



## E1162: Damage Assessment Operations Train the Trainer

**Course Dates:**

June 18-21, 2018

**Travel Dates:**

Sunday, June 17 and Friday, June 22, 2018

**Course Length:**

This course is 4 days, from 8:30 am – 5 pm daily.

**Location:**

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

**Course Description:**

This course will equip participants to instruct the Flexible Delivery and Just in Time versions of the 1160, Damage Assessment Operations Training. Those courses teach all audiences to conduct damage assessment in accordance with the *Damage Assessment Operations Manual: A Guide to Assessing Damage and Impact*.

Course instruction includes demonstration of effective instructional techniques as well as the specifics of teaching the objectives listed below. Participants will also get several opportunities to be videotaped as they practice teaching sections of the course. Feedback will be provided by others in the class as well as the instructors.

**Course Goal:**

Upon completion of this course, participants will be able to teach others how to:

1. Describe the relationship between damage assessment and Federal disaster assistance

2. Describe roles, responsibilities, and activities during each phase of the damage assessment
3. Prepare to conduct damage assessment
4. Conduct damage assessment for Individual Assistance (IA) and Public Assistance (PA)
5. Evaluate damage and impact to the community

**Prerequisites:**

IS-1160: Damage Assessment Operations  
Training located at <https://training.fema.gov/is/>  
and search for [IS-1160](#).

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

EMI awards 2.8 CEUs for completion of this course.

**Target Audience:**

This course is designed for potential instructors for those who may be involved in damage assessment as a team member, team lead, or coordinator. The target audience includes Federal, State, Local, Tribal, and Territorial representatives from a wide range of job positions and responsibilities.

**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.

# TRAINING OPPORTUNITY

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](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/>

#### **Note to RTMs and RPMs and STOs:**

The FEMA Form 119-25-1 must be received by NETC Admissions no later than May 31, 2018.

#### **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](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](mailto: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.

#### **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.

#### **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:

# TRAINING OPPORTUNITY

- 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](mailto:Jason.Cawthon@fema.dhs.gov) in a password-protected document at least 3 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](mailto:Jane.Sentz@fema.dhs.gov) or 301-447-7207.

**EMI Point of Contact:**

For additional information contact the course manager, Dianne Walbrecker at (301) 447-1104 or by email at [Dianne.Walbrecker@fema.dhs.gov](mailto:Dianne.Walbrecker@fema.dhs.gov)

**FEMA Recovery Point of Contact:**

For additional information, contact the HQ Recovery Operations Officer, Erin Densford, at (202) 646-8145 or by email at [Erin.Densford@fema.dhs.gov](mailto:Erin.Densford@fema.dhs.gov).

# TRAINING OPPORTUNITY