



**First Nations Technical Services Advisory Group Inc. (TSAG)
&
Indigenous Services Canada (ISC)**

**Emergency Management Assistance Program (EMAP)
Roads Recovery Process**

1. Overland Flood Event Occurs:

- a. The affected Nation should contact their Alberta Emergency Management Agency First Nation Field Officer to ensure they are aware that a flood event is taking place at the Nation. The First Nation Field Officer will ensure ISC is aware of the situation. Should you wish to contact the ISC Alberta Region directly the email address is ab.emergency@sac-isc.gc.ca)
- b. The affected Nation will begin “the” documentation process when flooding occurs. This includes taking pictures, mapping the flooding location and affected areas and documenting the information.
- c. The affected Nation will provide ISC with the Nation two contact names, numbers and emails to start the flood program process

2. ISC Emergency Management Team to start Flood Inspection Process:

- a. Once the email is received from the affected Nation, ISC will start the flood recovery process
 - i. ISC will contact the affected Nation to confirm all pertinent information to be passed on to TSAG
 - ii. ISC will email TSAG at acrs@tsag.net to start the flood inspection process and provide:
 1. The Nation Name
 2. The Nation Contact Name
 3. The Nation Contact email
 4. The Nation Contact phone number
 - iii. TSAG will set-up a Sharefile EMAP Folder for the affected Nation with the provided Nation Contacts as well as the ISC EMAP Contacts to facilitate file sharing and documentation
 - iv. The affected Nation will upload all of the Nation’s pictures, map and any other pertinent documentation into the Sharefile folder

3. TSAG to start the Flood Inspection Process after documentation has been received:

- a. Once all information has been uploaded into Sharefile, TSAG will produce a cost estimate and timeline for the Field Assessment and submit to ISC EMAP Team for Approval
- b. ISC to approve via email to acrs@tsag.net
- c. Upon received approval, TSAG will proceed to contact the Nation to set-up the upcoming inspection and field assessment with the Nation and the ISC EMAP team (if travel is approved).
 - i. ISC will let TSAG know if their team will be joining the inspection/field assessment with the Nation up to 72 hours prior to scheduled inspection date
- d. TSAG will complete the inspection/field assessment

- e. TSAG will prepare finalized reports, cost estimates, map(s) and place in Sharefile folder (ISC) for review and approval
- f. TSAG will complete the invoicing to ISC and submit the final invoice to ab.emergency@sac-isc.gc.ca.
- g. ISC's EMAP team will forward to their finance department for payment
- h. ISC's EMAP team then will send electronic copies of the final report along with maps and cost estimates to the affected Nation's Chief and Council