**Course:**  ***L0146 – Homeland Security Exercise Evaluation Program***

 ***(HSEEP): Basic Course***

**Course Dates:** 3/9/2020 – 3/11/2020

**Travel Dates:** 3/8/2020, 3/12/2020

**Course Length:**

This course is two days in length.

**Location:** Post University, Waterbury CT

**Course Description:**

This is an intermediate-level course that provides a comprehensive overview of exercise design along with practical skill development in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP) Doctrine. This course uses activities that will give participants an opportunity to interact with many of the templates and other materials that are provided by the National Exercise Division to ensure exercises are conducted in a consistent manner.

L0146 HSEEP course is delivered in a traditional classroom environment, at a local jurisdiction, and incorporates all of the same elements as the webinar version. L0146 courses are 16 hours in duration and delivered in 2 days.

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:**

At completion of this course, students will increase awareness of the Homeland Security Exercise Evaluation Program Doctrine, clarify roles and responsibilities, and improve teamwork and coordination.

This course is followed by the *L0105 Public Information and Warning* course and both will run in the same week. Students are encouraged to sign up for both the *L0146* and *L0105* courses. Typically, students take the *L0101 Foundations of Emergency Management* course first, but the Basic Academy courses can be taken in any order.

**Prerequisites:**

Participants are required to have completed IS-0120.a – *An Introduction to Exercises*. It is also recommended that participants take IS-0130 - *Exercise Evaluation and Improvement Planning*.

Continuing Education Units (CEU’s):

EMI awards 1.6 CEUs for completion of this course.

**Target Audience:**

The target audience for this course is emergency management personnel, public safety personnel and personnel with primary exercise development roles and responsibilities and their supervisors; which includes those with planning, budget management, design, development, conduct, evaluation, and improvement planning of exercises. This includes the following roles at all levels of local, state, tribal or the Federal government:

* Senior and Elected Officials
* Exercise Program Managers
* Exercise Director
* Exercise Planning Team Members
* Exercise Controllers and Facilitators
* Exercise Evaluators

**To Register: Go to**

<https://portal.ct.gov/DEMHS/Emergency-Management/Resources-For-Officials/Training-and-Exercise>

Scroll down to the calendar, find the date of your class, click on the date and course and registration tab will be there.

**Out of State Students** must obtain the approval and signature of their Sponsoring Organization and their State Training Officer.

**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.

**Lodging Information:**

Hampton Inn Waterbury

777 Chase Pkwy, Waterbury, CT 06708

(203) 753-1777

Courtyard by Marriott Waterbury Downtown

63 Grand St, Waterbury, CT 06702

(203) 596-1000

Wyndham Southbury

1284 Strongtown Rd, Southbury, CT 06488

(203) 653-8179

The Heritage Hotel

522 Heritage Road

Southbury, CT 06488

(203) 264-8200

**Cost/Reimbursement Information:**

EMI does not provide stipend reimbursement for off-campus course deliveries.

**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?**

1. To register, go to: <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.

**State of Connecticut Training Point of Contact**: Robert Christ

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(860) 685-8201

**EMI Point of Contact:**

For content related questions contact the Course Manager, Steven Cardinal at (301) 447-1309 or steven.cardinal@fema.dhs.gov.

**EMI Alternate Point of Contact:**

For Basic Academy course questions contact the course manager, Jeff Januchowski at (301) 447-1356 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