

MEMORANDUM

SUBJECT: On-Scene Coordinator (OSC) Warrant Guidance

FROM: Yvette D. Garner, Director
SF/RCRA Regional Procurement Operations Division

TO: Removal Managers
On-Scene Coordinators
Regional Contracting Officer Supervisors
Superfund Division Directors
SRMAC

This memorandum serves as clarification to the OSC warrant authority when OSCs are exercising their delegated authority outside of their home region. As you know, the OSC is a Federal Official designated to coordinate and direct responses to environmental and human health threats pursuant to the National Contingency Plan. This authority can be used to issue emergency tasking documents (e.g., delivery orders, task orders, notices to proceed) for emergency response/removal services related to the threat or actual release of hazardous substances in an amount not to exceed \$200,000.

When responding to an incident that requires an OSC to perform his/her duties outside their home region the OSC is authorized to exercise his/her delegated procurement authority (DPA) under any EPA Superfund and/or regional contract, in any geographic location in the world without receiving a new or modified DPA. In such cases, the supporting Region will be subject to the incident command structure of the impacted Region. However, the management/supervision chain of the supporting Region will not be affected. For example: an OSC assigned to Region 1 is requested to provide emergency response support to Region 4. The Region 1 OSC is authorized to exercise his/her DPA authority in Region 4 during the emergency response/removal event. The Region 1 OSC is now subject to the incident command structure in Region 4, yet all personnel matters will remain under the management chain of Region 1.

In cases of reassignment within the Agency where the individual who has been appointed as an OSC within one OAM division, regional office, Headquarters or regional field component is permanently reassigned or promoted to another EPA division, regional office, Headquarters or regional field component, the existing warrant shall be terminated. The gaining organization will be responsible for requesting a new warrant, if needed.

For warrant verification purposes, all OSCs with current DPA are listed at URL <http://www.epa.gov/oam/srpod/oscs.pdf>. This verification method supersedes any conflicting language used in DPAs issued prior to this memo. Therefore, a modification to EPA Superfund /Regional contracts is not necessary to authorize additional warranted OSCs as ordering officials. OAM will submit to the emergency response community a revised “ordering officials” clause that will be used in all EPA Superfund/Regional contracts that addresses this issue. Questions and answers related to the DPA can also be found on this website.

If there are any questions regarding this memorandum, please call Robert Edgeton at 202-564-2776.