



## E/K0139: Exercise Design and Development

### Virtual Offerings of Exercise Design and Development Course:

Dates	Location	Time
July 24–27, 2023	Virtual – Adobe Connect	9 a.m.–1 p.m. (ET)

### FY 2023 In-person Course Dates:

Dates	Location	Travel Dates
September 11–12, 2023	EMI	September 10 and 15, 2023

### National Standardized Exercise Curriculum (NSEC) Information:

To learn more about this course, or other exercise related educational opportunities within the Advanced-level NSEC offering, please visit the [NSEC Advanced Course website](https://training.fema.gov/programs/nsec/advanced) (<https://training.fema.gov/programs/nsec/advanced>).

### Course Length:

**E0139** (in-person at EMI) is offered as a 2-day class, 8 hours each day.

**K0139** (virtual, instructor-led) is offered as a 4-day class, 4 hours each day.

\*\*\*If you apply for the in-person E0139 class, please also apply for E0050, *Exercise Control and Simulation*, at the same time. These courses are being held as a series. If you only wish to attend ONE of these courses (E0139 or E0050), you will be responsible for your own transportation to and from EMI. There is no virtual offering of E/L0050, *Exercise Control and Simulation*, at this time.

### Location:

**E0139** is held at the Emergency Management Institute (EMI), National Emergency Training Center (NETC) in Emmitsburg, Maryland. **K0139** is conducted virtually, and you will be provided the log-in link prior to the class date.

### Course Description:

This course is designed to expand your knowledge of exercise design and development consistent with the Homeland Security Exercise and Evaluation Program (HSEEP) Doctrine.

### Target Audience:

Ideal candidates will have 1–3 years' experience designing and conducting emergency management exercises consistent with the HSEEP Doctrine.

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## Prerequisites:

- [E/L/K0146: HSEEP Program](https://training.fema.gov/programs/nsec/hseep/) (https://training.fema.gov/programs/nsec/hseep/)
- [IS-120.c: An Introduction to Exercises](https://training.fema.gov/programs/nsec/basic/) (https://training.fema.gov/programs/nsec/basic/)
- [IS-0130a: How to be an Exercise Evaluator](https://training.fema.gov/programs/nsec/basic/) (https://training.fema.gov/programs/nsec/basic/)

## How to Apply:

Apply for this course at the [National Emergency Training Center Online Admissions Application](https://training.fema.gov/netc_online_admissions) (https://training.fema.gov/netc\_online\_admissions).

Applications must include completion certificates of IS-120, *An Introduction to Exercises*, and E/K/L0146, *HSEEP*, as attachments. Applications should be routed to your State Training Officer (STO) for approval. Federal applicants, please route to your FEMA Regional Training Manager. Upon acceptance into the course, NETC Admissions will email the student.

## Travel and Housing Information:

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 the [NETC Welcome Package](https://www.usfa.fema.gov/downloads/pdf/netc_welcome_package.pdf) (https://www.usfa.fema.gov/downloads/pdf/netc\_welcome\_package.pdf).



[NETC Welcome Package](http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf)

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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 shuttle seat.

Details for the above are in the 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.

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## How do I obtain my FEMA SID number?

1. To register, go to the [FEMA Student Identification System](https://cdp.dhs.gov/femasid) (<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.

## Request for Accommodation:

If you require a reasonable accommodation (sign language interpreters, Braille, CART, etc.), please make a request NLT 15 days prior to course delivery. When making any requests, please provide details on the accommodation; however, **DO NOT** include medical or other personal information that is protected under the Privacy Act of 1974 or the Health Information Privacy Protection Act (45 CFR Part 160 Subparts A and E of Part 164). Last-minute requests will be accepted; however, they may not be possible to fulfill. Please indicate any requests as part of your admissions application. Any additional questions should be directed to NETC Admissions by email at: [netcadmissions@fema.dhs.gov](mailto:netcadmissions@fema.dhs.gov).

## Point of Contact:

Email DHS/FEMA/EMI/Integrated Emergency Management Branch (IEMB) at: [FEMA-EMI-IEMB@fema.dhs.gov](mailto:FEMA-EMI-IEMB@fema.dhs.gov), or email Mark Mouré at: [mark.moure@fema.dhs.gov](mailto:mark.moure@fema.dhs.gov).

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