Emergency Management Institute
Virtual Tabletop Exercise Program
Fiscal Year 2019
(Open for enrollment on Monday, September 3, 2018)

Purpose: Provide the Fiscal Year (FY) 2019 planned broadcast dates for Virtual Tabletop Exercises (VTTX) in support of FEMA's 2018-2019 seven Principal's Objectives.

General: EMI conducts a series of VTTX using a video teleconference (VTC) platform to reach community-based training audiences around the country and provide a virtual forum for disaster training. The VTTX process involves key personnel from the emergency management community of practice reviewing a pre-packaged set of exercise materials, then convening for a four-hour tabletop exercise discussion of a simulated disaster scenario with a total of 10-15 individual sites.

The event allows the connected sites to assess current plans, policies, and procedures while learning from the other connected sites, as they provide their perspective and practice while exercising a similar situation. A VTC system is required for participation; there is no cost for this program.

Exercise Goals: All National Exercise Program training events must support one or more of the Principal Objectives. The Principal Objectives are high-level strategic goals based on national preparedness priorities across the homeland security enterprise. The seven Principal's Objectives for 2018-2019 are:

1. **Intelligence and Information Sharing**: Examine and validate core capabilities and processes to rapidly exchange and analyze appropriate classified and unclassified information among Federal, State, local, tribal, territorial, private sector and international partners prior to and during an incident that threatens the security of the nation.
2. **Non-Stafford Act Incidents**: Examine the ability of departments and agencies to prepare for, respond to, and recover from incidents where a Stafford Act declaration is not likely, by identifying and validating appropriate authorities, roles, responsibilities, resources, and organizational and operational structures.
3. **Complex Terrorist Attacks**: Examine the ability of Federal, State, local, tribal, and territorial jurisdictions to respond to complex terrorist attacks with a focus on integrated response planning among law enforcement, medical services, emergency management, and other whole community stakeholders.
4. **Cyber Coordination**: Examine the implementation of national policy, frameworks, and guidance for whole community stakeholders on relevant authorities, plans, procedures, and available resources for cyber incident coordination.
5. **Recovery Coordination**: Demonstrate the ability of the whole community, especially State, territorial, tribal, and local governments, to perform effective recovery coordination and planning in parallel with response operations to achieve long-term community recovery objectives.

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6. **Infectious Disease and Biological Incidents**: Examine the ability of Federal, State, local, tribal, and territorial jurisdictions to respond to infectious disease pandemics and biological incidents.
7. **Catastrophic Incidents**: Examine the ability of the whole community to deliver life-saving and life-sustaining capabilities to survivors following a catastrophic incident that severely affects communities and critical infrastructure.

Course Date	Scenario	Principals Objective
16-Oct-18	COOP	Recovery Coordination/Non-Stafford Act Incidents
17-Oct-18	COOP	Recovery Coordination/Non-Stafford Act Incidents
18-Oct-18	COOP	Recovery Coordination/Non-Stafford Act Incidents
30-Oct-18	Cyber	Cyber Coordination
31-Oct-18	Cyber	Cyber Coordination
1-Nov-18	Cyber	Cyber Coordination
13-Nov-18	Active Threat (Shooter - Mall)	Complex Terrorist Attacks/Non-Stafford Act Incidents
14-Nov-18	Active Threat (Shooter - Mall)	Complex Terrorist Attacks/Non-Stafford Act Incidents
15-Nov-18	Active Threat (Shooter - Mall)	Complex Terrorist Attacks/Non-Stafford Act Incidents
4-Dec-18	Public Health - Flu	Infectious Disease and Biological Incidents
5-Dec-18	Public Health - Flu	Infectious Disease and Biological Incidents
6-Dec-18	Public Health - Flu	Infectious Disease and Biological Incidents
11-Dec-18	Civil Unrest	Intelligence and Information Sharing
12-Dec-18	Civil Unrest	Intelligence and Information Sharing
13-Dec-18	Civil Unrest	Intelligence and Information Sharing
15-Jan-19	Long Term Power Outage	Recovery Coordination
16-Jan-19	Long Term Power Outage	Recovery Coordination
17-Jan-19	Long Term Power Outage	Recovery Coordination
29-Jan-19	Agriculture	TBD
30-Jan-19	Agriculture	TBD
31-Jan-19	Agriculture	TBD
12-Feb-19	Cyber	Cyber Coordination
13-Feb-19	Cyber	Cyber Coordination
14-Feb-19	Cyber	Cyber Coordination
26-Feb-19	Active Threat (Shooter - Office)	Complex Terrorist Attacks/Non-Stafford Act Incidents
27-Feb-19	Active Threat (Shooter - Office)	Complex Terrorist Attacks/Non-Stafford Act Incidents
28-Feb-19	Active Threat (Shooter - Office)	Complex Terrorist Attacks/Non-Stafford Act Incidents
12-Mar-19	Tornado	Catastrophic Incidents/Recovery Coordination
13-Mar-19	Tornado	Catastrophic Incidents/Recovery Coordination
14-Mar-19	Tornado	Catastrophic Incidents/Recovery Coordination
26-Mar-19	Hurricane	Catastrophic Incidents/Recovery Coordination
27-Mar-19	Hurricane	Catastrophic Incidents/Recovery Coordination
28-Mar-19	Hurricane	Catastrophic Incidents/Recovery Coordination

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Course Date	Scenario	Principals Objective
9-Apr-19	Public Health - SNS	Infectious Disease and Biological Incidents/Complex Terrorist Attacks
10-Apr-19	Public Health - SNS	Infectious Disease and Biological Incidents/Complex Terrorist Attacks
11-Apr-19	Public Health - SNS	Infectious Disease and Biological Incidents/Complex Terrorist Attacks
23-Apr-19	Earthquake	Catastrophic Incidents/Recovery Coordination
24-Apr-19	Earthquake	Catastrophic Incidents/Recovery Coordination
25-Apr-19	Earthquake	Catastrophic Incidents/Recovery Coordination
7-May-19	Bakken Oil Transport	Non-Stafford Act Incidents
8-May-19	Bakken Oil Transport	Non-Stafford Act Incidents
9-May-19	Bakken Oil Transport	Non-Stafford Act Incidents
21-May-19	Active Threat (Vehicle As Weapon)	Non-Stafford Act Incidents/Intelligence and Information Sharing
22-May-19	Active Threat (Vehicle As Weapon)	Non-Stafford Act Incidents/Intelligence and Information Sharing
23-May-19	Active Threat (Vehicle As Weapon)	Non-Stafford Act Incidents/Intelligence and Information Sharing
11-Jun-19	Cyber	Cyber Coordination
12-Jun-19	Cyber	Cyber Coordination
13-Jun-19	Cyber	Cyber Coordination
25-Jun-19	Chlorine	Non-Stafford Act Incidents/Infectious Disease and Biological Incidents/Complex Terrorist Attacks
26-Jun-19	Chlorine	Non-Stafford Act Incidents/Infectious Disease and Biological Incidents/Complex Terrorist Attacks
27-Jun-19	Chlorine	Non-Stafford Act Incidents/Infectious Disease and Biological Incidents/Complex Terrorist Attacks

Target Audience:
The VTTX program is designed for a "community-based" group (not individual participation) of at least five or more personnel from local or State emergency management organizations with representation from all emergency management disciplines - public safety, public works, public health, health care, government, administrative, communications, military, private sector, non-governmental, and critical stress professionals.

Exercise Design:
This VTTX is designed to engage the participants in a no fault, hazard-specific exercise discussion. Facilitation will occur via VTC from the EMI campus and will be complimented by a dedicated local agency facilitator at each VTC site.

The VTTX will be supported by an Exercise and Coordination Facilitation Guide, which will include all required logistical information (room layout, connection instructions, etc.), as well as facilitation and hot wash instructions.

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The VTTX will consist of:
- Three discussion modules.
- Local discussion with guided questions led by an onsite facilitator.
- Back briefs from each participating location after each module.

To Apply:
Locations interested in participating in the VTTX series should submit an email request to participate in the exercise to Doug Kahn, phone (301) 447-7645, with preferred date of participation. This link can also be accessed at the following address: douglas.kahn@fema.dhs.gov. Your email is your program application. When applying, please provide a central point of contact from your organization to work all VTTX issues. Each location will receive a notice from EMI and will be provided with relevant logistical information and exercise materials to set up and facilitate the exercise locally.

The FEMA Form 119-25-2 is not required to be submitted until the VTTX is completed. With your request, cc in your email the Integrated Emergency Management Branch or call 301-447-1381 email: fema-emi-iemb@fema.dhs.gov

Participation Requirements:
The VTTX will be limited to approximately 10-15 locations per broadcast. Participating locations must have an appropriate site equipped with VTC capability (this is not an Adobe Connect® session) that can access the Federal Emergency Management Agency (FEMA) VTC site (connection information will be provided by EMI). Participating locations will be responsible for local exercise logistics, and should designate an exercise coordinator to implement the logistical requirements for the exercise. In addition, the location must provide a person capable of facilitating the onsite portion of the exercise. Electronic copies of the related exercise materials (Exercise and Coordination Facilitation Guide, Situation Manual, agenda, etc.) will be provided in advance by EMI.

How do I obtain my FEMA SID number?
1. To register, go to Student Identification System. This link can also be accessed at the following address: https://cdp.dhs.gov/femasid
2. Click on the "Register for a FEMA SID" button on screen.
3. Follow the instructions and provide the necessary information to create your account.
4. You will receive an email with your SID number. You should save this number in a secure location.

VTTX Program Information:
For a complete listing of all the FY19 VTTX dates and scenarios, please check our homepage at Emergency Management Institute (EMI) Virtual Tabletop Exercise (VTTX). This link can also be accessed at the following address: http://www.training.fema.gov/programs/emivttx.aspx

EMI Point of Contact:
For additional information, contact the course manager, Doug Kahn at (301) 447-7645 or by email at douglas.kahn@fema.dhs.gov.

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