



Course: *E0105 Public Information and Warning*

Course Dates:

March 28-29, 2018
June 27-28, 2018

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 recommended to apply for the two courses for the same week. Both courses can be listed on the same application.

Travel Dates:

March 27, 2018 and March 30, 2018
June 26, 2018 and June 29, 2018

Course Length:

This course is two days in length.

Location:

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

Course Description:

This course introduces participants to what the Public Information Officer (PIO) does in emergency management, along with 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 2-day classroom course that gives participants time to perform activities and exercises to reinforce the knowledge and build basic skills.

Course Goal:

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

Prerequisites:

If a participant is taking this course as part of the Academy, then he or she should take E0101, Foundations of Emergency Management, first (but not required). If a participant is taking this course on its own for its public information and warning information and not in fulfillment of the Academy requirements, there are no prerequisites.

Continuing Education Units (CEU's):

EMI awards 1.6 CEUs for completion of this course.

American Council on Education's (ACE)

College Credit:

EMI awards 1 ACE credit hour (Lower Division / Associate) for completion of this course.

Target Audience:

This course is intended for newly appointed emergency managers from Federal, state, local, tribal, and territorial emergency management agencies, and prospective professionals transferring from another discipline to emergency management.

TRAINING OPPORTUNITY

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 NETC Admission 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

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 six-weeks prior to start date.

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 Target Audience above 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:

PFT and CORE employees must ensure their travel authorization (TA) is completed through Concur Government Edition (CGE) Travel System for course offerings.

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 "Register for a FEMA SID" button on 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.

TRAINING OPPORTUNITY

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 Jason.Cawthon@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 the course manager, Jeff Januchowski at (301) 447-1356 or by email at jeffrey.januchowski@fema.dhs.gov.

TRAINING OPPORTUNITY