accounting periods 1 and 2 and so on. Always discard the previous running (cumulative) summary.

In review, continue to compile and submit a FV-346 for each accounting period of the fiscal year. At the end of the fiscal year submit a FV-346 for the entire fiscal year.

Attachments

U. S. DEPARTMENT OF AGRICULTURE
 AGRICULTURAL MARKETING SERVICE
 SUMMARY OF FEDERAL-STATE INSPECTIONS

MONTH AND YEAR

STATE

FX-9F Summary Arizona

NOTE: Report on Form FV-346 (Summary of Terminal Market Inspections) all market inspections, including non-processor market inspections of out-of-state produce.

FRUITS (DOMESTIC)	CWT	VEGETABLES (DOMESTIC)	CWT	NUTS	CWT	SECTION 8e IMPORTS	CWT
Apples (APL)		Artichokes (ART)		Almonds (ALM)		Avocados (AVO)	
Apricots (APR)		Asparagus (ASP)		Brazil Nuts (BRZ)		Grapefruit (GFT)	
Avocados (AVO)		Beans (BNS)		Cashews (CAS)		Grapes (Table) (GRP)	1,615,756
Blueberries (BLB)		Beets (BTS)		Chestnuts (CHN)		Kiwifruit (KIW)	
Cherries (CHE)		Broccoli (BRO)		Coconuts (COC)		Limes (LIM)	2,478
Cranberries (CRB)		Brussels Sprouts (BRU)		Filberts (FIL)		Nectarines (NEC)	
Figs (FIG)		Cabbage (CAB)	255	Pecans (PCN)		Onions (ONS)	572,596
Grapefruit (GFT)	1,0365	Cantaloups (CAN)	4,658	Pistachios (PIS)		Oranges (ORG)	25,804/46
Grapes (Juice) (GRJ)		Carrots (CAR)	5000	Walnuts (WAL)		Potatoes (POT)	
Grapes (Table) (GRP)		Cauliflower (CAU)		MIXED Nuts (MXN)		Tomatoes (TOM)	400,988
Kiwifruit (KIW)		Celery (CEL)		OTHER Nuts (OTN)		Walnuts (WAL)	
Lemons (LEM)		Corn (COR)				Filberts (FIL)	
Limes (LIM)		Cucumbers (CUX)		PEANUTS		()	
Mangos (MAN)		Eggplant (EGP)		Farmers' Stock (FSP)		()	
Nectarines (NEC)		Garlic (GAR)		Milled - Shelled (MPS)		NON- 8e IMPORTS	
Oranges (ORG)	1,758	Green Onions (GON)		Milled - In Shell (MPI)		Apples (APL)	
Papayas (PAP)		Honey Dews (HON)	140	A-toxin Samp. Only (ASO)		Grapes (Table) (GRP)	
Peaches (PEC)		Leaf Lettuce (LLT)				Nectarines (NEC)	
Pears (PER)		Lettuce (LET)	800	PROCESSING INSPECTIONS		Onions (ONS)	
Persimmons (PSM)		Nappa (NAP)		Apples (APL)		Peaches (PEC)	
Pineapples (PIN)		Onions (B.G.G.) (ONB)	334315	Grapefruit (GFT)		Peppers (PEP)	
Plums (PLU)		Onions (Northern) (ONN)		Grapes (Process.) (GPP)		Plums (PLU)	
Prunes (PRU)		Parsley (PAR)		Oranges (ORG)		Potatoes (POT)	
Raspberries (RAS)		Peas (PEA)		Potatoes (POT)		Tomatoes (TOM)	
Strawberries (STR)		Peppers (PEP)		Tomatoes (TOM)		Watermelons (WAT)	
Tangelos (TAN)		Potatoes (POT)	225339	()		Beans BUS	540
Tangerines (TGR)		Potatoes (Seed) (POS)		()		Cantaloups CAN	33,409
MIXED Fruits (MXF)		Radishes (RAD)		()		Cucumbers CUX	500,675
OTHER Fruit (OTF)		Romaine (ROM)		()		Honeydews HON	50,980
ORNAMENTAL CROPS		Spinach (SPI)		()		()	
Christmas Trees (XMT)		Squash (Summer) (SQS)		()		()	
Other Ornamentals (OTO)		Squash (Winter) (SQW)		()		()	
		Sweet Potatoes (SPO)		()		()	
		Tomatoes (Fresh) (TOM)		()		()	
		Turnips (TUR)		()		()	
		Watermelons (WAT)		()		()	
		MIXED VEGs. (MXV)		()		()	
		OTHER VEGs. (OTV)		()		()	
COLUMN TOTAL	12,123	COLUMN TOTAL	570,507	COLUMN TOTAL		COLUMN TOTAL	3,925,878
						GRAND TOTAL	4,508,808