

# EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

## Course: *E0105 Public Information and Warning* Course Offerings for Fiscal Year (FY) 2015

*Federal Emergency Management Agency (FEMA) National Emergency Management Basic Academy*

### Dates and Location:

The E0105 offerings are as follows:

June 24-25, 2015	Emmitsburg, MD
August 19-20, 2015	Emmitsburg, MD

The E0104 offerings are as follows:

June 22-23, 2015	Emmitsburg, MD
August 17-18, 2015	Emmitsburg, MD

**NOTE:** The E0105 Public Information and Warning course is delivered at the Emergency Management Institute (EMI) during the same week with E0104 Exercise Design. Students are required to apply for the two courses for the same week. Both courses can be listed on the same application.

### Course Description:

This National Emergency Management Basic Academy course introduces the student to what the public information officer (PIO) does in emergency management and basic information about the Integrated Public Alert and Warning System (IPAWS). The PIO topics covered include the role of the PIO, communication tools and resources encompassing social media, effective communication, preparing the community through outreach and other means, and communication in an incident.

The IPAWS topics covered include what the system is and does, preparing alert and warning messages, and writing common alerting protocol messages. This is a two-day classroom course which gives students time to perform activities and exercises to reinforce their knowledge and build basic skills.

### Course Goal:

The goal of this course is to enhance the jurisdiction's public information and warning core capability.

### Course Length:

Two days (four days when taken with E0104).

### Prerequisite:

E0101 Foundations of Emergency Management

### Continuing Education Units (CEU's):

EMI awards 1.6 CEUs for completion of this course.

### Target Audience:

This course is intended for newly appointed emergency managers from state, local, territorial, tribal, and Federal emergency management agencies, and prospective professionals transferring from another discipline to emergency management. Veteran emergency managers willing to mentor are also welcome to apply.

### Location:

National Emergency Training Center (NETC)  
Emergency Management Institute  
Emmitsburg, Maryland

# TRAINING OPPORTUNITY

**To Apply:**

Students attending any course(s) of the Basic Academy are required to submit a FEMA Form 119-25-1, General Admissions Application to:

Admissions Office, Room I-216  
National Emergency Training Center  
16825 South Seton Avenue  
Emmitsburg, Maryland 21727-8998  
Phone: (301) 447 - 1035 Fax: (301) 447 – 1658  
Email: [netcadmissions@fema.dhs.gov](mailto:netcadmissions@fema.dhs.gov)

Scan the QR Code, or click the link to get information on how to apply for EMI courses:



<http://training.fema.gov/Apply/>

The FEMA Form 119-25 must be received six weeks prior to the course start date.

**Application Review:**

In order to be evaluated for admission into this course, block #16 on the application form (FEMA Form 119-25-1) must be completed. Please indicate how you meet the requirements based upon your position and experience. Acceptance into any of the Basic Academy courses will be on a first come, first served basis.

Upon acceptance into the course, NETC Admissions will mail out an Acceptance Letter/Welcome Package outlining travel information, NETC shuttle services, lodging and other logistics. Scan the QR Code, or click the link for a PDF copy of the NETC Welcome Package online:



[http://training.fema.gov/EMIWeb/downloads/NETC\\_Welcome\\_Package.pdf](http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf)

Lodging is provided for course participants on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity. Notify the NETC Transportation Office at least two weeks prior to the course date to reserve a seat. Call (301) 447-1048, ext. 1113, or email [FEMA-netc-housing@fema.dhs.gov](mailto:FEMA-netc-housing@fema.dhs.gov).

**Student Stipends:**

State, local, territorial, and tribal students taking classes at EMI will be eligible for stipends to cover costs of transportation. Their lodging at EMI is provided at no cost.

**Notice to Applicants for EMI courses:**

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number. This number will be used in place of the Social Security Number (SSN) on your application form. **The SSN is no longer required.**

**How do I obtain my FEMA SID number?**

- Step 1: To register, go to <https://cdp.dhs.gov/femasid>
- Step 2: Click on the “Need a FEMA SID” button on the right side of the screen.
- Step 3: Follow the instructions and provide the necessary information to create your account.
- Step 4: You will receive an email with your SID number. You should save this number in a secure location.

**EMI Point of Contact:**

Jennifer Ogle at (301) 447-1585 or [fema-empp-basic-academy@fema.dhs.gov](mailto:fema-empp-basic-academy@fema.dhs.gov)

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