

Department of the Interior Departmental Manual

Effective Date: 8/22/80

Series: Organization

Part 190: Emergency Preparedness

Chapter 1: Basic Organizational Arrangements

Originating Office: Office of Law Enforcement and Security

This chapter has been given a new release number.* No text changes were made.

190 DM 1

1.1 **Purpose.** This chapter describes the Federal structure for emergency preparedness to conform to Executive Order (E.O.) 12148, dated July 20, 1979, and activities of the Department.

1.2 **The Federal Structure for Emergency Preparedness.**

A. Civil Defense Emergency. The Director, Federal Emergency Management Agency (FEMA), is responsible for the Civil Defense Emergency Preparedness Program of the Federal Government. The FEMA structural organization consists of ten Federal regions, which conform to the ten Standard Federal Regional Boundaries. The functional responsibilities of the Director include:

- (1) Assisting the President in determining policy and directing and coordinating the total Civil Defense Emergency Preparedness Program.
- (2) Providing guidance and assistance to Federal, State, and local governments concerning emergency preparedness planning.
- (3) Keeping the President advised (through the National Security Council) on the problems and status of the Program.
- (4) Preparing for conversion to an operational office (Office of Defense Resources) in the event of a national emergency.
- (5) Planning a fallout shelter program.
- (6) Developing an emergency Federal communications system.
- (7) Developing emergency civil defense warning and alerting procedures.

B. Disaster Assistance Emergency. The Disaster Relief Act of 1974 (Public Law 93-

288) prescribes a program for Federal disaster assistance. By E.O. 12148, the responsibility for the Federal disaster relief effort has been delegated to the Director of FEMA. The Director, FEMA, has established a Disaster Response and Recovery (FEMA/DRR) organization under an Associate Director with responsibility for the Disaster Assistance Emergency Program of the Federal Government. The FEMA/DRR structural organization consists of ten Federal regions. Like the regional organization of FEMA, the DRR regional organization structure conforms to the ten Standard Federal Regional Boundaries. Functional responsibilities and authorities include:

- (1) Advice and assistance to State and local governments in preparing natural disaster plans and organizations.
- (2) The authority to use the resources of the Federal Government in a declared major disaster.
- (3) The authority to direct other Federal agencies to provide assistance (equipment, supplies, facilities, personnel, and other resources) in a major disaster, with or without reimbursement.
- (4) The authority to coordinate the activities of Federal agencies in providing emergency (disaster) assistance.
- (5) The authority to appoint Federal Coordinating Officers.

1.3 The Interior Structure for Emergency Preparedness.

A. Civil Defense Emergency. In a civil defense emergency as defined in 900 DM 1.2, the Office of the Secretary and the bureaus and offices will retain their present basic organizational structure, functional assignments, and reporting relationships with the Assistant Secretaries. Within this basic organization, pre-emergency provision may be made for changes to be made during the emergency to meet prevailing circumstances. The functions and responsibilities for civil defense emergency preparedness are contained in 900 DM 1.5. Arrangements for providing Emergency Automatic Succession to key management positions are contained in Part 290 DM.

B. Disaster Assistance. The Office of the Secretary and the bureaus and offices will retain their present basic organization and line of supervision in a declared major disaster as defined in 905 DM 1.2. The functions and responsibilities for disaster assistance are contained in 905 DM 1.7.

C. Interior Emergencies Operations. The organization and division of responsibility for emergencies, intrinsic to internal functions of the Department, are the same as specified in the current organization statements in Part 100-155 of the Departmental Manual.

D. Emergency Resource Organizations. The organizations, composition, and functions of the emergency resource areas, assigned to the Secretary of the Interior by E.O. 11490, as

amended, are contained in separate chapters of this manual part. These are emergency Astandby@ organizations and will not be shown on the organizational chart of the Department as active organizations in peace time. The responsibilities for emergency resource preparedness are described in 900 DM. The resource organizations are activated during a civil defense emergency and become part of the current organization of the Department, under their Astandby@ organizational titles.

E. Interior Emergency Field Organization.

(1) For carrying out the Department=s emergency preparedness responsibilities in the field, the Department has established ten regions, whose boundaries are coterminous with those of FEMA. Where field areas of the bureaus and offices or emergency agencies do not coincide with FEMA regional boundaries, effective liaison arrangements should be made to assure contact and coordination with activities of FEMA offices in the regions involved.

(2) A Departmental Defense Liaison Officer (DDLO), designated by the Secretary, is assigned to each Interior Region to coordinate matters pertaining to emergency preparedness with other departments and Interior organizational units. (The functions of a DDLO are described in 900 DM for a civil defense emergency, and 905 DM for disaster assistance.)

F. Departmental Program Responsibility. The Assistant Secretary - Policy, Budget, and Administration has overall responsibility for the Departmental emergency/disaster programs. The Division of Enforcement and Security Management, in the Office of Administrative Services, is assigned staff responsibility for implementing and carrying out the programs.

*

8/22/80 #3596

Replaces 8/22/80 #2290