

ESF MISSION ASSIGNMENT SUBTASKING REQUEST

FEMA-Assigned MA Number: 3592EM-CA-USDA-FS-01 **ESF Primary Agency:** U.S. Forest Service

Subtasked Agency: DOC, NOAA, NWS **State:** CA **Disaster No:** 3592EM

Tasking Statement/Statement of Work

As directed by and in coordination with FEMA, US Forest Service (USFS) will provide appropriate personnel to the RRCC, IOF, JFO, or other facilities in support of disaster operations. ADDITIONAL NOTES from FEMA: --- MA Task orders (MATOs) may be issued by FEMA for specific requirements, personnel, location(s), date(s), and duration of assignment(s). --- Agencies will be reimbursed for all eligible expenses pursuant to 44 CFR. Supporting documentation is required for reimbursement. --- All equipment and supply purchases must be coordinated with FEMA. If approved, documentation is necessary to ensure reimbursement. --- Activation of agency command center(s), if required, must be coordinated with FEMA as a separate MA. --- The mission-assigned agency is responsible for ensuring that all activity is properly authorized, goods are received, services are provided, and that costs are reasonable and supported by documentation maintained by the respective agency. F5310323 0520

Project Completion Date: See Mission Assignment **Authorized Funding:** See Mission Assignment

Reimbursement Procedure: Upon completion of scope of work, the subtasked Federal agency will submit a SF 1081, or other approved Treasury form to request reimbursement, detailing expenditures and activities to:

USDA / Forest Service, ASC-IF
5141 Masthead
Albuquerque, NM 87109

The ESF primary agency will:

- (1) Review the reimbursement request and recommend approval or disapproval within 10 workdays of receipt.
- (2) Return approved reimbursement requests to subtasked agencies that use the Intra-governmental Payment and Collection (IPAC) system for transaction processing and simultaneously forwarding supporting documentation to the DFC.
- (3) Forward approved reimbursement requests from non-IPAC agencies to the Disaster Finance Center. The Disaster Finance Center will send payment directly to the subtasked agency for non-IPAC agencies.

Statutory Authority: Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended, 42 U.S.C 5121-5201.

Authorizing Officials:

The work described in the above tasking statement will be completed in support of the Federal Response Plan.

Authorizing Official, Subtasked Agency Date Phone #

Authorizing Official, ESF Primary Agency Date 986-200-9323
Phone #

Following signatures please provide information copy to FEMA MAC and Project Officer.