



# Food and Nutrition Service

U.S. DEPARTMENT OF AGRICULTURE

October 28, 2024

**SUBJECT:** Updates to the FNS Handbook 310, Supplemental Nutrition Assistance Program (SNAP) Quality Control (QC) Review Handbook  
QC Policy Memo: 25-01

**TO:** All SNAP State Agencies  
All Regional SNAP Directors

This memo transmits technical updates to the FNS Handbook 310 issued through QC Policy Memo 24-03.

These changes include:

- General changes made throughout the handbook:
  - Grammatical updates, including for punctuation and capitalization.
  - Mistakes in text, including duplication, omission, and errors in text.
  - Reformatting of bullets and lists.
- Chapter 7:
  - Section 720.5: Corrected the hyperlink from Section 1161.3 to 1113.
  - Section 752: Replaced 'and' for 'and/or'.
- Chapter 10:
  - Section 1063.1: Corrected example 1 and 2
    - Example 1 – Corrected the certification period and the formatting of the example.
    - Example 2 – Corrected the sample month and the formatting of the example.

Please ensure reviewers are using this updated October 2024 (through QC PM 25-01) FNS Handbook 310 for their Federal Fiscal Year 2025 reviews and forward. The FNS Handbook 310

can be viewed online from SNAP's QC public web page at <https://www.fns.usda.gov/snap/qc>, under the "Policy & Guidance Documents" section.

Sincerely,

Rachel Frisk

Director  
Program Administration and Nutrition Division  
Supplemental Nutrition Assistance Program