

National Oceanic and Atmospheric Administration	NOAA Administrative Order 210-5	
NOAA ADMINISTRATIVE ORDER SERIES	DATE OF ISSUANCE <b>MAY 14 2012</b>	EFFECTIVE DATE <b>MAY 14 2012</b>
SUBJECT ORDER OF SUCCESSION TO KEY NOAA POSITIONS		

### **SECTION 1. PURPOSE.**

.01 This Order establishes the specific orders of succession for key personnel. These personnel will assume responsibility for the National Oceanic and Atmospheric Administration's (NOAA) essential functions at relocation sites when activated in the event of a national emergency.

.02 The emergency line of succession, as required by this Order, will be implemented to whatever degree is necessary to assure the continuity of leadership, direction and mission essential functions (MEFs) of NOAA in an emergency as described in paragraph .01 of this Section.

.03 This is a revision and update to the Order. The major change involves designating a website location to access current NOAA succession orders in lieu of an Appendix.

### **SECTION 2. GENERAL BACKGROUND.**

The United States Government maintains an emergency preparedness program that includes involvement of nonmilitary federal departments and agencies. In the event of an emergency, NOAA preparedness procedures referenced here go into effect. Specific personnel will assemble at relocation sites for the purpose of conducting NOAA MEFs necessary for continuity of operations during a national emergency situation.

### **SECTION 3. AUTHORITIES AND REFERENCES.**

National legal authorities and references NOAA complies with and implements are defined in the following documents:

- a. National Security Presidential Directive 51/Homeland Security Presidential Directive 20, National Continuity Policy;
- b. National Continuity Policy Implementation Plan, Homeland Security Council;
- c. Department Organization Order (DOO) 10-15, Under Secretary of Commerce for Oceans and Atmosphere and Administrator of NOAA;
- d. Department Organization Order (DOO) 1-1, Mission and Organization of the Department of Commerce;
- e. Department Organization Order (DOO) 25-5, National Oceanic and Atmospheric Administration;

- f. Department Administrative Order (DAO) 210-1, Emergency Readiness for Departmental Continuity; and
- g. Federal Continuity Directive (FCD) 1, Federal Executive Branch Continuity Program and Requirements.

#### **SECTION 4. RESPONSIBILITIES.**

.01 NOAA, as an agency, shall maintain programs and plans to assure the continuity of operations under all emergency conditions, including attack on the United States. The NOAA Continuity of Operations Plan (COOP) contains detailed instructions governing NOAA's emergency activities. The plan is distributed to personnel in successor positions to NOAA senior leadership.

.02 All persons identified as designated successors shall receive briefings on their responsibilities as successors and on any provisions for their relocations as prescribed in organizational COOP plans.

#### **SECTION 5. EMERGENCY SUCCESSION TO KEY NOAA POSITIONS.**

.01 When the NOAA COOP is activated at the relocation site in a no notice event, the Director of NOAA's National Climatic Data Center (NCDC) shall assume charge of NOAA COOP operations, maintaining communication with the Under Secretary of Commerce for Oceans and Atmosphere ("the Under Secretary") and/or senior leadership in the Under Secretary's succession chain as conditions allow. As the arrival of senior leadership occurs, the highest ranking incumbent assumes leadership of NOAA from those of lower rank who may have arrived beforehand.

.02 Persons shall not be eligible for succession to a higher position based upon their occupying a position in an "acting" capacity. In such event, the highest ranking incumbent present in the prescribed succession listing shall ascend to the higher position.

#### **SECTION 6. CHANGES TO THE ORDERS OF SUCCESSION.**

.01 Current orders of succession to key NOAA positions in the event of a national state of emergency are accessible from the following NOAA Homeland Security Program Office website: <http://www.homelandsecurity.noaa.gov/>

.02 Assistant Administrators and other officials must coordinate proposed changes with the Director, Homeland Security Program Office. Proposed changes are effective immediately upon concurrence by the Director, Homeland Security Program Office.

**SECTION 7. EFFECT ON OTHER ISSUANCES.**

An electronic copy of this Order will be posted in place of the superseded Order on the NOAA Office of the Chief Administrative Officer website under the NOAA Administrative Issuances Section: <http://www.corporateservices.noaa.gov/~ocao/index.html>



Under Secretary of Commerce for  
Oceans and Atmosphere

Office of Primary Interest:  
Office of the Chief Information Officer and High  
Performance Computing and Communications  
Homeland Security Program Office