

**THE WHITE HOUSE**

WASHINGTON

August 19, 2016

MEMORANDUM FOR THE SECRETARY OF STATE  
THE SECRETARY OF THE TREASURY  
THE SECRETARY OF DEFENSE  
THE ATTORNEY GENERAL  
THE SECRETARY OF THE INTERIOR  
THE SECRETARY OF AGRICULTURE  
THE SECRETARY OF COMMERCE  
THE SECRETARY OF LABOR  
THE SECRETARY OF HEALTH AND HUMAN SERVICES  
THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT  
THE SECRETARY OF TRANSPORTATION  
THE SECRETARY OF ENERGY  
THE SECRETARY OF EDUCATION  
THE SECRETARY OF VETERANS AFFAIRS  
THE SECRETARY OF HOMELAND SECURITY  
ADMINISTRATOR OF THE ENVIRONMENTAL PROTECTION  
AGENCY  
DIRECTOR OF THE OFFICE OF MANAGEMENT AND BUDGET  
ADMINISTRATOR OF THE SMALL BUSINESS  
ADMINISTRATION  
DIRECTOR OF NATIONAL INTELLIGENCE  
DIRECTOR OF THE NATIONAL COUNTERTERRORISM CENTER  
DIRECTOR OF THE FEDERAL BUREAU OF INVESTIGATION  
DIRECTOR OF THE CENTRAL INTELLIGENCE AGENCY  
ADMINISTRATOR OF THE UNITED STATES AGENCY FOR  
INTERNATIONAL DEVELOPMENT  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
ADMINISTRATOR OF GENERAL SERVICES  
ADMINISTRATOR OF THE NATIONAL AERONAUTICS AND  
SPACE ADMINISTRATION  
DIRECTOR OF THE OFFICE OF PERSONNEL MANAGEMENT  
ADMINISTRATOR OF THE FEDERAL AVIATION  
ADMINISTRATION  
CHAIR OF THE NUCLEAR REGULATORY COMMISSION  
DIRECTOR OF THE PEACE CORPS  
CHIEF EXECUTIVE OFFICER, MILLENNIUM CHALLENGE  
CORPORATION  
DIRECTOR OF THE NATIONAL SECURITY AGENCY  
DIRECTOR OF THE DEFENSE INTELLIGENCE AGENCY  
CHAIR OF THE FEDERAL COMMUNICATIONS COMMISSION

DIRECTOR OF THE NATIONAL SCIENCE FOUNDATION  
ADMINISTRATOR OF DRUG ENFORCEMENT  
CHIEF EXECUTIVE OFFICER OF THE CORPORATION FOR  
NATIONAL AND COMMUNITY SERVICE

SUBJECT: 2016 National Preparedness Month and America's  
PrepareAthon!

Our Nation faces diverse threats and hazards that challenge our collective security and resilience, and reinforce the need to strengthen national preparedness. September is National Preparedness Month, and this year's theme is "Don't Wait. Communicate. Make Your Emergency Plan Today." National Preparedness Month serves as a reminder that everyone must take action to prepare, now and throughout the year, for the types of emergencies that could impact us.

Each week of National Preparedness Month will have a topical theme to help better coordinate department and agency communications activities. The themes are:

**Week 1 (September 4-10): Preparing Family and Friends**  
**Week 2 (September 11-17): Preparing through Service**  
**Week 3 (September 18-24): Individual Preparedness**  
**Week 4 (September 25-30): Lead up to National PrepareAthon! Day**

National Preparedness Month is anchored by America's PrepareAthon!, our nationwide community-based campaign, which is required by *Presidential Policy Directive - 8: National Preparedness*. The month culminates with National PrepareAthon! Day, on September 30, a national day of action that encourages individuals, families, businesses, and communities nationwide to take a specific action to make them more prepared. America's PrepareAthon! provides opportunities throughout the year to take preparedness actions through drills, emergency planning, and exercises for local hazards, including earthquakes, floods, hurricanes, tornadoes, wildfires, and winter storms.

Departments and agencies are encouraged to participate and promote the preparedness campaign in any of several ways, including:

- Encourage your department and agency stakeholders and partners to participate in National Preparedness Month. Stakeholder participation can include employee preparedness drills or exercises, family preparedness planning, or other

mission-relevant efforts led by your department or agency (e.g., chemical sector preparedness training, housing commission resilience planning, or promoting preparedness in schools);

- Lead your department or agency efforts to promote Federal employee and contractor preparedness actions (e.g., family communication planning, shelter-in-place drill, orderly evacuation exercise, and education on weather watches and warnings). Promote preparedness efforts and resources such as utilizing the America's PrepareAthon! resources at [Community.FEMA.gov/Resources](https://Community.FEMA.gov/Resources), downloading the Federal Emergency Management Agency (FEMA) mobile app at [FEMA.gov/mobile-app](https://FEMA.gov/mobile-app), safeguarding important documents, or creating a financial preparedness plan;
- Promote acts of service to commemorate the 15th anniversary of the September 11 terrorist attacks;
- Register your department or agency participation and actions at [Ready.gov/Prepare](https://Ready.gov/Prepare); and
- Use your department or agency website and social media channels to promote participation in National Preparedness Month and America's PrepareAthon! throughout the month (e.g., use the media resources available at [Ready.gov/September](https://Ready.gov/September), post PrepareAthon! web banners, a video greeting, or a blog message from agency leadership on your website encouraging taking preparedness actions, and participate in Twitter chats using the #PrepareAthon hashtag).

Your involvement in this effort will underscore the importance of working together to build a culture of preparedness and advance our Nation's security and resilience. For more information about how your organization may get involved, visit [Ready.gov/Prepare](https://Ready.gov/Prepare).



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