

MANAGING DIRECTOR'S DIRECTIVE NO. 53

RESTRICTED USE OR DISTRIBUTION OF CONTINGENCY PLANS

MUNICIPAL EMERGENCY MANAGEMENT AND CONTINGENCY PLANNING

Whereas, there have been an increasing number of requests from various sources to provide information on the various departments contingency plans for the City of Philadelphia. The requests are being made by all sorts of people who for one reason or another feel that they are authorized to have this information. Many individuals believe that their role in preparing for the possible emergencies, automatically allows them access to this very sensitive and classified information.

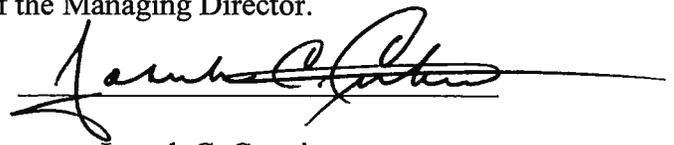
Whereas, the contingency plan for each of the operating departments is essential for continuing the provision of municipal services mandated by the Philadelphia Home Rule Charter. The information on essential services contained in each of the operating departments contingency plans, also points out the most vulnerable areas of municipal operation. In addition, personnel who are essential to mitigation efforts as well as operational contingencies are identified. **This information is classified and restricted.**

Whereas, use of information contained in any of the department contingency plans for the City of Philadelphia, could result in compromising municipal readiness and unnecessary risks for essential municipal personnel who are responsible for the public safety and health of Philadelphia's citizens.

Therefore, effectively immediately, any distribution of department contingency plans for uninterrupted municipal services delivery, in any emergency scenario, is restricted to the following:

- The Department Commissioner and/or authorized designees
- The Managing Director and/or authorized designees
- The City Solicitor and/or authorized designees
- The Mayor and/or authorized designees

Any distribution of municipal contingency plans will be identified as privileged and confidential, and sent to the City Solicitor through the Managing Director. Any exception to this directive must be in writing with the authorization of the Managing Director.



Joseph C. Certaine
Managing Director

