



FEMA

AUG 19 2009

MEMORANDUM FOR: Regional Administrators
Incident Management Assistance Team Leaders

FROM: William L. Carwile, III *William L. Carwile III*
Assistant Administrator for Disaster Operations

SUBJECT: IMAT Coordination and Commitments

As we continue to move forward with the implementation of Regional and National Incident Management Assistance Teams (IMAT-N), it is important to review some coordination and operational requirements. Based on the anticipated level of an incident or disaster, the appropriate level of response and type of IMAT to be assigned will be determined by the affected Regional Administrator (RA) and me. Once a Region has an operational IMAT, it will be that Region's response team of choice.

In the event of catastrophic or more significant disaster events, I will make the decision to deploy a National Type I IMAT in coordination with the affected RA. The National-level IMATs serve as National assets, and as such, any commitments for their services to state and/or local entities should not be made without appropriate coordination with me and/or the Deputy Assistant Administrator for Disaster Operations. Requests for deployment or use of IMAT-Ns must be coordinated either through the National Response Coordination Center (responding to an event), or through the program office (responding to a non-event).

When an incident occurs within a Region, the RA has the authority to deploy a Regional Type II IMAT. However, for incidents that occur in other Regions, I may request deployments of a Regional Type II IMAT outside of its respective Region, in coordination with the affected RA, to provide back-up support.

Regional IMATs are the main source of coordination support in the execution of Federal assistance to state, tribal, territorial or local officials. They are expected to build and maintain working relationships with Regional counterparts for program implementation, and develop and maintain relationships with state, tribal, territorial, and local officials, allied agencies, and other Federal partners. In addition, IMAT-N members are expected to coordinate with Regional IMAT counterparts and/or Regional program managers.

Day-to-day communications, by IMAT-N members, with other Federal, state, tribal, territorial, or local governments, as well as non-governmental and private organizations, will be made through and with the affected Regional Office. In addition, commitments or agreements with, or promises to, such entities should not be made without coordinating and consulting with me or the Deputy Assistant Administrator for Disaster Operations.

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In the future, as we gain experience with IMAT activities, it may become necessary to review and adjust existing procedures and protocols. In the interim, I ask that you adhere to the guidance set forth. If you have any questions, please contact Bob Fenton, Acting Deputy Assistant Administrator or me at 202-646-3692.