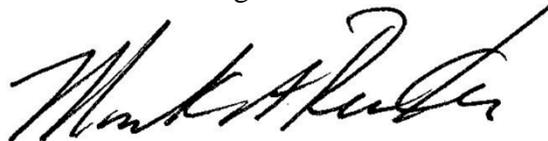


For: FFAS Employees

**Announcing Emergency Preparedness Division (EPD) Service Area Assignments**

Approved by: Deputy Administrator for Management



**1 EPD Service Areas**

**A Background**

Currently, standard operating procedures for submitting onboarding and background investigation documents require all submissions be e-mailed to EPD’s e-mail box at **RA.DCWashing2.FSA.EPD.PerSecDC@wdc.usda.gov**.

The procedures were implemented to improve EPD’s customer service to clients. Upon review of current practices, it was determined EPD will provide better service for our customers by assigning specific service areas to individual EPD personnel security specialists.

**B Purpose**

This notice:

- announces the assignment of EPD personnel to service areas, and
- implements the EPD service area assignment map (Exhibit 1).

**C Contact**

For questions regarding this notice, contact either of the following:

- Jay Van Der Werff, Deputy Director:
  - e-mail to **jay.vanderwerff@kcc.usda.gov**, or
  - telephone at 816-926-3786
- EPD’s customer service number at 202-720-7696.

Disposal Date	Distribution
July 1, 2017	All FAS, FSA, and RMA employees; State Offices relay to County Offices

**Notice SEM-66**

**1 EPD Service Areas (Continued)**

**D EPD Service Area Assigned Adjudicators and Processors**

**Effective September 1, 2016**, EPD will implement the EPD service area assignments map. All state office personnel, human resources personnel, and points of contact will send through e-mail all documentation about onboarding and background investigations to their assigned EPD service area adjudicator and processor according to the following.

<b>FFAS Service Area Assigned Adjudicators and Processors</b>		
FSA Northwest and Southwest Areas and FAS	<b>Lolita Roberson, Adjudicator</b> Telephone: 202-401-0629 E-mail: <b>Lolita.Roberson@wdc.usda.gov</b>	
	<b>FSA Northwest and Southwest Areas Processor</b>	<b>All of FAS Processor</b>
	<b>Michael Hill, Processor</b> Telephone: 202-720-7696 E-mail: <b>Michael.Hill@wdc.usda.gov</b>	<b>Jajuan Tanner, Processor</b> Telephone: 202-720-7696 E-mail: <b>Jajuan.Tanner@wdc.usda.gov</b>
FSA Midwest Area	<b>Loretta Ramey, Adjudicator</b> Telephone: 816-823-1917 E-mail: <b>Loretta.Ramey@kcc.usda.gov</b>  <b>Donte Washington, Processor</b> Telephone: 202-720-7696 E-mail: <b>Donte.Washington@wdc.usda.gov</b>	
FSA Northeast and Southeast Areas and RMA	<b>Adrienna Joseph, Adjudicator</b> Telephone: 202-260-8179 E-mail: <b>Adrienna.Joseph@wdc.usda.gov</b>	
	<b>FSA Northeast and Southeast Areas Processor</b>	<b>All of RMA Processor</b>
	<b>Raphael Robinson, Processor</b> Telephone: 202-720-7696 E-mail: <b>Raphael.Robinson@wdc.usda.gov</b>	<b>Anh Nguyen, Processor</b> Telephone: 202-720-7696 E-mail: <b>Anh.Nguyen@wdc.usda.gov</b>
All FSA National Office Hires (Federal and Contractor Employees)	<b>Angelia Amrine, Adjudicator</b> Telephone: 816-926-6128 E-mail: <b>Angelia.Amrine@kcc.usda.gov</b>  <b>Anh Nguyen, Processor</b> Telephone: 202-720-7696 E-mail: <b>Anh.Nguyen@wdc.usda.gov</b>	

**Note:** State office area includes volunteers and non-employees.

EPD Service Area Assignments Map

## Emergency Preparedness Division FFAS Service Area Assignments

**Submission and Adjudication Staff -**

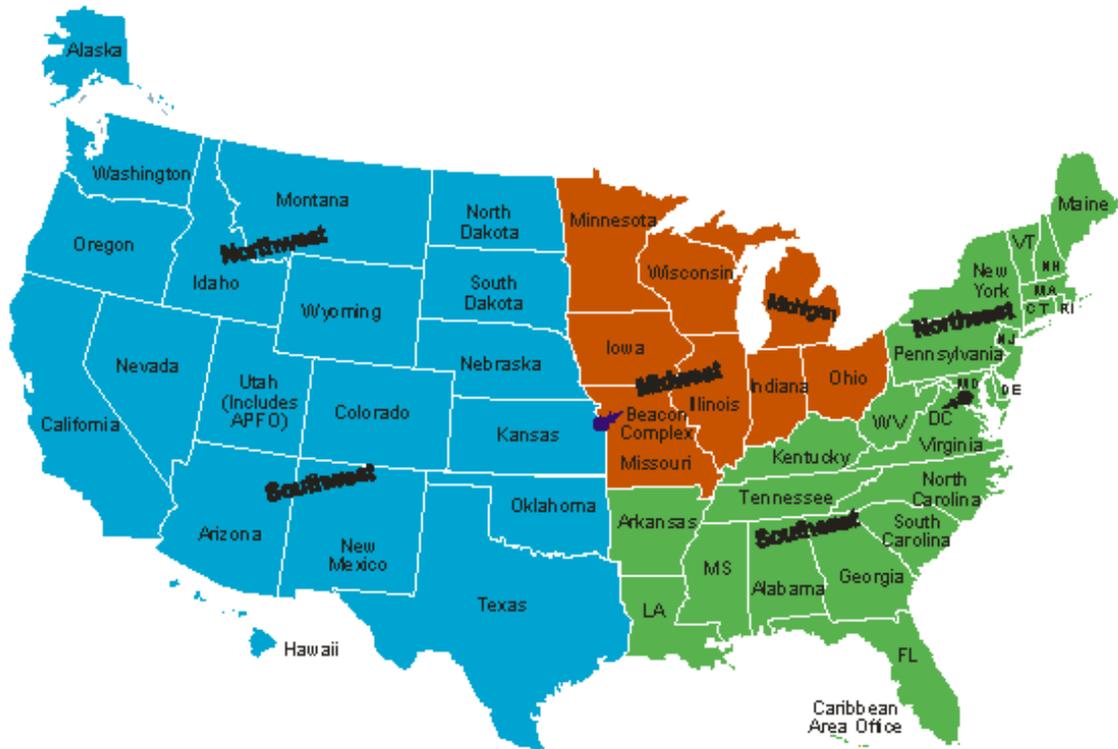
**FSA NORTHWEST and SOUTHWEST and FAS:** Lolita Roberson

**FSA MIDWEST:** Loretta Ramey

**FSA NORTHEAST and SOUTHEAST and RMA:** Adrienna Joseph

**FFAS NATIONAL OFFICE HIRES (no state office) and**

**CONTRACTORS:** Angelia Amrine



**Processing Staff -**

**FSA NORTHWEST and SOUTHWEST:** Michael Hill

**FSA MIDWEST :** Donte Washington

**FSA NORTHEAST and SOUTHEAST:** Raphael Robinson

**CONTRACTORS and FAS:** Jajuan Tanner

**FFAS National Office Hires, RMA (No State Office) and Box Backup:** Anh Nguyen

**STATE OFFICE AREA INCLUDES VOLUNTEERS/NONEMPLOYEES**