

PROCEDURE NOTICE

RD MANUAL CHANGES

**INSERT RD INS 2018-G
(WSAL)**

**U.S. GOVERNMENT MOTOR VEHICLE OPERATOR'S
INSTRUCTIONS.** This Instruction is
partially revised to clarify several

issues. Each driver must now certify that they have a valid operator's license. Form RD 2018-3 was developed for those employees that do not already have an AD-728 or Form RD 2018-1 on file. A log must be maintained for vehicle usage and a new request form.

REMOVE
Table of Contents;
All Pages.

INSERT
Table of Contents revised;
Pages 1 through 11 revised 07-07-17.

RD HANDBOOK CHANGES

**INSERT RD HB-1-3555
(WSAL)**

**SFH GUARANTEED LOAN PROGRAM TECHNICAL
HANDBOOK.**

Chapter 16:

Paragraphs 16.2, the power of attorney language was updated to clarify when it may be utilized;

Paragraph 16.11(C)(1), language regarding the maximum hazard insurance deductible was modified;

Attachment 16-A, Reference to HUD-1 was updated to Closing Disclosure, link to the training resource library was updated and reference to Form RD 1980-18 was updated to Form RD 3555-18.

REMOVE
Table of Contents:
Pages 11 & 12;
Chapter 16 dated 03-09-16:
Pages 16-1 & 16-2 and
16-17 & 16-18; and
Attachment 16-A.

INSERT
Table of Contents:
Pages 11 & 12 revised;
Chapter 16 dated 03-09-16:
Pages 16-1 & 16-2 and
16-17 & 16-18; and
Attachment 16-A revised 07-07-17.

(OVER)

FORM

REPLACEMENT

**RD 2018-2
(WSAL)**

**RURAL DEVELOPMENT VEHICLE ALLOCATION
METHODOLOGY (VAM)** dated 06-17.

Prescribed in RD Instruction 2018-G.

The Form and FMI are revised to add a block

for the Departmental approval. 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.

REMOVE

FMI dated 08-21-13.

INSERT

FMI revised 07-07-17.

**RD 2018-3
(WSAL)**

REQUEST TO RESERVE/USE GSA MOTOR VEHICLE dated 06-17. Prescribed in RD Instruction 2018-G. The Form and FMI are revised to

provide a method of tracking requests to use a GSA motor vehicle and provides a certification that the requester of a motor vehicles has a valid operator's license. 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.

INSERT

FMI revised 07-07-17.

NO SPECIAL PROCEDURE NOTICE RELEASED.

ADMINISTRATIVE NOTICES RELEASED:

(See AN Checklist)