



Debris Removal Contractor Registry (DRCR)

Internet

May 21, 2007



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1 Introduction to Debris Removal Contractor Registry

1.1 Overview

Debris Removal Contractor Registry (DRCR) is a tool for local governmental entities to more easily identify and contact debris removal contractor resources for pre-planning or post-disaster response purposes. Public works staff or other representatives of local governments can search the registry for contractors in vicinity of their geographic location or search for contractors with specific types and/or quantities of resources.

Benefits of Debris Removal Contractor Registry include:

- Allows local governmental entities to easily identify and contact debris removal contractor resources for pre-planning or post-disaster response
- Allows users to search the registry for contractors in the vicinity of their geographic location
- Allows users search for contractors with specific types and/or quantities of resources

1.2 Accessing Debris Removal Contractor Registry

To access the Debris Removal Contractor Registry application:

From the Internet:

- Go to <https://rims.fema.gov/inter/nerr/home.htm>

From the FEMA Intranet:

- Go to RIMS at the following link: <http://rims.fema.net>

- Click on the Debris Removal Contractor Registry icon



1.3 User Accounts

New contractor users should register on the FEMA portal to be able to access the application and submit information. See section 2.1 for information regarding getting an account.

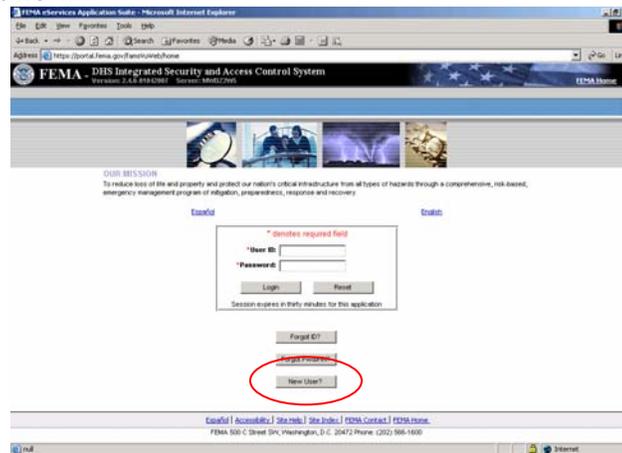
Contractors with FEMA issued user names and passwords may login to submit new information and/or edit existing information.

2 Using Debris Removal Tracking System

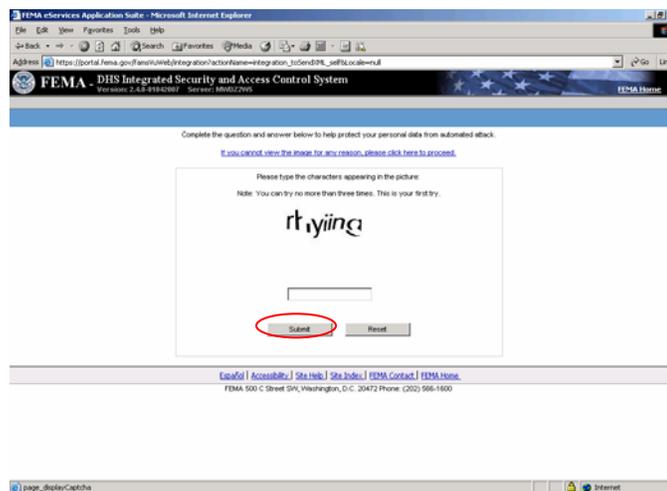
2.1 *Getting a Debris Removal Contractor Registry Account*

In order to register a company with the Debris Removal Contractor Registry, users must establish a FEMA user account. Internet users may register via FAMS.

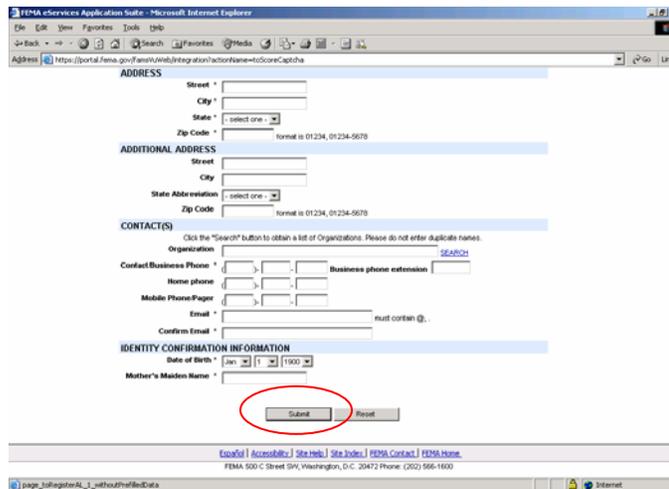
- Go to <https://portal.fema.gov>.
- Click the “New User” button.



- Type the characters appearing in the picture.
- Click **Submit**.



- Enter the information required.
- Click **Submit**.



FEMA eServices Application Suite - Microsoft Internet Explorer

Address: https://portal.fema.gov/femaWebIntegration/action?name=toScoreCaptha

ADDRESS

Street *
City *
State * - select one -
Zip Code * format is 01234_01234-5678

ADDITIONAL ADDRESS

Street
City
State Abbreviation * - select one -
Zip Code * format is 01234_01234-5678

CONTACT(S)

Click the "Search" button to obtain a list of Organizations. Please do not enter duplicate Names.

Organization [SEARCH](#)

Contact Business Phone * Business phone extension
Home phone
Mobile Phone/Pager
Email * must contain @.
Confirm Email

IDENTITY CONFIRMATION INFORMATION

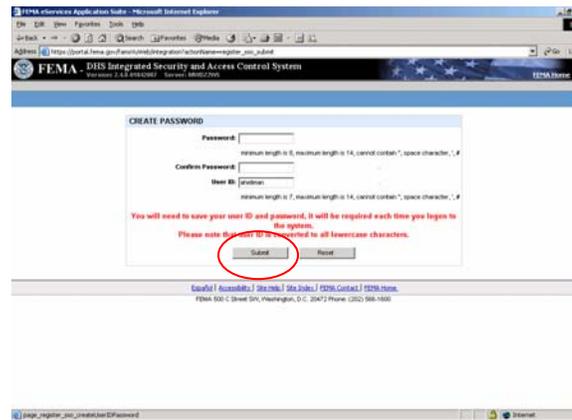
Date of Birth * [Jan] [1] [1900]
Mother's Maiden Name *

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page_registerAL_1_yehozvHf6eData

- Create your password.
- Click **Submit**.



FEMA eServices Application Suite - Microsoft Internet Explorer

Address: https://portal.fema.gov/femaWebIntegration/action?name=register_001_subst

FEMA DHS Integrated Security and Access Control System

Version: 2.4.8-910-02807 Server: MM027005

CREATE PASSWORD

Password *
minimum length is 8, maximum length is 14, cannot contain: ", #
Confirm Password *
minimum length is 7, maximum length is 14, cannot contain: ", #
User ID *
minimum length is 7, maximum length is 14, cannot contain: ", #

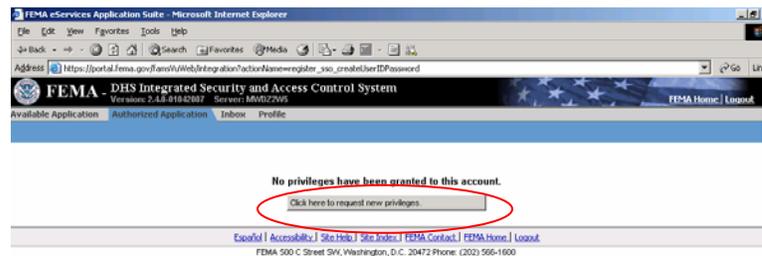
You will need to save your user ID and password, it will be required each time you login to the system.
Please note that you will be redirected to all lowercase characters.

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page_register_001_createUserIDPassword

- Click on **Click here to request new privileges**.



FEMA eServices Application Suite - Microsoft Internet Explorer

Address: https://portal.fema.gov/femaWebIntegration/action?name=register_001_createUserIDPassword

FEMA DHS Integrated Security and Access Control System

Version: 2.4.8-910-02807 Server: MM027005

Available Application | Authorized Application | Inbox | Profile

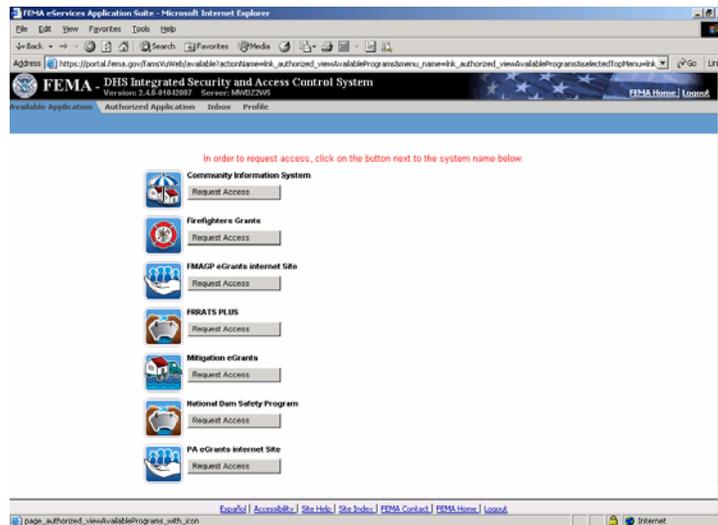
FEMA Home | Logout

No privileges have been granted to this account.
[Click here to request new privileges.](#)

[Español](#) | [Accessibility](#) | [Site Help](#) | [Site Index](#) | [FEDS9 Contact](#) | [FEDS9 Home](#) | [Logout](#)

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- Click **Request Access** next to Debris Contractor Registry.

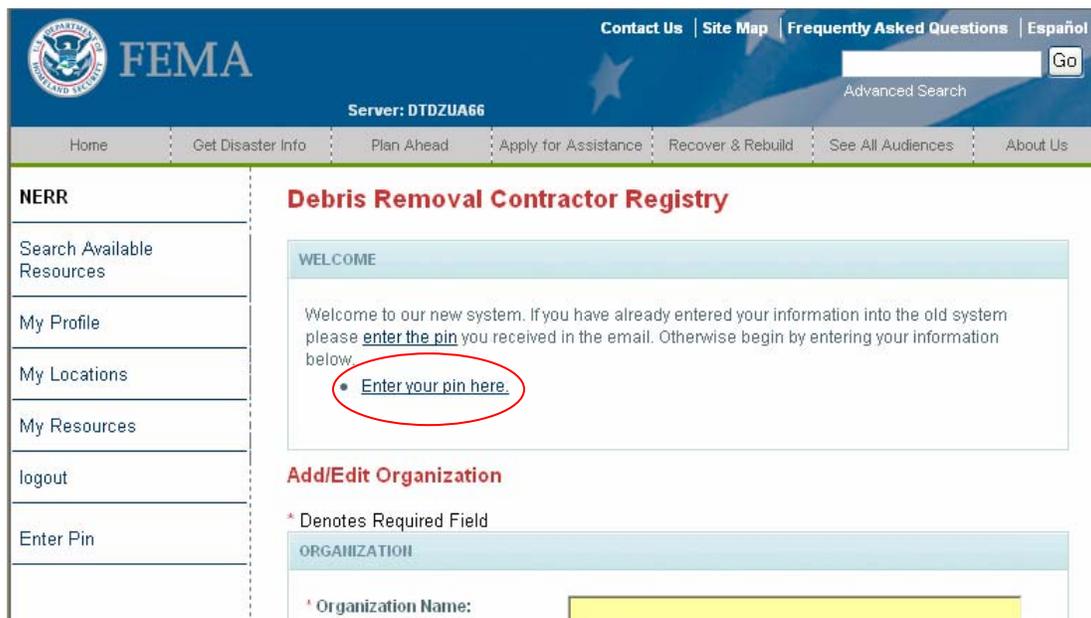


Users will be redirected to the Debris Removal Contractor Registry to register.

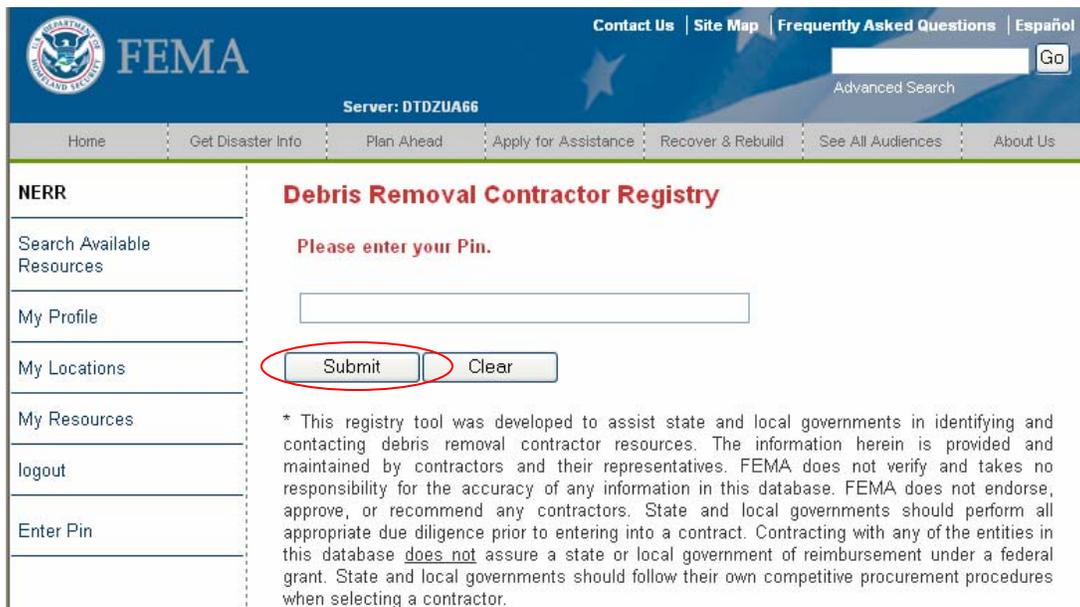
2.2 Registering Companies

To register a new company or update a registration, users must be logged into the system.

- If the business has already entered information in a previous version of the system, and has a PIN, click on the link **Enter your pin here**.



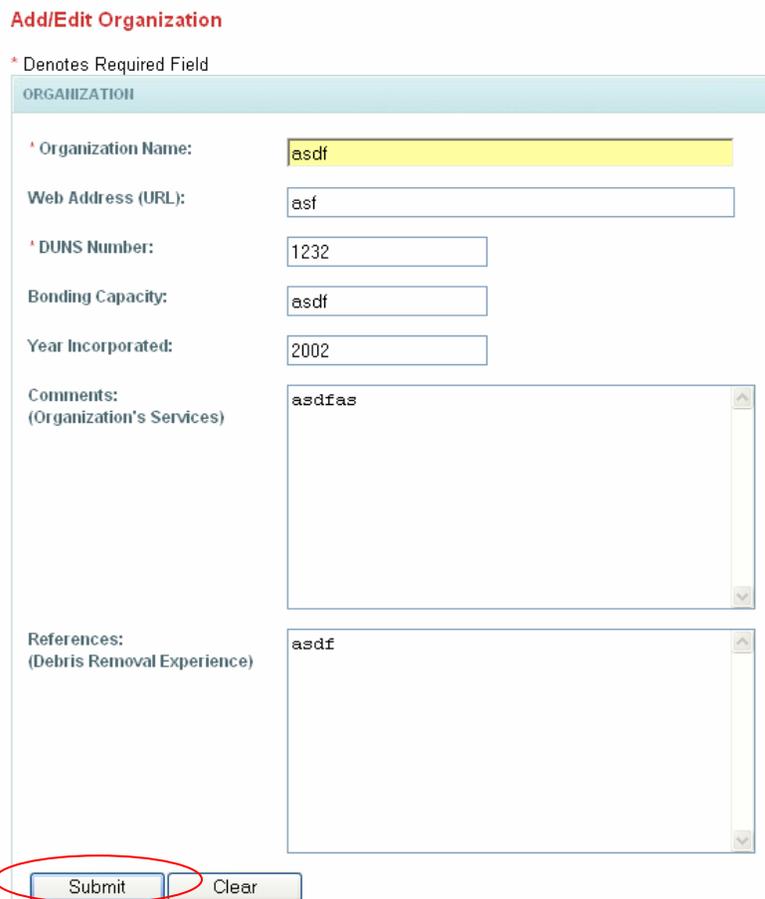
- Enter the designated PIN and click **Submit**



The screenshot shows the FEMA website header with navigation links: Contact Us, Site Map, Frequently Asked Questions, and Español. Below the header is a search bar with a 'Go' button and the text 'Advanced Search'. A server status indicator shows 'Server: DTDZUA66'. A main navigation bar contains links for Home, Get Disaster Info, Plan Ahead, Apply for Assistance, Recover & Rebuild, See All Audiences, and About Us.

The main content area is titled 'Debris Removal Contractor Registry'. It features a sidebar on the left with a 'NERR' logo and several menu items: Search Available Resources, My Profile, My Locations, My Resources, logout, and Enter Pin. The main content area has a red heading 'Debris Removal Contractor Registry' and a red instruction 'Please enter your Pin.' followed by a text input field. Below the input field are two buttons: 'Submit' and 'Clear'. The 'Submit' button is circled in red. Below the buttons is a disclaimer: '* This registry tool was developed to assist state and local governments in identifying and contacting debris removal contractor resources. The information herein is provided and maintained by contractors and their representatives. FEMA does not verify and takes no responsibility for the accuracy of any information in this database. FEMA does not endorse, approve, or recommend any contractors. State and local governments should perform all appropriate due diligence prior to entering into a contract. Contracting with any of the entities in this database does not assure a state or local government of reimbursement under a federal grant. State and local governments should follow their own competitive procurement procedures when selecting a contractor.'

- On the next screen, enter basic information regarding the organization/business.



The screenshot shows the 'Add/Edit Organization' form. At the top, it says '* Denotes Required Field'. The form is titled 'ORGANIZATION' and contains several fields:

- * Organization Name: asdf
- Web Address (URL): asf
- * DUNS Number: 1232
- Bonding Capacity: asdf
- Year Incorporated: 2002
- Comments: (Organization's Services) asdfas
- References: (Debris Removal Experience) asdf

At the bottom of the form are two buttons: 'Submit' and 'Clear'. The 'Submit' button is circled in red.

- Click **Submit** when completed.
- The organization summary page will be displayed.



Debris Removal Contractor Registry

View Organization

ORGANIZATION

Organization Name: asdf
 Web Address (URL): asf
 DUNS Number: 1232
 Bonding Capacity: asdf
 Year Incorporated: 2002
 Comments: (Organization's Services) asdfas
 References: (Debris Removal Experience) asdf

Add Location: 
 Add Point Of Contact: 

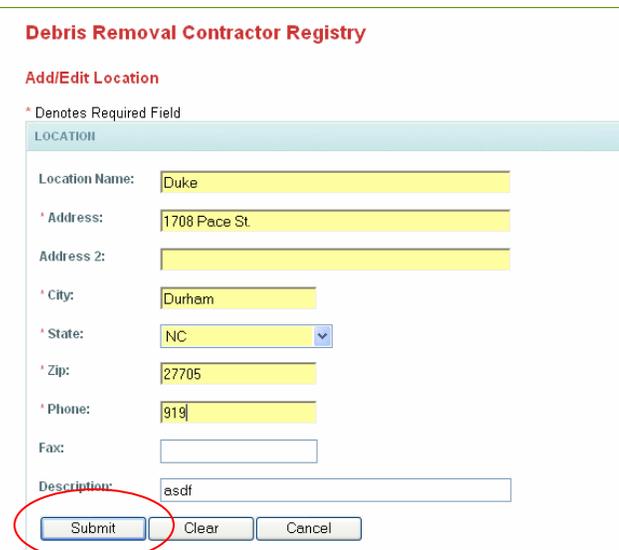
POINTS OF CONTACT

LOCATIONS & RESOURCES

 Duke
 1708 Pace St.
 Durham, NC 27705
 919-644-8640

Adding Location(s)

- Click **Location icon**  to add a new location(s).



Debris Removal Contractor Registry

Add/Edit Location

* Denotes Required Field

LOCATION

Location Name: Duke
 * Address: 1708 Pace St.
 Address 2:
 * City: Durham
 * State: NC
 * Zip: 27705
 * Phone: 919
 Fax:
 Description: asdf

Submit Clear Cancel

- Enter relevant information for the location and click **Submit** to add.

Adding Point(s) of Contact

- Click **Point of Contact icon**  to add a new point(s) of contact.

Debris Removal Contractor Registry

Add/Edit Point Of Contact

* Denotes Required Field

POINT OF CONTACT

* First Name:

* Last Name:

Job Title:

* Phone:

* Email:

Add this POC to a Location:

- Enter relevant information (name, phone and email) and click **Submit** to add.

Adding Resources

- Click on the **Resources icon** to add new resources to the location.

LOCATIONS & RESOURCES

Duke
1708 Pace St.
Durham, NC 27705
91964118

- Select the type of resource and click **Submit**

Debris Removal Contractor Registry

Add/Edit Resource

RESOURCES

Type -select-

- select-
- Air Curtain Burner
- Air Curtain Burner, Above g
- Backhoe
- Brush Cutter
- Chainsaw
- Chipper
- Dozer
- Excavator, Hydraulic
- Knuckleboom
- Laborer
- Loader
- Mulcher
- Other
- Truck, Dump
- Truck, Flatbed
- Truck Grinder

* This registry tool w... te and local governments in identifying and...
 contacting debris ren... s. The information herein is provided and...
 maintained by contr... tives. FEMA does not verify and takes no...
 responsibility for the... in this database. FEMA does not endorse...
 approve, or recomme... and local governments should perform all...
 appropriate due diligen... ontract. Contracting with any of the entities in...
 this database does not... government of reimbursement under a federal...
 grant. State and local... heir own competitive procurement procedures...
 when selecting a contri...
 For questions or techni... fema-rims@dhs.gov.

- Enter additional information regarding the resource and click **Submit**.

Debris Removal Contractor Registry

Add/Edit Resource

RESOURCES

Type Brush Cutter

Name/Identifier

Size 0-100 hp

Description

Quantity Total*

Quantity Available*

* Required element

- Repeat steps as necessary to add all locations, POCs, and resources for the business.

2.3 Searching for Contractors

- Enter search criteria from “Search Available Resources” page e.g organization name, city, state, resource type or status.
- Click **Submit**.

Debris Removal Contractor Registry

SEARCH FILTER

The list of locations that have resources can be filtered using one or more of the following fields.

Organization Name:
City:
State:

Resource Type:
Status:

- Scroll down to view search results.
- Click on Organization to view detailed information regarding the Organization

RESULTS			
<u>Organization</u>	<u>Location</u>	<u>Phone</u>	<u>Resources</u>
MARCOR Remediation, Inc.	Cerritos, CA	800-237-6271	Air Curtain Burner, Above ground
	Cerritos, CA	800-237-6271	Air Curtain Burner, Above ground
	Cerritos, CA	800-237-6271	Air Curtain Burner, Above ground
	Dublin, CA	800-888-9501	Air Curtain Burner, Above ground
	Dublin, CA	800-888-9501	Air Curtain Burner, Above ground
	Dublin, CA	800-888-9501	Air Curtain Burner, Above ground
	Pensacola, FL	850-474-	

Name:

Size: 0-50 hp

Available: 5

- Mouse over resources to view additional resource information.

3 Questions or Suggestions

If you have questions or suggestions regarding Debris Removal Contractor Registry please contact the RIMS team via email at FEMA-RIMS@dhs.gov.