Water Resources Discipline Policy Memorandum No. 2009.02/
Administrative Policy and Services Instructional Memorandum No. 2009-09

SUBJECT: Maintaining an Auditable Record of USGS Discontinued Water Monitoring Station Liabilities

Background

The U.S. Geological Survey (USGS) is subject to an annual financial audit. Auditors historically review the details and rationale behind the USGS' liability for discontinued water monitoring stations and associated remediation costs. In order to monitor this liability, all Cost Centers must document USGS-owned monitoring stations, the status of these stations, the liability for remediating discontinued sites, and other ancillary information. The purpose of this memorandum is to provide the policy, general guidance, and expectations for maintaining an auditable inventory of USGS monitoring station assets and liabilities.

Since 1998, Cost Centers have been required to manage information about discontinued stations in the Deferred Maintenance– Capital Improvement (DM-CI) Database. The DM-CI database contains information about USGS discontinued streamgaging stations, cableways, and groundwater wells along with the maintenance liabilities associated with these discontinued stations. The DM-CI also contains information about active cableways and streamgages in need of repair, stabilization, and/or maintenance. During the USGS' Fiscal Year (FY) 2008 financial audit, auditors attempted to confirm the USGS' liability for discontinued monitoring stations using the DM-CI and the National Water Information System (NWIS) databases but were unable to do so because of inconsistencies within and between the databases.

As a result of this audit, the auditors determined that the USGS must do a more consistent job of tracking the (1) ownership of USGS monitoring stations (2) status of the monitoring station (active, inactive, or discontinued), and (3) liabilities with regards to USGS-owned discontinued monitoring station remediation liabilities. To more accurately reflect the goal of this activity, the DM-CI database has been renamed to the **Discontinued Station Maintenance-Capital Improvement** (DS-CI) database (http://1stop.usgs.gov/discontinued/). The DS-CI will be very similar to the DM-CI with a few important upgrades:

- The DM-CI will be renamed the USGS Discontinued Station Maintenance – Capital Improvement (DS-CI);
- The DS-CI will be upgraded to contain detail cost estimate categories;
- The DS-CI will have a much larger comment field; and
- The DS-CI will contain uploadable file capability.

The status of monitoring stations will be tracked using the NWIS database, and the DS-CI database will serve as the central tracking database for discontinued USGS monitoring station remediation cost liabilities.

Policy

In preparation for the FY2009 audit and annually thereafter, Cost Centers are required to accurately identify the status of monitoring stations and track the liability for remediating USGS-owned discontinued stations following the steps listed below.

The first three steps are completed within NWIS. For every monitoring station listed in NWIS, the following steps are required:

1. Identify all USGS-owned stations and status of the access agreement.
2. Identify current status (active, inactive, or discontinued)
3. For discontinued USGS stations, identify status of remediation: remediated (documentation required) or not remediated

The last step is completed within the DS-CI database. For every monitoring station identified as USGS-owned and discontinued, but not yet remediated, the following information is required:

4. Estimate of remediation costs.

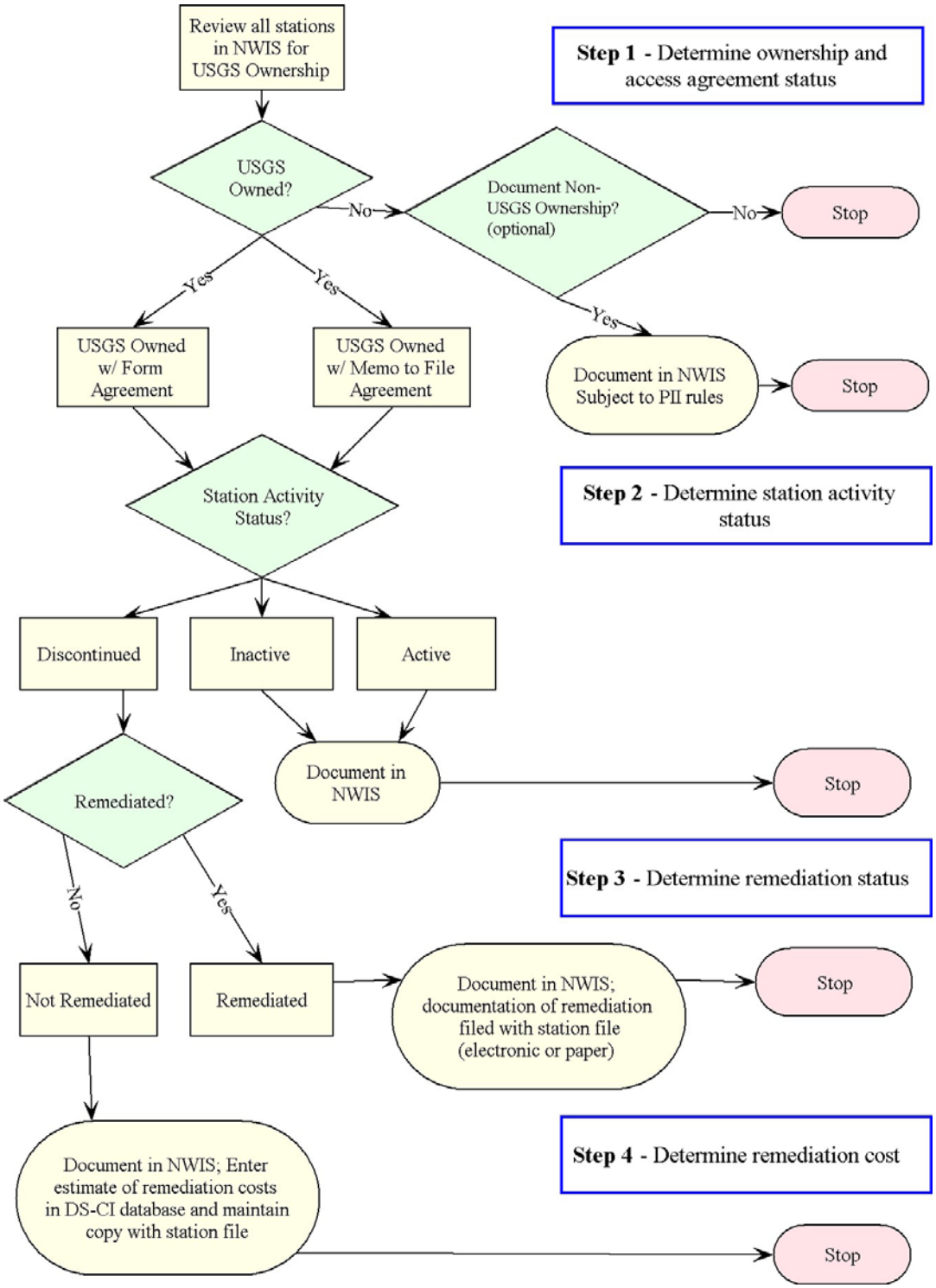
The flow chart at the end of this document provides an overview of the required steps. Detailed instructions and guidance for these steps are provided in the attachments to this memorandum. Cost Centers are required to ensure that there is a one-to-one match between the NWIS and DS-CI databases. For any USGS-owned station identified in NWIS as discontinued and not remediated, the station must be added to the DS-CI and an estimated remediation cost detailed in the DS-CI database. Cost Centers will be required to update annually (by May 31st) the status of monitoring stations in the NWIS and the DS-CI databases.

It is critical that Cost Centers complete the task of maintaining accurate and current information of monitoring station status and liabilities to ensure that the USGS passes its annual financial audit. Thank you for your full cooperation in complying with this requirement. The efforts of the WSCs in carrying out this important activity are greatly appreciated. Should you have any questions, please contact:

- For streamgages–contact Phil Turnipseed (pturnip@usgs.gov)
- For groundwater wells–contact Chuck Schalk (cwschalk@usgs.gov) or Bill Cunningham (wcunning@usgs.gov).
- For stand alone water-quality monitoring sites–contact Terry Schertz (tschertz@usgs.gov)
- For the Discontinued Station Maintenance (DS-CI) database contact Phil Turnipseed (pturnip@usgs.gov).

Attachments:

A. Determining Discontinued Station Status and Liability
B. Instructions for Documenting Monitoring Station Status within NWIS
C. Instructions for Documenting Estimated Costs for Remediation within the Discontinued Station Maintenance-Capital Improvement (DS-CI) Database


Review all stations in NWIS for USGS Ownership
Step 1 - Determine ownership and access agreement status
USGS Owned?
No
Document Non-USGS Ownership? (optional)
No
Stop
Yes
Yes
Yes
USGS Owned w/ Form Agreement
USGS Owned w/ Memo to File Agreement
Document in NWIS Subject to PII rules
Stop
Station Activity Status?
Step 2 - Determine station activity status
Discontinued
Inactive
Active
Remediated?
Document in NWIS
Stop
Step 3 - Determine remediation status
No
Yes
Not Remediated
Remediated
Document in NWIS; documentation of remediation filed with station file (electronic or paper)
Stop
Step 4 - Determine remediation cost
Document in NWIS; Enter estimate of remediation costs in DS-CI database and maintain copy with station file
Stop

Attachment A – Determining Discontinued Station Status and Liability

For every monitoring station listed in National Water Information System (NWIS), all USGS-owned stations must be identified, and the current status of the monitoring station and any associated liabilities needs to be determined following the 3 steps described below. For discontinued stations, step 4, entering remediation information into the Discontinued Station Maintenance – Capital Improvement (DS-CI) database is required.

Step 1 – Determine ownership of the monitoring station.
A USGS-owned monitoring station is any monitoring station that was constructed by the USGS or contracted by the USGS to be constructed, and has not been turned over to the landowner. USGS monitoring station ownership must be documented in NWIS using the "Owner's Name (C161)" field. Refer to Attachment B for instructions on completing this step within NWIS. If the station is not USGS-owned, no further action is required. The Cost Center is only required to track the status and discontinued station maintenance liabilities for USGS-owned monitoring stations.

All USGS-owned monitoring stations require a station access agreement. For each monitoring station owned by the USGS, the Cost Center must indicate the presence or absence of a station access agreement. Acceptable agreements are described in **Survey Manual Chapter 500.11 - Obtaining Permission for Access to Private Lands (**http://www.usgs.gov/usgs-manual/500/500-11.html). Acceptable agreements include (a) Form 9-1483 or equivalent, or (b) a memo to the file documenting oral permission from the landowner to access the property. If neither a Form 9-1483 nor a memo to the file exists documenting an access agreement, then the Cost Center must establish an agreement. This documentation for access agreements must be available for audit, either electronically or in the paper file for the station.

If the station is USGS-owned, proceed to step 2.

Examples of USGS ownership:

- Groundwater wells drilled by the USGS or using a USGS drilling contract under the Cooperative Water Program on private land are owned by the USGS unless there is paperwork to the contrary.
- A water-quality monitor station built and run through a cooperative agreement (Joint Funding Agreement) with a state agency is owned by the USGS.
- A streamgage built and operated by the USGS through the Cooperative Water Program is usually considered a USGS site unless otherwise specified in the cooperative agreement.
- A station built and operated for the U.S. Army Corps of Engineers (USACE) may or may not be owned by the USGS. It will depend on the arrangements made with the USACE when the station was established. For example, a USGS stilling well built by the USACE in a lock structure at a dam may be wholly owned by the USACE. A station built and operated by the USGS for the USACE located on a highway bridge is probably owned by the USGS.

Examples of non-ownership:

- A streamgage built by the USGS with money provided by a FERC licensee is not owned by the USGS.
- Groundwater wells drilled for Other Federal Agencies (such as the Department of Defense or the Department of Energy) on Federal Installations are not owned by the USGS.
- Groundwater wells drilled by others but used by the USGS are not owned by the USGS.

Step 2 – Determine status of activity for USGS-owned monitoring stations. For every USGS-owned monitoring station, the station must be classified into one of three categories of activity. The three categories of activity are:

1. Active monitoring station,
2. Inactive monitoring station, or
3. Discontinued monitoring station.

Each of these three categories is defined below.

Active monitoring station

An active monitoring station is currently in a regular measurement program. The frequency of measurements or availability of published hydrologic statistics does not define active.

Examples:

- A groundwater well measured once every 5 years under synoptic or mass-measurement programs is "active."
- A streamgage funded for the year to produce daily discharge values is "active".
- A streamgage that has stopped time-series data collection but is still used to collect peak data is "active."
- A surface-water station measured every two weeks or a groundwater well measured once every 10 years under a synoptic or mass-measurement programs are both considered "active."
- A streamgage is funded and meets one of the 5 National Streamflow Information Program (NSIP) criteria (http://water.usgs.gov/nsip/goals.html). This station is "active."

Inactive monitoring station

An inactive station no longer meets the criteria of "active", but may be used for future data collection for data networks or investigative studies. The primary reason for a hydrological monitoring station moving to inactive status is a change in funding (project end or change in network funding). An inactive monitoring station may be reclassified as active in the future if funding is available for investigative work or data collection.

Examples:

- A properly-constructed project or network groundwater well for which data collection has been suspended due to program changes but has a reasonable expectation of being activated at some future time is "inactive."
- The operation and maintenance (O&M) funding for a streamgage was stopped by the primary cooperator who had funded the streamgage in the past. The operation of the streamgage is stopped while another funding partner for the streamgage is sought. It is hoped that the station will be put back into operation in the future. This station is "inactive."
- There is no current funding for the streamgage but the streamgage does meet one of the 5 NSIP criteria. This station is "inactive."

<u>Discontinued monitoring station</u>

A discontinued monitoring station is neither active nor inactive. A discontinued monitoring station is a station for which there is no longer a plan and/or need for reactivation. The monitoring station is likely discontinued because of a request from a cooperating partner, or in the case of a groundwater well, because the threat of contamination exceeds the benefit of retaining the well as inactive. Monitoring stations in this category should be properly remediated according to the station access agreement, or the standards of the State or other regulatory body.

Examples:

- A streamgage was installed for the U.S. Army Corps of Engineers (USACE) prior to and following a navigation project. The project is now completed and there is no longer a plan or need for the streamgage. Neither the USACE nor any other potential cooperator has interest in the continued operation of the streamgage; thus the station is discontinued and should be remediated.
- A streamgage has lost permanent and continuous funding, there is no hope of future funding, and the streamgage does not meet one of the 5 NSIP criteria. This station is considered "discontinued."
- A properly-constructed project or network groundwater well for which there is no reasonable expectation of activating at some future time is "discontinued" and should be remediated.
- A groundwater well constructed in or among contaminated aquifers is "discontinued" even if there is a hope of retaining the well for future measurements if the threat of contamination from the well exceeds the benefit of retaining the well for future use. This well should be remediated.
- Any groundwater well that must be properly abandoned based on local or State requirements is "discontinued" and should be remediated.

Station activity status (active, inactive, or discontinued,) must be documented within NWIS using the "Agency Use (C803) field." Refer to Attachment B for instructions on completing this step within NWIS. For USGS-owned monitoring stations that are classified as "active" or "inactive" no further action beyond documenting status for that station in NWIS is required. For monitoring stations that are classified as "discontinued" proceed to step 3.

Step 3 – Determine status of USGS-owned discontinued monitoring stations.

For each monitoring station classified as "discontinued," the USGS Cost Center must determine if the station has been remediated or needs to be remediated in the future. All USGS-owned monitoring stations classified as discontinued must have either (a) documentation that this station has been remediated, or (b) an estimate of the cost to remediate the station entered into the DS-CI database. The status of USGS-owned discontinued stations must be documented within NWIS using the "Agency Use" (C803) field. Refer to Attachment B for instructions on completing this step within NWIS. For monitoring stations classified as discontinued and remediated, documentation must be available for audit to show that the site has been remediated. The documentation can be available either electronically or in the paper office file for the station and no further action beyond documenting status for that station in NWIS is required. If the discontinued station has not been remediated, then the USGS Cost Center must document the remediation status in NWIS and proceed to step 4 for instruction on estimating the cost of remediation.

Step 4 – Determining Remediation Cost Estimate (DS-CI database)

For each discontinued USGS-owned monitoring station that has not been remediated, an estimated cost for remediating the site must be determined. Estimates for the cost to remediate the monitoring station should include at a minimum the following estimated itemized costs:

Labor	$
Travel	$
Vehicles	$
Equipment rental	$
Contracts	$
Material disposal	$
Restoration of station	$
Miscellaneous	$
Total remediation cost estimate	$

The estimated cost for remediating each monitoring station must be entered into the DS-CI database. Refer to Attachment C for instructions for completing this step. A record of the estimate to remediate the discontinued station must be maintained in the station file (electronic and/or paper).

Attachment B. - Instructions for Documenting Monitoring Station Status within NWIS

Data should be entered for the following fields in the NWIS database for all monitoring stations.

Station Ownership

Station ownership must be documented within NWIS using the Owner Name field (C161). If the monitoring station is:

- USGS-owned: "US GEOLOGICAL SURVEY" should be entered into the Owner Name field (C161), the abbreviation "USGS" should be entered in the Owner Alias field (C360), and the abbreviation GV should be entered in the Site Owner Type Code field (C350).
- Not USGS-owned: At the discretion of the Cost Center, owner information can be left blank or entered, but Personally Identifiable Information (PII) rules and restrictions must be adhered to. Refer to the following URL for additional information on PII: http://nwis.usgs.gov/communications/2009news/090202NWIS-Privacy-data.html

Station Categories

The category of activity for each USGS-owned station must be documented using the Agency Use field (C803). The following options will be available with the upgrade to NWIS in April 2009.

A Active data collection site with undocumented or unnecessary landowner agreement
L Active data collection site with written landowner agreement (Form 9-1483)
M Active data collection site with memo documenting oral landowner agreement
I Inactive
R Discontinued and remediated site
D Discontinued and NOT-remediated site
O Inventory data site only

Categories L, M, R, and D are new categories created for this effort. All existing stations are currently either blank or in categories A, I, or O. USGS-owned stations must be moved into the new categories as appropriate. A blank entry, category A, or category O will no longer be acceptable for USGS-owned stations.

- Move inactive or discontinued stations from blank or category A to the appropriate category (I, R, or D) as needed.
- Move active stations that do not have documented landowner agreements from category A to category L or M as needed, and complete the form or document an oral landowner agreement.
- Move *all* USGS-owned stations in category O into the category that defines its current status. Category O should not be used for USGS-owned stations.

The Agency Use field (C803) can be updated using GWSI option 5 to edit the site file record on a station by station basis, or SWUDS can be used to modify the field for multiple stations and produce a batch input file for GWSI. Refer to the following Tip Sheet on how to enter GWSI

data through the SWUDS batch loader:
http://nwis.usgs.gov/nwisdocs4_8/gw/GW-TipSheet16.17.pdf

Attachment C – Instructions for Documenting Estimated Costs for Remediation within the Discontinued Station Maintenance – Capital Improvement (DS-CI) Database

Accessing the DS-CI database

1. Use Netscape, Internet Explorer, or another appropriate Web browser to connect to the internal USGS web site http://1stop.usgs.gov/discontinued/.
2. Use your standard USGS user id (without "@usgs.gov") when the login screen appears. First-time users are asked to register for a password. The software recognizes your Cost Center, and will allow you to enter and edit the discontinued station projects in your Center. Other registered users in your Center will also be able to edit any of your Center's existing DS-CI projects. You are permitted to view DS-CI projects of other Cost Centers, but not to edit them.
3. After logging in, you have the choice of adding a new project or editing/viewing an existing project.
4. Each screen will have fields for entering project data and buttons for navigating forward and backward. Fields that are underlined are mandatory. All mandatory fields must be completed before moving to the next screen. It is possible to navigate back and forth between screens and make changes to entries until the project data are transmitted to the DS-CI database by clicking on "FINISH" on the last screen.
5. Links appear at the top of each screen to provide detailed instructions and descriptions of the entry fields.

Adding a new project

1. First screen – Welcome
   Select Add New Projects
2. Second screen – Station Information
   a. Select from the pull-down list one of the following DS-CI Project Categories:
      - Repair/Renovation/Replacement of Active River Cableways
      - Removal of Discontinued River Cableways
      - Removal of Discontinued Surface-Water Stations
      - Stabilization/Maintenance of Inactivate Surface-Water Stations
      - Abandonment of Discontinued Groundwater Observation Wells

   b. Provide entries for station ID; latitude and longitude of the station, and station name;
   c. Organization Code, Cost Center, State, and Region are entered automatically by the software, based on where the person (User ID) entering the information is located.
3. Third screen – Office Priority
   a. Select an "Office Priority" 1, 2, or 3. These Office Priority designations are tailored to the DS-CI Project Category you selected. They are used to rank projects in the database according to the potential risk or danger that the discontinued station problem poses to employees, cooperators, or the general public. Administrative Policy and Services (APS) Branch of Management Support uses this information for developing the Bureau's 5-year plan.

4. Fourth screen – Project Description
    a. The database software provides a default project description that is linked to the Office Priority you selected. It gives you an idea of the type of action that is appropriate or expected, given the priority assigned to it.
    b. The Project Description text box provides a space to enter a brief statement or description of what you specifically intend to do to remedy the discontinued station problem(s), and for completed projects, what was accomplished. **This entry is mandatory only for projects that receive facilities funds and/or for projects that are completed. However, entry of a brief description is encouraged for all projects.**
    c. Quarterly Reports will be expected for those projects that receive DS-CI funding. This reporting function is not available on the initial entry of a DS-CI project.
5. Fifth screen – Project Financial Information
    a. The software automatically enters the Congressional District where the site is located, based on the latitude and longitude provided on the second screen. The entry can be over-ridden if it is incorrect. **[Note – this is not presently a mandatory category. We are planning to upgrade the software to automatically assign Congressional Districts, and will reassign all of these codes at a future date.]**
    b. The Project Net Cost Estimate should reflect itemized estimated costs of salary, travel, materials, contracts, etc., as reflected below without application of Bureau or Cost Center overhead charges. (Funds are from the Bureau's Facilities budget line item, and are exempt from Cost Center overhead charges.)
    c. Itemized cost categories:

Labor	$
Travel	$
Vehicles	$
Equipment rental	$
Contracts	$
Material disposal	$
Restoration of station	$
Miscellaneous	$
Total remediation cost estimate	$

- Enter numeric characters only – up to 6, with no dollar signs, commas, or decimal points.
- Select whether the cost estimate is “Approximate” (based on experience costing out similar jobs) or “Firm” (based on a documented cost analysis.)
- A “firm” budget estimate based on a detailed cost analysis is not required for entering projects into this database. An “approximate” estimate based on your office's experience costing out similar jobs is sufficient. However, when a project is eventually approved for facilities funding, you will be asked to provide a firm estimate based on a documented cost analysis. Documentation of cost estimates must be maintained in the station file (electronic and/or paper).

- Enter the calendar year in which the net cost estimate is made. This date is used by the database software to make adjustments to the cost estimate to account for inflation.

d. Entries to the Expenditures Table would not normally be appropriate when entering a new project. These entries track facilities funds expended on the project during the fiscal year. See instructions for "Edit an Existing Project" below for entering data into this table.
   - Enter numeric characters only – up to 6, with no dollar signs, commas, or decimal points.
   - Indicate whether other funding sources were used on the project. These could include funding from Other Federal Agencies or Cooperative Water Program agreements, the Federal program, Cost Center overhead, or the Cost Center's Working Capital Fund.

e. The Planned Completion Fiscal Year field is an optional entry provided as a Cost Center planning tool.

f. The Date Completed field indicates when the discontinued station project was completed. Leave blank when entering a new project.

g. Click "FINISH" to have the project entered into the DS-CI database.

Editing an existing project:

1. First screen – Welcome
   Select Edit\View An Existing Project
2. Second screen – Project Search
   Specific projects or groups of projects in the database can be located by a number of criteria, including the DS-CI Project ID, Station ID, and User ID. A convenient procedure for selecting all the projects of a certain category in a state is to search on those two criteria.
3. Third screen – Project Search Results
   This screen produces a list of projects that satisfy the search criteria input from the previous screen. A table provides some basic information – Project ID, User ID, Station ID, State, Priority, and Net Project Cost Estimate. Hyperlinks allow the user to edit the project, add or edit a quarterly review report, or display project information.
4. Fourth Screen – Station Information
   Any of the data-entry fields on this page can be edited to correct errors.
5. Fifth Screen – Office Priority
   The Office Priority can be changed on this screen, as necessary.
6. Sixth Screen – Project Description
   a. The Project Description text box provides a space to enter a brief statement or description of what you specifically intend to do to remedy the discontinued station problem(s), and for completed projects, what was accomplished. **This entry is mandatory only for projects that receive facilities funds and/or for projects that are completed. However, entry of a brief description is encouraged for all projects.** The Project Description text box can be edited or updated, as needed. For those projects that receive facility funding, please be sure to provide an accurate description of the discontinued station problem and the

actions planned to remedy it. If the project is already completed, briefly state what was done.

b. As mandated by the APS Branch of Management Support, quarterly reports are required for projects that receive facilities funding. Quarterly reports are needed ONLY during the fiscal year(s) the project is receiving facilities funding. For these projects, please provide a brief statement to describe progress made on the discontinued station project during the quarter and plans for the next quarter. Quarterly review updates should be entered within 30 days after the end of the quarter.

7. Seventh screen – Project Financial Information
   a. Any of the data-entry fields on this page can be edited to correct errors or enter revised estimates.
   b. Make any needed changes to the Project Net Cost Estimate. This number should reflect itemized estimated cost of salary, travel, materials, contracts, etc. as reflected below, without application of Bureau or Cost Center overhead charges. Facilities funds come from a Bureau budget line item, and are exempt from Bureau overhead and Cost Center overhead.
   c. Itemized cost categories:

Labor	$
Travel	$
Vehicles	$
Equipment rental	$
Contracts	$
Material disposal	$
Restoration of station	$
Miscellaneous	$
Total remediation cost estimate	$

      - Enter numeric characters only – up to 6, with no dollar signs, commas, or decimal points.
      - Revise, as needed, whether the cost estimate is “Approximate” (based on experience costing out similar jobs) or “Firm” (based on a documented cost analysis.) [Note – the software used “Approximate” as the default for existing projects]
      - A “firm” budget estimate based on a detailed cost analysis is not required for projects in this database unless or until they receive Facilities funds. At that time, only a firm budget estimate having a documented cost analysis on file should appear in this field.
      - Review the calendar year entry, and assure that it reflects the year for which the cost estimate was made. This date is used by the database software to make adjustments to the cost estimate to account for inflation.
   d. The entries into the table, “Discontinued Station Funding Allocations” are input by the WRD Discontinued Station Program Administrator. The selection of projects to receive facilities funds in any given fiscal year is coordinated through WRD Regional Program Officers.

e. Entries to the Expenditures Table track facilities funds expended on the project during the fiscal years they are received.
    - For the appropriate fiscal year, enter only the facilities funds that were expended. Do not include in this amount any funds used on the project obtained from other sources. Enter numeric characters only – up to 6, with no dollar signs, commas, or decimal points.
    - In the appropriate column, indicate whether other funding sources were used on the project. These could include funding from Other Federal Agency or Cooperative Water Program agreements, the Federal program, Cost Center overhead, or the Cost Center's Working Capital Fund.
f. The Planned Completion Fiscal Year field is an optional entry provided as a Cost Center planning tool.
g. Enter the Date Completed (mm/yyyy) indicating when the project was completed. Leave blank until the project is completed.
h. Click "FINISH" to have the edits entered into the Discontinued Station database.

Uploading ancillary files for an existing project: New upgrades to the DS-CI database will provide the user with an option to upload one of several file formats (i.e., .pdf, gif, .jpg, .doc, .xls, .txt, .mda). This feature will allow the Cost Center, if needed, to store digital copies of land-owner agreements, State and/or local permits, and other documents relevant to the documentation and/or remediation of the site. This is an optional feature of the DS-CI database.

Deleting an existing project:
The contents of the original DS-CI database (DM-CI, populated in 1998) represent a snapshot of the USGS's liability at that time. We assume that all entries represented viable discontinued station problems that needed addressing. In the years since the projects were entered, we acknowledge that Cost Centers have addressed many of their discontinued station problems with other funds: Other Federal Agency or Cooperative Water Program agreements, the Federal program, Cost Center overhead, or the Cost Center's Working Capital Fund. Even if a project has been completed, we don't want to delete it from the database. In order to properly "close the books" on these projects, we ask that you fill in the Date Completed box and indicate in the Expenditures Table that there were other funding sources used.

If there actually are erroneous projects in the database attributable to your Cost Center, please contact Phil Turnipseed (pturnip@usgs.gov) at 703-648-5314 to have them removed.

Please refer any questions regarding the instructions for the DS-CI database to Phil Turnipseed (pturnip@usgs.gov). Questions or problems with the web-entry program should be referred to Karen Ray (ktray@usgs.gov) at 228-688-1528.