



DEPARTMENT OF THE NAVY

BUREAU OF MEDICINE AND SURGERY

2300 E STREET NW

WASHINGTON DC 20372-5300

IN REPLY REFER TO
BUMEDINST 5300.11 CH-1

BUMED-M09B

JAN 20 2006

BUMED INSTRUCTION 5300.11 CHANGE TRANSMITTAL 1

From: Chief, Bureau of Medicine and Surgery

To: All Internal BUMED Codes

Subj: EMERGENCY DISMISSAL OR CLOSURE PROCEDURES

Encl: (1) Revised BUMED List of Essential Positions/Personnel

1. Purpose. To revise the list of essential positions and personnel for severe weather and emergency conditions. This resulted in changes to enclosure (1).

2. Action. Remove enclosure (1) of the basic instruction and replace with enclosure (1) of this change transmittal.

A handwritten signature in black ink, appearing to read "C. S. Hunter", is positioned above the typed name.

C. S. HUNTER
Chief of Staff

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Jan 20 2006

BUMED List of Essential Positions/Personnel

Severe Weather Conditions

M09B

Assistant Chief of Staff
Officer of the Day
Chief of the Day
Command Duty Officer

M09B1

Facilities
Communications Center

M3

Deputy Chief of Staff for Operations

All Other Emergency Conditions

Coordination will be made with Contingency Action Relocation and Recovery Team (CARRT) and Consequence Management Action Team (CMAT) assignments (as stated in the BUMED Continuity of Operations (BUMED COOP) and BUMED Succession Plan, BUMEDNOTE 3301 of 18 Oct 2002). At a minimum, the list below will be used when responding to non-weather conditions.

M09B

Chief of Staff
Assistant Chief of Staff
Officer of the Day
Chief of the Day
Command Duty Officer

M09B1

Director for Administration
Communications Center
Facilities Management

M09B15

ITACS Officer
NMO Support

Special Assistants

Public Affairs Officer
Staff Judge Advocate

M3

Designated M3 vault personnel
Homeland Security Director/Assistant Director
Emergency Operations Officer
Preventive Medicine Representative
Patient Movement/Regulating Officer
Logistics Representative

M8

Deputy Comptroller