

**Change of Worksheet
OMB No. 0581-0274**

November 2012

Change of Worksheet for Dairy Product Mandatory Reporting Form

This change of worksheet addresses the dairy product sales survey form No. DA-230 currently approved under OMB No. 0581-0274. These changes address variations to specific wording necessary to plainly state the requirements of the survey. The changes being submitted have no effect on the burden hours already approved by OMB. The revisions are explained below:

Dairy Product Sales Survey Form No. DA-230

The dairy product sales survey is a form completed annually by an Agricultural Marketing Service (AMS) representative while interviewing the individual who completes the weekly sales report(s), and/or interviewing individuals that could be required to report weekly based off the responses to the survey. The completed form will be retained by AMS and a copy will be provided to the respondent.

Throughout the survey form, there are note boxes with instructions to the AMS representative. On the form approved by OMB, these note boxes begin with the word “Enumerator.” With this change of worksheet submission the word “Interviewer” replaces the word “Enumerator” throughout the form.

On page 6, section 4, question 1(m); there is an incorrect wording within the text of the question. The current wording is (see underlined words): exclude sales.....commodity (for example, kosher butter....process)? The correct wording with this submission is: “dry whey” to replace the word “butter” in this question.

On page 8; the note box after Multiple Plants List Table is re-worded to replicate the headings in the table. Specifically, “address, telephone” are replaced with “location” and “produced” is replaced with “reported.” Also, a “Yes No” heading is added above the blank boxes of question 5. Lastly, the office use box near the bottom is expanded by one row to add a place for the interviewer’s name.