



United States
Department of
Agriculture

Farm and Foreign
Agricultural
Services

Foreign
Agricultural
Services

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Independence Ave., SW
Stop 1042
Washington, DC
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MAP-00008
FMD-00009

SUBJECT: Duplicate Activity Codes

TO: All MAP Participants and FMD Cooperators

Background: Over the past few months, MOS has identified several instances in which individual line items on reimbursement claims were disallowed as a result of multiple activities being given identical activity codes. In the UES application, these activities are generally differentiated by the associated commodity aggregates. However, this distinction does not exist in the UES accounting system since commodity aggregates are not a part of the key data set.

Problem: Line item expenses charged to an activity code that appears multiple times in the accounting system may receive verification at the participant's/cooperator's internet-based expense claim website, but may not be accepted by FAS' internal (inside the firewall) accounting system.

Action: To avoid future problems associated with duplicate activity codes, participants/cooperators should establish a unique activity code for each activity within a program. Duplicate activity codes are only permitted if they meet the conditions specified in the [attached table](#). Your commodity division representative will contact you in the very near future to assist you in correcting previously approved duplicate activity codes.

In the meantime, please feel free to contact Alicia Smith at (202) 720-9178 if you have questions.

DENISE J. HUTTENLOCKER
Director
Marketing Operations Staff

DUPLICATE ACTIVITY NUMBER CRITERIA

Acceptable Duplicate Activities				
Activity #	Commodity Aggregate	Market	Acceptable	Reason
M99GX00001	Red Meat	Europe	Yes	Both activity codes are permissible because they are differentiated by activity type (Brand vs Generic)
M99BX00001	Red Meat	Europe		
F00AX00002	Soybean Flour	Latin America	Yes	Both administrative activity codes are permissible because they are differentiated by markets.
F00AX00002	Soybean Flour	Japan		

DUPLICATE ACTIVITY NUMBER CRITERIA

Unacceptable Duplicate Activities				
M00BX00003 (Parent)	All Food & Ag Products	World	No	Identical Parent/Child Brand activity codes are not permissible.
M00BX00003 (Child)	Snack Foods	Germany		
M00BX00004	Cereals	China-Hong Kong	No	Identical Brand activity codes are not permissible.
M00BX00004	Pasta	Indonesia		
M00GX00005	Soft Wood	Taiwan	No	Identical Generic activity codes are not permissible.
M00GX00005	Hard Wood	Taiwan		