

DEPARTMENT OF HOMELAND SECURITY
 FEDERAL EMERGENCY MANAGEMENT AGENCY
VALIDATION WORKSHEET

DISASTER:
 FEMA- _____ -DR- _____

APPLICANT	PA ID NO.	PROJECT WORKSHEET NO.
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SPECIALIST	AGENCY	TELEPHONE NO.
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I- GENERAL- ALL PROJECTS

VALIDATION ITEM	REMARKS
<input type="checkbox"/> Review projects <input type="checkbox"/> Visit site <input type="checkbox"/> Statement of work <ul style="list-style-type: none"> <input type="checkbox"/> Accurate <input type="checkbox"/> Complete <input type="checkbox"/> Eligible <input type="checkbox"/> Pictures <input type="checkbox"/> Sketches/drawings	

II- COMPLETED WORK

<input type="checkbox"/> Forced Account Labor <ul style="list-style-type: none"> <input type="checkbox"/> Eligible employee <input type="checkbox"/> Hours <ul style="list-style-type: none"> <input type="checkbox"/> Regular <input type="checkbox"/> Overtime <input type="checkbox"/> Fringe benefits <ul style="list-style-type: none"> <input type="checkbox"/> Regular <input type="checkbox"/> Overtime <input type="checkbox"/> Calculations	
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III- FORCE ACCOUNT EQUIPMENT

<input type="checkbox"/> Labor hours exceeds or match Equipment hours <input type="checkbox"/> FEMA rates used <input type="checkbox"/> PAC approved rates used <input type="checkbox"/> Mileage used for automobiles, busses, pickups, and ambulances <input type="checkbox"/> Calculations	
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IV- LEASED/RENTAL EQUIPMENT

<input type="checkbox"/> Invoice <input type="checkbox"/> Price reasonable <input type="checkbox"/> Operation/labor cost <input type="checkbox"/> Gasoline/oil/lubricants <input type="checkbox"/> Eligible repairs/parts <input type="checkbox"/> Calculations	
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V- MATERIALS

<input type="checkbox"/> Purchase orders/invoices <input type="checkbox"/> Inventory records/stock tickets <input type="checkbox"/> Calculations	
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VI- CONTRACT

VALIDATION ITEM	REMARKS
<input type="checkbox"/> Price reasonable <input type="checkbox"/> Competitive bids <input type="checkbox"/> Exception <input type="checkbox"/> Follow procurement procedures <input type="checkbox"/> Calculations	

VII- WORK TO BE COMPLETED

<input type="checkbox"/> Cost estimating method approved by PAC <input type="checkbox"/> Calculations	
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VIII- SPECIAL CONSIDERATIONS

<input type="checkbox"/> Insurance <input type="checkbox"/> Mitigation <input type="checkbox"/> Environmental <input type="checkbox"/> Historic	
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ADDITIONAL REMARKS