EMERGENCY MANAGEMENT INSTITUTE
NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727
FEMA

Course: *E0968 All-Hazards Position-Specific Logistics Section Chief Train-the-Trainer*

Course Dates:
February 27 – March 3, 2017

Travel Dates:
Sunday, February 26, and Saturday, March 4, 2017

Course Length:
This course is 5 days in length.

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

Course Description:
This course is designed to prepare Federal, state, tribal, territorial, and locally-sponsored students to teach the All-Hazards Position-Specific Logistics Section Chief course through the use of lecture, interactive discussion, guided exercises and activities, and practice student teaching.

Course Goal:
The goal of this course is to prepare the student to function effectively as an instructor for the National Incident Management System (NIMS) Incident Command System (ICS) All-Hazards Position-Specific Logistics Section Chief course.

Prerequisites:
At a minimum, applicants for admission into All-Hazards Position-Specific train-the-trainer classes should have completed IS-ICS 100, 200, 700, and 800, and ICS 300 & 400. In addition, applicants must have either completed the course they desire to teach or have significant demonstrated experience in the position prior to acceptance in the class. This experience should be verified by the respective State Training Officer or the appropriate Federal representative.

Continuing Education Units (CEU's):
EMI awards 2.8 CEUs for completion of this course.

Target Audience:
The target audience for this course are personnel who have served as Logistics Section Chiefs or Deputy Logistics Section Chiefs on Level 3 or higher Incident Management Teams (IMTs) and are qualified and interested in teaching the course to diverse groups of students looking to acquire the knowledge, skills, and abilities associated with the position.

To Apply:
Complete a FEMA Form 119-25-1, General Admissions Application, with student signature and signature of supervisor or sponsoring agency official. Submit the application through the State Emergency Management Training Office. FEMA Regional employees should submit their application to their Regional Training Manager (RTM). Tribal representatives can submit their application directly to the NETC Admissions Office. Tribal government representatives or Federal government employees DO NOT need to submit applications through the State Emergency Management Training office or FEMA Regional Office. Mail, scan and e-mail, or fax the signed 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

The FEMA Form 119-25-1 must be received by NETC Admissions – no later than January 15, 2017.

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

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

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.

Selection Criteria:
All applicants for All-Hazards Position-Specific train-the-trainer classes are expected to have significant knowledge and experience with NIMS, ICS, and IMTs. In addition, all applicants for train-the-trainer classes must provide documentation indicating successful completion of formal adult education and/or instructor trainer certification.

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.

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.

NATIONAL EMERGENCY TRAINING CENTER (NETC) CAMPUS ACCESS – REAL ID ACT STANDARDS

Does your ID meet the Real ID Act standards? Anyone entering the National Emergency Training Center (NETC) campus is required to show valid photo identification that meets REAL ID Act standards. The purpose of the REAL ID Act is to stop terrorists from evading detection by using false identification. Check to see if your state is compliant at https://www.dhs.gov/current-status-states-territories.

If your driver's license does not meet the requirements of the REAL ID Act, you will need to bring one of the following acceptable forms of identification:

- A valid U.S. passport or passport card.
- A valid federal employee, military, or veteran ID card.
- A valid state-enhanced driver's license (Contact your state's motor vehicle department for availability).

Students from non-compliant states (a regular driver's license from these states will not be accepted) who do not possess any acceptable form of identification may request a National Crime Information Center (NCIC) check from the NETC Security Office. Note: This is a one-time NCIC check; a successful NCIC check is valid for 180 days; within the 180 day time-frame a student is expected to obtain a compliant form of identification).

Submit the following information to Michael.Wells@fema.dhs.gov in a password-protected document at least three weeks before your class:

- Your full name
- Date and place of birth
- Social Security Number

Students arriving at the NETC campus without a compliant ID or a successful NCIC criminal history check will be sent home at their own expense without receiving a stipend reimbursement.

Questions related to NETC campus access identification should be directed to Jane.Sentz@fema.dhs.gov or 301-447-7207.

EMI Point of Contact:

For additional information contact Robert Ridgeway, Training Specialist, at (301) 447-1142, or by email at:

robert.ridgeway@fema.dhs.gov