E0105 Public Information Basics

Course Dates:
April 6–8, 2021

Travel Dates:
April 5 and April 9, 2021

Course Length:
This course is 3 days in length.

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

Course Description:
This course introduces participants to the role Public Information Officers (PIO) in emergency management and provides basic information about the Integrated Public Alert and Warning System (IPAWS). The PIO topics covered include: the role of the PIO; understanding social media; effective communications; the means for preparing the community through outreach; and communication during an incident. The IPAWS topics covered include system capabilities, preparing alert and warning messages, and the protocol for writing common alert messages. This is a 3-day practitioner's course that provides participants the opportunities to perform activities and exercises that reinforce their knowledge or builds basic skills.

It is mandatory that the participant complete all 16 hours of this course to receive full credit. Anything less will result in the participant's need to re-register for another course and start from the beginning.

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

Prerequisites:
Basic Academy students taking this course as part of the Academy should first complete the E0101, Foundations of Emergency Management (suggested, but not required). If a participant is taking this course solely to learn more about public information and warning, and not in fulfillment of the Academy requirements, there are no prerequisites.

Continuing Education Units (CEUs):
EMI awards 2.4 CEUs 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.

To Apply:
Apply for this course at National Emergency Training Center Online Admissions Application (https://training.fema.gov/netc_online_admissions/)

Application Review:
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.

Travel and Housing Information:

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: https://www.dhs.gov/real-id/real-idfrequently-asked-questions. 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/real-id.

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 timeframe, 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 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 Jason.Cawthon@fema.dhs.gov or 301-447-1513.

Please note - NETC Admissions will notify you of your acceptance into this course via email with an Acceptance Letter/Welcome Package.

Notice to Applicants for EMI courses:
Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number.

How do I obtain my FEMA SID number?
Step 1: To register, go to the FEMA Student Identification System: (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.

EMI Point of Contact:
For Basic Academy course questions, contact the course manager, Jeff Januchowski at (301) 447-1383 or by email at jeffrey.januchowski@fema.dhs.gov or Richard Bashioum at (301) 447-1629 or by e-mail at richard.bashioum@fema.dhs.gov