




FEMA
National Advisory Council

April 29, 2009

MEMORANDUM FOR: Nancy Ward
Acting Administrator

FROM: G. Kemble Bennett 
Chairman
National Advisory Council

SUBJECT: Recommendation Regarding Review of FEMA Documents

At its April 15-16, 2009 meeting in Washington DC, the National Advisory Council (NAC) discussed, deliberated, and voted to submit formal guidance to the Administrator of the Federal Emergency Management Agency (FEMA) regarding the NAC's review of FEMA documents.

The NAC believes that its recommendations are most effective when it is able to review and provide guidance on draft documents during early stages and prior to a potential public comment period. Ideally, the NAC and its subcommittees would be fully incorporated into all stages of a document's review or development.

The NAC recommends to FEMA that it provide the NAC and its subcommittees pertinent documents for review at the earliest possible time and prior to any public comment period. This will allow the NAC sufficient time to fully review and consider the documents, resulting in the most valuable input and guidance to FEMA.