



# Emergency Management Division Informational Letter

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Volume: 03-08

September 15, 2003

**Subject: Draft Michigan Emergency Management Plan (EMD/MSP Pub. 101)**  
**Attention: Local and State Emergency Managers and Other Interested Parties**

Attached are CD and hardcopy versions of the draft Michigan Emergency Management Plan (MEMP), which has been revised into an Emergency Support Function (ESF) format. This draft plan is the culmination of nearly two years of work in which the new plan format was developed (based on state agency input and other influences), the old plan was converted to the new format, and new disaster-specific material was developed where required. The new MEMP – at 328 pages in length – is less than half the size of the previous plan versions (660+/- pages), yet contains considerably more material on Weapons of Mass Destruction (WMD) attacks and other natural, technological and human-related hazards described in the Michigan Hazard Analysis (EMD/MSP Publication 103). Much of the reduction in plan size can be attributed to consolidation of information and the elimination of many information redundancies. The new MEMP is easy to navigate and use, is visually more appealing, and more accurately reflects how Michigan's state agencies work in the State Emergency Operations Center (SEOC) and in providing direct emergency services to local governments.

During the next 60 days, I ask that you carefully review the draft MEMP with appropriate members of your agency and offer specific written comments or suggestions where you feel they are needed. All comments and suggestions are due back to the EMD/MSP by **NO LATER than Friday, November 21**. Written comments are preferred and may be submitted to Doran Duckworth, our State Planner, either electronically or in hardcopy format (see below). Please make sure your comments / suggestions are as SPECIFIC as possible. Vague / non-specific comments are not as productive and often require considerable staff follow-up to determine the comment's exact meaning and specific application.

During the 60-day comment period, we will hold a meeting (or meetings) at which you can ask questions about the plan content and/or format and have a chance to interact with other agencies that are involved in your particular ESF. The date(s) and location(s) of the meeting(s) will be announced in the near future in separate correspondence. In the mean time, if you have any questions or concerns related to the plan or plan review process, please contact Doran Duckworth, EMD/MSP State Planner, at 517/333-5045, e-mail at [duckword@michigan.gov](mailto:duckword@michigan.gov). If you want to submit written comments, you may do so electronically to the above e-mail address, or you may submit them in hardcopy format via facsimile at 517/333-4987 or ID mail to 4000 Collins Road in Lansing (to Mr. Duckworth's attention). Please note that the CD has an instruction card inside the mailing envelope to assist you in viewing and navigating through the various plan sections.

Thank you in advance for your prompt attention to this matter.

Sincerely,



JOHN ORT, CAPTAIN  
Deputy State Director of Emergency Management