

TRAINING ANNOUNCEMENT

**COURSE:**

L156 – Building Design for Homeland Security

DESCRIPTION:

The Building Design for Homeland Security for Continuity of Operations (COOP) Train the Trainer Course will cover the content of FEMA 426, "Reference Manual to Mitigate Potential Terrorist Attacks Against Building". The course is being offered to Federal Executive Branch officials, as well as state/local/tribal government officials with Continuity of Operations responsibilities. This course outlines a methodology to determine the risk of a building's critical functions and infrastructure against various terrorist threats and highlights applicable protective measures. The course considers Explosive Blast; Chemical, Biological, Radiological attacks and identifies protective guidance on electronic security systems.

This training includes a train-the-trainer module to equip the managers to train the course to others.

DATES /TIMES:

January 28, 2014	08:30 a.m. – 4:30 p.m.
January 29, 2014	08:30 a.m. – 4:30 p.m.
January 30, 2014	08:30 a.m. – 4:30 p.m.

LOCATION:

Arkansas Tech University
Young Ball Room
1605 N Coliseum Drive
Russellville, AR 72801
(479) 968-0389

OBJECTIVES:

Upon completion of this course, participants should be able to do the following:

- Understand the design approaches to mitigate man-made hazards that have the greatest applicability and benefit for specific threats;
- Train other COOP stakeholders to include Program Managers and Facility/Security Offices;

ELIGIBILITY:

Government employees responsible for managing a COOP Program. This is a closed announcement meaning that we will use a priority system to decide who is authorized a seat.

Priority will be based on the following:

1. Two government employees (non-contractors) from each FEB/FEA/State who are already certified as a Level 1 Professional Continuity Practitioner. (Note: Applications must be submitted through the FEB Executive Director, FEA Representative, or State Continuity Manager/Training Manager to be accepted)
2. Level 1 government employee (non-contractor) from any government agency residing in the State of Arkansas.
3. Level 1 government employee (non-contractor) from any area in FEMA Region VI outside of the State of Arkansas.
4. Level 1 employee from any non-government agency located in FEMA Region VI.
5. Government employee from any other Region (must be done through the FEMA Regional Training or Continuity Manager in your Region) **(NOTE: Applications will only open up for this category on January 14, 2014 if seats are still remaining)**

COSTS:

There is no cost for the training; however, the employee's agency is responsible for all travel costs associated with this training.

APPLICATIONS:

Beginning on April, 15, 2012, individuals applying for Emergency Management Institute (EMI) classes will be required to register using the Center for Domestic Preparedness (CDP) Training Administration System (CTAS) and obtain a CDP Student Identification (SID) number if they do not already have one. **This number will be used in place of the SSN on your application.** You will be asked to provide your SSN to register in CTAS but this will be phased out later this year.

How do I obtain my FEMA Training Identification Number (FTIN)/CDP Student Identification (SID) number?

Step 1: To register, go to <https://cdp.dhs.gov/elms>

Step 2: Click on the "Create Account" button on the left side of the screen.

Step 3: Follow the instructions and provide the necessary information to create your account.

What do I do with this new FTIN/CDP SID number I've been assigned?

The CDP SID number should be used in place of the SSN on your General Admissions Application (FEMA Form 119-25-1).

Why is it important to register in the CTAS?

Any applications for EMI courses that do not include the training registration number will not be processed until CDP SID is provided.

**REGISTRATION
PROCESS:**

FEMA Region VI will accept FEMA Forms 119-25-1 applications from individuals described above via FAX to 940-898-5263 (ATTN: Angela Stapleton) with signatures ONLY. All questions concerning attendance for this course must be addressed to the Course Manager.

CLASS LIMITS:

Class participation is limited to 40 seats.

CONFIRMATION:

Approved participants will receive a confirmation e-mail from the FEMA Region VI Training Officer. Email addresses must be included on registration. **Only confirmed applicants will be allowed entrance to training site.**

**APPLICATION
DEADLINES:**

Signed/Approved Registration Forms must be submitted by **January 20, 2014 - NO EXCEPTIONS**

Submit applications to:

Angela Stapleton
Regional Training Manager
Phone: 940-898-5509
e-mail: angela.stapleton@fema.dhs.gov

ACCOMMODATIONS:

Applicants with special needs should contact Course Manager to arrange/discuss specific requirements.

COURSE MANAGER:

Brad McDannald
Regional Continuity Manager
Phone: 940-898-5131
e-mail: bradr.mcdannald@fema.dhs.gov

LEAD INSTRUCTOR:

**Brad R. McDannald
FEMA**