ADEM Training Section

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ADEM Course Catalog

Emergency Management & HazMat Training Listings





Welcome!

The ADEM Training Section would like to welcome you to another year of training!

This Course Catalog has been designed to supplement the ADEM Training Plan by providing more detailed information regarding the courses that are offered. Please refer to this catalog, or to the training plan, as needed to decide upon courses desired for your jurisdiction. In many cases, further details and training opportunities are also available from the FEMA training site <https://training.fema.gov>.

In this catalog, references are made to FEMA’s Independent Study courses, which in certain cases have undergone and update as noted by the letter appended to the course number. When considering prerequisites for courses, the most recently updated version of the FEMA course is what is required.

As always, if you have any questions about training opportunities offered through ADEM, or if you have specific requests for training, please contact the Training Section at training@adem.arkansas.gov.

Chris Foreman

Training Section Chief

Table of Contents

[Section I: Emergency Management Courses 5](#_Toc531859725)

[G-108 – Community Mass Care and Emergency Assistance 6](#_Toc531859726)

[G-141 Instructional Presentation and Evaluation Skills 7](#_Toc531859727)

[L-146 – Homeland Security Exercise and Evaluation Program Training Course 8](#_Toc531859728)

[G-191 – Incident Command System/Emergency Operations Center Interface 9](#_Toc531859729)

[G-202 – Debris Management 10](#_Toc531859730)

[G-205 – Recovery from Disaster: The Local Government Role 11](#_Toc531859731)

[G-235 – Emergency Planning 12](#_Toc531859732)

[G-251 – WEM Amateur Radio Resources 13](#_Toc531859733)

[G-271 – Hazardous Weather and Flooding Preparedness 14](#_Toc531859734)

[G-272 – Warning Coordination 15](#_Toc531859735)

[G-288 – Donations Management Course 16](#_Toc531859736)

[G-290 – Basic Public Information Officer 17](#_Toc531859737)

[G-291 – JIS/JIC Planning for Tribal, State, and Local PIOs 17](#_Toc531859738)

[G-300 – Intermediate Incident Command System for Expanding Incidents 18](#_Toc531859739)

[G-305 – Type 3 Incident Management Team (IMT) 19](#_Toc531859740)

[G-318 – Local Mitigation Planning Workshop 20](#_Toc531859741)

[G-358 – Evacuation and Re-Entry Planning 21](#_Toc531859742)

[G-361 – Flood Fight Operations 22](#_Toc531859743)

[G-364 – Multi-Hazard Emergency Planning for Schools 23](#_Toc531859744)

[G-365 – Partnerships for Creating and Maintaining Spotter Groups 24](#_Toc531859745)

[G-366 – Planning for the Needs of Children in Disasters 25](#_Toc531859746)

[G-367 – Emergency Planning for Campus Executives 26](#_Toc531859747)

[G-386 – Mass Fatalities Incident Response 27](#_Toc531859748)

[G-393 – Mitigation for Emergency Managers 28](#_Toc531859749)

[G-400 – Advanced Incident Command System, Command and General Staff 29](#_Toc531859750)

[G-402 – Incident Command System Overview for Executive/Senior Officials 30](#_Toc531859751)

[G-418 – Mass Care/Emergency Assistance Planning and Operations 31](#_Toc531859752)

[G-489 – Management of Spontaneous Volunteers in Disasters 32](#_Toc531859753)

[G-548 – Continuity of Operations Managers Training Course 33](#_Toc531859754)

[G-556 – Local Damage Assessment 34](#_Toc531859755)

[G-557 – Rapid Needs Assessment 35](#_Toc531859756)

[G-775 – Emergency Operations Center Management and Operations 36](#_Toc531859757)

[Section II: All-Hazards Incident Management Team Courses 37](#_Toc531859758)

[E-950 – NIMS/ICS All-Hazards Incident Commander Course 38](#_Toc531859759)

[E-954 – NIMS/ICS All-Hazards Safety Officer Course 39](#_Toc531859760)

[E-956 – NIMS/ICS All-Hazards Liaison Officer Course 40](#_Toc531859761)

[E-958 – NIMS/ICS All-Hazards Operations Section Chief Course 41](#_Toc531859762)

[E-962 – NIMS/ICS All-Hazards Planning Section Chief Course 42](#_Toc531859763)

[E-969 – NIMS/ICS All-Hazards Communications Unit Leader Course 43](#_Toc531859764)

[E-973 – NIMS/ICS All-Hazards Finance/Administration Section Chief Course 44](#_Toc531859765)

[Section III: Hazardous Materials Courses 45](#_Toc531859766)

[HazMat Awareness – Level 1 46](#_Toc531859767)

[HazMat Operations – Level 2 47](#_Toc531859768)

[HazMat Technician – Level 3 48](#_Toc531859769)

[HazMat Technician Refresher 49](#_Toc531859770)

[HazMat Incident Command System Course 50](#_Toc531859771)

[Chemistry for Emergency Response 51](#_Toc531859772)

[Meth Lab Awareness 52](#_Toc531859773)

[Emergency Response Guidebook (ERG) Awareness 53](#_Toc531859774)

[Bio-Diesel Awareness 54](#_Toc531859775)

[Ethanol Awareness 55](#_Toc531859776)

[Incident Response to Terrorist Bombing – Awareness 56](#_Toc531859777)

[Prevention of and Response to Suicide Bombing Incidents 57](#_Toc531859778)

[AWR-160 – WMD Awareness-Level Training Course 58](#_Toc531859779)

[Section IV: Other Training Opportunities 59](#_Toc531859780)

[Center for Domestic Preparedness 60](#_Toc531859781)

[National Center for Biomedical Research and Training at Louisiana State University 60](#_Toc531859782)

[National Nuclear Security Administration/CTOS-Center for Radiological/Nuclear Training at the Nevada National Security Site 60](#_Toc531859783)

[The Energetic Materials Research and Testing Center at New Mexico Tech 60](#_Toc531859784)

[Texas A&M Engineering Extension Service, National Emergency Response and Rescue Training Center 60](#_Toc531859785)

[Transportation Technology Center, Inc., Security and Emergency Response Training Center 60](#_Toc531859786)

[National Disaster Preparedness Training Center at University of Hawaii 60](#_Toc531859787)

[Homeland Security Counter-IED Training Courses 60](#_Toc531859788)

# Section I: Emergency Management Courses

## G-108 – Community Mass Care and Emergency Assistance

Course Description

This course provides training for local communities to prepare for and manage the Mass Care/Emergency Assistance (MC/EA) functions effectively. The goal is to prepare community agencies, organizations, and businesses to work together in coordination with Emergency Management and traditional Mass Care providers to plan and provide MC/EA services to those affected by disaster.

Course Objectives

* Define the four primary MC/EA services as discussed in this course.
* Describe how to determine their community’s MC/EA resource requirements.
* Identify providers that exist in their community or that can be called upon from a nearby community to meet the requirements for MC/EA providers.
* Name planning and operational actions that can affect how services will be provided.
* List action items to use resources and providers to meet MC/EA requirements in their community.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Specifics

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-141 Instructional Presentation and Evaluation Skills

Course Description

This course addresses the practicalities of conducting successful instructor/student interactions, managing classroom experiences, and preparing educational presentations. It covers the basics of adult learning, training, and evaluations for those needing more instructional experience in these areas. Participants will have several opportunities to practice their instructional and presentation skills, while receiving feedback on their performance. Participants will be given the opportunity to act as a spokesperson for a small group, take part in a short duet presentation, and present a 3- and 15-minute presentation on their own.

Course Objectives

* Establish a positive learning environment.
* Demonstrate effective instructional presentation skills.
* Demonstrate skills for facilitating classroom interactions.
* Describe ways to manage the learning environment.
* Apply these skills to measure training results.
* Deliver three instructional presentations using guidelines from the course assessment checklist and participate in the evaluation of each.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 28.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## L-146 – Homeland Security Exercise and Evaluation Program Training Course

Course Description

The Homeland Security Exercise and Evaluation Program Training Course is an intermediate-level course designed to describe the core principles and processes of the HSEEP-TC. This includes the HSEEP’s standardized methodology, available resources, and practical skill development which will assist in developing an HSEEP-consistent exercise program.

Target Audience

The target audience for this training are those involved in planning, program management, design and development, conduct, evaluation, and improvement planning of HSEEP consistent exercises.

Course Objectives

* Understand the role of HSEEP in national preparedness.
* How HSEEP exercise principles and methodology support efforts across the whole community to improve the national capability to build, sustain, and deliver core capabilities.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required) (Most Current FEMA Edition Required)

* IS-120 – An Introduction to Exercises

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-191 – Incident Command System/Emergency Operations Center Interface

Course Description

The goal of the ICS/EOC Interface course is to provide state and local emergency management officials with the knowledge and skills needed to operate in an Emergency Operations Center, and how the EOC interfaces with the Incident Command System used in field operations. The course provides an opportunity for participants to begin developing an ICS/EOC interface for their community. There is also a review of the ICS and EOC concepts, responsibilities, and functions, and the course depends heavily upon exercises and group discussions to formulate this interface.

Target Audience

State and local personnel responsible for developing, staffing, managing, and operating an EOC; and coordinating EOC operations with an Incident Command Post in the field.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required) (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources and Initial Action Incidents
* EOC Management Courses

Course Details

* Hours: 8.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-202 – Debris Management

Course Description

The Debris Management course is designed to provide local officials who may have to manage debris removal and disposal in the aftermath of a tornado, flood, hurricane, or other natural disaster with the knowledge and skills to do so.

Course Objectives

* Develop Debris Management Staff personnel
* Create pre-disaster plans
* Determine local response and recovery actions
* Consider contracting procedures
* Select and operate a temporary debris storage site
* Describe volume reduction methods
* List environmental regulations
* Plan for special debris situations

Target Audience

State and local emergency management personnel; department heads from local public works, road and bridge, and environmental health departments; representatives of other local and state agencies that may become involved in hauling or disposing of debris in the aftermath of a disaster.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 36.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-205 – Recovery from Disaster: The Local Government Role

Course Description

The Recovery from Disaster: The Local Government Role course is designed to cover foundational concepts in disaster recovery and provide the latest guidance on recovery planning. Participants will either assess their own recovery plan or a sample plan against the national planning guidance.

*This course is a condensed version of the 4-day E0210 EMI resident course. While G-205 is normally a 2-day course, in time of disaster this can be further condensed to meet the immediate training needs of local jurisdictions, covering the roles and responsibilities of team members.*

Target Audience

Local government emergency managers, city and county administrators, community planners, building inspectors, public works directors, and directors of responder agencies.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-235 – Emergency Planning

Course Description

The Emergency Planning course is designed to enhance the emergency management professional’s insight and knowledge of the state’s planning processes, state planning standards, planning resources, and key information in the development of basic emergency management plans and functional annexes. The course provides opportunities for students to work as a team to create effective planning documents that meet state planning standards, and to utilize the plans through tabletop exercises.

Additionally, ADEM planning staff members will be on hand to provide emergency management planners with one-to-one and small-group assistance with the students’ jurisdictional plans.

Target Audience

Elected officials, emergency management coordinators and planners, department heads, risk managers, operations officers, and representatives of volunteer groups active in disasters.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-235 – Emergency Planning
* IS-230 – Principles of Emergency Management

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-251 – WEM Amateur Radio Resources

Course Description

This 3- to 4-hour course will provide state and local elected officials, emergency managers, and other public officials with an understanding of how these volunteer communication groups can help in supplementing telecommunication and warning systems.

Target Audience

State and Local Elected Officials, Emergency Managers, and others; Amateur Radio Operators

Course Objectives

* Explain the importance of amateur radio for emergency communications
* Describe the amateur radio groups which can provide emergency communications
* Explain the capabilities of amateur radio resources
* Explain how to create a successful Radio Amateur Civil Emergency Services (RACES) organization
* Determine a strategy for coordinating with amateur radio resources in the community

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 4.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-271 – Hazardous Weather and Flooding Preparedness

Course Description

The Hazardous Weather and Flooding Preparedness course provides training for local and state emergency managers who respond to hazardous weather events, while promoting partnership and coordination between the National Weather Service (NWS) and emergency managers. The goal of this course is to enhance emergency managers’ ability to recognize potentially hazardous weather and flooding situations so they are equipped to plan appropriately and to coordinate effective responses.

Course Objectives

* Analyze how atmospheric components interact to create hazardous weather.
* Anticipate the impact of hazardous weather events to enhance preparedness.
* Evaluate actions taken by emergency managers to prepare for and respond to actual hazardous weather events.
* Interpret information contained in NWS forecast and warning products and other weather resources.
* Assess your community’s state of readiness for hazardous weather and flooding events.
* Evaluate the effectiveness of emergency response actions for a given scenario.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Recommended: IS-271 – Anticipating Hazardous Weather & Community Risk (2nd Ed)

Course Details

* Hours: 17.50
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-272 – Warning Coordination

Course Description

This course is the latest in the hazardous weather series of courses produced in partnership with the National Weather Service (NWS). Every year, the United States experiences more severe weather than any other country in the world. In order to reduce deaths, injuries, and property losses, Emergency Managers must work closely with the NWS and the news media to provide effective warnings that can be received and understood by people at risk. The course includes case studies, exercises, and an opportunity for interaction with representatives of the local news media.

Course Topics

* The Social Dimensions of Warning Response
* Developing Effective Warning Messages
* Developing an Effective Community Warning Process
* Working with the News Media to Create a Weather Warning Partnership

Course Objectives

* Predict how the community may respond to different types of warnings
* Develop a hazardous weather warning message based on a specific event and the threat it poses to the community
* Explain the activities that work together to form an effective community warning system
* Propose improvements to a community's warning system based on identified breakdowns in coordination and communication
* Develop warning messages designed for delivery by a particular media type
* Develop a warning coordination and communication strategy for a given scenario

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Recommended: IS-271 – Anticipating Hazardous Weather & Community Risk (2nd Ed.+)
* Recommended: IS-247 – Integrated Public Alert & Warning System (IPAWS)

Course Details

* Hours: 12.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-288 – Donations Management Course

Course Description

The Donations Management course is designed to provide participants detailed information on how unsolicited donations can quickly turn response and recovery operations into the “second disaster” if there is not effective donations management preplanning. The course describes the state and federal donations management systems, assists participants in developing a local Donations Management Plan, and outlines how crucial the media is to the overall success or failure of the donations management program. In discussing donations management programs, the course emphasizes the involvement of voluntary disaster response agencies, includes a panel discussion with voluntary agency representatives, and may include a field trip to a local volunteer agency.

Target Audience

Emergency management coordinators, community donations coordinators, and representatives of voluntary agencies who will be involved in local donations management programs.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-290 – Basic Public Information Officer

## G-291 – JIS/JIC Planning for Tribal, State, and Local PIOs

Course Description

Normally taught together, these courses focus upon the unique role of the Public Information Officer (PIO) in emergency management and will help PIOs (or people assigned that role) to fine-tune their job skills. Participants will explore the role of the PIO in all phases of emergency management and will see the multi-faceted duties and challenges of it. Through individual and group activities, students will develop and practice a series of communication skills and identify ways to integrate all phases of emergency management into a comprehensive public information program.

Target Audience

Individuals who will perform Public Information Officers duties for local governments or state agencies during emergencies or disasters.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Recommended: IS-29 – Public Information Officer Awareness
* Recommended: IS-42 – Social Media in Emergency Management
* Understanding of basic journalism and public affairs practices and skills

Course Details

* Hours: 24.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-300 – Intermediate Incident Command System for Expanding Incidents

Course Description

This course provides training on use of multiple resources for personnel who require application of the Incident Command System (ICS) during expanding incidents. This course expands upon information covered in the ICS-100 and ICS-200 courses.

Course Objectives

* Describe how the National Incident Management System (NIMS) Command and Management component supports the management of expanding incidents.
* Describe the Incident/Event Management process for supervisors and expanding incidents as prescribed by the Incident Command System (ICS).
* Implement the Incident Management process on a simulated Type 3 incident.
* Develop an Incident Action Plan for a simulated incident.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-305 – Type 3 Incident Management Team (IMT)

Course Description

This 5-day course serves as the introduction to the activities and processes of a United States Fire Administration (USFA) Type 3 All-Hazards Incident Management Team (AHIMT). The course focuses on the importance of developing skills and how to operate as a functional Type 3 AHIMT. The ideal number of participants in the course is between 24 and 40, so that several groups of 8- to 10-members can be created.

Course Objectives

* Demonstrating the goals of NIMS and NRF.
* Emphasize the nature and purpose of a USFA Type 3 AHIMT so that others in the community and emergency services are more willing and able to assist within various components of their local USFA Type 3 AHIMT.
* Demonstrating the critical role that leadership and teamwork skills play in the success of a USFA Type 3 AHIMT.
* Providing a basic framework for building and maintaining critical interpersonal communications and working together as a team member of a USFA Type 3 AHIMT.
* Gain practical experience of on-scene operations through extensive exercises and simulations, as well as through post-course refresher training.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* G-400 – Advanced Incident Command System, Command & General Staff
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 40.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-318 – Local Mitigation Planning Workshop

Course Description

The Local Mitigation Planning Workshop assists mitigation plan developers by providing them with the necessary information for the preparation and implementation of a local hazard mitigation plan.

Target Audience

Local government officials, state officials, and others who are involved in the development of a local mitigation plan.

Course Objectives

* Define hazard mitigation and identify the benefits of mitigation planning.
* Develop or update a local mitigation plan.
* Identify resources and guidance available for mitigation planning and plan implementation.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 14.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-358 – Evacuation and Re-Entry Planning

Course Description

The Evacuation and Re-Entry Planning course is designed to provide the participant with the basic knowledge and skills needed to design and implement a local evacuation and Re-Entry Plan for their respective jurisdictions related to local emergencies.

Additionally, participants should bring with them jurisdictional maps with overlays identifying population concentrations, special needs populations and risk areas and the Emergency Operating Plan, to include the hazard and vulnerability analysis and evacuation annex and LEPC plans, if available.

*This course does not cover the potential evacuation and re-entry planning for hurricane evacuations in the State of Texas.*

Target Audience

Local government officials, state officials, and others who are involved in the development and implementation of an Evacuation and Re-Entry plan. To optimize participant benefit from this training, evacuation and reentry planning teams should attend the course.

Course Objectives

* Describe the types of situations that necessitate evacuation
* Describe the types of modeling tools for evacuation planning

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Recommended: IS-235 – Emergency Planning

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-361 – Flood Fight Operations

Course Description

The Flood Fight Operations course is designed for emergency managers, public works officials, levee district representatives, and others responsible for planning, preparing, and managing the response to a flood. It provides information to help local officials decide if a flood fight is possible and worth the effort and cost.

*This course focuses on combating river flooding, not flash flooding.*

Target Audience

State and local officials responsible for planning, preparing, and managing response to river flooding.

Course Objectives

* Summarize the basic concepts related to riverine flooding.
* Analyze flood threats for a given scenario.
* Determine how to coordinate with multiple agencies, groups, and organizations to plan for riverine flooding.
* Explain the advantages and disadvantages of expedient flood works.
* Develop a flood emergency plan for a given scenario.
* Summarize the considerations involved in managing a volunteer workforce.
* Describe the processes, equipment, and considerations for monitoring flood works.
* Explain the challenges and resources associated with the recovery process.
* Evaluate the actions taken during a riverine flood event, for a given scenario.
* List sources of recovery information.
* List the challenges faced by a community after a flood.
* Describe the role of community and social agencies during the recovery process.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-364 – Multi-Hazard Emergency Planning for Schools

Course Description

The 2-day Multi-Hazard Emergency Planning for Schools course provides school personnel and others with the knowledge, skills, and tools needed to refine or develop an all-hazards school emergency plan (EOP) and to identify who to train and exercise to the school EOP. This course follows the guidance set forth in the FEMA Comprehensive Preparedness Guide, CPG-101, for developing an emergency operations plan and explains how to utilize the National Incident Management System (NIMS) as the foundation for planning and building partnerships with outside agencies such as Law Enforcement, Fire, and Emergency Management.

Target Audience

School administrators (school staff on the EOP planning team) and local emergency managers and first responders (law enforcement, fire, etc.) who are interested in comprehensive emergency planning for grades K-12.

Course Objectives

* Refine or update a school Emergency Operations Plan (EOP) or procedural document.
* Identify how to train and exercise the school EOP.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Individuals/School Teams must bring their school’s emergency operations plan (EOP) to this training.
* IS-100 – Introduction to the Incident Management System (for Schools)
* IS-700 – National Incident Management System, An Introduction

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-365 – Partnerships for Creating and Maintaining Spotter Groups

Course Description

This 5-hour workshop emphasizes the valuable service that Spotter Groups provide to protect lives during hazardous weather and flooding. This activity is intended to promote the creation and enhancement of Spotter Groups across the country. It includes a wide variety of tools and approaches to help make Spotter Groups a key part of effective community warning systems.

*This workshop should be delivered jointly by Emergency Management and National Weather Service (NWS) staff.*

***ADEM does NOT pay travel expenses for this course.***

Target Audience

School administrators (school staff on the EOP planning team) and local emergency managers and first responders (law enforcement, fire, etc.) who are interested in comprehensive emergency planning for grades K-12.

Course Objectives

* Refine or update a school Emergency Operations Plan (EOP) or procedural document.
* Identify how to train and exercise the school EOP.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 5.00
* Provider: ADEM (Emergency Management Training) & NWS
* Sponsor: ADEM & NWS

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-366 – Planning for the Needs of Children in Disasters

Course Description

The Planning for the Needs of Children in Disasters course provides guidance for Emergency Managers and implementers of children’s programs about meeting the unique needs that arise among children as a result of a disaster or emergency.

*Much of the information in this course is based upon a document titled “The Unique Needs of Children in Emergencies: A Guide for the Inclusion of Children in Emergency Operations Plans,” published by Save the Children.*

Target Audience

State and local officials responsible for planning and preparing for disasters which may involve children, and others such as public/private educators, school officials, and human services agencies.

Course Objectives

* Refine or update a school Emergency Operations Plan (EOP) or procedural document.
* Identify how to train and exercise the school EOP.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 8.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-367 – Emergency Planning for Campus Executives

Course Description

The Emergency Planning for Campus Executives is a 2-hour overview of emergency planning serves as a briefing for executives of Institutions of Higher Education (IHEs). It provides them with insights into multi-hazard emergency planning and their role in protecting lives, property, and operations. The course consists of seven modules which can be delivered independently so that executives can tailor it to fit their schedules and needs.

The seven modules include:

* Emergency Management: What Is It? Why Do It?
* Executive-Level Support
* Developing Your Emergency Operations Plan
* Evaluating Your EOP
* Responding Using the Incident Command System
* Emergency Operations Center
* Engaging Your Campus

Target Audience

Executives of Institutions of Higher Education

Course Objectives

* Have an insight into:
	+ Multi-hazard emergency planning
	+ The campus executive’s role in protecting lives, property, and operations

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 2.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry

## G-386 – Mass Fatalities Incident Response

Course Description

The Mass Fatalities Incident Response course prepares local and State response personnel and other responsible agencies and professionals to handle mass fatalities effectively and to work with the survivors in an emergency or disaster. This course covers incident management; mass fatalities; planning before and operations during an incident; establishing the morgue; family assistance support operations; and assistance from the Federal government. The course concludes with a tabletop exercise. Participants will learn to identify the characteristics of a mass fatality incident and identify the roles and responsibilities of key personnel in the incident. In addition, the instructor will describe the steps required to respond to a mass fatalities incident, including catastrophic numbers of fatalities and contaminated remains, and help participants determine their jurisdiction’s preparedness for a mass fatalities event.

Target Audience

State and local responders who may have responsibilities for the recovery, handling, identification, and return of remains following a mass fatalities incident.

Course Objectives

* Describe the critical operational activities of Notification, Staging, Search and Recovery, Morgue Operations, Media Relations, and Family assistance.
* Explain how the Family Assistance Center is used to support families
* Identify the requirements to ensure that the psychological needs of morgue personnel are addressed.
* Recognize the importance of Critical Incident Stress Debriefings for responders.
* Identify the resources that are available during a mass fatalities incident and describe their roles and responsibilities.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-393 – Mitigation for Emergency Managers

Course Description

The Mitigation for Emergency Managers course is designed to enable the non-technical emergency worker to acquire skills in the use of mitigation. The course provides training in how to perform mitigation activities fundamental to reducing and eliminating long-term risk from hazards. It addresses the important roles of the emergency program manager (or other local government representative) in mitigation: motivator, coordinator, and monitor in local implementation of the National Mitigation Strategy.

Target Audience

State, local, and tribal government emergency program managers, other emergency management staff, and other local government employees responsible for mitigation. The secondary audience includes Federal emergency management personnel and employees of federal, state, and local governments who work in the emergency management field.

Course Objectives

* Analyze reasons for differences between optimal and actual mitigation roles of the emergency program manager.
* Determine strategies to build support for mitigation planning in your community.
* Analyze hazard risks for a given scenario.
* Propose a mitigation strategy for a particular hazard.
* Develop a mitigation plan implementation strategy for a given scenario.
* Evaluate the effectiveness of a community’s mitigation planning efforts.
* Recommend actions to optimize the mitigation role of the emergency program manager.

***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-393 – Introduction to Hazard Mitigation

Course Details

* Hours: 21.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-400 – Advanced Incident Command System, Command and General Staff

Course Description

The Advanced Incident Command System, Command and General Staff course is 1½-days in length and provides training and resources for personnel who require advanced application of the Incident Command System (ICS). The course expands upon information covered in the ICS-100 through ICS-300 courses.

Target Audience

State, county, local officials and volunteers who may assume a supervisory role in expanding incidents or Type 3 incidents.

Course Objectives

* Explain how major incidents engender special management challenges.
* Describe the circumstances in which an Area Command is established.
* Describe the circumstances in which Multi-Agency Coordination Systems are established.

 ***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 12.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-402 – Incident Command System Overview for Executive/Senior Officials

Course Description

The Incident Command System Overview for Executive/Senior Officials course is for elected officials, senior executive, senior managers and agency administrators with a policy making responsibility who have no specific ICS or Multiagency Coordination System function, role, or responsibility.

Target Audience

Elected officials, senior executive, senior managers and agency administrators.

Course Objectives

* Understand ICS concepts as related to their organization

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 3.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-418 – Mass Care/Emergency Assistance Planning and Operations

Course Description

The purpose of the Mass Care/Emergency Assistance Planning and Operations course is to prepare Mass Care/Emergency Assistance (MC/EA) Coordinators and their teams to develop MC/EA plans to support and coordinate disaster responses requiring mass care operations.

Target Audience

State, county, local officials and volunteers who may have a planning or operational role within a Mass Care/Emergency Assistance program.

Course Objectives

* Describe MC/EA activities.
* Identify key MC/EA planning steps.
* Describe the roles and responsibilities of the Mass Care Coordinator and team.
* Define the scale of the disaster and estimate needed resources to support a MC/EA disaster operation.
* Discuss the primary elements of MC/EA Information Management.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Recommended: IS-405 – Mass Care/Emergency Assistance Overview

Course Details

* Hours: 12.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-489 – Management of Spontaneous Volunteers in Disasters

Course Description

The Management of Spontaneous Volunteers in Disasters course introduces the keys to success in managing large numbers of spontaneous volunteers in disasters. Its underlying assumption is that much of the volunteer help is needed, and that with basic emergency management coordination skills, the volunteer resources can often be put to effective use, making a positive difference in the affected community. The course will discuss the benefits spontaneous volunteers can bring to relief efforts and the challenges they may bring if not coordinated effectively. In addition, the course will examine planning considerations regarding spontaneous volunteers. Special emphasis is also placed on how to make full use of a Volunteer Reception Center—the backbone of any well-organized spontaneous volunteer management program.

*All course participants should be familiar with their own state and local government Emergency Operations Plan Annex, if one exists, on the use of spontaneous volunteers and volunteers affiliated with relief organizations.*

Target Audience

Emergency managers and voluntary organizations responsible for the management of spontaneous volunteers.

Course Objectives

* Identify issues and challenges in the management of spontaneous volunteers.
* Identify the elements of a spontaneous Volunteer Management Plan.
* Identify best practices for the management of spontaneous volunteers in disasters.
* Develop and implement a spontaneous Volunteer Management Plan.
* Explain the role of the Volunteer Reception Center (VRC) and virtual VRC in the transition from response to recovery.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Recommended: IS-100 – Introduction to the Incident Command System
* Recommended: IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* Recommended: IS-700 – National Incident Management System, An Introduction
* Recommended: IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 8.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-548 – Continuity of Operations Managers Training Course

Course Description

The purpose of the Continuity of Operations Managers Training course is to provide continuity training for Program Managers at the Federal, state, territorial, tribal, and local levels of government. It is critical that Continuity Managers understand their role, responsibilities, and resources available to help them develop a viable continuity capability for their organization.

*Participants must have knowledge of COOP Programs and the Federal Continuity Directives 1 and 2.*

Target Audience

Participation is open to Federal, state, local, territorial, and tribal government employees responsible for Continuity of Operations.

Course Objectives

* Define Continuity of Operations.
* Explain the benefits of a viable continuity program.
* Identify the roles and responsibilities of key personnel.
* Identify essential elements of a viable continuity program.
* Identify continuity processes, resources, and tasks necessary to implement and manage a successful COOP program.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Recommended: IS-547 – Introduction to Continuity of Operations

Course Details

* Hours: 24.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-556 – Local Damage Assessment

Course Description

The Local Damage Assessment course will equip local officials with the knowledge, understanding, and skills they need to be able to conduct rapid and effective needs and damage assessments in order to save lives and protect property.

Target Audience

State and local officials who are responsible for assessing, collecting, and reporting damages during and after any event that causes damage of private, public, and critical infrastructure.

Course Objectives

* Define the purpose of damage assessment.
* Define the basic terms related to damage assessment.
* List critical infrastructure and key resources in a community.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Recommended: IS-100 – Introduction to the Incident Command System
* Recommended: IS-120 – An Introduction to Exercises
* Recommended: IS-130 – Exercise Evaluation and Improvement Planning
* Recommended: IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* Recommended: IS-700 – National Incident Management System, An Introduction
* Recommended: IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 12.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-557 – Rapid Needs Assessment

Course Description

In order to receive the benefits of a Rapid Needs Assessment the assessment process must be effectively planned. Assessments just do not happen when a disaster or emergency occurs. They require planning and training to support the planned activity if they are to realize their greatest potential. When needed, the Rapid Needs Assessment must be rapidly implemented by local governments. Assessment teams must be identified and trained together. The field teams need to be supported by personnel who can rapidly analyze the findings of the individual teams and presented to management to support prioritization and decision-making.

Target Audience

State and local officials who are responsible for assessing, collecting, and reporting damages during and after any event that causes damage of private, public, and critical infrastructure.

Course Objectives

* Describe the starting point for planning for a Rapid Needs Assessment.
* Describe the process for staffing a rapid needs assessment.
* Describe the basic tools required to support the rapid needs assessment process.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 4.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## G-775 – Emergency Operations Center Management and Operations

Course Description

This course explores the role, design, and functions of Emergency Operations Centers (EOCs) and their relationships as components of a multiagency coordination system. The course contains disaster-related examples, activities, and case studies that relate to EOCs and multiagency coordination systems at the local, State, and Federal levels of government.

Target Audience

State and local emergency managers; first responders to include Incident Commanders from all emergency management disciplines; private industry personnel responsible for coordination activities during a disaster; and Voluntary Organizations Active in Disaster personnel.

Course Objectives

* Identify the multiple roles and responsibilities of a modern-day EOC, including the legal authorities and requirements of the EOC.
* Differentiate between tactical and strategic emergency management.
* Build and manage effective organizational structures within an EOC.
* Discuss the importance of designing and integrating enhanced technology into EOC operations.
* Discuss Continuity of Operations (COOP) planning at the local level.
* Promote effective EOC operations through plans, procedures, coordination, and documentation.
* Relate Situational Awareness and Common Operating Pictures to EOC operations.
* Integrate call centers and public information concepts into an EOC environment.
* Describe the role and challenges of an EOC during the transition to recovery.

 ***Note: This course is part of the Advanced Professional Series (APS). The APS curriculum provides “how to” training focused on skills needed for emergency operations and management.***

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-701 – National Incident Management System Multi-Agency Coordination System

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

# Section II: All-Hazards Incident Management Team Courses

## E-950 – NIMS/ICS All-Hazards Incident Commander Course

Course Description

This course provides local- and state-level emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective Incident Commander (IC) on an All-Hazards Incident Management Team (AHIMT).

These responsibilities fall into two categories:

1. Responding to the incident and command needs of the incident
2. Effectively fulfilling the position responsibilities of an IC on an All-Hazards ICS IMT.

Exercises, simulations, discussions, and a final exam enable participants to process and apply their new knowledge.

Target Audience

Personnel who are regularly assigned to Functional, Support, or Unit Leader positions on Type 3 or 4 AHIMTs, or by those persons who desire to seek credentials/certification in those positions.

Course Objectives

* Demonstrate, through exercises and a final exam, an understanding of the duties, responsibilities, and capabilities of an effective Incident Commander.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* G-400 – Advanced Incident Command System, Command and General Staff
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 40.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## E-954 – NIMS/ICS All-Hazards Safety Officer Course

Course Description

This course provides local- and state-level emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective Safety Officer (SOFR) on an All-Hazards Incident Management Team (AHIMT).

These responsibilities fall into two categories:

1. Responding to the incident and safety needs of the incident
2. Effectively fulfilling the position responsibilities of an SOFR on an All-Hazards IMT.

Exercises, simulations, discussions, and a final exam enable participants to process and apply their new knowledge.

Target Audience

Personnel who are regularly assigned to Functional, Support, or Unit Leader positions on Type 3 or 4 AHIMTs, or by those persons who desire to seek credentials/certification in those positions.

Course Objectives

* Demonstrate, through exercises and a final exam, an understanding of the duties, responsibilities, and capabilities of an effective Safety Officer.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* G-400 – Advanced Incident Command System, Command and General Staff
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 32.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## E-956 – NIMS/ICS All-Hazards Liaison Officer Course

Course Description

This course provides local- and state-level emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective Liaison Officer on an All-Hazards Incident Management Team (AHIMT). Exercises, simulations, discussions, and a final exam enable participants to process and apply their new knowledge.

Target Audience

Personnel who are regularly assigned to Functional, Support, or Unit Leader positions on Type 3 or 4 AHIMTs, or by those persons who desire to seek credentials/certification in those positions.

Course Objectives

* Demonstrate, through exercises and a final exam, an understanding of the duties, responsibilities, and capabilities of an effective Liaison Officer.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* G-400 – Advanced Incident Command System, Command and General Staff
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 16.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## E-958 – NIMS/ICS All-Hazards Operations Section Chief Course

Course Description

This course provides local- and state-level emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective Operations Section Chief (OSC) on an All-Hazards Incident Management Team (AHIMT).

These responsibilities fall into two categories:

1. Responding to the incident and the command needs of the incident
2. Effectively fulfilling the position responsibilities of an OSC on an AHIMT

Exercises, simulations, discussions, and a final exam enable participants to process and apply their new knowledge.

Target Audience

Personnel who are regularly assigned to Functional, Support, or Unit Leader positions on Type 3 or 4 AHIMTs, or by those persons who desire to seek credentials/certification in those positions.

Course Objectives

* Describe the duties, responsibilities, and capabilities of an effective Operations Section Chief on an All-Hazards Incident Management Team.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* G-400 – Advanced Incident Command System, Command and General Staff
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 32.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## E-962 – NIMS/ICS All-Hazards Planning Section Chief Course

Course Description

This course provides local- and state-level emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective Planning Section Chief on an All-Hazards Incident Management Team (AHIMT).

These responsibilities fall into two categories:

1. Managing the planning cycle
2. Tracking resources and incident status

Exercises, simulations, discussions, and a final exam enable participants to process and apply their new knowledge.

Target Audience

Personnel who are regularly assigned to Functional, Support, or Unit Leader positions on Type 3 or 4 AHIMTs, or by those persons who desire to seek credentials/certification in those positions.

Course Objectives

* Describe the duties, responsibilities, and capabilities of an effective Planning Section Chief on an All-Hazards Incident Management Team.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* G-400 – Advanced Incident Command System, Command and General Staff
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 32.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## E-969 – NIMS/ICS All-Hazards Communications Unit Leader Course

Course Description

This course helps participants establish the essential core competencies required for performing the duties of the Communications Unit Leader (COML) in an all-hazards incident. This course addresses all responsibilities appropriate to a COML operating in a local- or state-level All-Hazards Incident Management Team (AHIMT). These responsibilities include the collection, processing, and dissemination as needed to facilitate Operations of Command, General Staff, and Unit Leaders within the confines of a Type 3 AHIMT.

*The course is an instructor-led training that supports learning through discussion, lecture, and active participation in multiple exercises.*

Target Audience

NIMS ICS All-Hazards training should be completed by personnel who are regularly assigned to Functional, Support, or Unit Leader positions on Type 3 or 4 AHIMTs, or by those persons who desire to seek credentials/certification in those positions.

Course Objectives

* Identify the functions of the Communications Unit and the duties and responsibilities of the COML
* Arrive at an all-hazards incident properly equipped, gather information to assess the assignment, and begin initial planning activities of a COML
* Plan, staff, manage, and demobilize the Communications Unit in a safe and effective manner to meet the needs of the incident

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* G-400 – Advanced Incident Command System, Command and General Staff
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 21.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## E-973 – NIMS/ICS All-Hazards Finance/Administration Section Chief Course

Course Description

This course provides local- and state-level emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective Finance/Administration Section Chief on an All-Hazards Incident Management Team (AHIMT). These responsibilities include managing the Finance/Administration Section personnel and managing the finances and administrative responsibilities during an incident.

*Exercises, simulations, discussions, and a final exam enable participants to process and apply their new knowledge.*

Target Audience

NIMS ICS All-Hazards training should be completed by personnel who are regularly assigned to Functional, Support, or Unit Leader positions on Type 3 or 4 AHIMTs, or by those persons who desire to seek credentials/certification in those positions.

Course Objectives

* Demonstrate an understanding of the duties, responsibilities, and capabilities of an effective Finance/Administration Section Chief on an All-Hazards Incident Management Team

Prerequisites & Other Information (Most Current FEMA Edition Required)

* IS-100 – Introduction to the Incident Command System
* IS-200 – Incident Command System for Single Resources & Initial Action Incidents
* G-300 – Intermediate Incident Command System for Expanding Incidents
* G-400 – Advanced Incident Command System, Command and General Staff
* IS-700 – National Incident Management System, An Introduction
* IS-800 – National Response Framework, An Introduction

Course Details

* Hours: 21.00
* Provider: ADEM (Emergency Management Training)
* Sponsor: ADEM

Related Disciplines

Education, Elected Officials, Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

# Section III: Hazardous Materials Courses

## HazMat Awareness – Level 1

Course Description

At the HazMat Awareness Level, participants learn to recognize the presence of hazardous materials and take appropriate action as a first responder. Responders are provided with awareness level training to take initial protective actions when hazardous materials are encountered.

*The HazMat Awareness course meets OSHA, EPA an NFPA training objectives.*

Target Audience

First responders who are mandated by law or necessity to prepare for and respond emergency incidents involving hazardous materials.

Course Objectives

* Identify potential hazardous materials incidents.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 8.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## HazMat Operations – Level 2

Course Description

Learn to recognize the presence of hazardous materials and take appropriate action as a first responder at the operation level. They are trained to respond to respond in a defensive fashion without actually attempting to stop the release. Their function is to contain the release at a safe distance, keeping it from spreading and preventing exposures.

*The HazMat Operations course meets OSHA, EPA an NFPA training objectives.*

Target Audience

First responders who at the Operations level respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property or the environment from the effects of the release.

Course Objectives

* Demonstrate the ability to respond to releases or potential releases of hazardous substances.
* Determine initial actions and isolation distances for known or suspected materials.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* HazMat Awareness – Level 1

Course Details

* Hours: 16.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## HazMat Technician – Level 3

Course Description

Learn to control the release of hazardous materials and take appropriate actions as a first responder at the technician level. This course is designed for first responders who at the Technician level respond to releases at hazardous substance for the purpose of controlling the release. They are more aggressive in that they take action to plug, patch or otherwise stop the release. They are required to use specialized chemical protective clothing and specialized control equipment.

*The HazMat Technician course meets OSHA, EPA an NFPA training objectives.*

Target Audience

First responders who at the Technician level respond to releases at hazardous substance for the purpose of controlling the release.

Course Objectives

* Determine appropriate chemical protective clothing for hazardous materials incidents.
* Demonstrate the ability to operate single- and multi-gas meters for the purposes of air quality monitoring.
* Research and identify hazardous materials using various sources.
* In field, stop or contain hazardous materials releases using appropriate methods.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* HazMat Awareness – Level 1
* HazMat Operations – Level 2

Course Details

* Hours: 80.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## HazMat Technician Refresher

Course Description

This course is designed as a refresher for first responders who at the Technician level respond to releases or potential releases of hazardous substances for the purpose of controlling the release. They are more aggressive in that they will take action to plug, patch or otherwise stop the release. They are required to use specialized chemical protective clothing and specialized control equipment.

*The HazMat Technician Refresher course meets OSHA, EPA an NFPA training objectives.*

Target Audience

First responders who at the Technician level respond to releases at hazardous substance for the purpose of controlling the release and are in need of refresher training for recertification purposes.

Course Objectives

* Update the knowledge base of current Hazardous Materials Technicians for the purposes of recertification.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* HazMat Technician – Level 3

Course Details

* Hours: 24.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## HazMat Incident Command System Course

Course Description

This course references National Fire Protection Association (NFPA) standards; specifically, NFPA Standard 472: Professional Competence of Responders to Hazardous Materials Incidents, 2018 edition, which covers Hazardous Materials – Incident Commander.

Target Audience

First responders who are detailed to respond to hazardous materials incidents and may be assigned as in initial or follow-on incident commander.

Course Objectives

* Understand how the Incident Command System operates when the incident involves hazardous materials.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* HazMat Awareness – Level 1
* HazMat Operations – Level 2

Course Details

* Hours: 16.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## Chemistry for Emergency Response

Course Description

This course gives Emergency Responders the knowledge to ensure a hazard-based response and risk-based decisions when confronted with incident involving hazardous materials and weapons of mass destruction.

Target Audience

First responders who, as Hazardous Materials Technicians, desire additional training involving hazardous materials and weapons of mass destruction.

Course Objectives

* Apply the known properties of various hazardous materials and weapons of mass destruction to considerations including volatility, thermodynamics, combustion, and others using real-world examples.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* HazMat Awareness – Level 1
* HazMat Operations – Level 2
* Hazmat Technician – Level 3

Course Details

* Hours: 40.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## Meth Lab Awareness

Course Description

The Meth Lab Awareness course trains first responders to recognize a clandestine methamphetamine laboratory or drug laboratory, paraphernalia, supplies, and what actions should be implemented to protect themselves and the public. It also describes the general hazards of clandestine methamphetamine laboratories, the risk and potential negative outcomes they represent to first responders, and describe the role of the first responder at the scene.

Target Audience

First responders who may, in the course of their duties, come in contact with clandestine meth labs or the remnants of one.

Course Objectives

* Recognize a potential clandestine meth lab, paraphernalia, and supplies.
* Identify initial actions to be taken upon discovery of such a location.
* Describe the hazards to response personnel and the public of a meth lab.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 4.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## Emergency Response Guidebook (ERG) Awareness

Course Description

This course has been developed to provide emergency responders with training in the use of the Emergency Response Guidebook before they are called upon to use the book in an emergency.

Target Audience

First responders from all disciplines and others who require the ability to utilize an ERG during an emergency, or other situation.

Course Objectives

* State the purpose of an ERG.
* Discuss the various sections of an ERG.
* Identify a material using various means with an ERG.
* Determine an appropriate guide to use given a material and an ERG.
* Discuss other safety information contained within an ERG.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 4.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## Bio-Diesel Awareness

Course Description

Instruction in the knowledge of biodiesel fuels, including their use, chemical and physical characteristics, transportation and transfer. This course provides responders with awareness level training to take initial protective actions when biodiesel is encountered.

Target Audience

First responders and others from all disciplines and others who may come in contact with bio-diesel products.

Course Objectives

* Identify bio-diesel fuels.
* Discuss the physical and chemical properties of bio-diesel products.
* Discuss the transportation and storage of bio-diesel products.
* Determine protective actions to use when encountering bio-diesel products.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 4.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## Ethanol Awareness

Course Description

Instruction in the knowledge of ethanol and ethanol-blended fuels, including their use, chemical and physical characteristics, transportation and transfer. This course provides responders with awareness level training to take initial protective actions when ethanol and ethanol-blended fuels are encountered.

Target Audience

First responders and others from all disciplines and others who may come in contact with ethanol and/or ethanol-blended fuels.

Course Objectives

* Identify ethanol and ethanol-blended fuels.
* Discuss the physical and chemical properties of ethanol and ethanol-blended products.
* Discuss the transportation and storage of ethanol and ethanol-blended products.
* Determine protective actions to use when encountering ethanol and ethanol-blended products.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 6.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## Incident Response to Terrorist Bombing – Awareness

Course Description

This course provides basic instruction on response procedures for terrorist incidents involving energetic materials (explosives and incendiaries). The course includes classroom presentations that address potential terrorist bombing targets in U.S. communities, common military and commercial explosives available to terrorist, improvised explosive devices (IEDs), and response procedures that support safe and effective, operations during bombing incidents.

Target Audience

Firefighters, law enforcement officers, emergency medical response personnel; those assigned to a position in another agency that provides initial response to bombing incidents; employees of state or local government crisis-planning organizations or civil defense organizations; public works departments; publicly owned utilities; mutual-aid partners in crisis management; public or private health community; Red Cross and shelter operations; public school system; allied professionals; and other responding personnel with a need to know.

Course Objectives

* Recognize the history and current threat of terrorist bombings to the United States and its communities by domestic and international terrorist groups.
* Identify tactics and techniques used by terrorists to conduct attacks using explosives.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Must be certified in one of the types of agencies listed in the Target Audience section.

Course Details

* Hours: 4.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## Prevention of and Response to Suicide Bombing Incidents

Course Description

This course provides training on a suicide bombing threat. The course includes familiarization with improvised explosive devices (IEDs) and explosive materials typically used in suicide bombings. It also addresses actions that individual emergency responders can take to assist in preventing or deterring suicide bombings, as well as techniques, tactics, and procedures that support an effective and safe response to a suicide bombing.

Target Audience

Firefighters, law enforcement officers, or emergency medical response personnel, or those assigned to a position in another agency that provides initial response to suicide bombing incidents.

Course Objectives

* Recognize the history and threat of suicide bombing to the United States.
* Identify Suicide Bomber Improvised Explosive Devices (SBIEDs), SBIED components, and SBIED delivery methods.
* Recognize the Nine Phases of a Bombing Attack as they relate to suicide bombers and the interdiction opportunities associated with each phase.
* Identify suicide bomber attack methodologies and strategies.
* Recognize the role intelligence and community outreach programs play in threat mitigation.
* Identify suicide bomber countermeasures to prevent or mitigate a suicide bombing attack

Prerequisites & Other Information (Most Current FEMA Edition Required)

* Must be certified in one of the types of agencies listed in the Target Audience section.

Course Details

* Hours: 4.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

## AWR-160 – WMD Awareness-Level Training Course

Course Description

Developed by the National Domestic Preparedness Consortium (NDPC), the WMD Awareness-Level Training Course is a six-hour training program that provides emergency responders with awareness-level instruction on recognition, avoidance, isolation, and notification techniques in a weapons of mass destruction (WMD) environment. The course covers prevention and deterrence and chemical, biological, radiological, nuclear, explosive (CBRNE) hazards.

Target Audience

Personnel who require knowledge of Weapons of Mass Destruction and CBRNE.

Course Objectives

* Be aware of the indicators of potential acts of terrorism and presence of hazardous materials and/or weapons of mass destruction.
* Discuss the potential use of hazardous materials as WMDs in either fixed or transportation facilities.
* Identify the signs and symptoms of exposure to WMDs, hazardous materials, and CBRNE hazards.
* Describe biological agents, their characteristics, and recognize the signs and symptoms of exposure.
* Describe radiation and radiological materials, their characteristics, and recognize the signs and symptoms of exposure.
* Describe explosives, their characteristics, and the effects of a detonated explosive device.

Prerequisites & Other Information (Most Current FEMA Edition Required)

* None

Course Details

* Hours: 6.00
* Provider: ADEM (Hazardous Materials Training)
* Sponsor: ADEM

Related Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Government Administration, Hazardous Materials, Health Care, Law Enforcement, Military Services, Private Industry, Public Health Agencies, Public Safety Communications, Public Works, and Volunteer Organizations

# Section IV: Other Training Opportunities

## Center for Domestic Preparedness

<https://cdp.dhs.gov/>

## National Center for Biomedical Research and Training at Louisiana State University

<http://www.ncbrt.lsu.edu/>

## National Nuclear Security Administration/CTOS-Center for Radiological/Nuclear Training at the Nevada National Security Site

<http://www.ctosnnsa.org/>

## The Energetic Materials Research and Testing Center at New Mexico Tech

<http://www.emrtc.nmt.edu/training/>

## Texas A&M Engineering Extension Service, National Emergency Response and Rescue Training Center

<https://teex.org/Pages/homeland-security.aspx>

## Transportation Technology Center, Inc., Security and Emergency Response Training Center

<http://sertc.org/>

## National Disaster Preparedness Training Center at University of Hawaii

<https://ndptc.hawaii.edu/>

## Homeland Security Counter-IED Training Courses

<https://www.dhs.gov/bombing-prevention-training-courses>

[https://cdp.dhs.gov/obp (Virtual Only)](https://cdp.dhs.gov/obp)