NPFC Job Aid

ACCOUNTING DATA
FOR POLLUTION RESPONSE FUNDS

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★ OIL SPILL (OPA/CWA)

★ HAZSUB (CERCLA)

★ DISASTER (Stafford Act/ESF-10)

U. S. Coast Guard
National Pollution Funds Center

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POET FOR OIL SPILL RESPONSE FUNDING*

FORMAT:

UCGPXXXXXX / XXXXXXXXXX / XXXXXX / FOSCRESPYY

       (1)   **(2)**   **(3)**   **(4)**

1. Project	10 characters		The Project is the assigned Federal Project Number (FPN) with a UCGP prefix. See Appendix C for Oil project number construction.
2. Organization Element	10 characters		The Organizational Element is also known as the "Expenditure Organization." This code consists of the OPFAC of the FOSC unit and a modifier and is always associated with the FOSC who is assigned the funds. Note: Sector FOSCs use LOGSX and MSU FOSCs use CMDCD as the modifier. See Appendix A for OPFACs.
3. Expenditure Type	6 characters		The Expenditure Type categorizes the item according to a set of codes standardized across DHS (aka Object Class). See Appendix B for recommended (not exclusive) Expenditure Type codes.
4. Task	10 characters		The Task provides details on the task being funded including the current Budget Fiscal Year and an abbreviation of the Task Name. The task is always FOSCRESPYY for oil spill responses with YY being the fiscal year.

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* The POET for oil response funds is supplied in the official FPN Notification Message from NPFC or CANAPS.

POET FOR CERCLA RESPONSE FUNDING*

FORMAT:

UCGPCXXXXX / XXXXXXXXXX / XXXXXX / CERCCOSTYY

| (1) | (2) | (3) | (4) |

1. **P**roject   10 characters   The Project is the assigned CERCLA Project Number (CPN) with a UCGP prefix. See Appendix C for CERCLA project number construction.

2. **O**rganization Element   10 characters   The Organizational Element is also known as the "Expenditure Organization." This code consists of the OPFAC of the FOSC unit and a modifier and is always associated with the FOSC who is assigned the funds. Note: Sector FOSCs use LOGSX and MSU FOSCs use CMDCD as the modifier. See Appendix A for OPFACs.

3. **E**xpenditure Type   6 characters   The Expenditure Type categorizes the item according to a set of codes standardized across DHS (aka Object Class). See Appendix B for recommended (not exclusive) Expenditure Type codes.

4. **T**ask   10 characters   The Task provides details on the task being funded including the current Budget Fiscal Year and an abbreviation of the Task Name. The task is always CERCCOSTYY for CERCLA responses with YY being the fiscal year.

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* The POET for CERCLA or ESF-10 Disaster response funds is supplied in the official CPN/DPN Notification Message from NPFC or CANAPS

APPENDIX A

OPFAC NUMBERS

***Sector FOSCs use LOGSX and MSU FOSCs use CMDCD as the modifier.**

DISTRICT OFFICES:	OPFAC #	OTHER UNITS	OPFAC #
D-1 Boston	71101	NPFC	74100
D-5 Portsmouth	71105	DOL-92 (Norfolk, VA)	52100
D-7 Miami	71107		
D-8 New Orleans	71108	NSFCC	34359
D-9 Cleveland	71109	Atlantic Strike Team	34361
D-11 Alameda	71111	Gulf Strike Team	34340
D-13 Seattle	71113	Pacific Strike Team	34360
D-14 Honolulu	71114		
D-17 Juneau	71117		

CG FOSCs (Sectors unless noted)	OPFAC #	CG FOSCs (Sectors unless noted)	OPFAC #
Anchorage	37380	Miami	37110
Boston	37010	Mobile	37160
Buffalo	37210	New Orleans	37150
Charleston	37090	New York	37040
Columbia River WA	37400	North Carolina	37080
Corpus Christi	37180	Northern New England	37000
Delaware Bay	37050	Ohio Valley	37200
Detroit	37220	Pittsburgh (MSU)	33256
Duluth (MSU)	33262	Port Arthur (MSU)	33274
Guam	37350	Puget Sound WA	37320
Honolulu	37340	San Diego	37250
Houma (MSU)	33278	San Francisco	37270
Houston/Galveston	37170	San Juan	37120
Jacksonville	37100	Sault Ste Marie	37230
Juneau	37360	Savannah (MSU)	33264
Key West	37140	SE New England	37020
Lake Michigan	37240	St. Petersburg	37130
Long Island Sound	37030	Texas City (MSU)	33277
Los Angeles/Long Beach	37260	Upper Mississippi River	37390
Lower Mississippi River	37190	Valdez (MSU)	33283
Maryland-NCR	37060	Virginia	37070

APPENDIX B

EXPENDITURE TYPE CODES

Recommended Codes *(but not exclusive)*

210080	Mission Travel/Domestic
210062	Lease of aircraft
210008	Lease of vehicle - commercial
252046	Contracts – Other [Use for State or Local PRFA]
253014	Contracts – Government [Use for Federal Agency PRFA, all INRDA]
260037	Materials & Parts/Marine/Other [Marine Environmental Response (MER) Equipment]
260095	Safety Supplies

* Units should NOT use 420039 - Oil Spill/Claims. This code is internal to NPFC.

The OSLTF may be used to fund temporary active duty for Reservists related to a specific incident if they are engaged directly in the response. The OSLTF is not available to fund the use of Reservists to backfill unit personnel who are engaged on a response.

When authorizing Reserve Active Duty Orders follow the procedures for processing Reserve Active Duty (AD) Orders in Direct Access (DA). PPC's procedure guides can be found here: Direct Access/Global Pay User Guides, Tutorials and Webinar Recordings (uscg.mil).

Recommended Codes *(but not exclusive)*

210080	Mission Travel/Domestic
117017	Pay/Enlisted/Regular
117018	Pay/Officer/Regular
122016	Contribution/FICA/Enlisted
122017	Contribution/FICA/Officers

Notes:
  (1) These expenditure type codes are often used for pollution cases. If a transaction does not fit one of these, please contact your Regional Support Team.
  (2) These codes are valid as of the date of revision.

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APPENDIX C

Project Number Construction (all types)

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1. FEDERAL PROJECT NUMBER – FOSC Oil Spill Removal

    1. **USCG FOSC (Coastal Zone):**

<div align="center">

UCGP X XX XXX
     (1) (2)   (3)

</div>

    (1) DISTRICT Issuing the FPN (1 letter – see table below).

    (2) FY the case began and the FPN was established (2 numbers).

    (3) SEQUENCE # of the incident in that district for that fiscal year (3 characters).

<div align="center">

DISTRICT ID

</div>

D-1	Boston, MA	B
D-5	Portsmouth, VA	P
D-7	Miami, FL	M
D-8	New Orleans, LA	N
D-9	Cleveland, OH	G
D-11	Alameda, CA	A
D-13	Seattle, WA	S
D-14	Honolulu, HI	H
D-17	Juneau, AK	J

    2. **EPA FOSC (Inland Zone):**

<div align="center">

UCGP E XX X XX
    (1) (2) (3) (4)

</div>

    (1) E = EPA

    (2) FY the case began and the FPN was established (2 numbers).

    (3) Identifier for the EPA Region (see table below).

    (4) SEQUENCE # of the incident for that year.

		ID #			ID #
Region 1	Boston, MA	1	Region 6	Dallas, TX	6
Region 2	New York, NY	2	Region 7	Kansas City, KS	7
Region 3	Philadelphia, PA	3	Region 8	Denver, CO	8
Region 4	Atlanta, GS	4	Region 9	Alameda, CA	9
Region 5	Chicago, IL	5	Region 10	Seattle, WA	0

2. **OPA CLAIMS PROJECT NUMBER** – OSLTF Claim(s) paid by NPFC for claims <u>not associated with a Federal Project Number.</u> Claims linked to a removal case use the same FPN as the removal case.

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UCGP 9 XX   XXX
(1) (2)   (3)

</div>

(1)	Case Type	1 character	9 = Claim(s)-only incident
(2)	FY Established	2 characters	FY the first claim was received for the incident.
(3)	Sequence #	3 characters	Sequence # of the incident for that FY

3. **CERCLA PROJECT NUMBER (CPN)** - **For USCG FOSCs:**

<div align="center">

UCGP X XX XXX
(1) (2)   (3)

</div>

(1)	Case Type	1 character	C = CERCLA
(2)	FY Established	2 characters	FY the case began & CPN was established
(3)	Sequence #	3 characters	Sequence # of the incident for that FY

NOTE: CPNs for USCG FOSCs are assigned by CANAPS

4. **STRIKE TEAM CERCLA PROJECT NUMBER (CPN)**

USCG NSF Strike Team Support to an EPA FOSC for CERCLA response only

<div align="center">

UCGP X XX X XX
(1) (2) (3) (4)

</div>

(1)	Case Type	1 character	C = CERCLA
(2)	FY Established	2 characters	FY the case began
(3)	Strike Team ID	1 character	A = AST G = GST P = PST
(4)	Sequence #	2 characters	Sequence # of the incident for that FY

NOTE: Strike Teams are authorized to issue their own CPNs for assisting EPA FOSCs. Strike Team CPNs are generated manually and sent via email.

5. DISASTER / ESF-10 PROJECT NUMBER (DPN)

UCGP X XX X X X
            (1)   (2)   (3) (4) (5)

(1) Case Type	1 character	D = DISASTER
(2) FY Established	2 characters	FY the disaster began & DPN was established
(3) Disaster	1 character	A, B, C, etc (identifies disasters in sequence in that FY)
(4) State	1 character	A, B, C, etc. (identifies state for which the Mission Assignment is issued in same disaster)
(5) Sequence #	1 digit	Sequential number identifying Mission Assignments issued for a particular state and disaster

IMPORTANT

1. FEMA issues Mission Assignments that are unique to a specific Disaster, a specific State, and a specific ESF. There may also be multiple specific mission assignments within an ESF. Each of these is a separate funding stream (pot of money) that requires separate management. Each funding stream requires a unique account line.

   Each DPN is based specifically on the corresponding FEMA Mission Assignment on the related EPA IAG or ESF providing the Mission Assignment funding to the USCG. Each Mission Assignment ("pot of money") must have a unique DPN.

   This assures Coast Guard spending follows the same logic and is documented and billed according to this structure. Otherwise, FEMA will disallow Coast Guard billings for reimbursement. A failure to recover costs would force the Coast Guard to cover the costs out of its own OE Appropriation.

2. ESF-10 DPNs are generated manually by the NPFC Financial Management Division and sent via official C2OIX message to the Coast Guard unit being assigned the funds. The message identifies the disaster by name, the state, the allowed use based on tasking in the mission assignment, and other management information.