



E8521 FEMA Training Enterprise Orientation Seminar for State, Tribal, and Territorial Training Officers (STO), State Administrative Agency Training Points-of-Contact (SAA TPOC), and FEMA Regional Training Managers (RTM)

Course Date:

May 22, 2023

Travel Dates:

Travel days are May 21 and May 26, 2023.

Course Length:

This Seminar is 1 full day from 8 a.m. until 4:30 p.m.

Location:

Emergency Management Institute (EMI)
National Emergency Training Center (NETC)
16825 S. Seton Ave.
Emmitsburg, MD 21727

Description:

The purpose of the FEMA Training Enterprise Orientation Seminar for STOs, SAAs, and RTMs is to provide information about the FEMA SLTT Training Enterprise to new STOs, SAAs, and RTMs. This includes the FEMA Enterprise SLTT Training programs, procedures, systems, and points of contact.

Objectives:

Upon conclusion of this seminar, STOs, SAAs, and RTMs will be more familiar with the training and education programs offered by EMI and the FEMA SLTT Training Enterprise, the procedures to request training, the systems available to them to assist with training management, and the points of contact at each of the training providers.

Prerequisites/Selection Criteria:

Enrolled in the 2023 National Preparedness Symposium.

Target Audience:

Participation is limited to:

- State and territorial Emergency Management Training Officers (STOs)
- State Administrative Agency Training Points-of-Contact (SAA TPOCs)
- Tribal Emergency Managers and Training and Exercise Staff
- FEMA Regional Training Managers (RTMs)
- FEMA Training Partners

To Apply:

To apply for this seminar, EMI requires the use of a course invitation code. Contact your State, Territorial, or Tribal Training Officer to request the code. Find the contact information for your state or territory at: [State Training Officers Contact list](https://training.fema.gov/programs/aps/stolist.aspx) (<https://training.fema.gov/programs/aps/stolist.aspx>).

Submit the [NETC Online Admissions Application](https://training.fema.gov/netc_online_admissions/) (https://training.fema.gov/netc_online_admissions/) using course code E8521 and delivery date 5/22/2023.

Application Review:

To complete the justification for attendance, please refer to the target audience/selection criteria above and indicate how you meet the requirements based upon your position and experience.

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Request for Accommodation:

If you require a reasonable accommodation (sign language interpreters, Braille, CART, etc.), please make the request NLT 15 days prior to the class start date. 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 No. 1749 Page 2 Thursday, October 20, 2022 (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 Office of Admissions by email at: netcadmissions@fema.dhs.gov.

Travel and Housing Information:

Lodging is provided for Symposium attendees on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity. Upon acceptance, the NETC Admissions Office will **email** an Acceptance Letter.

Scan the QR Code below or click the link for a PDF copy of the [NETC Welcome Package](http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf) (http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf).



Notify the NETC Transportation Office at least 2 weeks prior to the Symposium date to reserve a seat. Call (301) 447-1048, ext. 1113, or by email at: FEMA-netc-housing@fema.dhs.gov.

EMI Point of Contact:

For additional information, contact the EMI National Training Liaison, Dan Lubman, by email at: fema-emi-preparedness@fema.dhs.gov.

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