



CHIEF OF THE NATIONAL GUARD BUREAU INSTRUCTION

NGB-J3/4/7
DISTRIBUTION: A

CNGBI 3204.00
19 April 2021

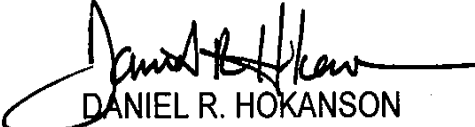
NATIONAL GUARD EMERGENCY MANAGEMENT PROGRAM

References: See Enclosure B.

1. Purpose. This instruction establishes policy and assigns responsibilities for the National Guard (NG) Emergency Management (EM) Program in accordance with references a through e.
2. Cancellation. None.
3. Applicability. This instruction applies to the NG. Unless the context indicates otherwise, the term "National Guard" in this issuance means the Army National Guard, the Air National Guard, the Army National Guard of the United States, and the Air National Guard of the United States. Nothing in this instruction will be read to limit or change Chief of the National Guard Bureau (CNGB) responsibilities outlined in reference a.
4. Policy. It is NG policy to provide rapid and effective response to crisis operations in accordance with references b through d. To accomplish this objective, the National Guard Bureau (NGB) ensures NG readiness and sustains mission assurance by establishing and maintaining a comprehensive, all-hazards NG EM Program.
 - a. The NG EM Program will establish a consolidated EM/Emergency Preparedness program for integrated situational awareness, collaboration, information sharing, and decision-making.
 - b. The NG EM Program will implement the National Preparedness Frameworks and the National Preparedness System as appropriate, including the National Incident Management System, Incident Command System, and Multi-Agency Coordination System for the management of emergencies.
 - c. The NG EM Program Manager will establish the NG EM Steering Group (EMSG) to provide guidance and recommend policy on EM matters within the NG. The Chief of the Continuity Program Management Office (NGB-J31) will chair the EMSG.
 - d. The NG will provide training and developmental opportunities to military personnel and civilians in the EM career field.

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5. Definitions. None.
6. Responsibilities. See Enclosure A.
7. Summary of Changes. This is the initial publication of CNGBI 3204.00.
8. Releasability. This instruction is approved for public release; distribution is unlimited. It is available at <<https://www.ngbpmc.ng.mil/>>.
9. Effective Date. This instruction is effective upon publication and must be revised, reissued, canceled, or certified as current every five years.



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Enclosures:

- A -- Responsibilities
- B -- References
- GL -- Glossary

ENCLOSURE A
RESPONSIBILITIES

1. CNGB. The CNGB will maintain NG readiness by establishing and maintaining a comprehensive, all-hazards NG EM Program in accordance with reference e.
2. Director of the Army National Guard, and Director of the Air National Guard. The Director of the Army National Guard, and Director of the Air National Guard will:
 - a. Program, plan, budget, and execute NG EM requirements within the budgets of the Army National Guard of the United States and the Air National Guard of the United States.
 - b. Develop emergency preparedness policies, plans, procedures, and guidelines with EM Program requirements to enhance NG readiness and disaster resilience.
 - c. Integrate EM training and exercise requirements in relevant operational plans and orders to validate consistency with the established guidance.
 - d. Designate, train, and resource an EM Program Coordinator to support the NG EM Program as members of the EMSG.
 - e. Provide oversight and manage installation EM responsibilities in accordance with Department of Defense and Service policy and guidance.
 - f. Coordinate initiatives that impact this effort with the NG EM Program Manager.
3. NGB Director of Staff. The NGB Director of Staff will:
 - a. Designate a Resource Management Officer to review funding strategies to meet the NG EM Program resource requirements for training support, certification requirements, and exercises for NGB staff during the budget execution year.
 - b. Provide oversight and manage NGB wide EM responsibilities in accordance with Department of Defense and Service policy and guidance.
 - c. Through the NG EM Program Manager publish the NGB EM Plan.
 - d. Publish a charter for the NGB EMSG to provide means for deliberate, purposeful coordination among members, stakeholders, and leadership.
4. Director of Operations (NGB-J3/4/7). The Director of NGB-J3/4/7 is the office of primary responsibility for the NG EM Program and designates the NG Continuity Program Manager as the NG EM Program Manager to:
 - a. Serve as the principal official for NG EM matters and chair the NGB EMSG.

b. Sustain the NG EM Program, providing oversight for emergency planning and preparedness, crisis management, mobilization in support of emergencies, support of civil authorities, and continuity of operations and government.

c. Implement and sustain NG EM Certification through the NG EM Program to encourage EM civilian and military personnel to enhance their career development, broaden their EM expertise, and demonstrate requisite skills and knowledge.

d. Establish a NG EM Credentialing Program consistent with guidance set forth in reference e to validate the identity and skills of response and recovery resources against national and NG-specific competency standards to support access control during an emergency event, resource management, and the application of verified common EM qualifications across the NG.

e. In collaboration with the Army National Guard and Air National Guard Directorates, promote and sustain a comprehensive talent management program to recruit, train, and retain civilian and military EM professionals.

5. NGB Joint Staff Directorates. NGB Joint Staff Directorates will appoint primary and alternate representatives to the EMSG to ensure directorate equities are considered and to provide subject matter recommendations as necessary to guide policy and program implementation, maintenance, evaluation, and improvement.

6. Director of Manpower and Personnel (NGB-J1). The Director of NGB-J1 will support the Chief of NGB-J31 in developing disaster accountability procedures.

7. Director of C4 Systems and Chief Information Officer (NGB-J6). The Director of NGB-J6 will provide oversight of information and communications technology solutions that support NG EM to enable interoperability with mission partners including non-Department of Defense partners.

8. Director of Programs and Resources/Comptroller (NGB-J8). The Director of NGB-J8 will:

a. Support the planning and programming of resource requirements for the NG EM Program.

b. Assist the Director of the Army National Guard and Director of the Air National Guard in the development of funding strategies to meet the NG EM Program resource requirements for the 54 States, Territories, and District of Columbia during the budget execution year.

9. NGB Joint Surgeon General (NGB-JSG). NGB-JSG will establish and maintain NG-wide medical, public health, and disaster mental health goals and objectives in support of the NG EM Program within an all-hazards framework.

10. The Adjutants General. The Adjutants General, under the authority, direction, and control of their Governors, are encouraged to develop EM plans that address EM capability elements and to provide questions and concerns to the EMSG or directly to NG EM Program Manager.

ENCLOSURE B

REFERENCES

PART I. REQUIRED

- a. Department of Defense (DoD) Directive 5105.77, 30 October 2015, "National Guard Bureau (NGB)," Incorporating Change 1, 10 October 2017
- b. Chief of the National Guard Bureau (CNGB) Instruction 3203.01, 06 February 2019, "National Guard National Leadership Command Capability," (Published/SIPR)
- c. CNGB Instruction 3202.01A, 22 April 2019, "National Guard Continuity Program"
- d. CNGB Instruction 3000.02, 08 June 2018, "Adaptive Battle Staff"
- e. DoD Instruction 6055.17, 13 February 2017, "DoD Emergency Management (EM) Program," Incorporating Change 3, 12 June 2019

PART II. RELATED

- f. CNGB Instruction 5400.01, 17 August 2017, "National Guard Bureau Advisory Committee Management Program"
- g. Headquarters Department of the Army Regulation 525-27, 29 March 2019, "Army Emergency Management Program"
- h. Air Force Policy Directive 10-25, 23 April 2019, "Air Force Emergency Management Program"

GLOSSARY

PART I. ACRONYMS

CNGB	Chief of the National Guard Bureau
DoD	Department of Defense
EM	Emergency management
EMSG	Emergency Management Steering Group
NG	National Guard
NGB	National Guard Bureau
NGB-J1	Director of Manpower and Personnel Directorate
NGB-J31	Continuity Program Management Office
NGB-J6	C4 and Chief Information Officer Directorate
NGB-J8	Programs and Resources/Comptroller Directorate
NGB-JSG	Joint Surgeon General

PART II. DEFINITIONS

NONE