

**DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
MISSION ASSIGNMENT (MA)**

See Reverse for Paperwork
Burden Disclosure Notice

O.M.B. NO. 1660-0047
Expires January 31, 2011

I. TRACKING INFORMATION (FEMA Use Only)

State IA (Iowa) Incident:2011060401-Flooding	NEMIS Number 5
Program Code/Event Number 1998DR-IA: FLOODING	Date/Time Received 08/02/2011 12:55

II. ASSISTANCE REQUIRED

☐ See Attached

Assistance Requested

Provide EPA (ESF 10) Rapid Needs Assessment team to support reconnaissance and assessment of orphan containers and drums, oil and hazmat spills, household waste (HHW), including white goods, and potential staging areas.

8/2/2011 AMENDMENT 1- Request to extend completion date to 8/31/2011. No additional funds have been requested.

Delivery Location Iowa DNR, 502 E 9th. St. Des Moines, IA 50319	Internal Control Number Amendment of Task: 1509-141201	Date/Time Required 08/02/2011	
Initiator/Requestor Name Kathleen Lee	24 Hour Phone Number (515) 250-3965	Email Address kathy.lee@dnr.iowa.gov	Date 08/02/2011
Site POC Name ENGEL, KATHRYN E	24 Hour Phone Number (504) 202-0655	Email Address kathryn.engel@dhs.gov	Date 08/02/2011
* State Approving Official (Required for DFA and TA)			Date

III. INITIAL FEDERAL COORDINATION (Operations Section)

Action to:	<input type="checkbox"/> ESF #: _____	Date/Time 08/02/2011 12:50	Priority	<input type="checkbox"/> 1. Lifesaving	<input checked="" type="checkbox"/> 3. High
	<input checked="" type="checkbox"/> Other: _____			<input type="checkbox"/> 2. Life sustaining	<input type="checkbox"/> 4. Medium

IV. DESCRIPTION (Assigned Agency Action Officer)

☒ See Attached

Statement of Work

Provide technical assistance to the state of Iowa from EPA (ESF-10) for reconnaissance and assessment of orphaned tanks and drums, household hazardous waste and white goods, including assessment of spilled and other environmental hazards. Additionally, provide identification of staging areas for collection of these products in coordination with local officials and state (DNR) officials. Surveys, reconnaissance and assessments to be

Your agency is responsible for submitting a Mission Assignment Quarterly Progress Report to FEMA to include cost data when Mission Assignment takes more than 60 days to complete, including billing. The Mission Assignment Quarterly Progress Report can be accessed and submitted on-line at www.fema.gov/maprogress.

Assigned Agency EPA (ENVIRONMENTAL PROTECTION AGY)	Projected Start Date 07/18/2011	Projected End Date 08/31/2011
<input type="checkbox"/> New or <input checked="" type="checkbox"/> Amendment to MA #: 1998DRIAEP0100	Total Cost Estimate \$0.00	
ESF/OFA Action Officer SUSAN FISHER	Phone No. (816) 718-4285	Email susan.fisher@epamail.epa.gov

V. COORDINATION (FEMA Use Only)

Type of MA:	<input type="checkbox"/> Direct Federal Assistance State Cost Share (0%, 10%, 25%)	<input checked="" type="checkbox"/> Technical Assistance State Share (0%)	<input type="checkbox"/> Federal Operations Support State Share (0%)
State Cost Share Percent	0.0 %	State Cost Share Amount: \$ 0.00	
Fund Citation:	2011-06-1998DR-9074-XXXX-2507-D		
Appropriation code: 70X702			
Mission Assignment Manager (Preparer)	MINDY MCDANIEL	Date 08/02/2011	
** FEMA Project Manager/Branch Director (Program Approval)	KATHRYN ENGEL	Date 08/02/2011	
** Comptroller/Funds Control (Funds Review)	RIEF, MARVIN	Date 08/03/2011	

VI. APPROVAL

*State Approving Official (required for DFA and TA):	Date
**Federal Approving Official (required for all): MICHAEL SCOTT	Date 08/03/2011

VII. OBLIGATION (FEMA Use Only)

Mission Assignment Number 1998DR-IA-EPA-01	Amount This Action \$ 0.00	Date/Time Obligated 08/04/2011
Amendment Number 01	Cumulative Amount \$ 35,000.00	Initials IFMIS

* Signature required for Direct Federal Assistance and Technical Assistance MAs.

** Signature required for all MAs.

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 3 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC, 20472, and Paperwork Reduction Project (1660-0047). **Note: Do not send your completed form to this address.**

INSTRUCTIONS

Items on the Mission Assignment (MA) form that are not listed are self-explanatory.

I. TRACKING INFORMATION. Completed by Action Tracker or other Operations staff. Required for all request.

State: If multi-State, choose State most likely to receive resource(s), (i.e., when using 7220-SU Program Code)

Action Request No.: Based on chronological log number. Used for tracking.

Program Code/Event No.: The pre-declaration, emergency, or major disaster number assigned for funding the event. Examples: 7220-SU, 4220-AD, 3130-EM, 1248-DR.

II. ASSISTANCE REQUESTED. Complete by requestor.

Assistance Requested: Detail of resource shortfalls, give specific deliverables or simply state the problem.

Internal Control No.: Internal requestor reference, log, or control number, if applicable.

Initiator/Requestor: The initiator may be an individual filling out the mission assignment and making a request on behalf of the POC.

POC Name: The person coordinating reception and utilization of the requested resources. 24-hour contact information required.

State Approving Official: Signature certifies that State and local government cannot perform, nor contract for the performance, of the requested work and agrees to pay cost share if any.

III. INITIAL FEDERAL COORDINATION. Completed by the Operations Section Chief.

Action to: Operations Chief notes assigned organization. May be Emergency Support Function (ESF), internal FEMA organization, or other organization, which assigns the Action Officer.

Rest of MA used only if solution to request Federal agency to perform reimbursable work under (MA). Best solution may be internal resources or commercial vendor. Deliberate evaluation must occur before MA is completed and MA is issued.

IV. DESCRIPTION. Completed by assigned agency Action Officer.

Statement of Work: Description steps to complete the request. Include discussion of personnel, equipment; sub tasked agencies, contracts and other resources required. This can be provided as an attachment.

Assigned Agency: Agency receiving the MA from FEMA. Activities within the scope of an ESF result in an MA to the primary agency. Cite subordinate organization if applicable. Example; DOT-FAA, COE-SAD.

Project Completion Date/End Date: If end date is not clear, estimate and budget for 30 or 60 days, then re-evaluate. TBD is not acceptable; some date must be entered into this field.

Total Cost Estimate: A budget can be attached outlining personnel, equipment, contract, sub-tasked agency, travel, and other costs.

V. COORDINATION. Completed by MAM, except for Project Manager and Comptroller signatures.

Type of MA: Select only one.

Appropriation Code: Static data. Do not change. This is for information only, should not be used to report internal agency finances to Treasury.

VI. APPROVAL. Completed by State Approving Official and Federal Approving Official.

VII. OBLIGATION. Completed by Financial Specialist

Mission Assignment No.: Assigned in FEMA financial system chronologically using assigned agency acronym and two digit number.

Amendment No.: Note supplement number. For example: COE: SAD-01, Supp. 1, or DOR-08, Supp. 3.

Amount this Action: Taken from total cost estimate above.

Cumulative Amount: Cumulative amount for this MA, including amendments.

Additional Mission Statement

made only within the Presidentially declared affected counties, as coordinated and directed by FEMA via Task Orders issued to EPA. No purchases of equipment are authorized under this mission assignment unless prior approval has been obtained from FEMA.