



United States Department of the Interior
U.S. GEOLOGICAL SURVEY

Reston, Virginia 20192

In Reply Refer To:
Mail Stop 415

September 28, 2016

Memorandum

OFFICE OF SURFACE WATER TECHNICAL MEMORANDUM 2016.06

Subject: Application Process for Awarding Discontinued Stations - Capital Improvement
(DS-CI) DOI Facilities Mitigation Funds

Introduction and Purpose

The U.S. Geological Survey (USGS) has a responsibility to its employees and the general public to maintain a safe infrastructure at all points in the monitoring station lifecycle. This responsibility is described in the U.S. Geological Survey OMB Internal Controls Review Appendix A: FY16 -- Process Level Internal Control Assessment, Environmental Management:

“The U.S. Geological Survey (USGS) may have locations containing hazardous materials, such as asbestos and lead paint that may have contaminated various environmental pathways (e.g. air, soil, groundwater, surface water, etc.). USGS may be responsible for the cleanup of these potentially contaminated locations. USGS’ responsibility for these sites and associated costs are categorized and reported as Environmental and Disposal Liabilities (EDLs). In addition to the EDLs, during the course of research, USGS may alter the original condition of research locations by installing monitoring stations, data collection stations, and cableways across rivers. Once the study or research has been completed, these sites are restored to the original state if practicable, and made safe for the public. USGS’ responsibility for these sites and associated costs are categorized and reported as Discontinued Sites Cleanup Liabilities (Discontinued Sites).”

The Department of Interior (DOI) has, for some 20 years, provided limited funds to help the USGS reduce prioritized EDL liabilities. The purpose of this policy memorandum is to establish a process to support the allocation of DOI facilities funding to facilitate the safe removal of discontinued stations and remove/replace some cableways in certain situations.

Once the steps are followed to document site eligibility, sites are documented in the Discontinued Station-Capital Improvements (DS-CI) database. (Pages 19-23, U.S. Geological Survey OMB Internal Controls Review Appendix A: FY16 -- Process Level Internal Control Assessment, Environmental Management; <https://collaboration.usgs.gov/aei/icb/FY2016/E-1%20Environmental%20Management%20Process%20Memo%20FY2016.docx>) A location categorized as a Discontinued Site has a discontinued groundwater well, surface water-monitoring station, or cableway that, according to the agreement with the state or local government or private property owner, must be removed to restore the land to its original condition. A small amount of funds are allocated to help remediate some of these liabilities on the landscape. Funds may also be used at sites that are documented in the DS-CI database as “Repair/Renovation/Replacement of Active River Cableways.”

Policy

Water Science Centers must submit requests for DS-CI funding via the online form listed in the Application Process of this memo. Requests will be evaluated and funded monthly until the annual funds are expended.

Application Process

1. Keep the DS-CI database up to date. All discontinued sites must be listed in the formal DS-CI database at <http://1stop.usgs.gov/discontinued/>. Documentation of hazards at cableways is also completed annually in SIMS at <http://sims.water.usgs.gov/SIMS/Cableways.aspx>. Cableway status must be (ar - Active, removed from service for repairs; d- Dismantled awaiting remediation; iar - Inactive, awaiting removal; r1 - Full removal likely, awaiting verification).
2. Discuss the size of the funding gap with your Water Science Center Safety Officer and Water Science Center Director. Decisions will be made by WMA Senior Staff with consultation of the Regional Safety Officers and others as needed based on the project type and timeline.
3. Fill out the online form: <https://goo.gl/forms/ZChAza5pOCILczDU2>

Funding can be spent on contracts, equipment, supplies, and very limited salary and travel. Priority will be given to projects that are immediate safety issues and cost share the liability removal or mitigation with project/WSC funds, especially the salary and travel portions.

Awarding Process

Submissions will be reviewed monthly and awardees will be notified via email with an account number to direct charge the expenses and a deadline for the charges to post. **Any over-**

spending or late-spending will not be accommodated as all funds will be fully allocated to various projects. If you need a deadline extension, contact the OSW *before* the deadline you are given. Once the funds are expended for the year, submissions will be closed and resume the following Fiscal Year when funding is awarded from DOI Facilities. These annual openings and closings will be communicated with an OSW Note.

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