

ADMINISTRATIVE ORDER OF JANUARY 7, 1941

FURTHER DEFINING THE STATUS AND FUNCTIONS OF THE OFFICE
FOR EMERGENCY MANAGEMENT

APPROVED FOR RELEASE BY
THE CENTRAL INTELLIGENCE
AGENCY DATE: 2001

WHEREAS Executive Order No. 8248, dated September 8, 1939, provides, in part, as follows:

"There shall be within the Executive Office of the President the following principal divisions, namely: (1) The White House Office, (2) the Bureau of the Budget, (3) the National Resources Planning Board, (4) the Liaison Office for Personnel Management, (5) the Office of Government Reports, and (6) in the event of a national emergency, or threat of a national emergency, such office for emergency management as the President shall determine";

AND WHEREAS the Office for Emergency Management was formally established by Administrative Order of May 25, 1940, and it is deemed advisable to modify the said order and further define the duties and functions of the said office;

NOW, THEREFORE, by virtue of the authority vested in me by the Constitution and the Statutes, and in pursuance of Part I of the aforesaid Executive Order of September 8, 1939, it is hereby ordered as follows:

1. The Office for Emergency Management shall have the following duties and functions:

(a) To advise and assist the President in the discharge of extraordinary responsibilities imposed upon him by any emergency arising out of war, the threat of war, imminence of war, flood, drought, or other condition threatening the public peace or safety.

(b) To serve as a division of the Executive Office of the President, with such subdivisions as may be required, through which the President, during any emergency, may coordinate and supervise and, in appropriate cases, direct the activities of agencies, public or private, in relation thereto.

(c) To serve as a channel of communication between such agencies and the President concerning emergency activities, to keep the President currently advised of their progress, to assemble and analyze information concerning additional measures that should be taken, and to assist in the preparation of recommendations for any necessary legislation.

(d) To provide and maintain liaison during any such emergency with other divisions of the Executive Office of the President and with other agencies, public or private, for the purpose of bringing about maximum utilizations and coordination of their services and facilities.

(e) To advise and assist the President upon or before termination of any such emergency with respect to any measures that may be useful to facilitate a restoration of normal administrative relations and to ameliorate the consequences of the emergency.

(f) To perform such other duties and functions with respect to any such emergency as the President may from time to time direct.

2. The work and activities of the following-named agencies, and such other agencies as the President may from time to time designate, shall be coordinated in and through the Office for Emergency Management under the direction and supervision of the President.

(a) The Council of National Defense, the Advisory Commission to the Council of National Defense and all subordinate bodies and agents of the Council and Commission.

(b) Defense Communications Board.

(c) Office of Production Management (to be created immediately hereafter¹).

3. Provision may be made in the Office for Emergency Management for liaison facilities and for the maintenance of routine office services required in the conduct of the work and activities of the agencies coordinated through or established in the Office for Emergency Management.

4. Any provisions of the Administrative Order of May 25, 1940 establishing the Office for Emergency Management inconsistent with this order are hereby superseded by this order.

Franklin D. Roosevelt

The White House

January 7, 1941

¹See E.O. 8629