

**ESF MISSION ASSIGNMENT SUBTASKING REQUEST**

**FEMA-Assigned MA Number:** 4724DR-HI-USDA-FS-02      **ESF Primary Agency:** U.S. Forest Service

**Subtasked Agency:** DOI      **State:** HI      **Disaster No:** 4724DR

**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. F5310723 override 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  
4000 Masthead St. NE  
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.**