

**MEMORANDUM REQUESTING THE REVOCATION OF A STATE EMERGENCY MANAGEMENT POLICY**

**<<STATE EM POLICY SECTION>>**

Prepared by

<<ORGANISATION (Logo may be inserted)>>

**APPROVED AT SEMC METTING RESOLUTION NO:**

**DATE OF APPROVAL:**

**REVIEW DATE:**

1. **Background**

Provide a brief outline of the background of the State Emergency Management Policy statement(s).

1. **Rationale for Seeking Revocation of the State Emergency Management Policy statement(s)**

What are the reasons for seeking a revocation of this State Emergency Management Policy statement(s)

1. **Analysis of Gaps and Risks**

Provide a detailed analysis of the gaps and risks that this revocation will leave in the State’s emergency management arrangements. The report should document how any identified gaps will be addressed and risks mitigated.

1. **Stakeholders Consulted During the Revocation Process**

Provide a list of all Stakeholders consulted.

1. **Recommendation**

Annex A – Communications and Marketing Strategy