



Course: *Master Exercise Practitioner Program (MEPP) Series*

Course Dates:

MEPP Series #40

E132 October 24-27, 2016

E133 February 27-March 2, 2017

E136 May 22-25, 2017

MEPP Series #41

E132 November 14-17, 2016

E133 March 13-16, 2017

E136 June 12-15, 2017

MEPP Series #42

E132 December 12-15, 2016

E133 April 3-6, 2017

E136 July 17-20, 2017

Series #43

E132 February 6-9, 2017

E133 May 1-4, 2017

E136 August 7-10, 2017

Travel Dates:

Sunday and Friday

Course Length:

This course is 4 days in length.

Location:

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

Course Description:

The Master Exercise Practitioner Program (MEPP) is a series of three courses (E0132, E0133 and E0136) focusing on advanced exercise design, conduct and evaluation practices

in each phase of the Homeland Security Exercise and Evaluation Program (HSEEP). The MEPP assigns candidates to an Exercise Planning Team where they are challenged to demonstrate their expertise at all levels of exercise design and conduct through in-class and take-home proficiency demonstrations.

Course Goal:

Candidates are expected to apply best practices and lessons learned from their organizations and experiences to demonstrate proficiency in all areas of exercise design as an individual, as well as part of an exercise planning team.

Prerequisites:

L/K0146 Homeland Security Exercise and Evaluation Program (HSEEP)
IS-100.b Introduction to Incident Command System
IS-120.a An Introduction to Exercises
IS-130 Exercise Evaluation and Improvement Planning
IS-200.b ICS for Single Resources and Initial Action Incidents
IS-230.c Principles of Emergency Management
IS-235.b Emergency Planning
IS-700.a National Incident Management System (NIMS), an Introduction
IS-775 Emergency Operations Center (EOC) Management and Operations
IS-800.b National Response Framework, An Introduction

Continuing Education Units (CEU's):

EMI awards 2.5 CEUs for completion of each course within the series.

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Target Audience:

Ideal candidates will have 3-5 years' experience designing and conducting emergency management exercises consistent with the HSEEP Doctrine. This experience should include the development of discussion-based and operations-based exercises. Candidates are expected to have overall experience with Exercise Program Management, as well as individual experience as Exercise Director, Exercise Planning Team Leader, Facilitator, Controller/Simulator, and Evaluator.

To Apply:

For a complete list of application requirements, please visit: www.training.fema.gov/mepp. Complete a FEMA Form 119-25-1, General Admissions Application, with student signature and signature of supervisor or sponsoring agency official. Submit the application no later than 4 weeks prior to the start of the course. Mail, scan, or fax the application to:

NETC Admissions Office (Room I-216)
National Emergency Training Center
16825 South Seton Avenue
Emmitsburg, MD 21727-8998
Phone: (301) 447-1035 Fax: (301) 447-1658
Email: 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/>

Note to RTMs and RPMs and STOs: **The FEMA Form 119-25-1 must be received by NETC Admissions – no later than July 1, 2016.**

Application Review:

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the student selection criteria listed below and indicate how you meet the requirements based upon your position and experience.

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



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 2 weeks prior to the course date to reserve a seat. Call (301) 447-1048, ext. 1113, or email FEMA-netc-housing@fema.dhs.gov.

Travel Authorizations:

All Federal travelers must have an approved TA prior to travel. A copy of the TA must be presented upon arrival. No exceptions are made to the NETC policy.

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.

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EMI Point of Contact:

For additional information please contact the
Integrated Emergency Management Branch at
FEMA-EMI-IEMB@fema.dhs.gov

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