

**CHEMICAL STOCKPILE EMERGENCY  
PREPAREDNESS PROGRAM  
TRAINING MANAGEMENT GUIDANCE**

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**FEMA**



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Federal Emergency Management Agency  
Department of Homeland Security  
Nuclear and Chemical Hazards Branch

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Department of the Army  
Office of the Deputy Assistant Secretary  
of the Army for Elimination  
of Chemical Weapon

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**LIST OF ACRONYMS**

CA	Cooperative Agreement
CMA	Chemical Materials Agency
CSEPP	Chemical Stockpile Emergency Preparedness Program
DA	Department of the Army
DAC	US Army Defense Ammunition Center
DHS/FEMA	Department of Homeland Security/Federal Emergency Management Agency
EMI	Emergency Management Institute
ETO	Exercise and Training Officer
HQ	Headquarters
ISD	Instructional Systems Design
MOU	Memorandum of Understanding
POC	Point of Contact
QASAS	Quality Assurance Specialists, Ammunition Surveillance
TTT	Train-the-Trainer

## **1. PURPOSE**

This document establishes the criteria, policies, guidelines, and procedures by which States and communities affected by the storage and eventual destruction of the US chemical weapons stockpiles will receive and provide training. Training will be developed to maximize the response capability of civilian emergency responders and officials and to facilitate proper decision making in the event of a chemical accident. It will be performance-based training tailored, as far as possible, to job specifics.

The Department of the Army (DA) is responsible for the Chemical Stockpile Emergency Preparedness Program (CSEPP) as it relates to chemical storage and demilitarization activities. The Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) is responsible for all civilian activities as they relate to preparedness and response. However, success depends on complete cooperation between the Army, DHS/FEMA, other Federal agencies, and State and local governments. If an emergency were to occur at one of the eight US locations where chemical agents are stored, efficient performance by emergency responders and officials could only be assured through adequate preparatory training.

## **2. SCOPE AND OBJECTIVES OF THE CSEPP TRAINING MANAGEMENT GUIDANCE**

The CSEPP training program targets Federal, State, and local emergency personnel who are responsible for emergency planning and response to a chemical accident at or near any of the eight US Army's chemical weapons storage locations, or anyone who serves as a decision maker in such an event. The program provides appropriate levels of training needed to perform the emergency response functions specific to the CSEPP. The training is justified as necessary for CSEPP and provides knowledge and skills required to assure maximum protection for the civilian population, emergency workers, and the environment.

The CSEPP Training Management Guidance is designed to meet the following objectives:

- to identify training roles and responsibilities for Federal, State, and local levels of government;
- to establish procedures for identifying training requirements;
- to provide guidance and criteria for designing, developing, gaining approval of and delivering training;
- to establish a mechanism for providing funds for development and implementation of CSEPP-specific training;
- to establish training documentation and reporting requirements; and
- to establish procedures for resolving training-related issues or problems.

In general, the process of determining training needs includes:

- reviewing the Planning Guidance for CSEPP to determine functional areas for development of a needs analysis;

- reviewing functional areas as identified by a needs analysis to assess whether they are correctly stated and listed;
- reviewing the current training capabilities that support each functional area identified in a needs analysis;
- reviewing the current training capabilities to assess whether exercise objectives are supported; and
- implementing course development or modifications, when necessary, addressing functional areas for which training has been deemed necessary.

These steps are covered in more detail in the Sect. 6.1, “Training Needs Analysis.”

### **3. 1997 MEMORANDUM OF UNDERSTANDING**

The DA and DHS/FEMA signed a Memorandum of Understanding (MOU) on March 23, 2004 (see Appendix A). This memorandum enhanced the cooperative relationship between the DA and DHS/FEMA in management of CSEPP. Under this memorandum, the Army is responsible for developing on-post preparedness plans, upgrading on-post response capabilities, and conducting on-post training. DHS/FEMA is responsible for developing off-post preparedness plans, upgrading off-post response capabilities, and managing, developing and conducting off-post training. DHS/FEMA has statutory authority to serve as the lead Federal agency in providing such technical training as it does in support of the CSEPP.

### **4. ORGANIZATIONAL ROLES AND RESPONSIBILITIES**

Administration of the CSEPP training will be an intergovernment-coordinated effort, with jurisdictional responsibilities assigned to ensure that training is expertly developed and presented, expenses tracked, and participation properly evaluated and recorded. The principal organizations with training responsibilities are outlined below.

#### **4.1 DHS/FEMA RESPONSIBILITIES**

##### **4.1.1 DHS/FEMA-Headquarters CSEPP Staff**

The DHS/FEMA-Headquarters (HQ) CSEPP staff is responsible for the overall planning, management, and coordination of the CSEPP training programs. The DHS/FEMA-HQ CSEPP staff is charged with

- preparing and updating the CSEPP Training Management Guidance, which was first issued in 1992 under the title of *Training Management Plan for the Chemical Stockpile Emergency Preparedness Program* and updated in 1999;
- coordinating the CSEPP Training Management Guidance documents approval; and

- managing the civilian training program as presented in this guidance document which covers both training strategies and implementation plans.

The DHS/FEMA-HQ CSEPP staff is responsible for ensuring that all audiences have access to the necessary training to prepare them for their roles in the event of a chemical accident. The DHS/FEMA-HQ CSEPP staff is responsible for coordinating the training program and analyzing the data collected by DHS/FEMA Regions. Although DHS/FEMA CSEPP Regional staff may have many of the following responsibilities, the DHS/FEMA-HQ CSEPP staff is specifically responsible for:

- identifying, accessing, managing, and coordinating training resources;
- initiating the evaluation of State development of course materials to ensure the achievement of performance goals and objectives;
- coordinating the development and delivery of CSEPP training activities;
- maintaining and updating training needs assessments based on input received from the States, DHS/FEMA Regions, and other appropriate sources;
- acquiring and analyzing data indicating training requirements;
- monitoring program development, technical studies, planning guidance, guidelines, and criteria, and management decisions for indications of training requirements;
- supporting DHS/FEMA Regions (as requested) in reviewing CSEPP training components from States' Cooperative Agreement (CA);
- providing guidance for training assistance and coordinating CSEPP training activities with the DHS/FEMA CSEPP Regional staff;
- providing guidance, through DHS/FEMA Regions, for CSEPP State Exercise and Training Officers (ETOs);
- reviewing and approving all State prepared plan of instruction and training materials;
- reviewing and approving non-CA budgets for training activities;
- supporting DHS/FEMA Regions in conducting or coordinating training evaluations;
- maximizing use of existing training to maintain and enhance community response capabilities;
- developing and improving community awareness (public education) capabilities;
- coordinating training with exercises;
- maximizing use of existing tools to link exercise performance to training efforts;
- keeping program participants informed of training activities; and
- identifying and resolving training issues and problems.

#### **4.1.2 DHS/FEMA CSEPP Regional Staff**

Many of the responsibilities listed under DHS/FEMA-HQ CSEPP staff are also responsibilities of the DHS/FEMA CSEPP Regional staff. The DHS/FEMA CSEPP Regional staff is responsible for:

- granting initial approval for the development and conduct of CSEPP-related courses;
- tracking State development of course materials to ensure the achievement of performance goals and objectives;
- tracking and verifying training courses presented and numbers trained in each of the CSEPP States within their regions;
- assisting in developing and verifying of State training needs assessments and providing recommendations to the DHS/FEMA-HQ CSEPP staff concerning:
  - State and/or local issues and concerns,
  - CA guidance and reporting, and
  - scheduling of activities;
- evaluating of CSEPP training activities;
- providing oversight for courses as students, evaluators, and/or instructors; and
- reviewing training-related documents as requested by the DHS/FEMA-HQ CSEPP Training staff using normal protocol and chain of command.

#### **4.1.3 CSEPP State Exercise and Training Officers**

The CSEPP State ETO is responsible for:

- ensuring that new or amended skills and knowledge are communicated to DHS/FEMA Regions as they are identified so that needs analysis information can be jointly maintained at State and Regional levels;
- optionally serving as point of contact (POC) with the military installations on training matters;
- assessing and updating training needs, as necessary, and incorporating them as a component of the State's CSEPP CA or amendments;
- assisting in identifying audiences that require training;
- participating in training as students, evaluators, and/or instructors;
- participating, as appropriate, in the preparation of the annual CA proposal and amendments for funding of CSEPP training activities;
- keeping records of training expenditures;
- providing guidance for local-jurisdiction CSEPP training;

- developing plan of instruction and training materials, as necessary, in support of CSEPP training activities approved in the CA;
- identifying issues and problems requiring resolution;
- reviewing and analyzing instructional capabilities of potential instructors;
- coordinating the scheduling of CSEPP training activities within the State;
- maintaining records of CSEPP training activities, qualified instructors, and participants;
- conducting and evaluating training in accordance with the approved CSEPP CA;
- keeping the DHS/FEMA Region informed of any training event schedule changes from the approved CSEPP CA;
- participating in State's review of training related documents as requested by the DHS/FEMA-HQ CSEPP staff or the DHS/FEMA CSEPP Regional staff; and
- ensuring all training operations conform to CSEPP policy and guidance.

#### **4.1.4 Local CSEPP Training Staff**

Local CSEPP Training staff are responsible for:

- supporting the State's preparation of the annual CSEPP CA training request and amendment;
- identifying local personnel requiring CSEPP training and forwarding such information to the State;
- assisting in implementing CSEPP training at the local level, when appropriate;
- coordinating local participation in CSEPP training, as appropriate;
- maintaining records of training of local personnel consistent with State and local emergency management and public safety personnel recordkeeping policies;
- assisting in needs assessments;
- assisting the State in arranging facilities for CSEPP training, when appropriate; and
- notifying the CSEPP State ETO when new personnel and training requirements are identified.

## **4.2 DA RESPONSIBILITIES**

### **4.2.1 CMA Staff**

The Chemical Materials Agency (CMA) staff primary responsibilities concerning civilian or off-post training include:

- coordinating Army and DHS/FEMA-HQ CSEPP staff review of training materials prepared by the Army for civilian presentation;
- coordinating Army review for technical accuracy of training materials prepared by or for DHS/FEMA-HQ CSEPP staff which contain chemical-related technical information;
- providing automation support, as negotiated with the State emergency management, for CSEPP agencies;
- instructing off-post CSEPP communities as negotiated with the CSEPP State ETO; and
- assisting DHS/FEMA-HQ CSEPP staff by:
  - transferring funds
  - providing technical assistance, and
  - evaluating specific activities.

#### **4.2.2 DA Chemical Storage Site Staff**

- making appropriate installation training available for off-post personnel;
- providing training expertise on the chemical materials program, as negotiated;
- coordinating Army-prepared, location-specific training plans and activities with the CSEPP State ETO;
- providing training assistance as negotiated with the CSEPP State ETO; and
- designating an installation training representative.

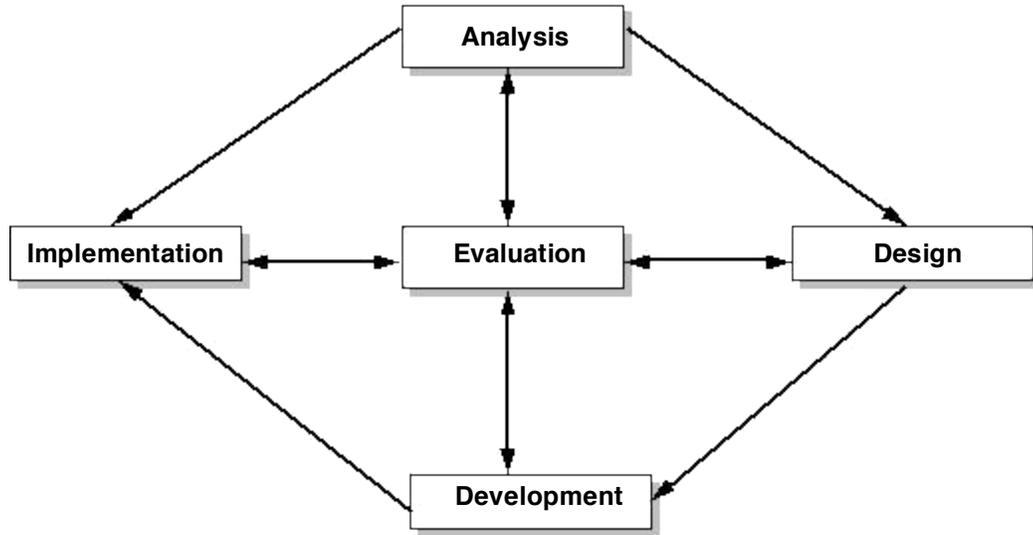
#### **4.2.3 Medical Training**

The DA provides medical training support by two means:

- The CMA staff surgeon provides medical advice and technical review of training materials;
- The DA provides on-site training support through contract and as requested per Policy Paper #17 (Appendix B). A record of courses offered and frequency for each state will be maintained for training management purposes.

## **5. TRAINING STRATEGIES**

CSEPP training is developed or redesigned using the Instructional Systems Design (ISD) model, resulting in performance-based training to the extent possible. The ISD model (Fig. 1) consists of five major steps: analysis, design, development, implementation and evaluation. This model, as used by CSEPP, is tied to a basic front-end analysis rather than a detailed job task analysis as proposed in earlier ISD models.



**Fig. 1 Instructional Systems Design (ISD) Model.**

The ISD process provides a means for sound decision making to determine the who, what, when, where, why, and how of training. The concept of a system approach to training is based on obtaining an overall view of the training process. It is characterized by an orderly process for gathering and analyzing collective and individual performance requirements, and by the ability to respond to identified training needs. The application of a systems approach to training insures that training programs and the required support materials are continually developed in an effective and efficient manner to match the variety of needs in an ever rapidly changing environment (Clark, 2004).

The five steps and their application to CSEPP training are summarized below.

*Analysis.* To determine training needs and knowledge and skill levels at each of the communities affected by CSEPP. Rather than a detailed job task analysis, a simplified front-end analysis is sufficient for this step. The initial needs analysis served as an initiating process and will need to be continually updated.

*Design.* To determine learning objectives, choice of instructional format, and appropriate performance measurement strategies. The States or DHS/FEMA-HQ CSEPP staff will carry out this step based on the nature of the instructional materials.

*Development.* To prepare lesson plans, instructor guides and student manuals, other training materials, and appropriate measurement tools. Like the design step, development may be the prerogative of either the States or DHS/FEMA-HQ CSEPP staff, based on the entity responsible for the preparation of the materials.

*Implementation (Delivery).* To provide the training to the audiences identified. The delivery or implementation will be primarily the responsibility of the States, with DHS/FEMA-HQ CSEPP staff assisting in establishing capabilities. The DHS/FEMA-HQ CSEPP staff is responsible for the implementation of centralized training and training delivered by Federal agencies.

*Evaluation.* To evaluate the effectiveness of the training in meeting the learning objectives. When training has been identified as being necessary, an evaluation procedure that measures accomplishment against the stated objective must accompany all implemented programs.

Though largely sequential, any one of these steps can be repeated at any time during the establishment and implementation of a training program. The application of each of these steps to the CSEPP training program will be defined in greater detail in the Sect. 6, Training Standards and Criteria.

## **5.1 COMMON TRAINING ELEMENTS**

There are many common training elements based on the job requirements and actions identified, e.g., self-protection from chemical agents or conduct of public education programs. It should be noted that while there are many training elements common to multiple states, the means of accomplishing these common training objectives may differ from state to state, based on local capabilities and available support from other agencies.

States may develop programs of their own based upon current needs, or through a pooling of resources, with DHS/FEMA-HQ CSEPP staff as the clearinghouse, they may use materials developed by other states working within CSEPP. **All** material developed for CSEPP use will undergo an extensive review by DHS/FEMA-HQ CSEPP staff, CMA staff, and other support training staff, to ensure technical accuracy. As job requirements change and additional ones are identified, training requirements will be modified.

## **5.2 LOCATION-SPECIFIC TRAINING**

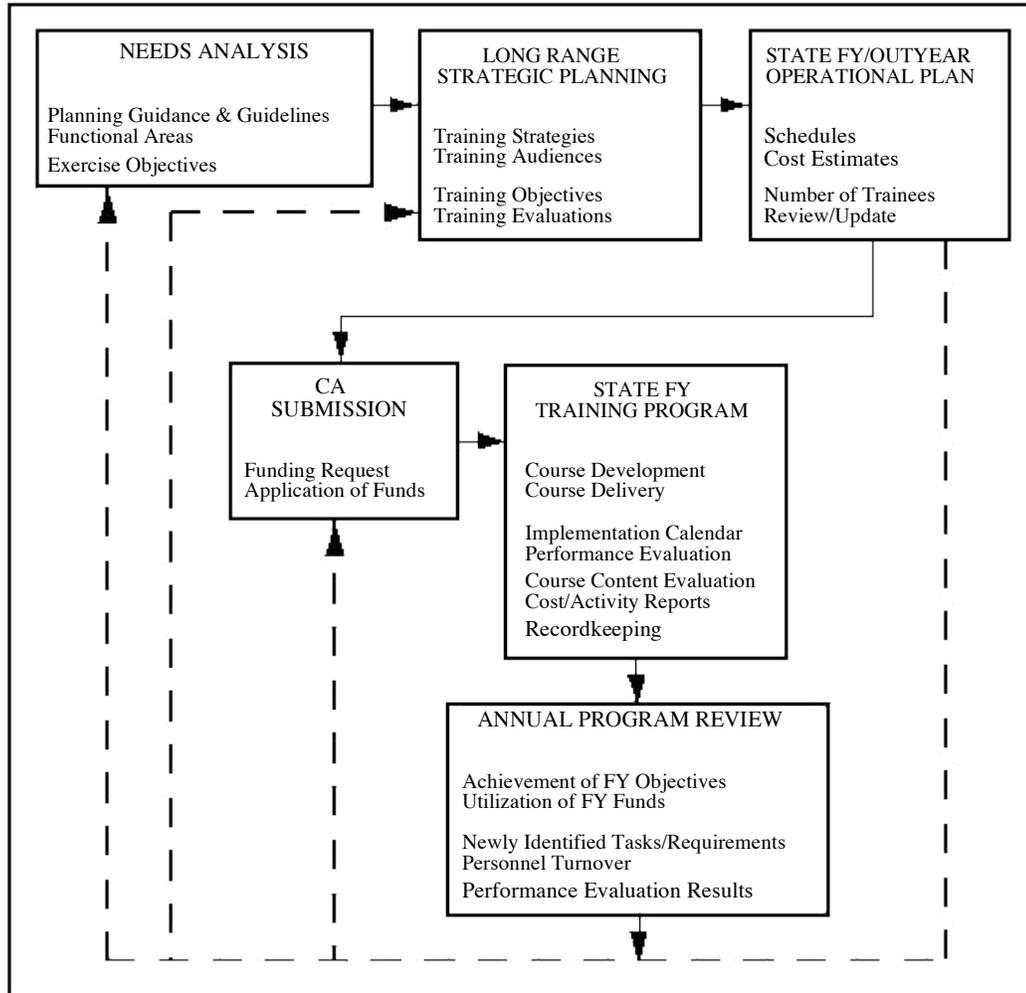
Some content to be included in CSEPP training programs must be tailored to conditions at each location. This content, and any course in which it is included, normally will be presented at the location for which it has been developed; use elsewhere may require substantial modification. The content in training programs developed by the DHS/FEMA-HQ CSEPP staff, in most instances, will not be location specific.

## **6. TRAINING STANDARDS AND CRITERIA**

Development and presentation of training programs for communities involved in the CSEPP is to be implemented as jointly agreed upon by DHS/FEMA-HQ CSEPP staff and the individual States affected. Also, DHS/FEMA-HQ, CMA, and regional staff of the States affected will review and approve chemical-related technical information contained in DHS/FEMA- and State-developed training materials. The DA will review and approve the content of all training activities developed by DA entities.

All CSEPP training must be justified as meeting the needs of the program. CSEPP training resources are provided for the purpose of meeting CSEPP-specific civilian, off- post emergency preparedness training needs. CSEPP-specific training is intended to supplement, not replace or duplicate, general purpose emergency management training available to CSEPP jurisdictions from other sources (DHS/FEMA emergency management training programming). To the extent possible, CSEPP jurisdictions are encouraged to take advantage of existing training available from these other sources.

Figure 2 diagrams the elements in the CSEPP training program management process.



**Fig. 2. CSEPP Training Program Management Process.**

## 6.1 TRAINING NEEDS ANALYSIS

Training needs analysis is a critical first step in the implementation of performance-based training, because it identifies the areas of emergency response, and the tasks that must be performed in dealing with specific emergencies.

Before training and other materials and activities are funded, an extensive analysis should be undertaken to ensure that all target audiences are identified, current capabilities are documented, and performance requirements (skills and knowledge) are stated for the expected participants.

The Training Crosswalk is the training needs analysis that documents the areas where training materials are available for CSEPP emergency tasks and the relationships between the CSEPP emergency tasks, the CSEPP Guidance and Guidelines, CSEPP training materials, and the CSEPP Emergency Response exercise outcomes (see Appendix C). The CSEPP Guidance and Guidelines are more prescriptive than descriptive; the guidance does not provide detailed steps on how to perform an emergency task but provides guidelines to CSEPP personnel in accomplishing an emergency task. Job requirements, originally identified in the initial needs analysis, were restructured into categories of CSEPP emergency tasks. These emergency tasks were the bases of comparison between the CSEPP Guidance and Guidelines, CSEPP training materials, and the CSEPP exercise outcomes.

## **6.2 NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) REQUIREMENTS**

In Homeland Security Presidential Directive-5 (HSPD-5), the President called on the Secretary of Homeland Security to develop a single incident management system to provide a consistent nationwide approach for federal, state, tribal and local governments to work together to prepare for, prevent, respond to and recover from domestic incidents, regardless of cause, size or complexity. The basis for NIMS centers around the Incident Command System or ICS. The purpose of this section is to discuss the relationship of NIMS to the CSEPP Training Program.

### **6.2.1 Background on ICS**

The concept of ICS was developed more than thirty years ago, in the aftermath of a devastating wildfire in California. During 13 days in 1970, 16 lives were lost, 700 structures were destroyed and over one-half million acres burned. The overall cost and loss associated with these fires totaled \$18 million per day. Although all of the responding agencies cooperated to the best of their ability, numerous problems with communication and coordination hampered their effectiveness. As a result, the Congress mandated that the U.S. Forest Service design a system that would "make a quantum jump in the capabilities of Southern California wildland fire protection agencies to effectively coordinate interagency action and to allocate suppression resources in dynamic, multiple-fire situations." The California Department of Forestry and Fire Protection, the Governor's Office of Emergency Services; the Los Angeles, Ventura and Santa Barbara County Fire Departments; and the Los Angeles City Fire Department joined with the U.S. Forest Service to develop the system. This system became known as FIREScope (FIrefighting REsources of California Organized for Potential Emergencies).

### **6.2.2 ICS as Taught by Homeland Security**

One of the first steps for becoming compliant with the NIMS requires states and local governments to institutionalize the use of ICS (as taught by Homeland Security) across the entire response system. This means that ICS training must be consistent with the concepts, principles and characteristics of the ICS training offered by the various DHS training entities. ICS training courses need not be taught by a DHS employee or at a DHS facility, although they can be. Organizations that are developing ICS training courses should be sure to review their materials and revise them if they are not consistent with DHS concepts and principles.

### **6.2.3 Available NIMS ICS Training**

DHS, through its many training bodies, makes ICS training available. ICS training developed by the Federal Emergency Management Agency (FEMA) includes:

ICS-100, Introduction to ICS  
ICS-200, Basic ICS  
ICS-300, Intermediate ICS  
ICS-400, Advanced ICS

The NIMS Integration Center is working with federal and state training providers to ensure that their ICS course offerings are consistent with the NIMS. Responders who have already been trained in ICS do not need retraining if their previous training is consistent with DHS standards.

CSEPP will not develop other training courses on ICS and recommend that CSEPP entities utilize existing FEMA and FIREScope training. All of CSEPP training will be reviewed to insure consistency with DSH standards.

#### **6.2.4 The Future of NIMS ICS Training**

Over time, the NIMS Integration Center will continue to define the critical components of NIMS ICS, and training providers should update their courses accordingly. With so many training bodies and companies offering ICS training, it will be impossible in the near term for the Center to certify each training program as "NIMS ICS compliant." But, the Center will provide NIMS ICS training and make the training materials available to others who offer ICS training. More specific ICS modules, such as those developed by FIREScope to facilitate the use of ICS in situations other than wildland fires, will be the basis of additional components of NIMS ICS training. The FIREScope ICS modules include Multi-Casualty, Hazardous Materials, High-rise, Wildland/Urban Interface, and Urban Search and Rescue applications.

The following hazardous materials training handbooks are available from FIREScope:

ICS-HM-120-1 Hazardous Materials Operational System Description

ICS-HM-222-1 Hazardous Materials Group Supervisor

ICS-HM-222-2 Hazardous Materials Entry Leader

ICS-HM-222-3 Hazardous Materials Decontamination Leader

ICS-HM-222-4 Hazardous Materials Site Access Control Leader

ICS-HM-222-5 Hazardous Materials Assist. Safety Officer

ICS-HM-222-6 Hazardous Materials Technical Specialist Reference

ICS-HM-222-7 Hazardous Materials Safe Refuge Area Manager.

Lesson Plans for each module also are available. See the FIREScope web site at:  
<http://www.firescope.org/>

## **7. NEW OR MODIFIED TRAINING REQUIREMENTS**

Management decisions, technical studies, establishment of guidelines and policies, modifications to plans or exercise findings may lead to training needs which are not evident in the needs analysis. It is necessary for individuals at the Local, State, Region, and DHS/FEMA-HQ to monitor changes in these areas and to constantly analyze their impact on training needs. Instances will arise when Local areas and States identify the need for new or modification of training in support of an emergency task.

In either case, the State needs to identify these changes so that existing training can be modified or the need for new training can be justified, as appropriate. The State should identify these new or modified training requirements and forward them to the DHS/FEMA CSEPP Regional staff who in turn will forward them to DHS/FEMA-HQ CSEPP staff. Any recommendations or specific proposals on how to satisfy these new or modified training requirements should also be included. If additional funds are required, this could affect the CA.

## **8. SELECTION, DEVELOPMENT, AND REVIEW OF CSEPP COURSES**

### **8.1 COURSE SELECTION**

Selecting training programs for communities involved in the CSEPP operation will be the responsibility of the individual State or DHS/FEMA. The programs will be divided into two primary categories: existing training at the Federal, State, and local levels; and DHS/FEMA- and State-developed training. All DHS/FEMA CSEPP training will be developed with State and Local partners.

Courses appropriate in whole or in part may be available from several sources (see Appendix D). Course selection will be based upon applicability to the training needs and goals, appropriateness of training level, adequacy of subject content, evaluation of subject content, and availability for target audience.

### **8.2 COURSE DEVELOPMENT**

Because courses may be developed by contractors or a number of Federal and State agencies, it is imperative that consistency of format be maintained. The format for a plan of instruction includes the rationale for offering the course, purpose, objectives, qualification, special requirements, summary of subject areas, units of instruction(s), time plan, evaluation, and deployment. The format for an instructor guide includes lesson plans, special instructions and aids for the instructors, and a summary of course references. The format of the student manual is more flexible since it is designed to provide participants with the tools needed for the most effective completion of the training activity; however, guidelines for a standardized cover and table of contents are available from DHS/FEMA-HQ CSEPP staff.

The format for courses for which the Army accepts responsibilities for development may be in either the DHS/FEMA format or the format contained in Army directives.

For State-, Army-, and contractor-developed courses, intended for use by presentation to civilian communities, the plan of instruction will be reviewed by DHS/FEMA-HQ CSEPP training staff after

receiving DHS/FEMA Regions concurrence with the State. All courses containing technical chemical-agent content, or on- or off-post interaction procedures will be submitted to the Army for review.

Existing courses that are identified for the program will be reviewed by the DHS/FEMA-HQ CSEPP staff (and Army as appropriate) and will not require reformatting unless major modifications are necessary. Existing vendor courses do not require reformatting and may be used when:

- course goals and objectives are approved by DHS/FEMA-HQ CSEPP staff, and
- identified in purchase contracts

### **8.3 COURSE REVIEW**

All approved DHS/FEMA, Army, or State CSEPP courses developed or modified for national use may be revised for specific State use to ensure that the content is appropriate for use in a designated location. Although modified to reflect the chemicals stored at the eight sites, the courses must still contain all materials needed to meet the minimum criteria as laid out in the objectives. Any additional technical information supplied by the Army installations or other sources must be cleared by DHS/FEMA-HQ CSEPP staff and the Army before being used in the modified course. A training project request must be completed and submitted to DHS/FEMA-HQ CSEPP staff prior to course development or modification. The training project request must be sent through the DHS/FEMA Region to DHS/FEMA-HQ CSEPP staff in the form of a letter request.

## **9. TRAINERS/INSTRUCTORS SELECTION AND PREPARATION**

The nature and projected duration of CSEPP requires a large number of instructors to teach the many facets of emergency management and response related to a chemical incident. It is expected that many instructors will be selected from among the organizations and jurisdictions currently participating in the program, as well as from outside sources.

Instructors selected to teach CSEPP courses should have a strong training background. However, extensive technical competence within the topic area is required. The complexity of CSEPP-related courses demands that an instructor possess technical competence and the ability to impart information in a logical and concise manner.

Instructors will come primarily from DHS/FEMA, DA, States, local jurisdictions, and contract personnel. Adjuncts from the private sector, allied professionals and volunteer organizations are also candidates as instructors. The Federal government agency or State agency responsible for delivery will determine the instructor qualification and ensure that only qualified instructors deliver CSEPP training. Specific instructor qualification requirements will be addressed for each training activity.

Train-the-Trainer courses will be conducted for selected training activities. This will provide an instructor pool for participating States and the opportunity to tailor the instruction to make it more location-specific. The following is a list of instructional sources, criteria, and procedures for developing new instructors.

## **9.1 STATE TRAINERS**

The States are responsible for certifying the qualifications of instructors for courses they deliver, as documented in the training section of the State's approved CSEPP CA Annex.

## **9.2 DA**

Chemical Surety Officers, Quality Assurance Specialists, Ammunition Surveillance (QASAS) and Ammunition Managers are Army specialists who may be appropriate for use as instructors in the CSEPP.

### **9.2.1 Chemical Surety Officer**

Chemical Surety Officer who instruct the chemical surety course(s) designed for on-post personnel and being offered to some local jurisdictions are currently supplied by the individual Army installations. Army Chemical Surety Officers are responsible for providing courses whose content and quality meet the standards needed to ensure participants have a thorough knowledge of the chemical agents, the threat they pose, and procedures for avoiding contamination. This is part of their overall mission to ensure the safety of those individuals who are Federal employees, authorized toxic materials handlers, and working with and around chemical agents and munitions.

### **9.2.2 Quality Assurance Specialist (Ammunition Surveillance) [QASAS]**

The Army QASAS are another group of individuals to be considered as potential trainers and instructors. QASAS personnel are trained at DAC before being assigned to an installation. Unlike the Chemical Surety Officer, the duties of the QASAS are more structured and unlikely to vary. The primary responsibility for the QASAS is surveillance and inspection of chemical munitions stored at each installation. This duty can include the handling, storage, transportation, maintenance, and disposal of chemical agents and ammunitions; the nature of these duties requires that the individual be well trained, making him or her a likely candidate for an instructor.

### **9.2.3 Ammunition Managers (CP33)**

Ammunition Managers are also trained at DAC before being assigned to an installation. An Ammunition Manager receives chemical training and can serve as a Chemical Operations Planner for the installation.

## **10. COURSE EVALUATION**

Evaluation will be divided into three distinct levels: management level, instructional level, and student generated evaluation level.

### **10.1 MANAGEMENT LEVEL**

This will normally be done by DHS/FEMA staff or their designee to determine if the course is being taught properly and meeting the stated objectives of the course as it was stated in the CSEPP CA Annex.

## **10.2 INSTRUCTIONAL LEVEL**

All of the training activities will be accompanied by a performance evaluation that will measure the individual trainee's ability to meet the objectives of the course. The evaluation can be presented in written form, electronic form, or an individual may be evaluated while accomplishing an observed task. DHS/FEMA-developed CSEPP programs will have achievement evaluations built into them. However, some programs already in existence may require the development of performance tests.

## **10.3 STUDENT GENERATED EVALUATION LEVEL**

Most training activities will incorporate the use of a course evaluation form which will be used to indicate the student's satisfaction with the quality of the overall program, the course content, and the instructional quality.

# **11. RECORD KEEPING**

The DHS/FEMA-HQ CSEPP staff, DHS/FEMA CSEPP Regional staff, States, and the DA will maintain records concerning CSEPP training activities as defined below. Results of performance testing will be compiled and reported by the States to DHS/FEMA Regions who in turn will report to the DHS/FEMA-HQ CSEPP staff through mechanisms generally specified when a course is released.

## **11.1 DHS/FEMA CSEPP REGIONAL STAFF**

The DHS/FEMA-HQ CSEPP staff has the following record keeping responsibilities:

- maintain file of all reports submitted by the States, contractors, and other Federal agencies and all reports submitted to the Army;
- maintain records of all training expenditures from HQ copy of annual CA reports; and
- maintain file on all DHS/FEMA-initiated contract training activities.

## **11.2 FEMA CSEPP REGIONAL STAFF**

The DHS/FEMA CSEPP Regional staff has the following record keeping responsibilities:

- Maintain analysis worksheets for each State. The DHS/FEMA CSEPP Regional staff will conduct periodic review of States' file of analysis worksheets against new or amended emergency tasks, skills and knowledge as they are identified by the States, and against the information found in the States' annual training plan (CA submissions).

### 11.3 STATE/COUNTY/LOCAL AGENCY

The State (and/or local government) has the responsibility for keeping CSEPP training records to satisfy normal Federal-grant documentation requirements and to be consistent with its established personnel record keeping practices for other emergency management and public safety training. If training records for specific groups of emergency workers (e.g., emergency medical technicians) are already maintained by another State or local government agency or department, the CSEPP ETO does not need to maintain a duplicate record set. However, the CSEPP ETO must have access to that information. If no such system exists, the CSEPP ETO will establish a record keeping system that meets minimum-CSEPP guidelines for records maintenance. Record keeping for States training activities for CSEPP will be based on quarterly FY reports. States should submit training reports no later than March 31 to DHS/FEMA Regional offices to allow the DHS/FEMA Regions to prepare yearly training reports on the previous four quarters.

**Table 1. Record Keeping for State Training Activities for CSEPP**

Last FY Quarter 3	Last FY Quarter 4	Current FY Quarter 1	Current FY Quarter 2		
April- June 30	July 1- Sept. 30	Oct. 1- Dec. 31	Jan. 1- March 31	April 1- May 31	June 1
State training reports submitted to DHS/FEMA Regional offices as negotiated between States and DHS/FEMA Regions.				DHS/FEMA Regions prepare yearly training reports on previous four quarters.	DHS/FEMA Regions submit yearly training reports to DHS/FEMA-HQs.

The following is the minimum information to be maintained and kept on file in CSEPP training records:

- Training rosters citing:
  - persons requiring training, and
  - persons completing training, to include the date of the training and the training agreement number.
- Evaluation instruments (performance tests and course evaluations) used by States in conducting post-training evaluation as required in the training agreement and the plan of instruction. The performance tests are to be maintained within a confidential system of records.
- Student evaluation of training activities. These will be forwarded to the DHS/FEMA Region in conjunction with the regular CA annual progress reports. All students will be requested to complete a student evaluation form.
- Lists of qualified instructors for each training activity which the States have agreed to deliver.
- Complete records of all expenses for each training activity.
- File copy of all reports submitted to DHS/FEMA.

#### **11.4 DA**

The DA will use the Army Training Requirements and Resources System to track instructional hours, types of courses presented and where courses were presented.

### **12. REPORTS**

Reports required from the States in accordance with their approved CA Annex on CSEPP training will be submitted to the DHS/FEMA CSEPP Regional Staff who in turn will forward onto the DHS/FEMA-HQ CSEPP Staff to incorporate into DHS/FEMA-HQ reports. States may use the most efficient method deem appropriate for gathering and reporting training information on an annual basis.

#### **12.1 DHS/FEMA-HQ CSEPP STAFF**

DHS/FEMA-HQ CSEPP staff will document training activities as part of its annual report from information gathered as follows:

- projected training costs from the approved States' CA Annex and amendments (if any); and
- completed activities and numbers of students from training activity reports.

DHS/FEMA-HQ CSEPP staff will review evaluation forms submitted according to CSEPP Office procedures.

#### **12.2 DHS/FEMA REGIONS**

DHS/FEMA Regions will process annual reports concerning CSEPP training activities received from the States based on agreements negotiated between DHS/FEMA Regions and States. DHS/FEMA will complete their portions of the annual report and forward it through the standard CA reporting channels to DHS/FEMA-HQ CSEPP staff by June 1. DHS/FEMA-HQs will maintain CSEPP training activities records for use at the discretion of DHS/FEMA senior staff.

#### **12.3 STATE**

States are required to submit the following reports:

- projected training activities (to be reported as proposed outputs in annual reports according to agreements negotiated between DHS/FEMA Regions and the States. Standard reporting information includes:
  - course title in the description,
  - projected timeframe in which the training is to occur,

- projected expected number of participants, and
- comment field that includes training dates, estimated cost, estimated total number of persons (total candidates) ultimately requiring the training, and any other information deemed pertinent by the State.
- actual training activities (to be reported as completed outputs in annual reports according to CSEPP Office procedures). Standard reporting information includes:
  - course title in the description,
  - timeframe in which the training occurred,
  - the total number of CSEPP participants (i.e., excluding hotel staff, personnel from non-CSEPP jurisdictions, DHS/FEMA, and other similar student, observer, and/or evaluators), and
  - comment field that includes the actual training date (only if different from the projected date), cumulative total trained (from this and prior offerings), and any other information deemed pertinent by the State, and
  - direct cost for CSEPP instruction, to include:
    - training materials,
    - facility cost/rental,
    - equipment cost,
    - pro-rated ETO cost for training activities,
    - contract instructional cost.

### **13. FUNDING FOR CSEPP TRAINING**

The funding of CSEPP training is part of an overall operating procedure between the States and DHS/FEMA known as the Cooperative Agreement or CA. CAs are used to document operating agreements between DHS/FEMA and the States in order to meet annual program requirements for all emergency response programs in DHS/FEMA's purview. This training plan provides guidance for the implementation of the training activities included in the general CA.

Once the State and DHS/FEMA have agreed to a training plan based on a CA, CSEPP training funds can be used to provide training related to the program. This section clarifies the procedures by which funds included in a State's CA may be utilized. The purpose of establishing these procedures is twofold:

- to ensure that appropriate and effective use is made of the money entrusted to DHS/FEMA and the States, and

- to establish an audit trail necessary for performance of program oversight functions by the cognizant audit agencies.

CSEPP audiences may participate in non-CSEPP-funded courses or activities without first notifying or otherwise reporting to the DHS/FEMA. There is no need to document those courses or activities in a training report to CSEPP.

For individuals who receive 50% or greater funding from a Federal agency, the policy for attendance at DHS/FEMA-EMI is as follows:

- all State and local employees (and volunteers) with a role in emergency management are eligible for emergency management training either in the states or at the DHS/FEMA-EMI, if they meet the appropriate course prerequisites;
- CSEPP-funded individuals attending courses at DHS/FEMA-EMI will utilize student stipends, as usual. Any “national” CSEPP courses that are developed will be funded by CSEPP; therefore, any national CSEPP courses conducted at DHS/FEMA-EMI for a CSEPP-only audience will use CSEPP funds. (Instructions on funding procedures in these cases will be distributed as required.); and
- CSEPP-funded individuals attending regularly scheduled DHS/FEMA field courses, conducted by states, can utilize emergency management training funds. However, if a state feels that this would have a significant effect on reducing state emergency management training funds, CSEPP funds can be utilized on a pro-rated basis based on attendance. Also, if a state is delivering such a course to a CSEPP-only audience, the entire course should be funded by CSEPP.

### **13.1 USE OF CSEPP FUNDING**

CSEPP funds can only be used by the States for purposes and activities approved in their current CA. Subject to the standard terms and conditions governing the CA approval process, funds supporting CSEPP training may be used for:

- course development,
- course implementation,
- contract support,
- expendable materials, or
- the rental of training rooms/meeting facilities.

However, equipment needs that can be identified and justified for CSEPP-exclusive training support can be purchased with training funds through the standard CA amendment process if the need becomes apparent after the CA is approved.

**Training funds may not be used for travel** with the exception of local travel for attending CSEPP courses. Travel funds are provided by the State to cover these expenses. Travel (including per diem) is a line item in a State’s CSEPP budget and must be reported as such.

States may transfer any or all of its CA approved training funds to a county for local use by that county. Transfer does not, however, relieve a State of its accountability for execution of the CA, which constitutes a contract between DHS/FEMA and the State and which serves as the justification for application for and provision of training funds as part of the annual CA process. A decision to transfer funds necessitates imposition by the State of strict financial reporting requirements on the receiving county, since the State remains accountable for appropriate use of the funds.

DHS/FEMA will expect the State to conduct oversight of the county's training activities, which are to be performed in accordance with national procedures governing operation of the CSEPP training program (e.g., if a county has been given approval to develop a course, a plan of instruction must be prepared and submitted for review and approval as must the actual course materials), and to conduct an audit which examines use of the funds.

DHS/FEMA historically has assured the Army it will not authorize State expenditures of CSEPP funds for training that is otherwise available at no cost. The CSEPP Training Plan, when originally issued in November 1992 under the joint signature of DHS/FEMA and the Army, spoke to this matter. Therefore, whenever such "no cost" training is available, it is to be used in lieu of sources or materials for which there is charge to the State training budget for the same course. If extenuating circumstances (e.g., scheduling conflicts) make it necessary to use State CSEPP training funds to acquire the otherwise no cost training, a State may do so if prior to implementing its strategy the State provides the DHS/FEMA Region with documentation of the circumstances and receives regional concurrence with the State's proposed plans.

### **13.1.1 Course Categories**

For purposes of CSEPP training, courses are divided into four categories:

- Category I. Those which already exist and have been specified by name in a training agreement or the State's CA.
- Category II. Those which already exist and appear relevant (without any modification) to an approved CSEPP emergency task listed as part of the needs analysis process, but which have not yet been specified by name in a training agreement of CA.
- Category III. Those which need to be developed (or modified) and which are so referenced (not necessarily by a specific course title) on a training project request form.
- Category IV. Those which already exist and appear relevant (without any modification) to non-CSEPP-related functions for CSEPP personnel that will enhance their ability to perform their CSEPP duties.

### **13.1.2 Procedures**

Depending on the category, certain documentation must be submitted to the DHS/FEMA-HQ CSEPP staff through the Regions before training funds can be used.

- Category I. Only the date(s), estimated cost and estimated CSEPP audience size of a projected course needs be submitted if the course is a DHS/FEMA course. If the course is not a DHS/FEMA course, plan of instruction and copies of the training materials must be submitted for review and approval before the course can be offered.

- Category II. As much information as possible about the course and its sponsor (the intended audiences, objectives, and subject content), along with identification of the job requirement(s) and associated action(s) to which the course pertains, must be submitted for review and approval. When approved, the course will be listed in the training agreement.
- Category III. A plan of instruction and copies of training materials must be submitted for review and approval.
- Category IV. The primary purpose of funds provided is for technical training related to CSEPP and specifically to develop a person's ability to respond to a chemical accident. To the extent that funds remain available, it is possible to support non-CSEPP training activities that enhance the person's ability to function within the CSEPP role. However, each such request must be fully documented, including CSEPP justification, by the submitting agency and will be approved on a case-by-case basis by the DHS/FEMA-HQ CSEPP staff.

### 13.2 TRAINING APPROVAL

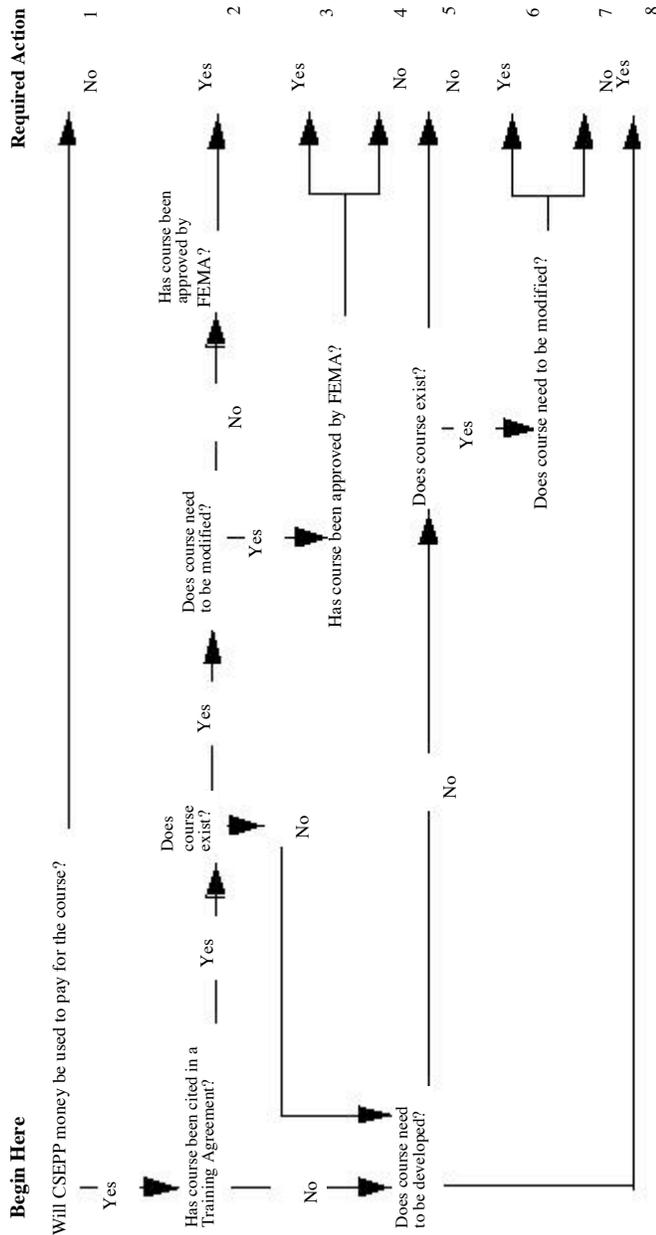
Figure 3 is a procedural flowchart on obtaining training approval from DHS/FEMA-HQ CSEPP staff, using the process described above.

The Army requires that **any** technical materials developed with CSEPP funds be sent to them for review and comment. If technical content (e.g., covering munitions, agent, patient care) is involved, the Army requires that any technical materials developed with CSEPP funds receive Army approval. The review, comment, and/or approval must occur **before** the materials are used. DHS/FEMA attempts to provide the Army sixty (60) days in which to distribute the materials, gather and process the comments and, if necessary, meet with DHS/FEMA to resolve any concerns. **Both** the submission requirement and associated 60-day review period apply equally to materials developed by DHS/FEMA as well as by the States.

Note that DHS/FEMA routinely submits training project information twice to the Army: (1) at the start of a project, sixty (60) days are provided for review of and sign-off on a plan of instruction or other project management document; and (2) upon completion of the draft final materials, a second 60-day review period occurs (discussed above). States may choose to provide sixty (60) days for review of and sign-off on a plan of instruction in addition to the required 60-day review of draft final materials.

Thereby, they will be able to identify and address major obstacles early in the project planning phase which otherwise might delay receipt of approval of final materials.

DHS/FEMA-HQ CSEPP Staff handles all arrangement for getting the materials to and back from the Army. After States have completed their own internal review of materials and are satisfied that they are prepared for official national-level review, the States are to send materials to the Regions which, in turn, are to forward the materials to DHS/FEMA-HQ CSEPP staff.



- REQUIRED ACTIONS:**
1. STOP. CSEPP training procedures do not apply to attendance at this course.
  2. Notify FEMA-HQ CSEPP Staff of date(s), estimate cost and projected number of persons who will attend course.
  3. Commence modification. Submit Plan of Instruction and training materials when completed to obtain approval to conduct course.
  4. Submit course description, any available materials and name of course sponsor, plus supported job requirement(s)/action(s), to FEMA-HQ CSEPP Staff to obtain approval to commence modification. Following modification, submit Plan of Instruction and training materials to conduct course.
  5. Perhaps our questions were not clear. Please go back through flowchart once again.
  6. Submit new/modified training project request form, course description, any available materials and name of course sponsor, plus supported job requirement(s)/action(s), to FEMA-HQ CSEPP Staff to obtain approval to commence modification. Following modification, submit Plan of Instruction and training materials to conduct course.
  7. Submit new/modified training project request form, course description, any available materials and name of course sponsor, plus supported job requirement(s)/action(s), to FEMA-HQ CSEPP Staff to obtain approval to attend or conduct course.
  8. Submit new/modified training project request form, and, upon approval, commence development. Submit Plan of Instruction and training materials when completed to obtain approval to conduct course.

Fig. 3. Procedural Flowchart on Training Approval by DHS/FEMA-HQ CSEPP Staff.

### **13.3 USE OF DHS/FEMA-EMI FOR CSEPP**

Individuals who want to attend DHS/FEMA-EMI/NOBLE resident courses must meet DHS/FEMA-EMI/NOBLE course prerequisites. This applies to all individuals regardless of their current source of compensation (paid by Federal, State or local program, paid by CSEPP, or volunteer). CSEPP individuals should be considered equally with all applicants for State courses.

On occasion, attendance by CSEPP individuals may generate more applicants than a State can accept in a scheduled course. When this occurs, an additional course may be scheduled for attendance by either CSEPP-only individuals, or a combination of CSEPP individuals and others. For an additional course (in which a majority of participants are CSEPP individuals), CSEPP funds will pay for course administrative costs and for personal costs for CSEPP individuals. Coordination for this additional course is to be with the DHS/FEMA-HQ CSEPP staff, with the need(s) documented according to CSEPP Training Procedures. The addition of a few “extra” slots (for CSEPP individuals) in a scheduled emergency management training course can be negotiated locally between DHS/FEMA-EMI/NOBLE and the State; any costs associated with these additional slots will be paid for with CSEPP funds. Training Officers (DHS/FEMA-EMI/NOBLE and CSEPP) should work together to schedule and coordinate all State training activities. (NOTE: These same procedures also apply to any additional DHS/FEMA-EMI/NOBLE resident course scheduled especially for CSEPP individuals.)

DHS/FEMA policy identifies allowable course costs under the CA. It does not set policy for States regarding which student expenses (e.g., mileage to the airport, meals) are to be reimbursed, or reimbursement rates. Reimbursement should follow existing State and local travel regulations and should apply equally for all participants, including CSEPP. Through student stipends, DHS/FEMA pays for airfare or mileage to DHS/FEMA-EMI/NOBLE and lodging at DHS/FEMA-EMI/NOBLE. If the courses the individual is attending is a non-CSEPP specific course, their attendance should be paid by State emergency management training funds.

It has been recommended that CSEPP State ETOs attend select Train-the-Trainer (TTT) courses at DHS/FEMA-EMI/NOBLE (e.g., Exercise Design) for field courses applicable to all areas of emergency management, including CSEPP. Attendance at these TTTs will enable CSEPP Training Officers to act as Course Managers when required. Until CSEPP Training Officers are qualified as Course Managers, State Emergency Management Training Officers are encouraged to support CSEPP as needed. Also, the DHS/FEMA-EMI/NOBLE-trained CSEPP staff member will be better prepared to work with States to modify existing field courses for CSEPP audiences, as requested.

## **14. MAINTENANCE OF CSEPP TRAINING MANAGEMENT GUIDANCE**

Changes in training policies and procedures will derive from overall changes in directions of CSEPP; from new initiatives or courses developed on the Federal or State levels; from problems or issues that surface as training is developed and implemented; and from refinement of program objectives.

Throughout the life of CSEPP, the CSEPP Training Management Guidance and Crosswalk and associated procedures for implementation of training will be periodically revised. In order to ensure that all training personnel are kept informed of such changes and have the most recent information available for their use, revisions and new insert pages will be periodically issued. A summary sheet for changes will also be provided to ensure that individuals are aware of all appropriate changes to the plan. Through blanket

distribution, it will be possible to verify that all training personnel affected by CSEPP have access to the current policies and procedures of the program. This procedure is also consistent with the overall control policies and procedures being implemented by CSEPP. Records of shipment will be maintained by DHS/FEMA-HQ CSEPP staff.

## 15. REFERENCES

### 15.1 GENERAL REFERENCES

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### 15.2 DHS/FEMA REFERENCES

Emergency Management Institute, Federal Emergency Management Agency. *Catalog of Activities*. Contains general information of DHS/FEMA training, specific course catalog, and general instructions on obtaining training through DHS/FEMA. Also contains list of state training offices, regional offices and regional training staff.

Federal Emergency Management Agency. *Chemical Stockpile Emergency Preparedness Program (CSEPP) FY 1991 Comprehensive Cooperative Agreement Annual Program Requirements*, CSEPP-1. Contains instructions for preparing comprehensive cooperative agreements (CCAs) relating to the CSEPP for the ten affected states.

### 15.3 CSEPP OR CHEMICAL STOCKPILE DISPOSAL PROGRAM REFERENCES

Federal Emergency Management Agency and the US Department of the Army, October 1997. *Joint Memorandum for the Record*. This memorandum streamlined CSEPP and enhanced the cooperative relationship between the Army and DHS/FEMA in management of CSEPP.

Federal Emergency Management Agency and the US Department of the Army, May 17, 1996. *Planning Guidance for the Chemical Stockpile Emergency Preparedness Program*, prepared for the US Department of the Army and the Federal Emergency Management Agency, Lockheed Martin Energy Research Corp. This document serves to (1) promote the development of an effective emergency response capability at each agent stockpile location by providing guidance to assist State, local, and Army installation planners in formulating effective emergency response plans, (2) ensure that critical planning decisions are made consistently at all eight agent stockpile locations, and (3) provide a basis for assessing the adequacy of State and local emergency

US Army, May 1991. *Chemical Accident/Incident Response and Assistance (CAIRA) Operations*, DA PAM 50-6, US Department of the Army Headquarters. This document describes the organizational functions, responsibilities, and procedures that the Army would follow in responding to, managing, and recovering from a chemical agent accident or incident.

**APPENDIX A**

**MEMORANDUM OF UNDERSTANDING**



# FEMA

MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
DEPARTMENT OF THE ARMY  
AND THE



FEDERAL EMERGENCY MANAGEMENT AGENCY  
DEPARTMENT OF HOMELAND SECURITY

**SUBJECT: Chemical Stockpile Emergency Preparedness Program (CSEPP)**

1. **Purpose.** This Memorandum of Understanding (MOU) establishes a framework of cooperation between the Department of Homeland Security, Federal Emergency Management Agency (DHS, FEMA) and the Department of the Army (Army) to identify their respective roles, responsibilities and joint efforts for emergency response preparedness involving the storage and ultimate disposal of the U.S. stockpile of chemical warfare materiel. This MOU shall supersede all previous agreements between FEMA and the Army regarding the CSEPP.

In order to best manage the CSEPP effort, both FEMA and the Army agree that FEMA should be responsible for managing and directing the off-post aspects of the program while the Army retains that responsibility for the on-post aspects of the program. To that end, both parties supported legislation, which gave FEMA the necessary authority with respect to CSEPP to take on this expanded role.

2. **Background.**

- a. The United States currently stockpiles chemical agents and munitions at eight Army installations within the continental United States.
- b. Public Law 99-145 directs the Department of Defense to dispose of the U.S. stockpile of lethal chemical agents and munitions. As a first step in that disposal program, the Army in 1986 prepared and issued a Final Programmatic Environmental Impact Statement (FPEIS) for the Chemical Stockpile Disposal Program, which was reviewed by FEMA, the Department of Health and Human Services (DHHS), and the U. S. Environmental Protection Agency. The Army's recognition of public concern over the inadequacy of emergency preparedness capabilities at each storage site led to the development of a concept plan for enhancing emergency preparedness at these sites. This plan was committed to in the FPEIS.
- c. In 1998, P.L. 105-261, sec. 141(a) amended P.L. 99-145 by stating that, "In coordination with the Secretary of the Army and in accordance with agreements between the Secretary of the Army and the Director of the Federal Emergency Management Agency, the Director shall carry out a program to provide assistance to State and local governments in developing capabilities to respond to emergencies involving risks to the public health or safety with their jurisdictions . . . [from the stockpile or the destruction of chemical agents and munitions]."
- d. This MOU is a mutual effort on the part of DHS, FEMA and the Army to assure an appropriate level of readiness at the eight chemical stockpile storage installations and in the surrounding communities by identifying:

- 1) Specific areas of responsibility for each agency.

- 2) Areas of special expertise of each agency, which can be applied to support chemical stockpile storage operations and the chemical demilitarization program.
- 3) Areas where coordinated and cooperative programs between DHS, FEMA, and the Army will achieve cost savings through the efficient use of human and material resources.

### **3. Expertise and Authorities.**

- a. DHS, FEMA has special expertise in developing and implementing plans and programs for hazardous materials emergency preparedness under the following authorities:
  - 1) Executive Order 12148 delegates authority to FEMA for developing policies, which provide that all civil defense and civil emergency functions, resources and systems of Executive agencies are developed, tested and used to prepare for, mitigate, respond to, and recover from the effects on the population of all forms of emergencies.
  - 2) Executive Order 12148 also delegates authority to the Director of FEMA to represent the President in working with State and local governments and the private sector to stimulate participation in civil emergency preparedness, mitigation, response, and recovery programs.
  - 3) Section 611 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, confers on the Director of FEMA the authorities to prepare Federal response plans and programs for the emergency preparedness of the United States and coordinate such plans with State efforts. These authorities include providing for necessary emergency preparedness communications for the dissemination of warnings to the civilian population of a hazard; study and development of emergency preparedness measures; conduct and development of training for the instruction of emergency preparedness officials and other persons in organization, operation, and techniques of emergency preparedness, and dissemination of emergency preparedness information.
  - 4) Under the Emergency Planning and Community Right-to-Know Act of 1986 (Title III of P.L. 99-499), FEMA is authorized to provide for training and education programs for Federal, State and local personnel in hazard mitigation, emergency preparedness, technological hazards, and emergency processes, with special emphasis with respect to hazardous chemicals.
- b. In the prevention and mitigation of chemical emergencies resulting from storage, handling and disposal incidents, the Army operates under the following authorities:
  - 1) Section 1412 of Public Law 99-145, the Department of Defense Authorization Act of 1986, requires the Secretary of Defense to provide for maximum protection for the environment, the general public, and the personnel who are involved in the destruction of the stockpile of lethal chemical agents and munitions.
  - 2) Executive Order 12580 delegates to the Army the President's broad response authority under Section 104 of CERCLA with respect to releases or threatened release from any facility under the jurisdiction or control of the Secretary of

Defense.

- 3) P.L. 104-201 requires the Secretary of the Army to assess the implementation and success of the establishment of site-specific Integrated Product and Process Teams (IPTs) as a management tool for the Chemical Stockpile Emergency Preparedness Program (CSEPP).

#### 4. Responsibilities.

a. For this MOU, DHS, FEMA agrees to:

- 1) Assume total authority, responsibility and accountability for working with State, Tribal and local governments to develop their off-post emergency preparedness for responding to chemical accidents or incidents at the eight chemical stockpile storage installations.
- 2) Administer funds to the State, Tribal and local governments to support off-post emergency response preparedness for the chemical stockpile as such funds may be appropriated by Congress.
- 3) Take the lead in supporting State, Tribal and local government development of off-post emergency preparedness plans, including upgrading community response capabilities and conducting necessary training.
- 4) Prepare, develop, deliver, and evaluate the effectiveness of, training to State, Tribal and local governments for planning, mitigation and emergency response as they apply to the chemical warfare materiel stockpile.
- 5) Provide technical assistance to State, Tribal and local governments in the development of site-specific emergency preparedness programs.
- 6) Work closely with States, Tribal and local governments to develop policies and procedures to assist in developing and assessing readiness at each site as necessary.
- 7) Provide emergency management assistance, liaison and functional expertise to the Army and State, Tribal and local governments in integrating on-post/off-post emergency response.

b. The Army, in turn, agrees to:

- 1) Provide an annual funding amount to DHS, FEMA at the beginning of each fiscal year that is based on the approved program Life Cycle Cost Estimate, adjusted for the actual Congressional appropriation.
- 2) Provide technical support and expertise to assist DHS, FEMA in implementing off-post chemical agent emergency preparedness procedures, to include:
  - a) Chemical agent emergency preparedness automation systems.
  - b) Meteorological expertise in atmospheric dispersion modeling and site-specific hazard assessments, analyses required for personal protection,

collective protection, monitoring/detection and decontamination equipment, and protective action planning.

- c) Expertise, training, and technical assistance, as requested and in coordination with DHS, FEMA, for emergency medical response to chemical agent incidents/accidents.
- d) Chemical agent-specific equipment and systems support, such as agent testing, personal protection, detection/monitoring, decontamination, modeling, analysis, mitigation and risk analysis.

- 3) Provide technical assistance and support to DHS, FEMA, at their request, in the development, review, and/or conduct of training on chemical agent material characteristics and agent-specific emergency response procedures.
- 4) Conduct site-specific risk analyses, which will be used by DHS, FEMA and the Army in defining readiness and funding requirements for site-specific chemical agent emergency preparedness programs.
- 5) Ensure viable on-post Chemical Accident or Incident Response Assistance (CAIRA) plans are in place and are assessed in conjunction with DHS, FEMA assessments of off-post emergency response plans.

c. Areas of Cooperation. Within the resources available, the Army and DHS, FEMA are committed to:

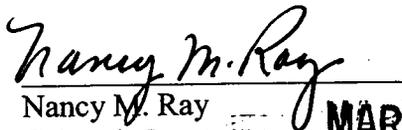
- 1) Jointly developing a readiness posture at the stockpile storage installations and in the surrounding communities based on assessments, validated requirements and available resources at the earliest practicable date.
- 2) Assuring the continuance and success of a collaborative approach to decision-making and problem solving by supporting Integrated Product and Process Teams, in accordance with the provisions of P.L. 104-201.
- 3) The integration and compatibility of on-post and off-post emergency preparedness and response procedures, to include information and communication systems.
- 4) Assessing and improving the effectiveness of Federal, State, Tribal and local response systems and procedures through the design, conduct and evaluation of exercises.
- 5) Keeping the public involved and informed through public information and education programs, including Joint Information Centers/Systems activities, and an active a community relations program.
- 6) Providing reciprocal technical support for joint initiatives as well as initiatives requested by installations and State and local governments.
- 7) Collaborating in the preparation of Army and DHS, FEMA CSEPP budgets to be presented and defended before the Congress each year. This will facilitate maintenance of a joint Life Cycle Cost Estimate for CSEPP, which includes on-post

and off-post emergency preparedness program funding requirements as well as technical support funding requirements.

- 8) Use site-specific risk analyses in conjunction with defining readiness and funding requirements for site-specific chemical materiel emergency preparedness programs.

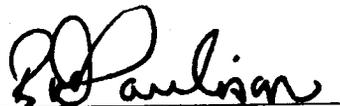
## 5. Implementation

- a. DHS, FEMA and the Army will continue to jointly develop and implement a full transition of functions as described in this Memorandum of Understanding.
- b. DHS, FEMA and the Army executed a Memorandum for the Record (MFR) that provides details pertaining to the use and operation of the IPTs.
- c. The lead oversight office for the Department of the Army is the Office of the Assistant Secretary of the Army (Acquisition, Logistics and Technology).
- d. The lead oversight office for DHS, FEMA is the Office of the Director, Preparedness Division.



Nancy M. Ray  
Colonel, Quartermaster  
Acting Deputy Assistant Secretary of the  
Army (Elimination of Chemical Weapons)

MAR 23 2004



R. David Paulison  
Director  
Preparedness Division  
Federal Emergency Management Agency  
Department of Homeland Security

MAR 23 2004

**APPENDIX B**

**CSEPP POLICY PAPER 17**

CSEPP Policy Paper 17

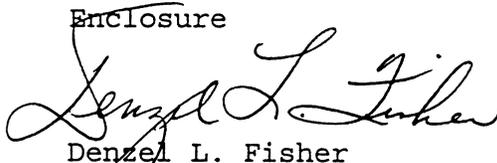
PROTOCOLS FOR COMMUNICATION WITH ARMY SOLDIER AND BIOLOGICAL CHEMICAL COMMAND  
(SBCCOM) CSEPP TECHNICAL SUPPORT STAFF

In order to facilitate efficient and effective communication, protocols for providing SBCCOM technical support and information to the off-site Chemical Stockpile Emergency Preparedness Program (CSEPP) community were developed. The attached charts outline the resulting communication protocols for use by the CSEPP community in processing requests for SBCCOM technical support/information that could initiate at any level.

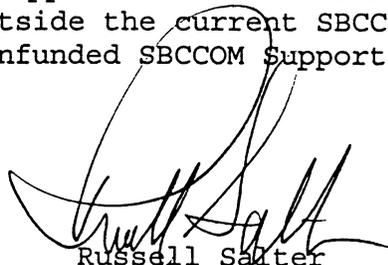
Requests are grouped into three categories:

1. Requests that require a simple response to a technical question (Chart 1 - Requests for SBCCOM Technical Information);
2. initiation of technical assistance/support that has been previously approved, and can be accomplished within existing SBCCOM funds availability (Chart 2 - Requests for Approved/Funded SBCCOM Support); and
3. initiation of technical assistance/support that has not been previously approved, and/or fall outside the current SBCCOM budget (Chart 3 - Requests for Unapproved/Unfunded SBCCOM Support).

Enclosure

 10/27/98

Denzel L. Fisher  
Office of the Deputy Assistant Secretary  
(Environment, Safety and Occupational  
Health)  
Department of the Army

 10-27-98

Russell Salter  
Preparedness, Training, and Exercise  
Directorate  
Federal Emergency Management  
Agency

COMMUNICATIONS PROTOCOL FOR SBCCOM TECHNICAL SUPPORT/INFORMATION

CHART 1  
REQUESTS FOR SBCCOM TECHNICAL INFORMATION

County	R						
State		R					
Region			R				
SBCCOM	A	A	A		A	A	A
HQ FEMA	I	I	I		R		
DA IL&E						R	
Depot/Activity							R

R - Requestor  
 I - Inform (and inform higher/lower as required)  
 A - Approve  
 ↓ - Review and forward as required

CHART 2  
REQUESTS FOR APPROVED/FUNDED SBCCOM SUPPORT

County	R						
State	↓	R					
Region	A	A	R/A				
SBCCOM				R/A			
HQ FEMA	I	I	I	I	R/A	I	I
DA IL&E				I	I	R/A	I
Depot/Activity							R

R - Requestor  
 I - Inform (and inform higher/lower as required)  
 A - Approve  
 ↓ - Review and forward as required

CHART 3  
REQUESTS FOR UNAPPROVED/UNFUNDED SBCCOM SUPPORT

County	R						
State	↓	R					
Region	↓	↓	R				
SBCCOM				R			
HQ FEMA	A	A	A	A	R/A	A	A
DA IL&E	A	A	A	A	A	R/A	A
Depot/Activity							R

R - Requestor  
 I - Inform (and inform higher/lower as required)  
 A - Approve  
 ↓ - Review and forward as required

**APPENDIX C**

**TRAINING CROSSWALK AND CURRENT STATE OF TRAINING READINESS**

*DRAFT*

**CSEPP CROSSWALK  
WITH NIMS INTEGRATION**

**Developed for the  
FEDERAL EMERGENCY MANAGEMENT AGENCY**

**by  
OAK RIDGE NATIONAL LABORATORY**

**March 2005**

## ***PREFACE***

This document shows the relationships among emergency preparedness tasks under CSEPP and the available planning guidance, training resources, and exercise requirements that relate to them. The purpose is to help CSEPP participants get the best use of all the documents that have been produced for the program. For example, a CSEPP planner working on a specific emergency preparedness task could use the table to identify useful planning recommendations and training materials. Conversely, an emergency manager whose organization had trouble in a CSEPP exercise could use the table to find the problematic exercise objective and then identify the training materials available to help correct any deficiency.

The main body of this document is a table organized according to the tasks that need to be accomplished to prepare for a possible CSEPP emergency. For each of these tasks, the table lists the relevant sections of the CSEPP Planning Guidance, the available training materials, and pertinent exercise evaluation guides (EEGs). The EEGs are drawn from the document, *Exercise Policy and Guidance for the Chemical Stockpile Emergency Preparedness Program*, dated September 7, 2004, which describes eight Emergency Response Outcomes and the EEGs associated with each. Appendix A provides additional information about each of the training materials, including the objectives, format, and components of the material, along with a source for obtaining the material. Appendix B lists emergency personnel categories along with the tasks and training materials for each category. Appendix C consists of a list of the acronyms and abbreviations used in the table.

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**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b>Develop Overall Program Structure</b>				
<b>1. Develop General Plans and SOPs</b>	Sect. 1.2, 8.1, 8.1.1, A.10, A.10.b, A.10.d, N.1.2, N.1.3	<i>Introduction to Protective Action Decision Making video</i> <i>Some Assembly Required: How Models Are Built and Used video</i> <i>Technical Planning and Evaluation Course (TPE)</i> <i>Chemical Emergency Information for Managers</i>	<b>C.5.1 Prevention and Preparedness</b> A/C.1.1.E: Verify Updated Emergency Plans Are in Place	<b>II. Command and Management</b> II-A-3-c-2. Planning Section II-B-2-b. Multiagency Coordination Entities <b>III. Preparedness</b> III-A-2. A Unified Approach III-B. Achieving Preparedness III-B-1. Preparedness Organizations III-B-2. Preparedness Programs III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures
1a. Identify planning accident categories	Sect. 8.1, 8.1.1, App. D, D.1.a, D.1.b, D.3.a	<i>None.</i>	<i>Outside the scope of CSEPP Exercise responsibilities</i>	<b>III. Preparedness</b> III-B-2. Preparedness Programs III-B-2-a. Preparedness Planning
1b. Prepare EPG	Sect. 1.2, 5.1, App. D, D.1.a, D.3.a	<i>Technical Planning and Evaluation Course (TPE)</i>	<i>Outside the scope of CSEPP Exercise responsibilities</i>	<b>III. Preparedness</b> II-B-2. Preparedness Programs II-B-2-a. Preparedness Planning
1c. Write interagency agreements	Sect. 2.2.1, 7.1.2, 8, 8.1, 8.1.1(1-15), 8.2, 8.8, 8.12, 8.13.5(13-2, 13-3, 13-8), 8.15, 8.15.1(15-6), A.2, B.8.c, C.18, App. D., D.5, G.1.c(2), G.2.a(2), G.2c(3), H.3, J.22c, J.23, J.24b, App. K, K.3, K.7, N.3.1.1	<i>None</i>	<b>C.5.1 Prevention and Preparedness</b> A/C.1.1.E: Verify Updated Emergency Plans Are in Place	<b>II. Command and Management</b> II-A-2-k. Unified Command II-B-2-b. Multiagency Coordination Entities <b>III. Preparedness</b> III-A-2. A Unified Approach III-B. Achieving Preparedness III-B-1. Preparedness Organizations III-B-2-a-2. Procedures III-B-2-a-3. Preparedness Plans III-B-2-e. Mutual-Aid Agreements <b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources
1d. Conduct coordination meetings	Sect. 2.2.3, 2.3, 22.4.1, 8.14.2, App. D	<i>None</i>	<b>C.5.1 Prevention and Preparedness</b> A/C.1.1.E: Verify Updated Emergency Plans Are in Place	<b>II. Command and Management</b> II-A-2-k. Unified Command II-B-2-b. Multiagency Coordination Entities <b>III. Preparedness</b> III-A-2. Unified Approach III-B-1. Preparedness Organizations III-B-2-e. Mutual-Aid Agreements
1e. Evaluate plan and SOPs	Sect. 1.1, 2.4.2, 8.19.2, 8.20, 8.20.1, A.10, App. F, H.5, J.25, N.1.2	<i>CSEPP Plan Evaluation Wizard</i>	<b>C.5.1 Prevention and Preparedness</b> A/C.1.1.E: Verify Updated Emergency Plans Are in Place	<b>II. Command and Management</b> II-B-2-b. Multiagency Coordination Entities <b>III. Preparedness</b> III-B-2. Preparedness Programs III-B-2-a-2. Procedures
1f. Establish planning zones	Sect. 5, 8.1.1(1-7, 1-8), 8.6.1 (6-2), A.10.f(4), N.2.1.1	<i>Technical Planning and Evaluation Course (TPE)</i>	<i>Outside the scope of CSEPP Exercise responsibilities</i>	<b>III. Preparedness</b> III-B-2-a-2. Procedures

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<b>Tasks</b>	<b>Planning Guidance &amp; Guideline Reference</b>	<b>CSEPP Training Materials (Mastery of Task Execution)</b>	<b>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</b>	<b>Relevant NIMS Reference</b>
1g. Prepare maps	Sect. 8.8.1 (1-8), 8.8.1 (8-9), 8.91 (9-7), 8.12, 8.12.1 (12-5), 8.15.1 (15-3), A.10.f(4), E.1.b(1), E.1.b(2), App. F (System Evaluation), G.1.e, G.2.b(10), J.5.c(2), J.12.g, J.12.h, K.4.e, K.6.f, N.2.2.1.1, N.2.2.1.2, N.3.5, N.3.6.1, N.6.1.1.7, N.6.1.2.1	<i>Non-CSEPP specific emergency management task.</i>	<i>Outside the scope of CSEPP Exercise responsibilities</i>	<b>III. Preparedness</b> III-B-2-a-2. Procedures
<b>2. Develop Exercise Program</b>	Sect. 2.2.1, 2.2.2, 2.2.3, 2.2.4, 2.4.2, 4, 8.1, 8.1.1 (1-20), 8.14.1, 8.14.3 (14-7), 8.20, 8.20.1, 8.20.3 (20-1 thru 20-6), H.5, App. J, J.9, J.25, N.1.2, N.2.2, N.6.1.2.1	<i>Outside the scope of CSEPP Training responsibilities.</i>	<b>Exercise Policy and Guidance for the Chemical Stockpile Emergency Preparedness Program, September 7, 2004</b> <b>C.5.1 Prevention and Preparedness</b> A/C.1.2.E: Assure than an Active Exercise Program Has Been Implemented	<b>III. Preparedness</b> III-B-2. Preparedness Programs III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-3. Preparedness Plans III-B-2-b. Training and Exercises
2a. Develop exercise plan	Sect. 2.2.2, 2.2.3, 8.14.1, 8.14.3 (14-7), 8.20, 8.20.1, 8.20.2, 8.20.3 (20-1 thru 20-6), H.5, J.25	<i>Outside the scope of CSEPP Training responsibilities.</i>	<b>Exercise Policy and Guidance for the Chemical Stockpile Emergency Preparedness Program, September 7, 2004</b> <b>C.5.1 Prevention and Preparedness</b> A/C.1.2.E: Assure than an Active Exercise Program Has Been Implemented	<b>III. Preparedness</b> III-B-2. Preparedness Programs III-B-1-a-1. Emergency Operations Plan (EOP) III-B-2-a-3. Preparedness Plans III-B-2-b. Training and Exercises
2b. Develop exercise objectives	Sect. 2.2.2, 8.20, 8.20.2, 8.20.3 (20-3), 8.20.3 (20-4)	<i>Outside the scope of CSEPP Training responsibilities.</i>	<b>Exercise Policy and Guidance for the Chemical Stockpile Emergency Preparedness Program, September 7, 2004</b> <b>C.5.1 Prevention and Preparedness</b> A/C.1.2.E: Assure than an Active Exercise Program Has Been Implemented	<b>III. Preparedness</b> III-B-2-a-3. Preparedness Plans III-B-2-b. Training and Exercises
2c. Conduct exercises	Sect. 2.2.1, 2.2.2, 2.2.3, 8.14.1, 8.14.3 (14-7), 8.20, 8.20.1, 8.20.2, N.1.2	<i>CSEPP Exercise Evaluator Course</i>	<b>Exercise Policy and Guidance for the Chemical Stockpile Emergency Preparedness Program, September 7, 2004</b> <b>C.5.1 Prevention and Preparedness</b> A/C.1.2.E: Assure than an Active Exercise Program Has Been Implemented	<b>III. Preparedness</b> III-B-2-a-3. Preparedness Plans III-B-2-b. Training and Exercises
2d. Evaluate exercise	Sect. 2.2.1, 2.2.2, 2.2.3, 2.2.4, 8.20, 8.20.2, 8.20.3 (20-6), H.5, J.25, N.1.2, N.2.2.3	<i>CSEPP Exercise Evaluator Course</i>	<b>Exercise Policy and Guidance for the Chemical Stockpile Emergency Preparedness Program, September 7, 2004</b> <b>C.5.1 Prevention and Preparedness</b> A/C.1.2.E: Assure than an Active Exercise Program Has Been Implemented	<b>III. Preparedness</b> III-B-2. Preparedness Programs III-B-2-a-3. Preparedness Plans III-B-2-a-4. Corrective Action and Mitigation Plans III-B-2-b. Training and Exercises
<b>3. Develop Training Program</b>	Sect. 2.1, 2.2.1, 2.2.2, 2.2.4, 2.4.2, 8.14.1, 8.14.3 (14-7), 8.19, 8.19.3, App. E, E.1.d, F.20.b(4), App. H, H.4, I.III.5, I.IV.6, J.9, J.17, N.1.2, N.3.7.1	<i>Techniques for CSEPP Instructors.</i>	<b>C.5.1 Prevention and Preparedness</b> A/C.1.3.E: Assure that a Continuing Education Program Is in Place	<b>III. Preparedness</b> III-B-2. Preparedness Programs III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-3. Preparedness Plans III-B-2-b. Training and Exercises III-B-2-c. Personnel Qualification and Certification
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3b. Conduct training courses	Sect. 2.2.1, 2.2.2, 2.2.4, 8.10.1 (10-3), 8.10.1 (10-4), 8.12, 8.14.3 (14-7), 8.15, 8.19, 8.19.1, 8.19.2, 8.19.3, App. E, E.3.a(2), G.1.g(3), App. H, H.2.b(1), H.2.b(3)	<i>Techniques for CSEPP Instructors</i>	<b>C.5.1 Prevention and Preparedness</b> A/C.1.3.E: Assure that a Continuing Education Program Is in Place	<b>III. Preparedness</b> III-B-2-a-3. Preparedness Plans III-B-2-b. Training and Exercises III-B-2-c. Personnel Qualification and Certification

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b>4. Develop Public Education Program</b>	Sect. 2.1, 2.2.1, 7.1.2, 8.9, 8.14, 8.14.1, 8.14.3 (14-1 thru 14-7), 8.19.1, App. D, App. E, F.15.c(2), F.25, App. J, J.2, J.3, J.11.b, J.12, J.13, J.18, K.12, L.3.a	<i>Basic Emergency Public Information Officer Course</i> <i>Emergency Planner's Companion, Public Information and Education Module</i> <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<b><i>C.5.1 Prevention and Preparedness</i></b> A/C.1.4.E: Assure that a Joint Public Outreach and Education Program Is in Place	<b><i>III. Preparedness</i></b> III-B-1. Preparedness Organizations III-B-2-a-1. Emergency Operations Plan (EOP)
4a. Identify education needs	Sect. 2.2.1, 8.9, 8.14.1, 8.14.3 (14-1 thru 14-7), 8.19.1, App. D, App. E, E.1.c, F.15.c(2), App. J, J.2, J.3, J.4, J.5.k, J.12, J.13, J.18, K.4.e, K.6.f, K.12, L.3.a	<i>Emergency Planner's Companion, Public Information and Education Module</i> <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<b><i>C.5.1 Prevention and Preparedness</i></b> A/C.1.4.E: Assure that a Joint Public Outreach and Education Program Is in Place	
4b. Develop materials	Sect. 8.9, 8.14.1, 8.19.1, App. D, E.1.c, App. J, J.5.c, J.12.e, K.12	<i>Basic Emergency Public Information Officer Course</i> <i>Emergency Planner's Companion, Public Information and Education Module</i> <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<b><i>C.5.1 Prevention and Preparedness</i></b> A/C.1.4.E: Assure that a Joint Public Outreach and Education Program Is in Place	
4c. Disseminate materials	Sect. 8.9, 8.14.1, 8.14.3 (14-6), 8.19.1, App. D, App. J, J.1, J.5.c, J.7.h(7), K.12	<i>Basic Emergency Public Information Officer Course</i> <i>Emergency Planner's Companion, Public Information and Education Module</i> <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<b><i>C.5.1 Prevention and Preparedness</i></b> A/C.1.4.E: Assure that a Joint Public Outreach and Education Program Is in Place	

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<p><b>5. Develop Public Information Program</b></p>	<p>Sect. 2.1, 2.2.1, 2.3, 7.1.2, 8.2, 8.7.1 (7-6, 7-9, 7-12, 7-13, 7-14), 8.9, 8.14, 8.14.1, 8.14.2, C.6.d, App. J, J.7, J.16 thru J.25, K.12</p>	<p><i>Emergency Planner’s Companion, Public Information and Education Module )</i>  <i>CSEPP Joint Information Center Advisor+ Public Affairs and Information Technology Course</i>  <i>Advanced Public Affairs and Information Technology Course</i>  <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i>  <i>CSEPP Spokesperson Training Course</i>  <i>CSEPP Writing News Releases, Version I</i></p>	<p><b>C.5.3 Emergency Management</b>  C.3.5.E: Direct and Control Protective Actions for Schools and Day Care  C.3.6.E: Direct and Control the Protection of Special Populations  C.3.7.E: Provide Support to the Storage Installation  <b>C.5.5 Protection</b>  C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems  C.5.3.E: Activate Alternative or Supplementary Warning Methods  C.5.4.E: Select or Prepare Protective Action Messages  C.5.5.F: Conduct Route Alerting  C.5.6.E/F: Disseminate Protective Action Messages  C.5.8.F: Implement Protective Actions for Schools and Day Care  C.5.9.F: Implement Protection of Special Populations  <b>C.5.7 Emergency Public Information</b>  C.7.1.E: Disseminate Public Health and Safety Information to the Media  A/C.7.3.J: Activate and Operate a Joint Information Center  A/C.7.4.J: Disseminate Public Health and Safety Information to the Media  A/C.7.5.E/J: Operate a Joint Information System  A/C.7.6.J: Disseminate Health and Safety Information Directly to the Public  <b>C.5.8 Remediation and Recovery</b>  A/C.8.6.E/J: Provide Recovery Information to the Media and the Public</p>	<p><b>II. Command and Management</b>  II-A-3-b-2-a. Public Information Officer  II-A-3-c-5-a. Information and Intelligence Function (organization)  II-C-1-a. The PIO Supports the Incident Command  II-C-1-b. Coordination and Integration  II-C-2-a. Joint Information System  II-C-2-b. Joint Information Center  <b>III. Preparedness</b>  III-B-1. Preparedness Organizations  III-B-2-a-1. Emergency Operations Plan (EOP)</p>
<p>5a. Identify information needs</p>	<p>Sect. 5, 7.1.2, 8.7.1 (7-9, 7-12, 7-13, 7-14), 8.9, 8.12.1 (12-6), 8.14, 8.14.1, 8.14.2, 8.14.3 (14-14 thru 14-17), 8.15.1 (15-4d), E.1.c, App. J, J.4, J.5, J.16 thru J.25, K.12, L.3.b</p>	<p><i>Emergency Planner’s Companion, Public Information and Education Module</i>  <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i>  <i>CSEPP Spokesperson Training Course</i>  <i>CSEPP Writing News Releases, Version I</i></p>	<p><b>C.5.3 Emergency Management</b>  C.3.5.E: Direct and Control Protective Actions for Schools and Day Care  C.3.6.E: Direct and Control the Protection of Special Populations  C.3.7.E: Provide Support to the Storage Installation  <b>C.5.5 Protection</b>  C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems  C.5.3.E: Activate Alternative or Supplementary Warning Methods  C.5.4.E: Select or Prepare Protective Action Messages  C.5.5.F: Conduct Route Alerting  C.5.6.E/F: Disseminate Protective Action Messages  C.5.8.F: Implement Protective Actions for Schools and Day Care  C.5.9.F: Implement Protection of Special Populations  <b>C.5.7 Emergency Public Information</b>  C.7.1.E: Disseminate Public Health and Safety Information to the Media  A/C.7.3.J: Activate and Operate a Joint Information Center  A/C.7.4.J: Disseminate Public Health and Safety Information to the Media  A/C.7.5.E/J: Operate a Joint Information System  A/C.7.6.J: Disseminate Health and Safety Information Directly to the Public  <b>C.5.8 Remediation and Recovery</b>  A/C.8.6.E/J: Provide Recovery Information to the Media and the Public</p>	<p><b>II. Command and Management</b>  II-A-3-b-2-a. Public Information Officer  II-A-3-c-5-a. Information and Intelligence Function (organization)  II-C-1-a. The PIO Supports the Incident Command  II-C-1-b. Coordination and Integration  II-C-2-a. Joint Information System  II-C-2-b. Joint Information Center</p>

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
5b. Develop materials	Sect. 8.7.1 (7-9, 7-12, 7-13, 7-14), 8.9, 8.12.1 (12-6), 8.14, 8.14.1, 8.14.2, 8.14.3 (14-13), 8.14.3 (14-14 thru 14-16), E.1.c, App. J, J.5.c, J.12.e, J.16 thru J.25, K.12, L.3.b	<i>Emergency Planner's Companion, Public Information and Education Module</i> <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation <b>C.5.5 Protection</b> C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems C.5.3.E: Activate Alternative or Supplementary Warning Methods C.5.4.E: Select or Prepare Protective Action Messages C.5.5.F: Conduct Route Alerting C.5.6.E/F: Disseminate Protective Action Messages C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations <b>C.5.7 Emergency Public Information</b> C.7.1.E: Disseminate Public Health and Safety Information to the Media A/C.7.3.J: Activate and Operate a Joint Information Center A/C.7.4.J: Disseminate Public Health and Safety Information to the Media A/C.7.5.E/J: Operate a Joint Information System A/C.7.6.J: Disseminate Health and Safety Information Directly to the Public <b>C.5.8 Remediation and Recovery</b> A/C.8.6.E/J: Provide Recovery Information to the Media and the Public	<b>II. Command and Management</b> II-A-3-b-2-a. Public Information Officer II-A-3-c-5-a. Information and Intelligence Function (organization) II-C-1-a. The PIO Supports the Incident Command II-C-1-b. Coordination and Integration II-C-2-a. Joint Information System II-C-2-b. Joint Information Center
5c. Disseminate materials	Sect. 8.2, 8.7.1 (7-9, 7-12, 7-13, 7-14), 8.9, 8.12.1 (12-6), 8.14, 8.14.1, 8.14.2, 8.14.3 (14-5), 8.14.3 (14-8), 8.14.3 (14-14 thru 14-17), 8.15.1 (15-4d), C.6.d, App. J, J.1, J.5.c, J.16 thru J.25, K.12, L.3.b	<i>Emergency Planner's Companion, Public Information and Education Module</i> <i>County EOC CSEPP Operations</i> <i>CSEPP Orientation</i> <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation <b>C.5.5 Protection</b> C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems C.5.3.E: Activate Alternative or Supplementary Warning Methods C.5.4.E: Select or Prepare Protective Action Messages C.5.5.F: Conduct Route Alerting C.5.6.E/F: Disseminate Protective Action Messages C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations <b>C.5.7 Emergency Public Information</b> C.7.1.E: Disseminate Public Health and Safety Information to the Media A/C.7.3.J: Activate and Operate a Joint Information Center A/C.7.4.J: Disseminate Public Health and Safety Information to the Media A/C.7.5.E/J: Operate a Joint Information System A/C.7.6.J: Disseminate Health and Safety Information Directly to the Public <b>C.5.8 Remediation and Recovery</b> A/C.8.6.E/J: Provide Recovery Information to the Media and the Public	<b>II. Command and Management</b> II-A-3-b-2-a. Public Information Officer II-A-3-c-5-a. Information and Intelligence Function (organization) II-C-1-a. The PIO Supports the Incident Command II-C-1-b. Coordination and Integration II-C-2-a. Joint Information System II-C-2-b. Joint Information Center

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b><i>Develop and Maintain Emergency Systems</i></b>				
<b>6. Develop and maintain automation system</b>	<b><i>II. Command and Management</i></b> II-A-3-b-2-a. Public Information Officer II-A-3-c-5-a. Information and Intelligence Function (organization) II-C-1-a. The PIO Supports the Incident Command II-C-1-b. Coordination and Integration II-C-2-a. Joint Information System II-C-2-b. Joint Information Center	<i>Emergency Management Information System (EMIS)</i> <i>Federal Emergency Management Information System (FEMIS), Basics Module</i> <i>Federal Emergency Management Information System (FEMIS), Data Management Module</i> <i>Federal Emergency Management Information System (FEMIS), Evacuation Modeling and ETE Analysis Module</i> <i>Federal Emergency Management Information System (FEMIS), Hazard Analysis Module</i> <i>Federal Emergency Management Information System (FEMIS), Planning Module</i> <i>Federal Emergency Management Information System (FEMIS), System Administration Module</i>	<b><i>C.5.1 Prevention and Preparedness</i></b> C.1.1.E: Develop MCE PAD from PAR A/C.1.5.E: Verify EOC Equipment Operational Status <b><i>C.5.2 Emergency Assessment</i></b> C.2.1.E: Receive CENL and PAR from Installation EOC C.2.2.F: Coordinate Response Phase Monitoring and Sampling <b><i>C.5.3 Emergency Management</i></b> C.3.2.E: Activate and Operate the EOC C.3.3.E: Support Protective Action Decision Making <b><i>C.5.7 Emergency Public Information</i></b> A/C.7.3.J: Activate and Operate a Joint Information Center A/C.7.5.E/J: Operate a Joint Information System	<b><i>III. Preparedness</i></b> III-B-2-d. Equipment Certification <b><i>IV. Resource Management</i></b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-A-2-e. Effective Management of Resources <b><i>V. Communications and Information Management</i></b> V-B-2-a-4. Technology Use

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b>7. Develop and maintain EOC</b>		<p><i>County EOC CSEPP Operations</i>  <i>Emergency Planner's Companion, Command and Control Module</i>  <i>Chemical Accident/Incident Response and Assistance (CAIRA)</i>  <i>Emergency Management Information System (EMIS)</i></p>	<p><b>C.5.1 Prevention and Preparedness</b>  A/C.1.5.E: Verify EPC Equipment Operational Status</p> <p><b>C.5.2 Emergency Assessment</b>  C.2.1.E: Receive CENL and PAR from Installation EOC</p> <p><b>C.5.3 Emergency Management</b>  C.3.1.E: Alert and Mobilize EOC Staff  C.3.2.E: Activate and Operate the EOC  C.3.3.E: Support Protective Action Decision Making  C.3.4.E: Direct and Control Activation of Traffic and Access Control Points  C.3.5.E: Direct and Control Protective Actions for Schools and Day Care  C.3.6.E: Direct and Control the Protection of Special Populations  C.3.7.E: Provide Support to the Storage Installation  C.3.8.E: Request Supplementary Assistance  C.3.9.E/F: Track the Location and Status of Patients</p> <p><b>C.5.5 Protection</b>  C.5.1.E: Make Protective Action Decisions  C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems  C.5.3.E: Activate Alternative or Supplementary Warning Methods  C.5.4.E: Select or Prepare Protective Action Messages  C.5.6.E/F: Disseminate Protective Action Messages  C.5.10.E: Direct and Control Reception Center Operations  C.5.12.E: Direct and Control Shelter Operations</p> <p><b>C.5.6 Victim Care</b>  C.6.9.E: Coordinate the Disposition of Human Remains</p> <p><b>C.5.7 Emergency Public Information</b>  C.7.1.E: Disseminate Public Health and Safety Information to the Media</p> <p><b>C.5.8 Remediation and Recovery</b>  A/C.8.1.E: Manage Limited Access to Restricted Area  A/C.8.2.3: Initiate Environmental Remediation  A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling  A/C.8.4.E: Make Recovery-Phase Protective Action Decisions  A/C.8.5.E: Implement Unrestricted Reentry  A/C.8.6.E/J: Provide Recovery Information to the Media and the Public  C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions  C.8.2.E: Perform Post-Emergency Medical Screening  C.8.3.E: Secure Disaster Assistance for Affected Communities  C.8.4.E: Provide Temporary Shelter for Evacuees</p>	<p><b>II. Command and Management</b>  II-B-2-a. Emergency Operations Center</p> <p><b>III. Preparedness</b>  III-B-1. Preparedness Organizations  III-B-2-a. Preparedness Planning  III-B-2-a-1. Emergency Operations Plan (EOP)  III-B-2-a-3. Preparedness Plans</p> <p><b>V. Communications and Information Management</b>  V-B-2-a-3. Networks</p>
7a. Develop list of equipment	Sect. 8.2.1 (2-3), 8.3, 8.3.1 (3-8 thru 3-10), A.10, App. B, J.22.d, J.24.e(4), K.2, App. N	<i>Emergency Planner's Companion, Command and Control Module</i>	<p><b>C.5.1 Prevention and Preparedness</b>  A/C.1.5.E: Verify EOC Equipment Operational Status</p>	<p><b>II. Command and Management</b>  II-B-2-a. Emergency Operations Center</p> <p><b>III. Preparedness</b>  III-B-2. Preparedness Programs  III-b-2-d. Equipment Certification</p> <p><b>V. Communications and Information Management</b>  V-B-2-a-3. Networks</p>
7b. Develop list of supplies	Sect. 8.2.1 (2-11), 8.8.1 (8-9), 8.9, 8.10.f(3), A.10, App. B	<i>Emergency Planner's Companion, Command and Control Module</i>	<p><b>C.5.1 Prevention and Preparedness</b>  A/C.1.5.E: Verify EOC Equipment Operational Status</p>	<p><b>II. Command and Management</b>  II-B-2-a. Emergency Operations Center</p> <p><b>III. Preparedness</b>  III-B-2. Preparedness Programs</p>

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
7c. Develop operation procedures	Sect. 8.1.1 (1-6), 8.2, 8.2.1 (2-1 thru 2-12), 8.3, 8.3.1 (3-8 thru 3-10), 8.3.1 (3-13 thru 3-14), 8.8.1 (8-9), 8.9, 8.12, 8.12.1 (12-7), 8.19, 8.21, App. A, A.6, A.8, A.9, A.10, App. B, C.4, C.6, C.13, G.1.d(6), G.2.b(4), H.2.a(1), J.22.d, J.24.e(4), K.1, K.2, N.3.6.2	<p><i>County EOC CSEPP Operations</i>  <i>Emergency Planner's Companion, Command and Control Module</i>  <i>Chemical Accident/Incident Response and Assistance (CAIRA)</i>  <i>Emergency Management Information System (EMIS)</i></p>	<p><b>C.5.1 Prevention and Preparedness</b>            C.1.1.E: Develop MCE PAD from PAR            A/C.1.5.E: Verify EPC Equipment Operational Status</p> <p><b>C.5.2 Emergency Assessment</b>            C.2.1.E: Receive CENL and PAR from Installation EOC</p> <p><b>C.5.3 Emergency Management</b>            C.3.1.E: Alert and Mobilize EOC Staff            C.3.2.E: Activate and Operate the EOC            C.3.3.E: Support Protective Action Decision Making            C.3.4.E: Direct and Control Activation of Traffic and Access Control Points            C.3.5.E: Direct and Control Protective Actions for Schools and Day Care            C.3.6.E: Direct and Control the Protection of Special Populations            C.3.7.E: Provide Support to the Storage Installation            C.3.8.E: Request Supplementary Assistance            C.3.9.E/F: Track the Location and Status of Patients</p> <p><b>C.5.5 Protection</b>            C.5.1.E: Make Protective Action Decisions            C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems            C.5.3.E: Activate Alternative or Supplementary Warning Methods            C.5.4.E: Select or Prepare Protective Action Messages            C.5.6.E/F: Disseminate Protective Action Messages            C.5.10.E: Direct and Control Reception Center Operations            C.5.12.E: Direct and Control Shelter Operations</p> <p><b>C.5.6 Victim Care</b>            C.6.9.E: Coordinate the Disposition of Human Remains</p> <p><b>C.5.7 Emergency Public Information</b>            C.7.1.E: Disseminate Public Health and Safety Information to the Media</p> <p><b>C.5.8 Remediation and Recovery</b>            A/C.8.1.E: Manage Limited Access to Restricted Area            A/C.8.2.3: Initiate Environmental Remediation            A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling            A/C.8.4.E: Make Recovery-Phase Protective Action Decisions            A/C.8.5.E: Implement Unrestricted Reentry            A/C.8.6.E/J: Provide Recovery Information to the Media and the Public            C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions            C.8.2.E: Perform Post-Emergency Medical Screening            C.8.3.E: Secure Disaster Assistance for Affected Communities            C.8.4.E: Provide Temporary Shelter for Evacuees</p>	<p><b>II. Command and Management</b>            II-B-2-a. Emergency Operations Center</p> <p><b>III. Preparedness</b>            III-B-2-a-2. Procedures            III-B-2-e. Mutual-Aid Agreements</p> <p><b>IV. Resource Management</b>            IV-A-1. Concepts            IV-A-2-c. Categorizing Resources            IV-A-2-e. Effective Management of Resources            IV-B-4. Identifying Resource Requirements            IV-B-5. Ordering and Acquiring Resources            IV-B-6. Mobilizing Resources            IV-B-8-a. Nonexpendable Resources            IV-B-8-b. Expendable Resources            IV-B-9. Reimbursement</p> <p><b>V. Communications and Information Management</b>            V-B-2-a-3. Networks</p>

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<p><b>8. Develop and maintain command and control system</b></p>	<p>Sect. 8.8.1 (1-4), 8.2, 8.2.1 (2-6), App. A, App. B, App. F, G.1.g(1), H.2.a</p>	<p><i>County EOC CSEPP Operations</i>  <i>Emergency Planner's Companion, Command and Control Module</i>  <i>Classification of Events poster</i>  <i>Chemical Accident/Incident Response and Assistance (CAIRA)</i>  <i>CSEPP Orientation</i>  <i>Chemical Emergency Information for Managers</i></p>	<p><b>C.5.1 Prevention and Preparedness</b>  A/C.1.1.E: Verify Updated Emergency Plans Are in Place  <b>C.5.2 Emergency Assessment</b>  C.2.2.F: Coordinate Response Phase Monitoring and Sampling  <b>C.5.3 Emergency Management</b>  C.3.1.E: Alert and Mobilize EOC Staff  C.3.2.E: Activate and Operate the EOC  C.3.4.E: Direct and Control Activation of Traffic and Access Control Points  C.3.5.E: Direct and Control Protective Actions for Schools and Day Care  C.3.6.E: Direct and Control the Protection of Special Populations  C.3.7.E: Provide Support to the Storage Installation  C.3.8.E: Request Supplementary Assistance  C.3.9.E/F: Track the Location and Status of Patients  <b>C.5.5 Protection</b>  C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems  C.5.3.E: Activate Alternative or Supplementary Warning Methods  C.5.4.E: Select or Prepare Protective Action Messages  C.5.5.F: Conduct Route Alerting  C.5.7.F: Activate Traffic and Access Control Points  C.5.10.E: Direct and Control Reception Center Operations  C.5.12.E: Direct and Control Shelter Operations  <b>C.5.6 Victim Care</b>  C.6.9.E: Coordinate the Disposition of Human Remains  <b>C.5.7 Emergency Public Information</b>  C.7.1.E: Disseminate Public Health and Safety Information to the Media  A/C.7.3.J: Activate and Operate a Joint Information Center  A/C.7.4.J: Disseminate Public Health and Safety Information to the Media  A/C.7.5.E/J: Operate a Joint Information System  A/C.7.6.J: Disseminate Health and Safety Information Directly to the Public  <b>C.5.8 Remediation and Recovery</b>  A/C.8.1.E: Manage Limited Access to Restricted Areas  A/C.8.2.E: Initiate Environmental Remediation  A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling  A/C.8.6.E/J: Provide Recovery Information to the Media and the Public  C.8.2.E: Perform Post-Emergency Medical Screening  C.8.3.E: Secure Disaster Assistance for Affected Communities  C.8.4.E: Provide Temporary Shelter for Evacuees</p>	<p><b>II. Command and Management</b>  II-A-1-a. Most Incidents Are Managed Locally  II-A-1-b. Field Command and Management Functions  II-A-1-c. ICS Is Modular and Scalable  II-A-1-d. ICS Has Interactive Management Components  II-A-1-f. ICS Incorporates Measurable Objectives  II-A-1-g. Minimal Disruption  II-A-1-h. Broad Applicability  II-A-2-a. Common Terminology  II-A-2-b. Modular Organization  II-A-2-c. Management by Objectives  II-A-2-d. Reliance on an Incident Action Plan  II-A-2-e. Manageable Span of Control  II-A-2-f. Predesignated Incident Locations and Facilities  II-A-2-g. Comprehensive Resource Management  II-A-2-h. Integrated Communications  II-A-2-i. Establishment and Transfer of Command  II-A-2-k. Unified Command  II-A-2-l. Accountability  II-A-2-m. Deployment  II-A-2-n. Information and Intelligence Management  II-A-3-a. Command and General Staff Overview  II-A-3-b-1-a. Single Command IC  II-A-3-b-1-b. Unified Command  II-A-3-b-1-b-iii. Incident Action Plan  II-A-3-b-1-b-iv. Command Practices  II-A-3-b-2. Command Staff Responsibilities  II-A-3-b-2-a. Public Information Officer  II-A-3-b-2-b. Safety Officer  II-A-3-b-2-c. Liaison Officer  II-A-3-c-1-a. Operations Section Chief  II-A-3-c-1-b. Branches  II-A-3-c-1-c. Divisions and Groups  II-A-3-c-1-d. Resources  II-A-3-c-2. Planning Section  II-A-3-c-3. Logistics Section  II-A-3-c-4. Finance/Administration Section  II-A-3-c-5. Information and Intelligence Function  II-A-3-c-5-a. Information and Intelligence Function (organization)  II-A-4-a. [Area Command] Description  II-A-4-b. [Area Command] Responsibilities  II-B-2-a. Emergency Operations Center  II-B-2-b. Multiagency Coordination Entities  II-C-1-a. The PIO Supports the Incident Command  II-C-1-b. Coordination and Integration  II-C-2-a. Joint Information System  II-C-2-b. Joint Information Center  <b>III. Preparedness</b>  III-B-2-a-1. Emergency Operations Plan (EOP)</p>

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
8a. Develop concept of command hierarchy	Sect. 8.8.1 (1-4), 8.2, 8.2.1 (2-6), 8.2.1 (2-12), App. A, A.7, G.1.g(1), H.2.a, N.2.1.5	<i>County EOC CSEPP Operations Emergency Planner's Companion, Command and Control Module Chemical Emergency Information for Managers</i>	<p><b>C.5.1 Prevention and Preparedness</b> A/C.1.1.E: Verify Updated Emergency Plans Are in Place</p> <p><b>C.5.2 Emergency Assessment</b> C.2.2.F: Coordinate Response Phase Monitoring and Sampling</p> <p><b>C.5.3 Emergency Management</b> C.3.2.E: Activate and Operate the EOC C.3.4.E: Direct and Control Activation of Traffic and Access Control Points C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation C.3.8.E: Request Supplementary Assistance</p> <p><b>C.5.5 Protection</b> C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems C.5.3.E: Activate Alternative or Supplementary Warning Methods C.5.4.E: Select or Prepare Protective Action Messages C.5.10.E: Direct and Control Reception Center Operations C.5.12.E: Direct and Control Shelter Operations</p> <p><b>C.5.6 Victim Care</b> C.6.9.E: Coordinate the Disposition of Human Remains</p> <p><b>C.5.7 Emergency Public Information</b> A/C.7.3.J: Activate and Operate a Joint Information Center A/C.7.5.E/J: Operate a Joint Information System</p> <p><b>C.5.8 Remediation and Recovery</b> A/C.8.1.E: Manage Limited Access to Restricted Areas A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling</p>	<p><b>II. Command and Management</b> II-A-1-a. Most Incidents Are Managed Locally II-A-1-b. Field Command and Management Functions II-A-1-c. ICS Is Modular and Scalable II-A-2-b. Modular Organization II-A-2-c. Management by Objectives II-A-2-i. Establishment and Transfer of Command II-A-2-k. Unified Command II-A-2-l. Accountability II-A-3-b-1-a. Single Command IC II-A-3-b-1-b. Unified Command II-A-3-b-2. Command Staff Responsibilities II-A-3-b-2-a. Public Information Officer II-A-3-b-2-b. Safety Officer II-A-3-b-2-c. Liaison Officer II-A-3-c-1-a. Operations Section Chief II-A-3-c-1-b. Branches II-A-3-c-1-c. Divisions and Groups II-A-3-c-1-d. Resources II-A-3-c-2. Planning Section II-A-3-c-3. Logistics Section II-A-3-c-4. Finance/Administration Section II-A-3-c-5. Information and Intelligence Function II-A-3-c-5-a. Information and Intelligence Function (organization) II-A-4-a. [Area Command] Description II-A-4-b. [Area Command] Responsibilities II-B-2-a. Emergency Operations Center II-B-2-b. Multiagency Coordination Entities II-C-1-a. The PIO Supports the Incident Command</p>
8b. Develop notification point	Sect. 8.2, App. A, A.5, B.6.i	<i>County EOC CSEPP Operations Emergency Planner's Companion, Command and Control Module</i>	<p><b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC</p> <p><b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff</p> <p><b>C.5.5 Protection</b> C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems C.5.3.E: Activate Alternative or Supplementary Warning Methods C.5.6.E/F: Disseminate Protective Action Messages</p>	<p><b>II. Command and Management</b> II-A-2-h. Integrated Communications II-A-2-n. Information and Intelligence Management</p> <p><b>III. Preparedness</b> III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures III-B-2-d. Equipment Certification III-B-2-e. Mutual-Aid Agreements</p> <p><b>V. Communications and Information Management</b> V-B-1-b. Incident Communications V-B-2-a-3. Networks V-B-2-a-4. Technology Use V-B-2-b-1. Incident Notification and Situation Report</p>

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
8c. Develop staffing charts	Sect. 8.2, App. A, N.2.1.3	County EOC CSEPP Operations Emergency Planner's Companion, Command and Control Module	<b>C.5.1 Prevention and Preparedness</b> A/C.1.1.E: Verify Updated Emergency Plans Are in Place <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.2.E: Activate and Operate the EOC C.3.4.E: Direct and Control Activation of Traffic and Access Control Points C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation C.3.8.E: Request Supplementary Assistance <b>C.5.5 Protection</b> C.5.10.E: Direct and Control Reception Center Operations C.5.12.E: Direct and Control Shelter Operations	<b>II. Command and Management</b> II-A-2-e. Manageable Span of Control II-A-2-i. Establishment and Transfer of Command II-A-2-k. Unified Command II-A-3-a. Command and General Staff Overview II-A-3-b-1-a. Single Command IC II-A-3-b-1-b. Unified Command II-A-3-b-2. Command Staff Responsibilities II-A-3-b-2-a. Public Information Officer II-A-3-b-2-b. Safety Officer II-A-3-b-2-c. Liaison Officer II-A-3-c-1-a. Operations Section Chief II-A-3-c-1-b. Branches II-A-3-c-1-c. Divisions and Groups II-A-3-c-1-d. Resources II-A-3-c-2. Planning Section II-A-3-c-3. Logistics Section II-A-3-c-4. Finance/Administration Section II-A-3-c-5. Information and Intelligence Function II-A-3-c-5-a. Information and Intelligence Function (organization) II-A-4-a. [Area Command] Description II-B-2-a. Emergency Operations Center II-B-2-b. Multiagency Coordination Entities <b>III. Preparedness</b> III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-c. Personnel Qualification and Certification

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
8d. Develop command and control procedures	Sect. 8.2, App. A, A.8	<p><i>County EOC CSEPP Operations</i>  <i>Emergency Planner's Companion, Command and Control Module</i>  <i>Federal Emergency Management Information System (FEMIS), Data Management Module</i>  <i>Federal Emergency Management Information System (FEMIS), Planning Module</i></p>	<p><b>C.5.1 Prevention and Preparedness</b>  A/C.1.1.E: Verify Updated Emergency Plans Are in Place</p> <p><b>C.5.3 Emergency Management</b>  C.3.1.E: Alert and Mobilize EOC Staff  C.3.2.E: Activate and Operate the EOC  C.3.4.E: Direct and Control Activation of Traffic and Access Control Points  C.3.5.E: Direct and Control Protective Actions for Schools and Day Care  C.3.6.E: Direct and Control the Protection of Special Populations  C.3.7.E: Provide Support to the Storage Installation  C.3.8.E: Request Supplementary Assistance</p> <p><b>C.5.5 Protection</b>  C.5.10.E: Direct and Control Reception Center Operations  C.5.12.E: Direct and Control Shelter Operations</p>	<p><b>II. Command and Management</b>  II-A-1-a. Most Incidents Are Managed Locally  II-A-1-b. Field Command and Management Functions  II-A-1-c. ICS Is Modular and Scalable  II-A-1-d. ICS Has Interactive Management Components  II-A-1-f. ICS Incorporates Measurable Objectives  II-A-1-g. Minimal Disruption  II-A-1-h. Broad Applicability  II-A-2-a. Common Terminology  II-A-2-b. Modular Organization  II-A-2-c. Management by Objectives  II-A-2-d. Reliance on an Incident Action Plan  II-A-2-e. Manageable Span of Control  II-A-2-f. Predesignated Incident Locations and Facilities  II-A-2-g. Comprehensive Resource Management  II-A-2-h. Integrated Communications  II-A-2-i. Establishment and Transfer of Command  II-A-2-k. Unified Command  II-A-2-l. Accountability  II-A-2-m. Deployment  II-A-2-n. Information and Intelligence Management  II-A-3-a. Command and General Staff Overview  II-A-3-b-1-a. Single Command IC  II-A-3-b-1-b. Unified Command  II-A-3-b-1-b-iii. Incident Action Plan  II-A-3-b-1-b-iv. Command Practices  II-A-3-b-2. Command Staff Responsibilities  II-A-3-b-2-a. Public Information Officer  II-A-3-b-2-b. Safety Officer  II-A-3-b-2-c. Liaison Officer  II-A-3-c-1-a. Operations Section Chief  II-A-3-c-1-b. Branches  II-A-3-c-1-c. Divisions and Groups  II-A-3-c-1-d. Resources  II-A-3-c-2. Planning Section  II-A-3-c-3. Logistics Section  II-A-3-c-4. Finance/Administration Section  II-A-3-c-5. Information and Intelligence Function  II-A-3-c-5-a. Information and Intelligence Function (organization)  II-A-4-a. [Area Command] Description  II-A-4-b. [Area Command] Responsibilities  II-B-2-a. Emergency Operations Center  II-B-2-b. Multiagency Coordination Entities  II-C-1-a. The PIO Supports the Incident Command  II-C-1-b. Coordination and Integration  II-C-2-a. Joint Information System  II-C-2-b. Joint Information Center</p> <p><b>III. Preparedness</b>  III-B-2-a-2. Procedures  III-B-2-e. Mutual-Aid Agreements</p>

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
8d. Develop command and control procedures (cont'd)				<b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-A-2-e. Effective Management of Resources IV-B-4. Identifying Resource Requirements IV-B-5. Ordering and Acquiring Resources IV-B-6. Mobilizing Resources IV-B-8-a. Nonexpendable Resources IV-B-8-b. Expendable Resources
8e. Maintain communication point	Sect. 8.2, App. A, B.6.i, C.13, N.1.2	<i>Emergency Planner's Companion, Command and Control Module CSEPP Orientation</i>	<b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.2.E: Activate and Operate the EOC C.3.4.E: Direct and Control Activation of Traffic and Access Control Points C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation C.3.8.E: Request Supplementary Assistance <b>C.5.5 Protection</b> C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems C.5.3.E: Activate Alternative or Supplementary Warning Methods C.5.6.E/F: Disseminate Protective Action Messages C.5.10.E: Direct and Control Reception Center Operations C.5.12.E: Direct and Control Shelter Operations	<b>II. Command and Management</b> II-A-2-h. Integrated Communications II-A-2-n. Information and Intelligence Management II-B-2-a. Emergency Operations Center II-B-2-b. Multiagency Coordination Entities <b>III. Preparedness</b> III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures III-B-2-d. Equipment Certification III-B-2-e. Mutual-Aid Agreements <b>V. Communications and Information Management</b> V-B-1-b. Incident Communications V-B-2-a-3. Networks V-B-2-a-4. Technology Use V-B-2-b-1. Incident Notification and Situation Report
<b>9. Develop and maintain radio system</b>	Sect. 8.3, 8.3.1 (3-7), 8.3.1 (3-8), 8.7, 8.12, 8.14.2, B.1.b(6), B.6.b, B.6.q, App. C, C.13 thru C.21, App. F, N.2.2.2.2, N.3.1.1, N.3.3, N.3.4	<i>Emergency Planner's Companion, Command and Control Module CSEPP Orientation</i>	<b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.2.E: Activate and Operate the EOC C.3.3.E: Support Protective Action Decision Making C.3.7.E: Provide Support to the Storage Installation C.3.8.E: Request Supplementary Assistance C.3.9.E/F: Track the Location and Status of Patients <b>C.5.5 Protection</b> C.5.10.E: Direct and Control Reception Center Operations C.5.12.E: Direct and Control Shelter Operations <b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.6.F: Transport Patients to a Medical Treatment Facility <b>C.5.7 Emergency Public Information</b> C.7.1.E: Disseminate Public Health and Safety Information to the Media A/C.7.3.J: Activate and Operate a Joint Information Center	<b>II. Command and Management</b> II-A-2-h. Integrated Communications II-A-2-n. Information and Intelligence Management <b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-3. Preparedness Plans III-B-2-d. Equipment Certification <b>V. Communications and Information Management</b> V-B-1-b. Incident Communications V-B-2-a-3. Networks
9a. Develop list of nodes	Sect. 8.3, B.1.b(6), App. C, C.14, App. F, I.III.8, J.20.b	<i>Emergency Planner's Companion, Command and Control Module</i>	<i>Outside the scope of CSEPP Exercise responsibilities</i>	<b>II. Command and Management</b> II-A-2-h. Integrated Communications II-A-2-n. Information and Intelligence Management <b>V. Communications and Information Management</b> V-B-1-b. Incident Communications V-B-2-a-3. Networks

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<b>Tasks</b>	<b>Planning Guidance &amp; Guideline Reference</b>	<b>CSEPP Training Materials (Mastery of Task Execution)</b>	<b>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</b>	<b>Relevant NIMS Reference</b>
9b. Develop operational procedures	Sect. 8.3, 8.7, 8.12, B.6.b, B.6.q, App. C, C.18, C.22, App. F, J.20, J.22.c, N.2.2.1.1	<i>Emergency Planner's Companion, Command and Control Module</i>	<p><b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC</p> <p><b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.2.E: Activate and Operate the EOC C.3.3.E: Support Protective Action Decision Making C.3.7.E: Provide Support to the Storage Installation C.3.8.E: Request Supplementary Assistance C.3.9.E/F: Track the Location and Status of Patients</p> <p><b>C.5.5 Protection</b> C.5.10.E: Direct and Control Reception Center Operations C.5.12.E: Direct and Control Shelter Operations</p> <p><b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.6.F: Transport Patients to a Medical Treatment Facility</p> <p><b>C.5.7 Emergency Public Information</b> C.7.1.E: Disseminate Public Health and Safety Information to the Media A/C.7.3.J: Activate and Operate a Joint Information Center</p>	<p><b>II. Command and Management</b> II-A-2-h. Integrated Communications II-A-2-n. Information and Intelligence Management</p> <p><b>III. Preparedness</b> III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures</p> <p><b>V. Communications and Information Management</b> V-B-1-b. Incident Communications V-B-2-a-3. Networks</p>
<b>10. Develop and maintain telephone system</b>	Sect. 8.3, 8.3.1 (3-8), 8.9.1 (9-1), B.6.b, App. C, C.1 thru C.12, App. F, F.19, I.III.8, J.17, J.24.e(2), J.24.e(6), J.24.h(1), N.2.2.1.3, N.3.3, N.3.4, N.6.1.1.1	<i>Emergency Planner's Companion, Command and Control Module</i> <i>CSEPP Orientation</i>	<p><b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC</p> <p><b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.2.E: Activate and Operate the EOC C.3.3.E: Support Protective Action Decision Making C.3.7.E: Provide Support to the Storage Installation C.3.8.E: Request Supplementary Assistance C.3.9.E/F: Track the Location and Status of Patients</p> <p><b>C.5.5 Protection</b> C.5.10.E: Direct and Control Reception Center Operations C.5.12.E: Direct and Control Shelter Operations</p> <p><b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.6.F: Transport Patients to a Medical Treatment Facility</p> <p><b>C.5.7 Emergency Public Information</b> C.7.1.E: Disseminate Public Health and Safety Information to the Media A/C.7.3.J: Activate and Operate a Joint Information Center</p>	<p><b>II. Command and Management</b> II-A-2-h. Integrated Communications II-A-2-n. Information and Intelligence Management</p> <p><b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-3. Preparedness Plans III-B-2-d. Equipment Certification</p> <p><b>V. Communications and Information Management</b> V-B-1-b. Incident Communications V-B-2-a-3. Networks</p>
10a. Develop ringdown order	Sect. 8.3, App. C, App. F, F.19	<i>Emergency Planner's Companion, Command and Control Module</i>	<p><b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.4.E: Direct and Control Activation of Traffic and Access Control Points C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations</p> <p><b>C.5.5 Protection</b> C.5.3.E: Activate Alternative or Supplementary Warning Methods C.5.10.E: Direct and Control Reception Center Operations C.5.12.E: Direct and Control Shelter Operations</p> <p><b>C.5.7 Emergency Public Information</b> C.7.1.E: Disseminate Public Health and Safety Information to the Media A/C.7.3.J: Activate and Operate a Joint Information Center</p>	<p><b>II. Command and Management</b> II-A-2-h. Integrated Communications II-A-2-n. Information and Intelligence Management</p> <p><b>V. Communications and Information Management</b> V-B-1-b. Incident Communications V-B-2-a-3. Networks</p>

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
10b. Develop telephone directory	Sect. 8.3, App. C, App. F, J.8	<i>Emergency Planner's Companion, Command and Control Module</i>	<p><b>C.5.3 Emergency Management</b>                      C.3.1.E: Alert and Mobilize EOC Staff                      C.3.2.E: Activate and Operate the EOC                      C.3.5.E: Direct and Control Protective Actions for Schools and Day Care                      C.3.6.E: Direct and Control the Protection of Special Populations                      C.3.8.E: Request Supplementary Assistance                      C.3.9.E/F: Track the Location and Status of Patients</p> <p><b>C.5.5 Protection</b>                      C.5.3.E: Activate Alternative or Supplementary Warning Methods                      C.6.3.E: Direct and Control Reception Center Operations                      C.6.4.E: Direct and Control Shelter Operations</p> <p><b>C.5.6 Victim Care</b>                      C.6.9.E: Coordinate the Disposition of Human Remains</p> <p><b>C.5.7 Emergency Public Information</b>                      C.7.1.E: Disseminate Public Health and Safety Information to the Media                      A/C.7.3.J: Activate and Operate a Joint Information Center</p>	<p><b>II. Command and Management</b>                      II-A-2-h. Integrated Communications                      II-A-2-n. Information and Intelligence Management</p> <p><b>V. Communications and Information Management</b>                      V-B-1-b. Incident Communications                      V-B-2-a-3. Networks</p>
10c. Develop operational procedures	Sect. 8.3, App. C, C.22, App. F, F.19, J.17, J.24.h(3)	<i>Emergency Planner's Companion, Command and Control Module</i>	<p><b>C.5.2 Emergency Assessment</b>                      C.2.1.E: Receive CENL and PAR from Installation EOC</p> <p><b>C.5.3 Emergency Management</b>                      C.3.1.E: Alert and Mobilize EOC Staff                      C.3.2.E: Activate and Operate the EOC                      C.3.3.E: Support Protective Action Decision Making                      C.3.7.E: Provide Support to the Storage Installation                      C.3.8.E: Request Supplementary Assistance                      C.3.9.E/F: Track the Location and Status of Patients</p> <p><b>C.5.5 Protection</b>                      C.5.10.E: Direct and Control Reception Center Operations                      C.5.12.E: Direct and Control Shelter Operations</p> <p><b>C.5.6 Victim Care</b>                      C.6.1.F: Prepare Medical Treatment Facility to Receive Patients                      C.6.6.F: Transport Patients to a Medical Treatment Facility</p> <p><b>C.5.7 Emergency Public Information</b>                      C.7.1.E: Disseminate Public Health and Safety Information to the Media                      A/C.7.3.J: Activate and Operate a Joint Information Center</p>	<p><b>II. Command and Management</b>                      II-A-2-h. Integrated Communications                      II-A-2-n. Information and Intelligence Management</p> <p><b>III. Preparedness</b>                      III-B-2-a-1. Emergency Operations Plan (EOP)                      III-B-2-a-2. Procedures</p> <p><b>V. Communications and Information Management</b>                      V-B-1-b. Incident Communications                      V-B-2-a-3. Networks</p>
<b>11. Develop and maintain warning systems</b>	Sect. 5, 5.1, 5.2, 5.3, 8.7, 8.7.1 (7-6), A.4.a, B.6.a, C.20, C.23, App. F, N.2.2.2.2, N.3.3, N.6.1.1.1	<i>Emergency Planner's Companion, Command and Control Module</i> <i>Chemical Accident/Incident Response and Assistance (CAIRA)</i>	<p><b>C.5.2 Emergency Assessment</b>                      C.2.1.E: Receive CENL and PAR from Installation EOC</p> <p><b>C.5.3 Emergency Management</b>                      C.3.5.E: Direct and Control Protective Actions for Schools and Day Care                      C.3.6.E: Direct and Control the Protection of Special Populations</p> <p><b>C.5.5 Protection</b>                      C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems                      C.5.3.E: Activate Alternative or Supplementary Warning Methods                      C.5.4.E: Select or Prepare Protective Action Messages                      C.5.5.F: Conduct Route Alerting                      C.5.6.E/F: Disseminate Protective Action Messages</p>	<p><b>III. Preparedness</b>                      III-B-2-a. Preparedness Planning                      III-B-2-a-1. Emergency Operations Plan (EOP)                      III-B-2-d. Equipment Certification</p> <p><b>V. Communications and Information Management</b>                      V-B-2-a-3. Networks</p>
11a. Develop prescribed messages	Sect. 8.7, 8.7.1 (7-12), 8.14.3 (14-13), App. J, J.22.c	<i>Emergency Planner's Companion, Command and Control Module</i> <i>Emergency Planner's Companion, Public Information and Education Module</i>	<p><b>C.5.3 Emergency Management</b>                      C.3.5.E: Direct and Control Protective Actions for Schools and Day Care                      C.3.6.E: Direct and Control the Protection of Special Populations</p> <p><b>C.5.5 Protection</b>                      C.5.4.E: Select or Prepare Protective Action Messages</p>	

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
11b. Develop operational procedures	C.20, C.23, App. F, J.22.c, N.1.3.2, N.2.2.2.2, N.3.3	<i>Emergency Planner's Companion, Command and Control Module</i> <i>Classification of Events poster</i>	<b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC <b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems C.5.3.E: Activate Alternative or Supplementary Warning Methods C.5.4.E: Select or Prepare Protective Action Messages C.5.5.F: Conduct Route Alerting C.5.6.E/F: Disseminate Protective Action Messages	<b>V. Communications and Information Management</b> V-B-2-a-3. Networks
<b>12. Develop and maintain JIC</b>	Sect. 8.14.2, 8.14.3 (14-8 thru 14-10, 14-12), I.III.7, App. J, J.23 thru J.25, M.21, N.6.1.1.1, N.6.1.1.2	<i>CSEPP Joint Information Center Advisor</i> <i>Public Affairs and Information Technology Course</i> <i>Advanced Public Affairs and Information Technology Course</i> <i>Basic Emergency Public Information Officer Course</i> <i>Joint Information Center/Joint Information Systems Course (JIC/JIS) (EMI Course)</i> <i>Emergency Planner's Companion, Public Information and Education Module</i> <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<b>C.5.7 Emergency Public Information</b> A/C.7.3.J: Activate and Operate a Joint Information Center A/C.7.4.J: Disseminate Public Health and Safety Information to the Media A/C.7.5.E/J: Operate a Joint Information System A/C.7.6.J: Disseminate Health and Safety Information Directly to the Public	<b>II. Command and Management</b> II-C-1-a. The PIO Supports the Incident Command II-C-1-b. Coordination and Integration II-C-2-a. Joint Information System II-C-2-b. Joint Information Center <b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP)
12a. Develop rumor control system	Sect. 8.14.2, 8.14.3 (14-11), App. J	<i>CSEPP Joint Information Center Advisor</i> <i>Public Affairs and Information Technology Course</i> <i>Advanced Public Affairs and Information Technology Course</i> <i>Basic Emergency Public Information Officer Course</i> <i>Joint Information Center/Joint Information Systems Course (JIC/JIS) (EMI Course)</i> <i>Emergency Planner's Companion, Public Information and Education Module</i> <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<b>C.5.7 Emergency Public Information</b> A/C.7.3.J: Activate and Operate a Joint Information Center A/C.7.4.J: Disseminate Public Health and Safety Information to the Media A/C.7.5.E/J: Operate a Joint Information System A/C.7.6.J: Disseminate Health and Safety Information Directly to the Public	<b>II. Command and Management</b> II-C-1-a. The PIO Supports the Incident Command II-C-1-b. Coordination and Integration II-C-2-a. Joint Information System II-C-2-b. Joint Information Center <b>III. Preparedness</b> III-B-2-a-1. Emergency Operations Plan (EOP)
12b. Develop risk communication materials and process	Sect. 8.14.2, 8.14.3 (14-13, 14-15, 14-16), App. J	<i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i> <i>CSEPP Writing News Releases, Version I</i>	<i>Outside the scope of CSEPP Exercise responsibilities</i>	<b>II. Command and Management</b> II-C-1-a. The PIO Supports the Incident Command II-C-1-b. Coordination and Integration II-C-2-a. Joint Information System II-C-2-b. Joint Information Center <b>III. Preparedness</b> III-B-2-a-1. Emergency Operations Plan (EOP)

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
12c. Develop operational procedures	Sect. 8.14.2, 8.14.2 (14-8, 14-12, 14-14, 14-17), App. J, J.24, J.25	<i>CSEPP Joint Information Center Advisor<sup>+</sup> Public Affairs and Information Technology Course Advanced Public Affairs and Information Technology Course e Basic Emergency Public Information Officer Course Joint Information Center/Joint Information Systems Course (JIC/JIS) (EMI Course) Emergency Planner's Companion, Public Information and Education Module JICsawIII: CSEPP Joint Information Center/System Training Course CSEPP Spokesperson Training Course CSEPP Writing News Releases, Version I</i>	<b><i>C.5.7 Emergency Public Information</i></b> A/C.7.3.J: Activate and Operate a Joint Information Center A/C.7.4.J: Disseminate Public Health and Safety Information to the Media A/C.7.5.E/J: Operate a Joint Information System A/C.7.6.J: Disseminate Health and Safety Information Directly to the Public	<b><i>II. Command and Management</i></b> II-C-1-a. The PIO Supports the Incident Command II-C-1-b. Coordination and Integration II-C-2-a. Joint Information System II-C-2-b. Joint Information Center <b><i>III. Preparedness</i></b> III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures

***Develop and Maintain Support Functions***

<b>13. Develop and maintain traffic and access control</b>	Sect. 8.8, 8.8.1, 8.13.1, 8.13.2, E.1.b(4), App. G, H.1.a, H.2.d(3 & 4), N.3.6.1	<i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b><i>C.5.3 Emergency Management</i></b> C.3.4.E: Direct and Control Activation of Traffic and Access Control Points C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation <b><i>C.5.5 Protection</i></b> C.5.7.F: Activate Traffic and Access Control Points C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	<b><i>III. Preparedness</i></b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures
13a. Identify control points	Sect. 8.8, 8.8.1 (8-1, 8-2, 8-6, 8-9), A.10.f(4), App. G, G.1, K.4.e, K.6.f	<i>None.</i>	<b><i>C.5.3 Emergency Management</i></b> C.3.4.E: Direct and Control Activation of Traffic and Access Control Points	
13b. Identify resource needs	Sect. 8.8, 8.8.1 (8-3, 8-4, 8-7, 8-12), 8.13.1, 8.13.2, App. G, H.1.a, H.2.d(3 & 4)	<i>None</i>	<b><i>C.5.3 Emergency Management</i></b> C.3.4.E: Direct and Control Activation of Traffic and Access Control Points	<b><i>II. Command and Management</i></b> II-A-2-g. Comprehensive Resource Management II-A-2-1. Accountability II-A-3-c-1-d. Resources II-A-4-b. [Area Command] Responsibilities <b><i>III. Preparedness</i></b> III-B-1. Preparedness Organizations III-B-2. Preparedness Programs III-B-2-a-2. Procedures III-B-2-a-3. Preparedness Plans <b><i>IV. Resource Management</i></b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<b>Tasks</b>	<b>Planning Guidance &amp; Guideline Reference</b>	<b>CSEPP Training Materials (Mastery of Task Execution)</b>	<b>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</b>	<b>Relevant NIMS Reference</b>
<b>14. Develop and maintain transportation support</b>	Sect. 8.8.1 (8-12), 8.9, 8.9.1 (9-4), 8.9.1 (9-5), 8.12, 8.12.1, 8.13, 8.13.1, 8.15, D.2.c, E.1.a, E.1.b(6), J.5.g, K.5.a(4), K.7.e(3)	<i>None</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations <b>C.5.6 Victim Care</b> C.6.6.F: Transport Patients to a Medical Treatment Facility	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures
14a. Identify transportation needs	Sect. 8.8.1 (8-12), 8.9, 8.9.1 (9-1E), 8.9.1 (9-4), 8.9.1 (9-5), 8.12, 8.12.1 (12-1), 8.15, D.2.c, E.1.a, E.1.b(6), K.5.c(4), K.7.e(3), K.8.b(2), K.11.b	<i>Emergency Planner's Companion, Command and Control Module</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations <b>C.5.6 Victim Care</b> C.6.6.F: Transport Patients to a Medical Treatment Facility	
14b. Identify and assign transportation resources	Sect. 8.8.1 (8-12), 8.9, 8.12, 8.12.1 (12-2 thru 12-12), 8.13, 8.13.1, D.2.c, E.1.a, E.1.b(6), G.1.d(4), G.2.b(8), K.5.a(4)	<i>Emergency Planner's Companion, Command and Control Module</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations C.3.7.E: Provide Support to the Storage Installation <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations <b>C.5.6 Victim Care</b> C.6.6.F: Transport Patients to a Medical Treatment Facility	<b>II. Command and Management</b> II-A-2-g. Comprehensive Resource Management II-A-2-l. Accountability II-A-3-c-1-d. Resources II-A-4-b. [Area Command] Responsibilities <b>III. Preparedness</b> III-B-1. Preparedness Organizations III-B-2. Preparedness Programs III-B-2-a-2. Procedures III-B-2-a-3. Preparedness Plans <b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements
<b>15. Identify special populations</b>	Sect. 8.6, 8.8.1 (8-11)), 8.9, 8.9.1 (9-1 thru 9-3, 9-6), 8.12.1 (12-11), B.8.c, D.3.b(2), F.21.a, N.3.7	<i>Technical Planning and Evaluation Course (TPE) Emergency Planner's Companion, Protective Action Module</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a-2. Procedures III-B-2-a-4. Corrective Action and Mitigation Plans
15a. Prepare inventory of populations and locations	Sect. 8.6, 8.8.1 (8-11), 8.9, 8.9.1 (9-1 thru 9-3, 9-6 thru 9-8), 8.12.1 (12-11), B.8.c, D.3.b(2), E.1.b(1), E.1.b(2), F.21.a, N.2.1.3	<i>Technical Planning and Evaluation Course (TPE) Emergency Planner's Companion, Protective Action Module</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a-4. Corrective Action and Mitigation Plans
15b. Identify special needs	Sect. 5.2, 8.7.1 (7-9), 8.8.1 (8-11), 8.9, 8.9.1 (9-4, 9-5, 9-9), 8.12, 8.12.1 (12-1, 12-2, 12-6), 8.13.1, 8.13.5 (13-7), 8.14.1, 8.14.2, 8.14.3 (14-1), 8.14.3 (14-16), D.1.b, D.2.b, D.2.c, D.3.d(4), E.1.a, E.2, E.3, E.4, F.20, G.2.c(2), J.3.m, J.5.e, J.18	<i>Emergency Planner's Companion, Protective Action Module</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a-4. Corrective Action and Mitigation Plans

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b>16. Develop and maintain medical support</b>	Sect. 8.9, H.1.a, App. I	<i>Toxic Chemical Training Course for Medical Support Personnel</i> <i>CSEPP Chemical Awareness</i> <i>Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST)</i> <i>Chemical Stockpile Agent Characteristics and Effects</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>CSEPP Recommended Guidelines for Antidote Treatment for Nerve Agent Exposure</i> <i>CSEPP Nerve and Blister Agent posters</i> <i>Use of Auto-Injectors by Civilian Emergency Medical Personnel to Treat Civilians Exposed to Nerve Agent</i> <i>Response Phase Decontamination for CSEPP</i> <i>Arkansas Chemical Stockpile Emergency Preparedness Program, Chemical Awareness Home Study Course</i> <i>Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agent</i> <i>Standardized CSEPP Medical Training Course</i> <i>Health Care Leadership Course</i>	<b>C.5.3 Emergency Management</b> C.3.9.E/F: Track the Location and Status of Patients <b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.3.F: Treat Patients at Screening Site C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.7.F: Treat Patients at a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures
16a. Prepare estimate of casualties and needs	Sect. 8.9, 8.9.1 (9-1d), H.1.a, App. I, I.III.9, I.IV.8	<i>Toxic Chemical Training Course for Medical Support Personnel</i>	<b>C.5.3 Emergency Management</b> C.3.9.E/F: Track the Location and Status of Patients <b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.9.E: Coordinate the Disposition of Human Remains	
16b. Prepare medical response procedures	Sect. 8.15.1 (15-4), 8.17, H.2.e(1), App. I, I.III.1, I.III.4, I.III.6, I.III.9, I.III.10, I.IV.2 thru I.IV.5, I.IV.9, K.7.e, App. L, L.2, L.7	<i>Toxic Chemical Training Course for Medical Support Personnel</i> <i>CSEPP Chemical Awareness</i> <i>Agent Characteristics and Toxicology First Aid and Special Treatment ACT FAST</i> <i>Chemical Stockpile Agent Characteristics and Effects video</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>CSEPP Recommended Guidelines for Antidote Treatment for Nerve Agent Exposure</i> <i>CSEPP Nerve and Blister Agent posters</i> <i>Use of Auto-Injectors by Civilian Emergency Medical Personnel to Treat Civilians Exposed to Nerve Agent</i> <i>Response Phase Decontamination for CSEPP</i> <i>Arkansas Chemical Stockpile Emergency Preparedness Program, Chemical Awareness Home Study Course</i> <i>Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agent</i> <i>Standardized CSEPP Medical Training Course</i> <i>Health Care Leadership Course</i>	<b>C.5.3 Emergency Management</b> C.3.9.E/F: Track the Location and Status of Patients <b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.3.F: Treat Patients at Screening Site C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.7.F: Treat Patients at a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>III. Preparedness</b> III-B-2-a-2. Procedures

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
16c. Identify medical transportation and care facilities	Sect. 8.15, B.4.d(3), B.8.o, App. I, K.5.a, K.5.c(1), K.6.e(4), K.7.e, L.6.f	<i>Toxic Chemical Training Course for Medical Support Personnel</i> <i>Standardized CSEPP Medical Training Course</i>	<b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.3.F: Treat Patients at Screening Site C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.7.F: Treat Patients at a Medical Treatment Facility	<b>II. Command and Management</b> II-A-3-c-1-d. Resources <b>III. Preparedness</b> III-B-2-d. Equipment Certification <b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements
<b>17. Develop and maintain reception centers</b>	Sect. 8.13.3, 8.15, App. K, K.2, K.11.b, L.5	<i>Shelter Operations Workshop</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers <b>C.5.6 Victim Care</b> C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures
17a. Identify location	Sect. 8.13.3, 8.15, 8.15.1 (15-2), E.1.b(2), G.1.e, G.2.b(10), J.5.c(2), App. K, K.4, K.12.a, N.3.7.1	<i>Shelter Operations Workshop</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b>C.5.5 Protection</b> C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers	
17b. Develop operational procedures	Sect. 8.15, 8.15.1 (15-3), 8.15.1 (15-8), App. K, K.2, K.5, L.5	<i>Shelter Operations Workshop</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i> <i>CSEPP Nerve and Blister Agent posters</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers <b>C.5.6 Victim Care</b> C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility	<b>III. Preparedness</b> III-B-2-a-2. Procedures

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
17c. Develop list of resources	Sect. 8.15, 8.15.1 (15-2) , App. K, K.2, K.4, K.5, K.11.b, L.5, N.6.1.1.1	<i>Shelter Operations Workshop Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b>C.5.5 Protection</b> C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers	<b>II. Command and Management</b> II-A-2-g. Comprehensive Resource Management II-A-2-l. Accountability II-A-3-c-1-d. Resources II-A-4-b. [Area Command] Responsibilities <b>III. Preparedness</b> III-B-1. Preparedness Organizations III-B-2. Preparedness Programs III-B-2-a-2. Procedures III-B-2-a-3. Preparedness Plans <b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements
17d. Develop staffing chart	Sect. 8.15, 8.15.1 (15-2) , G.2.c(5), App. K, K.11.b, L.5	<i>Shelter Operations Workshop</i>	<b>C.5.5 Protection</b> C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers	
<b>18. Develop and maintain mass care centers</b>	Sect. 8.9, 8.13, 8.13.2, 8.13.3, 8.15, 8.15.1 (15-1, 15-4, 15-6) , App. K, K.2, K.6, K.9, N.3.7	<i>Shelter Operations Workshop Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations C.5.12.E: Direct and Control Shelter Operations C.5.13.F: Operate Shelters	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures
18a. Identify location	Sect. 8.13.3, 8.15, 8.15.1 (15-1), G.1.e, G.2.b(10), App. K, K.6, K.9, K.12.a	<i>Shelter Operations Workshop Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b>C.5.5 Protection</b> C.5.12.E: Direct and Control Shelter Operations C.5.13.F: Operate Shelters	
18b. Estimate demand	Sect. 8.15, App. K, K.6, K.9	<i>Shelter Operations Workshop Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b>C.5.5 Protection</b> C.5.12.E: Direct and Control Shelter Operations C.5.13.F: Operate Shelters	
18c. Develop operational procedures	Sect. 8.9, 8.15, 8.15.1 (15-1, 15-4, 15-7, 15-8), App. K, K.2, K.6, K.7, K.9	<i>Shelter Operations Workshop Emergency Planner's Companion, Emergency Operations and Evacuee Support Module CSEPP Nerve and Blister Agent posters</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations C.5.12.E: Direct and Control Shelter Operations C.5.13.F: Operate Shelters	<b>III. Preparedness</b> III-B-2-a-2. Procedures

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<b>Tasks</b>	<b>Planning Guidance &amp; Guideline Reference</b>	<b>CSEPP Training Materials (Mastery of Task Execution)</b>	<b>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</b>	<b>Relevant NIMS Reference</b>
18d. Develop list of resources	Sect. 8.15, App. K, K.2, K.6, K.7, K.9	<i>Shelter Operations Workshop Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b>C.5.5 Protection</b> C.5.12.E: Direct and Control Shelter Operations C.5.13.F: Operate Shelters	<b>II. Command and Management</b> II-A-2-g. Comprehensive Resource Management II-A-2-1. Accountability II-A-3-c-1-d. Resources II-A-4-b. [Area Command] Responsibilities <b>III. Preparedness</b> III-B-1. Preparedness Organizations III-B-2. Preparedness Programs III-B-2-a-2. Procedures III-B-2-a-3. Preparedness Plans <b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements
18e. Develop staffing chart	Sect. 8.15, G.2.c(5), App. K, K.6, K.7, K.9	<i>Shelter Operations Workshop</i>	<b>C.5.5 Protection</b> C.5.12.E: Direct and Control Shelter Operations C.5.13.F: Operate Shelters	
<b>19. Develop and maintain PPE system</b>	Sect. 8.8, 8.10, 8.10.1 (10-2, 10-3), 8.13, App. H, H.1.b, H.2.b, H.5, I.III.1, I.IV.5, J.5.c(3), L.6.b, L.7, N.2.1.4	<i>Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) Emergency Planner's Companion, Emergency Operations and Evacuee Support Module Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents Standardized CSEPP Medical Training Course</i>	<b>C.5.1 Prevention and Preparedness</b> A/C.1.3.E: Assure that a Continuing Education Program Is in Place <b>C.5.3 Emergency Management</b> C.3.4.E: Direct and Control Activation of Traffic and Access Control Points <b>C.5.5 Protection</b> C.5.7.F: Activate Traffic and Access Control Points C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers <b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>II. Command and Management</b> II-A-3-b-2-b. Safety Officer <b>III. Preparedness</b> III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a. Preparedness Planning III-B-2-a-3. Preparedness Plans III-B-2-d. Equipment Certification

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<b>Tasks</b>	<b>Planning Guidance &amp; Guideline Reference</b>	<b>CSEPP Training Materials (Mastery of Task Execution)</b>	<b>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</b>	<b>Relevant NIMS Reference</b>
19a. Identify PPE needs	App. H, H.2.b, H.2.d, I.III.2, J.5.c(3), L.6.b, L.7	<i>Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program</i> <i>State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i> <i>Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents</i> <i>Standardized CSEPP Medical Training Course</i>	<b>C.5.3 Emergency Management</b> C.3.4.E: Direct and Control Activation of Traffic and Access Control Points <b>C.5.5 Protection</b> C.5.7.F: Activate Traffic and Access Control Points C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers <b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>II. Command and Management</b> II-A-3-b-2-b. Safety Officer <b>III. Preparedness</b> III-B-2-d. Equipment Certification
19b. Develop operational procedures	App. H, H.2.b, H.2.d, H.4, I.III.1, L.7	<i>Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program</i> <i>State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i> <i>Toxic Chemical Training Course for Medical Support Personnel</i> <i>Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents</i> <i>Standardized CSEPP Medical Training Course</i>	<b>C.5.3 Emergency Management</b> C.3.4.E: Direct and Control Activation of Traffic and Access Control Points <b>C.5.5 Protection</b> C.5.7.F: Activate Traffic and Access Control Points C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers <b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>II. Command and Management</b> II-A-3-b-2-b. Safety Officer
19c. Develop work rules	App. H, H.2.b, H.2.d, I.III.1	<i>Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program</i> <i>State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i> <i>Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents</i> <i>Standardized CSEPP Medical Training Course</i>	<b>C.5.3 Emergency Management</b> C.3.4.E: Direct and Control Activation of Traffic and Access Control Points <b>C.5.5 Protection</b> C.5.7.F: Activate Traffic and Access Control Points C.5.10.E: Direct and Control Reception Center Operations C.5.11.F: Operate Reception Centers <b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>II. Command and Management</b> II-A-3-b-2-b. Safety Officer

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<b>Tasks</b>	<b>Planning Guidance &amp; Guideline Reference</b>	<b>CSEPP Training Materials (Mastery of Task Execution)</b>	<b>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</b>	<b>Relevant NIMS Reference</b>
19d. Develop distribution and maintenance system	App. H, H.2.b, H.2.c, I.III.2, J.5.c(3), N.2.1.4	<i>Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program</i> <i>State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>		<b>III. Preparedness</b> III-B-2-d. Equipment Certification
<b>20. Develop and maintain response-phase decontamination capability</b>	Sect. 8.10.1 (10-3, 10-5, 10-6), 8.17, 8.17.1 (17-1, 17-4, 17-6), I.III.4, I.IV.4, K.6.e(7), K.11.b, App. L, L.1 thru L.3, L.7, L.10, N.2.1.4	<i>Response Phase Decontamination for CSEPP</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>CSEPP Nerve and Blister Agent posters</i> <i>Emergency Planner's Companion, Protective Action Module</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i> <i>Toxic Chemical Training Course for Medical Support Personnel</i> <i>Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents</i> <i>Standardized CSEPP Medical Training Course</i>	<b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.7.F: Treat Patients at a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures III-B-2-d. Equipment Certification
20a. Identify decon needs	Sect. 8.17, 8.17.1 (17-2), H.4.b, K.6.e(7), App. L, L.6, L.8, L.9	<i>Response Phase Decontamination for CSEPP</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>Emergency Planner's Companion, Protective Action Module</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i> <i>Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents</i> <i>Standardized CSEPP Medical Training Course</i>	<b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.7.F: Treat Patients at a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	
20b. Develop operational procedures	Sect. 8.10.1 (10-5, 10-6), 8.17, 8.17.1 (17-3, 17-4, 17-5), H.2.d(10), H.2.e(1), I.III.4, I.IV.4, App. L, L.2, L.4, L.7 thru L.9	<i>Response Phase Decontamination for CSEPP</i> <i>Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)</i> <i>CSEPP Nerve and Blister Agent posters</i> <i>Emergency Planner's Companion, Protective Action Module</i> <i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i> <i>Toxic Chemical Training Course for Medical Support Personnel</i> <i>Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents</i> <i>Standardized CSEPP Medical Training Course</i>	<b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.7.F: Treat Patients at a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>III. Preparedness</b> III-B-2-a-2. Procedures

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
20c. Identify location of stations	Sect. 8.17, App. L, L.5	<i>Response Phase Decontamination for CSEPP Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) Emergency Planner's Companion, Protective Action Module Emergency Planner's Companion, Emergency Operations and Evacuee Support Module Toxic Chemical Training Course for Medical Support Personnel Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents Standardized CSEPP Medical Training Course</i>	<b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.7.F: Treat Patients at a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	
20d. Identify resource needs	Sect. 8.17, K.7.e(4), App. L, L.6, L.10	<i>Response Phase Decontamination for CSEPP Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) Emergency Planner's Companion, Protective Action Module Emergency Planner's Companion, Emergency Operations and Evacuee Support Module Toxic Chemical Training Course for Medical Support Personnel Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents Standardized CSEPP Medical Training Course</i>	<b>C.5.6 Victim Care</b> C.6.1.F: Prepare Medical Treatment Facility to Receive Patients C.6.2.F: Screen Evacuees for Agent Contamination C.6.3.F: Treat Patients at the Screening Site C.6.4.F: Decontaminate Potentially Exposed Evacuees C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility C.6.6.F: Transport Patients to a Medical Treatment Facility C.6.7.F: Treat Patients at a Medical Treatment Facility C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>II. Command and Management</b> II-A-2-g. Comprehensive Resource Management II-A-2-l. Accountability II-A-3-c-1-d. Resources II-A-4-b. [Area Command] Responsibilities <b>III. Preparedness</b> III-B-1. Preparedness Organizations III-B-2. Preparedness Programs III-B-2-a-2. Procedures III-B-2-d. Equipment Certification <b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements
<b>21. Develop and maintain agent detection system</b>	Sect. L.9, N.2.2.1, N.2.2.1.1	<i>Army responsible for task and related training.</i>	<b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC C.2.2.F: Coordinate Response Phase Monitoring and Sampling <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.3.E: Support Protective Action Decision Making	<b>II. Command and Management</b> II-A-2-n. Information and Intelligence Management II-A-3-c-5. Information and Intelligence Function <b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures
21a. Develop monitoring plan	Sect. L.9, N.1.3.3, N.2.2.1.1, N.2.2.1.2	<i>Army responsible for task and related training.</i>	<b>C.5.2 Emergency Assessment</b> C.2.2.F: Coordinate Response Phase Monitoring and Sampling <b>C.5.3 Emergency Management</b> C.3.3.E: Support Protective Action Decision Making	<b>II. Command and Management</b> II-A-2-n. Information and Intelligence Management II-A-3-c-5. Information and Intelligence Function
21b. Develop operational procedures	Sect. App. H	<i>Army responsible for task and related training.</i>	<b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC C.2.2.F: Coordinate Response Phase Monitoring and Sampling <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.3.E: Support Protective Action Decision Making	<b>II. Command and Management</b> II-A-2-n. Information and Intelligence Management II-A-3-c-5. Information and Intelligence Function <b>III. Preparedness</b> III-B-2-a-2. Procedures

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<b>Tasks</b>	<b>Planning Guidance &amp; Guideline Reference</b>	<b>CSEPP Training Materials (Mastery of Task Execution)</b>	<b>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</b>	<b>Relevant NIMS Reference</b>
21c. Identify equipment needs	Sect. App. H (Att. 1.3), N.2.2.1, N.3.1.2	<i>Army responsible for task and related training.</i>	<b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC C.2.2.F: Coordinate Response Phase Monitoring and Sampling <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.3.E: Support Protective Action Decision Making	<b>II. Command and Management</b> II-A-2-n. Information and Intelligence Management II-A-3-c-5. Information and Intelligence Function <b>III. Preparedness</b> III-B-1. Preparedness Organizations III-B-2. Preparedness Programs III-B-2-a-2. Procedures III-B-2-d. Equipment Certification <b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements
<b>22. Develop and maintain protective action decision process</b>	Sect. 7, 7.1, 7.2, 7.3, 7.1, 7.2, 7.3, 7.4, 8.1.1 (1-9), 8.4.1 (4-6), 8.5, 8.5.1 (5-1 thru 5-9), 8.6.1 (6-1, 6-2), A.8, App. D, D.1, D.4, D.5, J.20, N.1.2, N.1.3.1, N.1.3.2, N.2.1, N.2.1.1, N.3.2.2	<i>Introduction to Protective Action Decision Making video</i> <i>Some Assembly Required: How Models Are Built and Used</i> <i>Technical Planning and Evaluation Course (TPE)</i> <i>Emergency Planner's Companion, Protective Action Module</i> <i>Chemical Hazard Prediction</i> <i>Emergency Management Information System (EMIS)</i> <i>Federal Emergency Management Information System (FEMIS), Evacuation Modeling and ETE Analysis Module</i> <i>Federal Emergency Management Information System (FEMIS), Hazard Analysis Module</i> <i>Federal Emergency Management Information System (FEMIS), Planning Module</i> <i>Chemical Emergency Information for Managers</i> <i>Residential Shelter-In-Place</i> <i>Business Shelter-In-Place</i>	<b>C.5.1 Prevention and Preparedness</b> C.1.1.E: Develop MCE PAD from PAR A/C.1.1.E: Verify Updated Emergency Plans Are in Place <b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC C.2.2.F: Coordinate Response Phase Monitoring and Sampling <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.3.E: Support Protective Action Decision Making C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.1.E: Make Protective Action Decisions C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-2. Procedures
22a. Identify planning subzones	Sect. 5, 5.1, 5.2, 5.3, 7.1, 7.2, 7.3, 8.1.1 (1-7, 1-8), 8.5, A.10.4, App. D, N.2.1.1	<i>Technical Planning and Evaluation Course (TPE)</i> <i>Emergency Planner's Companion, Protective Action Module</i>	<b>C.5.3 Emergency Management</b> C.3.3.E: Support Protective Action Decision Making C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.1.E: Make Protective Action Decisions C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	
22b. Identify housing characteristics	Sect. 5.1, 8.6, 8.6.1 (6-6), App. D, App. E, E.2	<i>None</i>	<b>C.5.3 Emergency Management</b> C.3.3.E: Support Protective Action Decision Making C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.1.E: Make Protective Action Decisions C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
22c. Prepare evacuation time estimates	Sect. 8.6.1 (6-5), 8.8, 8.8.1 (8-10, 8-11), E.1.a, N.2.1.1	<i>Technical Planning and Evaluation Course (TPE)</i> <i>Emergency Planner's Companion, Protective Action Module</i> <i>Federal Emergency Management Information System (FEMIS), Evacuation Modeling and ETE Analysis Module</i>	<b>C.5.3 Emergency Management</b> C.3.3.E: Support Protective Action Decision Making C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.1.E: Make Protective Action Decisions C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	
22d. Run EMIS	Sect. 6.1, 6.2.3, 8.21, N.1.3.1, N.2.1.1, N.2.2.1.2	<i>Technical Planning and Evaluation Course (TPE)</i> <i>Chemical Hazard Prediction</i> <i>CSEPP Orientation</i> <i>Emergency Management Information System (EMIS)</i>		
22e. Run OREMS	Sect. 8.21, N.2.1.1	<i>Technical Planning and Evaluation Course (TPE)</i>	<i>Outside the scope of CSEPP Exercise responsibilities</i>	
22f. Run PADRE	Sect. 8.21, N.2.1.1	<i>Technical Planning and Evaluation Course (TPE)</i>	<i>Outside the scope of CSEPP Exercise responsibilities</i>	
22g. Use FEMIS	Sect. 8.21, N.2.1.1	<i>Federal Emergency Management Information System (FEMIS), Basics Module</i> <i>Federal Emergency Management Information System (FEMIS), Data Management Module</i> <i>Federal Emergency Management Information System (FEMIS), Evacuation Modeling and ETE Analysis Module</i> <i>Federal Emergency Management Information System (FEMIS), Hazard Analysis Module</i> <i>Federal Emergency Management Information System (FEMIS), Planning Module</i> <i>Federal Emergency Management Information System (FEMIS), System Administration Module</i>		
22h. Develop protective action decision tables	Sect. 7, 8.5, 8.6.1 (6-2), App. D, D.1, D.4, N.2.1, N.2.1.1, N.3.2.2	<i>Technical Planning and Evaluation Course (TPE)</i>	<b>C.5.3 Emergency Management</b> C.3.3.E: Support Protective Action Decision Making C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.1.E: Make Protective Action Decisions C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a-2. Procedures
22i. Identify evacuation routes	Sect. 8.6, 8.6.1 (6-4), 8.8, 8.8.1 (8-5), App. E, E.1.b(2), N.1.3.1, N.2.1.1	<i>None</i>	<b>C.5.3 Emergency Management</b> C.3.3.E: Support Protective Action Decision Making C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.1.E: Make Protective Action Decisions C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b>23. Develop and maintain pressurized shelters</b>	Sect. 8.2.1 (2-2), 8.6.1 (6-6), 8.9, B.5.b, D.2.c, App. E, E.4	<i>Emergency Planner's Companion, Protective Action Module Residential Shelter-In-Place Business Shelter-In-Place</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a-4. Corrective Action and Mitigation Plans
23a. Identify structures and locations to be pressurized	Sect. 8.2.1 (2-2), 8.6.1 (6-6), B.5.b, D.2.c, App. E, E.4		<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a-4. Corrective Action and Mitigation Plans
23b. Develop operational and maintenance procedures	Sect. App. E, E.4	<i>Emergency Planner's Companion, Protective Action Module</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a-2. Procedures III-B-2-a-4. Corrective Action and Mitigation Plans
<b>24. Develop and maintain enhanced shelters</b>	Sect. 5.1, D.2.b, App. E, E.2, N.1.3.1	<i>Residential Shelter-In-Place Business Shelter-In-Place</i>	<i>Non-CSEPP specific emergency management task.</i>	<b>III. Preparedness</b> III-B-2-a-4. Corrective Action and Mitigation Plans
24a. Estimate number of structures	App. E, E.2	<i>None</i>	<i>Non-CSEPP specific emergency management task.</i>	<b>III. Preparedness</b> III-B-2-a-4. Corrective Action and Mitigation Plans
24b. Develop operational procedures	App. E, E.2	<i>None</i>	<i>Non-CSEPP specific emergency management task.</i>	<b>III. Preparedness</b> III-B-2-a-2. Procedures III-B-2-a-4. Corrective Action and Mitigation Plans
<b>25. Develop and maintain expedient shelters</b>	Sect. 5.1, D.2.b, App. E, E.3	<i>None</i>	<i>Non-CSEPP specific emergency management task.</i>	<b>III. Preparedness</b> III-B-2-a-4. Corrective Action and Mitigation Plans
25a. Estimate number of structures	App. E, E.3	<i>None</i>	<i>Non-CSEPP specific emergency management task.</i>	<b>III. Preparedness</b> III-B-2-a-4. Corrective Action and Mitigation Plans
25b. Develop operational procedures	App. E, E.3	<i>None</i>	<i>Non-CSEPP specific emergency management task.</i>	<b>III. Preparedness</b> III-B-2-a-2. Procedures III-B-2-a-4. Corrective Action and Mitigation Plans
<b>26. Develop and maintain search and rescue operations</b>	Sect. E.4.f(4), App. H, H.2.e, N.3.7.3	<i>None</i>		<b>II. Command and Management</b> II-A-3-c-1-d. Resources <b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP)
26a. Develop operational procedures	Sect. H.1.b, H.2.e	<i>None</i>		<b>III. Preparedness</b> III-B-2-a-2. Procedures

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<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b>Conduct Emergency Operations</b>				
<b>27. Activate EOC</b>	Sect. 8.2, 8.2.1 (2-6, 2-7, 2-12), A.10.a, A.10.b, A.10.j(1), N.2.2.1.3	<i>Emergency Planner's Companion, Command and Control Module</i> <i>Chemical Accident/Incident Response and Assistance (CAIRA)</i> <i>CSEPP Orientation</i>	<b>C.5.1 Prevention and Preparedness</b> A/C/1/5/E: Verify EOC Equipment Operational Status <b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.2.E: Activate and Operate the EOC	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) <b>V. Communications and Information Management</b> V-B-2-a-3. Networks
<b>28. Make protective action decision</b>	Sect. 7, 8.5, 8.5.1, App. D, N.2.1.1, N.3.3	<i>Introduction to Protective Action Decision Making</i> <i>Technical Planning and Evaluation Course (TPE)</i> <i>Emergency Planner's Companion, Protective Action Module</i> <i>Emergency Management Information System (EMIS)</i> <i>Federal Emergency Management Information System (FEMIS), Hazard Analysis Module</i> <i>Federal Emergency Management Information System (FEMIS), Planning Module</i> <i>Chemical Emergency Information for Managers</i>	<b>C.5.1 Prevention and Preparedness</b> C.1.1.E: Develop MCE PAD from PAR <b>C.5.2 Emergency Assessment</b> C.2.1.E: Receive CENL and PAR from Installation EOC C.2.2.F: Coordinate Response Phase Monitoring and Sampling <b>C.5.3 Emergency Management</b> C.3.1.E: Alert and Mobilize EOC Staff C.3.3.E: Support Protective Action Decision Making C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.1.E: Make Protective Action Decisions C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP)
<b>29. Implement warning process</b>	Sect. 8.2, 8.71, App. C, C.20, D.1.d, E.1.b(5), App. F, F.1, F.2, J.20.a, N.2.2.1.3, N.3.3	<i>Emergency Planner's Companion, Command and Control Module</i> <i>CSEPP Orientation</i> <i>Emergency Management Information System (EMIS)</i>	<b>C.5.3 Emergency Management</b> C.3.5.E: Direct and Control Protective Actions for Schools and Day Care C.3.6.E: Direct and Control the Protection of Special Populations <b>C.5.5 Protection</b> C.5.2.E: Activate Primary Indoor and Outdoor Warning Systems C.5.3.E: Activate Alternative or Supplementary Warning Methods C.5.4.E: Select or Prepare Protective Action Messages C.5.5.F: Conduct Route Alerting C.5.6.E/F: Disseminate Protective Action Messages C.5.8.F: Implement Protective Actions for Schools and Day Care C.5.9.F: Implement Protection of Special Populations <b>C.5.7 Emergency Public Information</b> C.7.1.E: Disseminate Public Health and Safety Information to the Media	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) <b>V. Communications and Information Management</b> V-B-2-a-3. Networks

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b>30. Mobilize all emergency support functions</b>	Sect. 8.1.1 (1-4), 8.2.1 (2-12), 8.3, 8.3.1 (8-3), A.4, K.1, K.8, K.9, N.1.3.1, N.1.3.2	<i>Chemical Accident/Incident Response and Assistance (CAIRA)</i>	<p><b>C.5.3 Emergency Management</b>                      C.3.1.E: Alert and Mobilize EOC Staff                      C.3.2.E: Activate and Operate the EOC                      C.3.4.E: Direct and Control Activation of Traffic and Access Control Points                      C.3.5.E: Direct and Control Protective Actions for Schools and Day Care                      C.3.6.E: Direct and Control Protection of Special Populations                      C.3.7.E: Provide Support to the Storage Installation                      C.3.8.E: Request Supplementary Assistance</p> <p><b>C.5.5 Protection</b>                      C.5.7.F: Activate Traffic and Access Control Points                      C.5.8.F: Implement Protective Actions for Schools and Day Care                      C.5.9.F: Implement Protection of Special Populations</p> <p><b>C.5.7 Emergency Public Information</b>                      C.7.1.E: Disseminate Public Health and Safety Information to the Media                      A/C.7.3.J: Activate and Operate a Joint Information Center</p>	<p><b>II. Command and Management</b>                      II-A-2-g. Comprehensive Resource Management                      II-A-2-k. Unified Command                      II-A-2-m. Deployment                      II-A-3-c-1-d. Resources</p> <p><b>III. Preparedness</b>                      III-B-2-a-1. Emergency Operations Plan (EOP)                      III-B-2-a-2. Procedures                      III-B-2-e. Mutual-Aid Agreements</p> <p><b>IV. Resource Management</b>                      IV-A-1. Concepts                      IV-A-2-e. Effective Management of Resources                      IV-B-4. Identifying Resource Requirements                      IV-B-5. Ordering and Acquiring Resources                      IV-B-6. Mobilizing Resources</p>
<b>31. Maintain communications</b>	Sect. 8.2.1 (2-3), 8.3, 8.3.1 (3-1, 3-3 thru 3-5, 3-10, 3-13), 8.12, 8.12.1 (12-7), 8.14.3 (14-9), A.4.a, A.9.b(3), A.10.f, A.10.g, B.6, App. C, App. F, G.1.d(6), G.1.f(3), G.2.c(4), H.2.d(7), J.20, J.24.e(4), J.24.e(5), J.24.g, K.2, K.12.f, N.3.3, N.3.6, N.3.6.1, N.3.6.2, N.3.6.3, N.6.1.2.2, N.6.2	<p><i>Chemical Accident/Incident Response and Assistance (CAIRA)</i>  <i>JICsawIII: CSEPP Joint Information Center/System Training Course</i>  <i>CSEPP Spokesperson Training Course</i></p>	<p><b>C.5.1 Prevention and Preparedness</b>                      A/C.1.5.E: Verify EOC Equipment Operational Status</p> <p><b>C.5.2 Emergency Assessment</b>                      C.2.1.E: Receive CENL and PAR from Installation EOC</p> <p><b>C.5.3 Emergency Management</b>                      C.3.1.E: Alert and Mobilize EOC Staff                      C.3.2.E: Activate and Operate the EOC                      C.3.3.E: Support Protective Action Decision Making                      C.3.4.E: Direct and Control Activation of Traffic and Access Control Point                      C.3.7.E: Provide Support to the Storage Installation                      C.3.8.E: Request Supplementary Assistance                      C.3.9.E/F: Track the Location and Status of Patients</p> <p><b>C.5.5 Protection</b>                      C.5.7.F: Activate Traffic and Access Control Points                      C.5.10.E: Direct and Control Reception Center Operations                      C.5.11.F: Operate Reception Centers                      C.5.12.E: Direct and Control Shelter Operations                      C.5.13.F: Operate Shelters</p> <p><b>C.5.6 Victim Care</b>                      C.6.1.F: Prepare Medical Treatment Facility to Receive Patients                      C.6.3.F: Treat Patients at the Screening Site                      C.6.5.F: Decontaminate Patients at the Screening Location or Medical Treatment Facility                      C.6.6.F: Transport Patients to a Medical Treatment Facility                      C.6.7.F: Treat Patients at a Medical Treatment Facility                      C.6.8.F: Collect and Decontaminate Human Remains                      C.6.9.F: Coordinate the Disposition of Human Remains</p>	<p><b>II. Command and Management</b>                      II-A-2-h. Integrated Communications                      II-A-2-n. Information and Intelligence Management                      II-A-3-c-5-a. Information and Intelligence Function (organization)</p> <p><b>III. Preparedness</b>                      III-B-2-a-1. Emergency Operations Plan (EOP)                      III-B-2-a-2. Procedures                      III-B-2-d. Equipment Certification                      III-B-2-e. Mutual-Aid Agreements</p> <p><b>V. Communications and Information Management</b>                      V-B-1-b. Incident Communications                      V-B-2-a-3. Networks                      V-B-2-a-4. Technology Use                      V-B-2-b-1. Incident Notification and Situation Report</p>

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<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
<b><i>Conduct Recovery Operations</i></b>				
<b>32. Monitor environment</b>	Sect. 3.1.4, 6.1, App. H, M.10 thru M.17, N.1.3.1, N.2.2.1, N.4.0	<i>None.</i>	<b><i>C.5.8 Remediation and Recovery</i></b> A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling	<b><i>II. Command and Management</i></b> II-A-4.b. [Area Command] Responsibilities <b><i>III. Preparedness</i></b> III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a. Preparedness Planning III-B-2-a-5. Recovery Plans
32a. Develop sampling plan	Sect. H.1.b, App. L, L.9, M.3.b, M.5.a (3), M.6.a, M.10, M.13, M.14, M.16, M.17, N.1.3.1	<i>None</i>	<b><i>C.5.8 Remediation and Recovery</i></b> A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling	<b><i>III. Preparedness</i></b> III-B-2-a-5. Recovery Plans
32b. Develop list of monitoring resources	Sect. M.10, M.14.b, N.2.2.1.1	<i>None</i>	<b><i>C.5.8 Remediation and Recovery</i></b> A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling.	<b><i>III. Preparedness</i></b> III-B-2-a-5. Recovery Plans III-B-2-d. Equipment Certification <b><i>IV. Resource Management</i></b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements
<b>33. Manage contaminated areas and resources</b>	Sect. 3.1.4, 6.1, 8, 8.15, L.5.i, App. M, M.1 thru M.21, N.1.3.2, N.1.3.3, N.3.7.3	<i>None</i>	<b><i>C.5.8 Remediation and Recovery</i></b> A/C.8.1.E: Manage Limited Access to Restricted Areas A/C.8.2.E: Initiate Environmental Remediation A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling A/C.8.4.E: Make Recovery-Phase Protective Action Decisions A/C.8.5.E: Implement Unrestricted Reentry A/C.8.6.E/J: Provide Recovery Information to the Media and the Public C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions C.8.2.E: Perform Post-Emergency Medical Screening C.8.3.E: Secure Disaster Assistance for Affected Communities C.8.4.E: Provide Temporary Shelter for Evacuees	<b><i>II. Command and Management</i></b> II-A-4.b. [Area Command] Responsibilities <b><i>III. Preparedness</i></b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-5. Recovery Plans
33a. Develop operational procedures	Sect. 8.13.5 (13-9, 13-10), 8.15.1 (15-6), L.5.h, L.5.i, L.6.b, L.6.c, App. M, M.7, M.19, M.20, M.21, N.1.3.2, N.1.3.3	<i>None</i>	<b><i>C.5.8 Remediation and Recovery</i></b> A/C.8.1.E: Manage Limited Access to Restricted Areas A/C.8.2.E: Initiate Environmental Remediation A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling A/C.8.4.E: Make Recovery-Phase Protective Action Decisions A/C.8.5.E: Implement Unrestricted Reentry A/C.8.6.E/J: Provide Recovery Information to the Media and the Public C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions C.8.2.E: Perform Post-Emergency Medical Screening C.8.3.E: Secure Disaster Assistance for Affected Communities C.8.4.E: Provide Temporary Shelter for Evacuees	<b><i>III. Preparedness</i></b> III-B-2-a-5. Recovery Plans

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
33b. Maintain security	Sect. 8.8, 8.8.1 (8-4, 8-6, 8-7, 8-8), L.9, App. M, M.7, M.8.k, M.18	<i>None</i>	<b>C.5.3 Emergency Management</b> C.3.4.E: Direct and Control Activation of Traffic and Access Control Points <b>C.5.5 Protection</b> C.5.7.F: Activate Traffic and Access Control Points <b>C.5.8 Remediation and Recovery</b> A/C.8.1.E: Manage Limited Access to Restricted Areas A/C.8.5.E: Implement Unrestricted Reentry	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans
33c. Arrange for disposal of property	Sect. 8.17, L.5.h, L.6.b, L.6.c, App. M, M.4.b(8), M.8.i, M.8.m, M.9, M.17.d, N.3.7.4	<i>None</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.2.E: Initiate Environmental Remediation A/C.8.4.E: Make Recovery-Phase Protective Action Decisions C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans
33d. Manage handling of human remains	Sect. App. M, M.5, N.3.7.3	<i>None</i>	<b>C.5.3 Emergency Management</b> C.3.9.E/F: Track the Location and Status of Patients <b>C.5.6 Victim Care</b> C.6.8.F: Collect and Decontaminate Human Remains C.6.9.E: Coordinate the Disposition of Human Remains	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans
33e. Provide disaster assistance	Sect. 8, 8.15, M.19, .20, N.3.7.1, N.3.7.3, N.3.7.4	<i>Non-CSEPP specific emergency management task.</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.6.E/J: Provide Recovery Information to the Media and the Public C.8.3.E: Secure Disaster Assistance for Affected Communities C.8.4.E: Provide Temporary Shelter for Evacuees	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans
33f. Relocate people	Sect. 8, Sect. 8.13.5 (13-10), 8.15, 8.15.1 (15-5), App. K, K.10, M.19, N.3.7.1	<i>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.4.E: Make Recovery-Phase Protective Action Decisions C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions C.8.4.E: Provide Temporary Shelter for Evacuees	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans
33g. Manage animals	Sect. 8, 8.17, H.1.b, App. L, App. K, K.11, M.4, M.10, M.12, M.17.d, N.4.1	<i>None</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.1.E: Manage Limited Access to Restricted Areas A/C.8.2.E: Initiate Environmental Remediation C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans
33h. Provide mental health assistance	Sect. 8.15, K.6.e(4), M.5.a(6), M.20	<i>None</i>		<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans
<b>34. Develop recovery–phase decontamination process</b>	Sect. 8.10.1 (10-3), 8.10.1 (10-5), 8.17.1 (17-6), H.1.b, H.2.b(2), H.2.e(1), App. L, App. M, M.1 thru M.9, N.3.7.4, N.4.0	<i>None</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.2.E: Initiate Environmental Remediation A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling A/C.8.4.E: Make Recovery-Phase Protective Action Decisions C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions	<b>II. Command and Management</b> II-A-4.b. [Area Command] Responsibilities <b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-5. Recovery Plans
34a. Identify decon needs	Sect. App. M, M.2, M.3.a, M.4.b(3), M.6.a, M.8	<i>None</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.2.E: Initiate Environmental Remediation A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling A/C.8.4.E: Make Recovery-Phase Protective Action Decisions C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans
34b. Develop operational procedures	Sect. H.1.b, H.2.b(2), H.2.e(1), App. L, M.3.c, M.4, M.5.a(2), M.6.b, M.6.c, M.8, M.8.e, M.8.j	<i>None</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.2.E: Initiate Environmental Remediation A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling A/C.8.4.E: Make Recovery-Phase Protective Action Decisions C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans

**CSEPP CROSSWALK WITH NIMS INTEGRATION**

<i>Tasks</i>	<i>Planning Guidance &amp; Guideline Reference</i>	<i>CSEPP Training Materials (Mastery of Task Execution)</i>	<i>Emergency Response Outcomes/Exercise Evaluation Guides (Measurement of Task Execution)</i>	<i>Relevant NIMS Reference</i>
34c. Identify resource needs	Sect. 8.17.1 (17-6), H.1.b, H.2.b(2), H.2.e(1), M.3.d, M.4.b(2), M.5.a(5), M.8.c, M.8.k, M.9.a	<i>None</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.2.E: Initiate Environmental Remediation A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling A/C.8.4.E: Make Recovery-Phase Protective Action Decisions C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions	<b>III. Preparedness</b> III-B-2-a-5. Recovery Plans III-B-2-d. Equipment Certification <b>IV. Resource Management</b> IV-A-1. Concepts IV-A-2-c. Categorizing Resources IV-B-3. Inventorying Resources IV-B-4. Identifying Resource Requirements
<b>35. Develop recovery-phase command and control authority<sup>†</sup></b>	Sect. App. M, M.1, M.5.b, M.7, M.8, M.10, M.13, M.15.b, M.15.d, M.17, M.18	<i>None</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.1.E: Manage Limited Access to Restricted Areas A/C.8.2.E: Initiate Environmental Remediation A/C.8.3.E: Coordinate Recovery-Phase Monitoring and Sampling A/C.8.4.E: Make Recovery-Phase Protective Action Decisions A/C.8.5.3: Implement Unrestricted Reentry A/C.8.6.E/J: Provide Recovery Information to the Media and the Public C.8.1.E: Make and Implement Ingestion Pathway Protective Action Decisions C.8.2.E: Perform Post-Emergency Medical Screening C.8.3.E: Secure Disaster Assistance for Affected Communities C.8.4.E: Provide Temporary Shelter for Evacuees	<b>II. Command and Management</b> II-A-4.b. [Area Command] Responsibilities <b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-5. Recovery Plans
<b>36. Provide recovery-phase public information</b>	App. M, M.21	<i>JICsawIII: CSEPP Joint Information Center/System Training Course</i> <i>CSEPP Spokesperson Training Course</i>	<b>C.5.8 Remediation and Recovery</b> A/C.8.6.E/J: Provide Recovery Information to the Media and the Public	<b>III. Preparedness</b> III-B-2-a. Preparedness Planning III-B-2-a-1. Emergency Operations Plan (EOP) III-B-2-a-5. Recovery Plans

**APPENDIX A**

**TRAINING COURSES FOR CSEPP**

### Advanced Public Affairs and Information Technology Course

- Objectives
  - Describe the uses of advanced information technology in enhancing public affairs and other emergency response
  - Describe the application of powerful “tactical Web Sites” to successfully communicate and coordinate data and information in an emergency
  - Develop advanced Web sites using Microsoft FrontPage and apply as virtual collaboration tools
  - Describe the use of handheld technology to add portability of data and information to the emergency response
  - Demonstrate the development and use of handheld technology and applications to better manage data and information needed for emergency response
  - Describe the use of wireless technology to share data and information within and between emergency response locations and to stay connected anytime and anyplace
  - Apply wireless technology in the context of a simulated emergency response
- Format: Classroom course taught by instructors
- Components: Student manual, Instructor Guide, Microsoft FrontPage and other software applications
- Supporting Course Material: Student Technical Workbooks
- Available from:
  - Charles B. Hultquist  
Oak Ridge Institute for Science and Education  
P.O. Box 117  
Oak Ridge, TN 37831-0117  
(865) 576-9647  
[hultquic@ornl.gov](mailto:hultquic@ornl.gov)

### Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST) (and ACT FAST Computer-Aided Instruction)

- Objectives
  - Describe the potential hazards of nerve and blister agents
  - Identify how chemical agents work
  - Identify the signs and symptoms of agent exposure
  - Describe the initial first-aid treatment for victims of agents
- Format: Classroom
- Components: Instructor Guide, Student Guide, Electronic Slides
- Supporting Course Material:
  - Videos: *Chemical Stockpile Agent Characteristics and Effects, Re-ACT FAST, or Re-ACTFAST II* (with Facilitator Guide)
  - Posters: *Nerve Agents, Blister Agents*
  - Pocket Card: *Nerve Agent Antidote Reference Guide*
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)  
(EMI Course Nos. G951, G952)
  - CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

### Arkansas Chemical Stockpile Emergency Preparedness Program, Chemical Awareness Home Study Course

- Objectives:
  - Describe agents and munitions at PBA and potential for off-post release
  - Describe the characteristics, hazards and effects of nerve and blister agents
  - Identify signs and symptoms of chemical agent exposure
  - Describe initial first aid and treatment for exposure
  - Describe the role of CSEPP
- Format: Home Study
- Components: Student Manual
- Supporting Course Material: None
- Available from:
  - CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

### Basic Emergency Public Information Officer Course

- Objectives:
  - Develop skills in writing, working with the media, handling interviews, inquiries, and news conferences
  - Make basic public information policy-related decisions
  - Develop a working relationship with the media
  - Develop and conduct public education/awareness campaigns
  - Demonstrate how to find and use outside resources
- Format: Classroom Course
- Components: Course Notebook
- Supporting Course Material: None
- Available from:
  - Emergency Management Institute  
16825 South Seton Avenue  
Emmitsburg, MD 21727  
<http://www.fema.gov/emi/>  
(EMI Course No. G290)

### Business Shelter-In-Place

- Objectives:
  - Understand the factors that lead to shelter-in-place (SIP) protective actions
  - Describe the activities and tasks involved in sheltering-in-place
  - Understand how to implement SIP in various business situations
  - Describe the basic approach to developing a business SIP plan
  - Understand how SIP planning can be integrated with overall business contingency planning
- Format: Video
- Components: DVD and VHS tape
- Supporting Course Material: None
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### Chemical Accident/Incident Response and Assistance (CAIRA)

- Objectives:
  - Provides information on all phases of CAIRA
  - Identifies chemical agents by physical properties and physical symptoms of exposure
  - Prescribes self- and buddy-aid for each agent
  - Describes air monitoring capabilities, protective clothing requirements, and appropriate decontamination for each chemical agent
- Format: Classroom course taught at USADAC or onsite
- Components: Handouts
- Supporting Course Material: PowerPoint Slides
- Available from:
  - Jim Young  
Defense Ammunition Center  
ATTN: SMAAC-AST  
1 C Tree Road  
McAlester, OK 74501  
(918) 420-8961  
[jimmie.young@dac.army.mil](mailto:jimmie.young@dac.army.mil)  
(Course No. AMMO-19)

### Chemical Emergency Information for Managers

- Objectives:
  - Provides background information for making protective action decisions
  - Provides information on chemical agents and munitions, including toxicity and health effects
  - Describes effects of accident and weather conditions on chemical agent plume movement
  - Discusses roles of key response personnel
- Format: Classroom course taught at USADAC or onsite
- Components: Handouts
- Supporting Course Material: PowerPoint slides
- Available from:
  - Jim Young  
Defense Ammunition Center  
ATTN: SMAAC-AST  
1 C Tree Road  
McAlester, OK 74501  
(918) 420-8961  
[jimmie.young@dac.army.mil](mailto:jimmie.young@dac.army.mil)  
(Course No. AMMO-22)

### Chemical Hazard Prediction

- Objectives:
  - Learn fundamentals required to model downwind chemical hazards using the D2PCw and Geographical Information System (GIS) programs, which are part of the Emergency Management Information System (EMIS)
  - Learn about the munitions and agents in the Army stockpile, their physiological effects, symptoms of exposure, and the physical properties that influence dispersion of agents in the atmosphere such as weather conditions and terrain
- Format: Classroom course taught at USADAC or onsite
- Components: Handouts
- Supporting Course Material: PowerPoint Slides
- Available from:
  - Jim Young  
Defense Ammunition Center  
ATTN: SMAAC-AST  
1 C Tree Road  
McAlester, OK 74501  
(918) 420-8961  
[jimmie.young@dac.army.mil](mailto:jimmie.young@dac.army.mil)  
(Course No. AMMO-23)

### Chemical Stockpile Agent Characteristics and Effects

- Objectives:
  - Describes the potential hazards of nerve and blister agents, their potential routes of exposure, and how they work
  - Identifies the signs and symptoms of chemical warfare agent exposure
- Format: Video
- Components: VHS tape
- Supporting Course Material: None
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### Classification of Events (poster)

- Objectives:
  - A quick reference to the four levels of chemical surety emergency events
- Format: Job Aid
- Components: Poster
- Supporting Course Material: None
- Available from:
  - CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

### County EOC CSEPP Operations

- Objectives:
  - Describe individual responsibilities in the EOC
  - Understand conditions for protective action recommendations
  - Understand role of county in alert/notification
  - Understand services at reception and mass care centers
  - Understand methods for disseminating emergency public information
  - Designed for Illinois, but may be adapted for use by other states
- Format: Classroom course taught in county EOC
- Components: Instructor Guide; simulated scenario messages
- Supporting Course Material: None
- Available from:
  - Jana S. Fairow  
Illinois Emergency Management Agency  
110 East Adams Street  
Springfield, IL 62701-1109  
(217) 782-6594  
[jfairow@iema.state.il.us](mailto:jfairow@iema.state.il.us)

### CSEPP Chemical Awareness (and CSEPP Chemical Awareness Computer-Aided Instruction)

- Objectives:
  - Describes the types of chemical agents stored in each location
  - Describes the major emergency planning steps for protecting people in the event of a chemical incident
  - Describes how to avoid contact with chemical agents
  - Describes the effects of weather and terrain on the movement of chemical agents
- Format: Classroom
- Components: Instructor Guide, Student Guide, Electronic Slides
- Supporting Course Material: Video: *Chemical Stockpile Agent Characteristics and Effects*
- Available from:
  - Robert W. Norville  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)  
(EMI Course Nos. G953, G954)
  - Jim Young  
Defense Ammunition Center  
ATTN: SMAAC-AST  
1 C Tree Road  
McAlester, OK 74501  
(918) 420-8961  
[jimmie.young@dac.army.mil](mailto:jimmie.young@dac.army.mil)  
(Course No. AMMO-21)
  - CSEPP Training Website: <http://www.orml.gov/EMC/CSEPPweb/CSEPPTraining.html>

### CSEPP Exercise Evaluator Course

- Objectives:
  - Understand exercise evaluation process
  - Develop exercise evaluator's skills
  - Practice exercise evaluation activities
- Format: Classroom
- Components: Annotated Electronic Slides; Student Hand-outs
- Supporting Course Material:
  - Practicums on developing evaluation reports
  - Integrated Performance Evaluation Guide
- Available from:
  - Robert W. Norville  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### CSEPP Joint Information Center Advisor+

- Objective: Refresher training for the JIC/JIS course
- Format: Computer-based
- Components: CD-ROM, User Guide
- Supporting Course Material:
  - Customized information for each CSEPP site
  - On-disc resources
- Available from:
  - Charles B. Hultquist  
Oak Ridge Institute for Science and Education  
P.O. Box 117  
Oak Ridge, TN 37831-0117  
(865) 576-9647  
[hultquic@ornl.gov](mailto:hultquic@ornl.gov)

### CSEPP Nerve and Blister Agent posters

- Objectives:
  - Quick reference for identifying the signs and symptoms of chemical agent exposure and providing initial first aid treatment.
- Format: Job Aid
- Components: Posters
- Supporting Course Material: None
- Available from:
  - CSEPP Training Website: <http://www.orml.gov/EMC/CSEPPweb/CSEPPTraining.html>

### CSEPP Orientation

- Objectives:
  - Develop basic understanding of CSEPP program structure and location of storage sites
  - Develop basic understanding of chemical agents and munitions characteristics
  - Develop basic understanding of Army emergency response operation
  - Designed for use in Kentucky, but may be adapted for use in other states
- Format: Classroom
- Components: Student Guide, Electronic Slides
- Supporting Course Material: None
- Available from:
  - Charles W. Scott  
Kentucky Division of Emergency Management  
1111-B Louisville Road  
Frankfort, KY 40601  
(502) 607-5719  
[cscott@kydes.dma.state.ky.us](mailto:cscott@kydes.dma.state.ky.us)

### CSEPP Recommended Guidelines for Antidote Treatment for Nerve Agent Exposure

- Objectives:
  - A quick reference for identifying the signs and symptoms of nerve agents and providing antidote treatment to adults, adolescents, children and infants
- Format: Job Aid
- Components: Pocket guides
- Supporting Course Material:
- Available from:
  - CSEPP Training Website: <http://www.orml.gov/EMC/CSEPPweb/CSEPPTraining.html>

### CSEPP Spokesperson Training Course

- Objectives:
  - Provides skills for working effectively with the media in an emergency
  - Provides knowledge about the differing needs of each news medium ( print, TV, radio, wire services, internet)
  - Provides simulated experience with choosing what to say and how to say it, speaking effectively, and answering questions
- Format: Classroom Training
- Components: Student Workbook, Handouts, Video, Instructor Guide, Work Sheets
- Supporting Course Material: Job Aids, Video tapes of on-camera interviews
- Available from:
  - John G. Yaquiant  
Chemical Materials Agency  
Building E-5101  
Aberdeen Proving Ground, MD 21010-5424  
(410) 436-4292  
[john.yaquiant@cma.apgee.mil](mailto:john.yaquiant@cma.apgee.mil)

### **CSEPP Writing News Releases, Version 1**

- Objective: To improve written writing skills ranging from development of talking points to editing
- Format: Computer-based
- Components: Floppy disk including Handouts, Job Aids, Activities, and Worksheets (CD-ROM version is in development)
- Supporting Course Material: None
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### **Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agents**

- Objectives:
  - Describe the protocols developed by CSEPP for handling patients potentially exposed to chemical warfare agents
  - List the requirements for the types of PPE that should be used by medical personnel to protect staff against secondary contamination
  - Describe triage of patients exposed to chemical warfare agents
  - Describe the decontamination process for ambulatory and litter patients
  - List the signs and symptoms of nerve and blister agent contamination
  - Describe appropriate treatment for victims exposed to chemical warfare agents.
- Format: Video
- Components: DVD and VHS tape
- Supporting Course Material: None
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### **Emergency Management Information System (EMIS)**

- Objective: Train personnel to use EMIS automation system functions at user level, emergency coordinator level, and manager level
- Format: Classroom course taught at USADACS
- Components: Handouts
- Supporting Course Material: Slides; Hands on use in computer lab
- Available from:
  - Jim Young  
U.S. Army Defense Ammunition Center  
ATTN: SMAAC-AST  
1 C Tree Road  
McAlester, OK 74501  
(918) 420-8961  
[jimmie.young@dac.army.mil](mailto:jimmie.young@dac.army.mil)  
(Course No. AMMO-30)

### **Emergency Planner's Companion, Command and Control Module**

- Objectives:
  - Develop skills to prepare command and control plans and EOPs
  - Understand command and control organization and management
  - Locate, design, staff, organize, and operate an emergency operations center
- Format: Computer-based
- Components: CD-ROM
- Supporting Course Material: *Command and Control Planning Checklist*
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)
  - U.S. Department of Commerce  
National Technical Information Service  
Springfield, VA 22161  
(703) 605-6000  
<http://www.ntis.gov>

### **Emergency Planner's Companion, Emergency Operations and Evacuee Support Module**

- Objectives:
  - Understand CSEPP emergency operations work rules
  - Know how to use CSEPP PPE
  - Implement reception and mass care centers
- Format: Computer-based
- Components: CD-ROM
- Supporting Course Material:
  - Web page references to resources on animals in disaster
  - PDF files of FEMA's Animals in Disaster training courses
  - PDF files of CSEPP Classroom courses
  - PDF file of report, How Do I Know: A Guide for Selecting PPE for CSEPP
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)
  - U.S. Department of Commerce  
National Technical Information Service  
Springfield, VA 22161  
(703) 605-6000  
<http://www.ntis.gov>

### Emergency Planner's Companion, Protective Action Module

- Objectives:
  - Develop skills to prepare a protective action plan
  - Understand the basis for protective action decisions
  - Know how to implement protective action strategies
  - Understand self- and buddy-decontamination
- Format: Computer-based
- Components: CD-ROM
- Supporting Course Material:
  - Proposed revisions to Planning Guidance Appendix E regarding pressurized shelter-in-place
  - Bibliographies on related publications, training, and software
  - Related web sites
  - Summary of Harford County's experience with pressurized shelters
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)
  - U.S. Department of Commerce  
National Technical Information Service  
Springfield, VA 22161  
(703) 605-6000  
<http://www.ntis.gov>

### Emergency Planner's Companion, Public Information and Education Module

- Objectives:
  - Differentiate between emergency and non-emergency public information and education
  - Plan and effective public information and education program
  - Disseminate effective information and emergency warnings
  - Understand the principles of effective communication
- Format: Computer-based
- Components: CD-ROM
- Supporting Course Material:
  - Related web sites
  - Annotated list of preparedness publications, background materials, and risk communication publications
  - PDF files of reports, *Preparing EBS Messages* and *Risk Communications for CSEPP*
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)
  - U.S. Department of Commerce  
National Technical Information Service  
Springfield, VA 22161  
(703) 605-6000  
<http://www.ntis.gov>

### Federal Emergency Management Information System (FEMIS), Basics Module

- Objectives:
  - Starting and logging on to FEMIS
  - Understanding FEMIS modes
  - Using the FEMIS tracking navigator
  - Using status boards and generating reports
  - Getting around the GIS
  - Setting up the Stand Alone Watchful Eye
- Format: Classroom instruction
- Components: Student Manual, Desktop Reference Guide, QuickStart Guide
- Supporting Course Material: *Virtual Guide to Procedures* (CD)
- Available from:
  - Darius M. Kwiedorowicz  
SBCCOM  
ATTN:AMSSB-OCS, Building E5101, Rm. 175  
5183 Blackhawk Road  
Aberdeen Proving Ground, MD 21010  
(410) 436-8829  
[darius.kwiedorowicz@sbccom.apgea.army.mil](mailto:darius.kwiedorowicz@sbccom.apgea.army.mil)
  - Innovative Emergency Management  
Jack Long  
Program Manager, CSEPP  
35 Kensington Parkway  
Abingdon, MD 21009  
(703) 41408743  
(10) 569-9550  
[jack.long@ieminc.com](mailto:jack.long@ieminc.com)

### Federal Emergency Management Information System (FEMIS), Data Management Module

- Objectives:
  - Understanding the FEMIS database hierarchy
  - Using database tools
  - Working with specific databases
  - Creating site-defined status boards
  - Working with resource definition and resource assignments databases
- Format: Classroom instruction
- Components: Student Manual, Student Workbook
- Supporting Course Material: Relevant sections of *Virtual Guide to Procedures* (CD)
- Available from:
  - Darius M. Kwiedorowicz  
SBCCOM  
ATTN:AMSSB-OCS, Building E5101, Rm. 175  
5183 Blackhawk Road  
Aberdeen Proving Ground, MD 21010  
(410) 436-8829  
[darius.kwiedorowicz@sbccom.apgea.army.mil](mailto:darius.kwiedorowicz@sbccom.apgea.army.mil)
  - Innovative Emergency Management  
Jack Long  
Program Manager, CSEPP  
35 Kensington Parkway  
Abingdon, MD 21009  
(703) 414-8143  
(410) 569-9550  
[jack.long@ieminc.com](mailto:jack.long@ieminc.com)

#### **Federal Emergency Management Information System (FEMIS), Evacuation Modeling and ETE Analysis Module**

- Objectives:
  - Modeling and validating an evacuation network
  - Determining zone cluster evacuation time estimates
  - Hazard arrival time determination,
  - FEMIS PALT development
- Format: Classroom instruction
- Components: Student Manual, Student Workbook
- Supporting Course Material: Evacuation route maps, network data sheets
- Available from:
  - Darius M. Kwiedorowicz  
SBCCOM  
ATTN:AMSSB-OCS, Building E5101, Rm. 175  
5183 Blackhawk Road  
Aberdeen Proving Ground, MD 21010  
(410) 436-8829  
[darius.kwiedorowicz@sbccom.apgea.army.mil](mailto:darius.kwiedorowicz@sbccom.apgea.army.mil)
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(703) 414-8143  
(410) 569-9550  
[jack.long@ieminc.com](mailto:jack.long@ieminc.com)

#### **Federal Emergency Management Information System (FEMIS), Hazard Analysis Module**

- Objectives:
  - Working with work plans
  - Using the D2PC interface
  - Setting up AutoD2PC
  - Using Reports
  - Generating and using PAR/PADs
- Format: Classroom instruction
- Components: Student Manual, Student Workbook
- Supporting Course Materials: Relevant sections of Virtual Guide to Procedures (CD)
- Available from:
  - Darius M. Kwiedorowicz  
SBCCOM  
ATTN:AMSSB-OCS, Building E5101, Rm. 175  
5183 Blackhawk Road  
Aberdeen Proving Ground, MD 21010  
(410) 436-8829  
[darius.kwiedorowicz@sbccom.apgea.army.mil](mailto:darius.kwiedorowicz@sbccom.apgea.army.mil)
  - Innovative Emergency Management  
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Program Manager, CSEPP  
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Abingdon, MD 21009  
(703) 414-8143  
(410) 569-9550  
[jack.long@ieminc.com](mailto:jack.long@ieminc.com)

#### **Federal Emergency Management Information System (FEMIS), Planning Module**

- Objectives:
  - Understanding planning datasets and planning scenarios
  - Using the PALT
  - Editing plans in MS Project
  - Using the tasks status board
- Format: Classroom instruction
- Components: Student Manual, Student Workbook
- Supporting Course Materials: Relevant sections of Virtual Guide to Procedures (CD)
- Available from:
  - Darius M. Kwiedorowicz  
SBCCOM  
ATTN:AMSSB-OCS, Building E5101, Rm. 175  
5183 Blackhawk Road  
Aberdeen Proving Ground, MD 21010  
(410) 436-8829  
[darius.kwiedorowicz@sbccom.apgea.army.mil](mailto:darius.kwiedorowicz@sbccom.apgea.army.mil)
  - Innovative Emergency Management  
Jack Long  
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Abingdon, MD 21009  
(703) 414-8143  
(410) 569-9550  
[jack.long@ieminc.com](mailto:jack.long@ieminc.com)

#### **Federal Emergency Management Information System (FEMIS), System Administration Module**

- Objectives:
  - ORACLE maintenance
  - Basic diagnostics and troubleshooting
  - Setting up and managing accounts
  - Managing exercise datasets
- Format: Classroom instruction
- Components: System Administrator's Guide
- Supporting Course Materials: CD-based System Administrator Diagnostic Guide, System Configuration Databook
- Available from:
  - Darius M. Kwiedorowicz  
SBCCOM  
ATTN:AMSSB-OCS, Building E5101, Rm. 175  
5183 Blackhawk Road  
Aberdeen Proving Ground, MD 21010  
(410) 436-8829  
[darius.kwiedorowicz@sbccom.apgea.army.mil](mailto:darius.kwiedorowicz@sbccom.apgea.army.mil)
  - Innovative Emergency Management  
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Program Manager  
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(703) 414-8143  
(410) 569-9550  
[jack.long@ieminc.com](mailto:jack.long@ieminc.com)

### Health Care Leadership Course

- Objectives:
  - Understand the essential preparedness, planning, and operational components necessary to sustain a hospital's targeted level of service during and after a mass casualty/WMD incident
  - Review and enhance the appropriate segment of a participant's emergency plan – principally regarding operations for a mass casualty/WMD incident
  - Understand the basic incident management framework for local, regional, state, and federal response to a mass casualty/WMD incident
  - Recognize and characterize situations that require enhanced communication and resources from outside of a hospital
  - Identify basic categories of resources that are available from public, private, and volunteer agencies when responding to a mass casualty/WMD incident, to include resource availability, accessibility, and expected deployment.
  - Identify and describe the roles of various health care providers and operational segments of a health care system when responding to mass casualty/WMD incidents
  - Communicate effectively with appropriate constituencies to manage both hospital and health care system responses to a mass casualty/WMD incident
  - Participate more effectively in the decision-making process during emergency situations
- Format: Classroom instruction
- Components: Unknown
- Supporting Course Materials: Unknown
- Course taught at Nobel Training Center, Ft. McClellan, AL
- Available from:
  - Jackie Nunnally  
Integrated Emergency Management Branch  
Noble Training Center  
P.O. Box 5237  
Ft. McClellan, AL 36205  
(256) 741-3600  
(256) 741-3602 (Fax)

### Introduction to Protective Action Decision Making

- Objective: Describes the protective action options recommended by CSEPP Guidance, the crucial decision issues for each option, and a process that can be used to develop protective action plans
- Format: Video
- Components: VHS tape
- Supporting Course Material:
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### JICsaw III: CSEPP Joint Information Center/System Training Course

- Objectives:
  - Provide JIC staff with the concept, goals, focus, functions organizational structure and facility of the JIC
  - Build skills of individuals regarding telephone teams, media monitoring and analysis, and news conferences
  - Provide simulated experience of JIC operations and media interaction
- Format: Classroom
- Components: Student Workbook, Handouts, Video, Instructor Guide, Worksheets
- Supporting Course Materials: Job Aids
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### Joint Information Center/Joint Information Systems Course (JIC/JIS)

- Objectives:
  - Understand the concept of JIC/JIS operations
  - Understand JIC functions and administrative structure
  - Demonstrate a knowledge of JIC facility, equipment, and staffing
  - Acquire skills to perform specific JIC assignments
- Format: Classroom course taught by contractor
- Components: Course Notebook
- Supporting Course Material: Optional 8-hour exercise
- Available from:
  - Emergency Management Institute  
16825 South Seton Avenue  
Emmitsburg, MD 21727  
<http://www.fema.gov/emi/>  
(Course No. G908)

### Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program

- Objectives:
  - Understand uses and limitations of CSEPP-approved equipment
  - Understand CSEPP PPE work rules
  - Know how to don and doff CSEPP PPE
- Format: Classroom
- Components: Instructor Guide, Student Guide, Electronic Slides
- Supporting Course Material:
  - Poster: *Donning and Doffing PPE*
  - Videos: *How Do I Know?, Re-ACTFAST II*
- Available from:
  - CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

### Public Affairs and Information Technology Course

- Objectives:
  - Describe the uses of information technology in enhancing public affairs and other emergency response
  - Describe the application of Web sites to successfully communicate and coordinate data and information in an emergency
  - Develop and apply basic Web sites as virtual collaboration tools
  - Describe the use of handheld technology to add portability of data and information to the emergency response
  - Demonstrate the use of handheld technology in responding to an emergency
  - Describe the use of wireless technology to stay connected anytime and anyplace
  - Apply wireless technology in the context of a simulated emergency response
- Format: Classroom course taught by instructors
- Components: Student Manual, Instructor Guide, Handheld Computer
- Supporting Course Material: Student Technical Workbooks
- Available from:
  - Charles B. Hultquist  
Oak Ridge Institute for Science and Education  
P.O. Box 117  
Oak Ridge, TN 37831-0117  
(865) 576-9647  
[hultquic@ornl.gov](mailto:hultquic@ornl.gov)

### Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)

- Objectives: Provides refresher training for ACT FAST, Auto-injectors, PPE, and Decontamination classroom courses
- Format: Classroom
- Components: VHS video, DVD video, Facilitator's Guide
- Supporting Course Material: All support materials for ACT FAST, Auto-injectors, PPE, and Decontamination courses
- Available from:
  - (VHS and DVD Video):  
Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)
  - (Facilitator's Guide):  
CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

### Residential Shelter-In-Place

- Objectives:
  - Learn how to prepare a home emergency supply kit
  - Understand how warnings for protective actions are disseminated to the public
  - Describe how to develop a plan for sheltering-in-place
  - Understand the appropriate procedures for expedient shelter-in-place
  - Learn how to prepare a safe room for sheltering-in-place
  - Describe when and how to end sheltering-in-place
- Format: Video
- Components: DVD and VHS tape
- Supporting Course Material: None
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### Response Phase Decontamination for CSEPP

- Objectives:
  - Demonstrate ability to perform self- and buddy-decon
  - Demonstrate understanding of decon station procedures
  - Demonstrate ability to perform emergency medical decon
- Format: Classroom
- Components: Instructor Guide, Student Guide, Electronic Slides
- Supporting Course Material:
  - Posters: *Decontamination Procedures for Emergency Medical Personnel, Decontamination Station Procedures, Self and Buddy Decontamination*
  - Handouts: same as for poster
  - Pocket Card: *Decontamination Procedures*
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)  
(EMI Course Nos. G962 thru G965)
  - CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

### Shelter Operations Workshop

- Objectives:
  - Collaborate with other agencies in supporting the shelter operation
  - Organize available human resources as a shelter operations team
  - Organize the physical facility and material resources to meet the needs of the sheltered population
  - Identify procedures for obtaining additional human and material resources
  - Establish and maintain records and provide reports
  - Use Disaster Services regulations and procedures and local disaster plans in managing shelters
  - Solve common shelter problems using team resources
- Format: Classroom Course (Prerequisite: *Introduction to Disasters*, home study course)
- Components: Workbook
- Supporting Course Material: Video
- Available from:
  - Local American Red Cross chapter

### Some Assembly Required: How Models Are Built and Used

- Objectives:
  - Explains what models are, how the CSEPP models were developed, the limitations of models, and how models can be used in the protective action decision-making process
- Format: Video
- Components: VHS tape
- Supporting Course Material: None
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)

### Standardized CSEPP Medical Training Course

- Objectives:
  - Describe the types of chemical agents
  - Recognize signs and symptoms of exposure
  - Describe how to manage, decontaminate and treat the victims of a chemical incident
  - Describe how to protect against the threat of cross-contamination by verifying the adequacy of patient decontamination
- Format: Classroom
- Components: Student Guide, Instructor Slides
- Supporting Course Material: None
- Available from:
  - CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

### State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course

- Objectives:
  - Explain the role of emergency support personnel before, during and after a chemical warfare agent release
  - Describe work rules and regulations as they apply to the use of PPE
  - Describe the proper donning of the CSEPP PPE
  - Describe the protection to emergency support personnel from PPE
  - Describe the limitations of CSEPP PPE
  - State how CSEPP PPE is stored and maintained
- Format: Classroom
- Components: Instructor Guide, Student Guide, Slides
- Supporting Course Material: None
- Available from:
  - William R. Smith  
Maryland Emergency Management Agency  
5401 Rue Saint Lo Drive  
Reisterstown, MD 21136-4541  
(410) 517-5123  
[bsmith@mema.state.md.us](mailto:bsmith@mema.state.md.us)

### Technical Planning and Evaluation Course (TPE)

- Objectives:
  - Define and illustrate the concepts of exposure, dose, and risk
  - Describe the protective action decision-making process
  - List the basic functions of models and describe their use in planning
  - Define evacuation and sheltering as protective actions for CSEPP
- Format: Computer-based
- Components: CD-ROM, Student Workbook
- Supporting Course Material:
  - Videos: *Some Assembly Required: How Models Are Built and Used*, and *An Introduction to Protective Action Decision Making*
  - Poster: *Protective Action Decision Making*
  - Pocket Card: *Protective Action Decision Making*
  - Models: D2PC, PADRE, and OREMS
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)  
(EMI Course No. G956)

### Techniques for CSEPP Instructors

- Objectives:
  - Explain the learning process for adults
  - Identify the characteristics and responsibilities of an effective instructor
  - Identify methods of instruction
  - Understand presentation techniques for effective communication
  - Know how to deal with resistance to learning
  - Explain the use of questions
  - Know and understand the use of instructional aids
  - Understand the importance and use of evaluations
- Format: Classroom Training
- Components: Techniques Manual, Instructor Guide, Electronic Slides
- Supporting Course Material: None
- Available from:
  - Robert W. Norville  
Preparedness, Training, and Exercise Directorate  
Federal Emergency Management Agency  
500 C Street, SW  
Washington, DC 20472  
(202) 646-2734  
[robert.norville@dhs.gov](mailto:robert.norville@dhs.gov)  
(EMI Course No. G955)
  - CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

### **Toxic Chemical Training Course for Medical Support Personnel**

- Objectives:
  - Describes measures for improving off-post medical preparedness
  - Describes signs and symptoms of chemical agent exposure, triage, and medical treatment
  - Describes decontamination of patients and medical equipment and facilities
  - Describes PPE for medical personnel
  - Describes agent detection capabilities
  - Describes methods of estimating downwind toxicity
- Format: Classroom course
- Components: Course Syllabus (includes slides, handouts, text, and exercises)
- Supporting Course Material: None
- Available from:
  - Todd Dousa  
Science Applications International Corporation  
626 Towne Center Drive  
Joppa, MD 21085  
(410) 538-2964  
[todd.a.dousa@saic.com](mailto:todd.a.dousa@saic.com)

### **Use of Auto-Injectors by Civilian Emergency Medical Personnel to Treat Civilians Exposed to Nerve Agent**

- Objectives:
  - Identifies antidotes to be administered in the event of nerve agent exposure
  - Identifies which antidote auto-injectors should be used
  - Demonstrates the use of the antidote auto-injectors
  - Recognizes adverse reactions to the use of the antidotes
- Format: Classroom
- Components: Instructor Guide, Student Guide, Electronic Slides
- Supporting Course Material:
  - Poster: *Auto-injectors*
  - Pocket Card: *Nerve Agent Antidote Reference Guide*
- Available from:
  - CSEPP Training Website: <http://www.ornl.gov/EMC/CSEPPweb/CSEPPTraining.html>

**APPENDIX B**

**TRAINING RECOMMENDATIONS BY PERSONNEL CATEGORY**

This appendix summarizes the *CSEPP Planning/Training/Exercises Crosswalk* to list the program’s training recommendations for each emergency personnel category. Managers at all levels of the program may use this table to help ensure that their personnel have received the appropriate training.

Each CSEPP state and county has its own method of assigning responsibility for emergency planning, response, and recovery functions. Some jurisdictions, for instance, may make firefighters responsible for conducting search and rescue, while others may assign this task to police officers. This document addresses this issue by including these types of emergency functions under all likely personnel categories. Consequently, emergency managers and training officers should evaluate the task assignments and training recommendations included in this document and tailor them to their own unique situations.

<b>CSEPP TRAINING RECOMMENDATIONS BY PERSONNEL CATEGORY</b>		
<b>PERSONNEL CATEGORY</b>	<b>TASK*</b>	<b>RECOMMENDED TRAINING</b>
Access Control Personnel	33. Manage contaminated areas and resources b. maintain security	Emergency Planners Companion, Emergency Operations and Evacuee Support Module
Automation Specialists	6. Develop and maintain automation system	Emergency Management Information System (EMIS) Federal Emergency Management Information System (FEMIS), Basic Module Federal Emergency Management Information System (FEMIS), Data Management Module Federal Emergency Management Information System (FEMIS), Evacuation Modeling and ETE Analysis Module Federal Emergency Management Information System (FEMIS), Hazard Analysis Module Federal Emergency Management Information System (FEMIS), Planning Module Federal Emergency Management Information System (FEMIS), System Administration Module
Communications Specialists	8. Develop and maintain command and control system e. maintain communication point 9. Develop and maintain radio system a. develop list of nodes b. develop operational procedures 10. Develop and maintain telephone system a. develop ringdown order b. develop telephone directory c. develop operational procedures 31. Maintain [response-phase] communications	Emergency Planner’s Companion, Command and Control Module CSEPP Orientation Chemical Accident/Incident Response and Assistance (CAIRA)
Coroners	33. Manage contaminated areas and resources d. manage handling of human remains	None available
Decontamination Personnel	20. Develop and maintain response-phase decontamination capability 34. Develop recovery-phase decontamination process	Response Phase Decontamination for CSEPP Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) CSEPP Nerve and Blister Agent posters Emergency Planner’s Companion, Emergency Operations and Evacuee Support Module
Dispatcher, Emergency	29. Implement warning process 30. Mobilize all emergency support functions 31. Maintain communications	Emergency Planner’s Companion, Command and Control Module CSEPP Orientation Chemical Accident/Incident Response and Assistance (CAIRA)
Elected Officials	22. Develop and maintain protective action decision process a. identify planning subzones b. develop protective action decision tables 28. Make protective action decision 29. Develop recovery-phase command and control authority	Introduction to Protective Action Decision Making video Chemical Emergency Information for Managers Emergency Planner’s Companion, Protective Action Module Emergency Planner’s Companion, Command and Control Module
Emergency Management Agency Staff	27. Activate EOC 30. Mobilize all emergency support functions	Emergency Planner’s Companion, Command and Control Module Chemical Accident/Incident Response and Assistance (CAIRA) CSEPP Orientation
Emergency Managers	1. Develop general plans and SOPs a. identify planning accident categories d. conduct coordination meetings	Emergency Management Information System (EMIS) Federal Emergency Management Information System (FEMIS), Basic Module County EOC Operations
Emergency Managers (cont’d)	e. evaluate plan and SOPs	Emergency Planner’s Companion, Command and Control Module

\*Task numbers correspond to those in the *CSEPP Crosswalk with NIMS Integration*.

**CSEPP TRAINING RECOMMENDATIONS BY PERSONNEL CATEGORY**

PERSONNEL CATEGORY	TASK*	RECOMMENDED TRAINING
Emergency Managers (cont'd)	<ul style="list-style-type: none"> <li>2. f. establish planning zones</li> <li>Develop exercise program               <ul style="list-style-type: none"> <li>a. develop exercise plan</li> <li>b. develop exercise objectives</li> <li>c. conduct exercises</li> <li>d. evaluate exercise</li> </ul> </li> <li>3. Develop training program               <ul style="list-style-type: none"> <li>a. develop training plan</li> </ul> </li> <li>4. Develop public education program               <ul style="list-style-type: none"> <li>a. identify education needs</li> </ul> </li> <li>5. Develop public information program               <ul style="list-style-type: none"> <li>a. identify information needs</li> </ul> </li> <li>6. Develop and maintain automation system</li> <li>7. Develop and maintain EOC               <ul style="list-style-type: none"> <li>a. develop list of equipment</li> <li>b. develop list of supplies</li> <li>c. develop operation procedures</li> </ul> </li> <li>8. Develop and maintain command and control system               <ul style="list-style-type: none"> <li>a. develop concept of command hierarchy</li> <li>b. develop notification point</li> <li>c. develop staffing charts</li> <li>d. develop command and control procedures</li> <li>e. maintain communication point</li> </ul> </li> <li>9. Develop and maintain radio system               <ul style="list-style-type: none"> <li>a. develop list of nodes</li> <li>b. develop operational procedures</li> </ul> </li> <li>10. Develop and maintain telephone system               <ul style="list-style-type: none"> <li>a. develop ringdown order</li> <li>c. develop operational procedures</li> </ul> </li> <li>11. Develop and maintain warning systems               <ul style="list-style-type: none"> <li>a. develop prescribed messages</li> <li>b. develop operational procedures</li> </ul> </li> <li>12. Develop and maintain JIC               <ul style="list-style-type: none"> <li>c. develop operational procedures</li> </ul> </li> <li>13. Develop and maintain traffic and access control               <ul style="list-style-type: none"> <li>a. identify control points</li> </ul> </li> <li>14. Develop and maintain transportation support               <ul style="list-style-type: none"> <li>b. identify and assign transportation resources</li> </ul> </li> <li>15. Identify special populations               <ul style="list-style-type: none"> <li>b. identify special needs</li> </ul> </li> <li>16. Develop and maintain medical support               <ul style="list-style-type: none"> <li>a. prepare medical response procedures</li> <li>b. identify medical transportation and care facilities</li> </ul> </li> <li>17. Develop and maintain reception centers               <ul style="list-style-type: none"> <li>a. identify location</li> <li>b. develop operational procedures</li> </ul> </li> <li>18. Develop and maintain mass care centers               <ul style="list-style-type: none"> <li>a. identify location</li> <li>c. develop operational procedures</li> </ul> </li> <li>19. Develop and maintain PPE system               <ul style="list-style-type: none"> <li>a. identify PPE needs</li> <li>b. develop operational procedures</li> <li>c. develop work rules</li> <li>d. develop distribution and maintenance system</li> </ul> </li> <li>20. Develop and maintain response-phase decontamination capability               <ul style="list-style-type: none"> <li>b. develop operational procedures</li> <li>c. identify location of stations</li> </ul> </li> <li>21. Develop and maintain agent detection system</li> </ul>	<p>Emergency Planner's Companion, Public Information and Education Module            Classification of Events poster            Chemical Accident/Incident Response and Assistance (CAIRA)            CSEPP Orientation            Chemical Emergency Information for Managers            Emergency Planner's Companion, Emergency Operations and Evacuee Support Module            Emergency Planner's Companion, Protective Action Module            CSEPP Chemical Awareness            Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST)            Chemical Stockpile Agent Characteristics and Effects video            Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)            CSEPP Nerve and Blister Agent posters            Arkansas Chemical Stockpile Emergency Preparedness Program, Chemical Awareness Home Study Course            Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program            State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course            Introduction to Protective Action Decision Making video            Some Assembly Required: How Models Are Build and Used            Chemical Hazard Prediction</p>

\*Task numbers correspond to those in the *CSEPP Crosswalk with NIMS Integration*

**CSEPP TRAINING RECOMMENDATIONS BY PERSONNEL CATEGORY**

PERSONNEL CATEGORY	TASK*	RECOMMENDED TRAINING
	<ul style="list-style-type: none"> <li>a. develop monitoring plan</li> <li>b. develop operational procedures</li> <li>22. Develop and maintain protective action decision process                             <ul style="list-style-type: none"> <li>a. identify planning subzones</li> <li>h. develop protective action decision tables</li> <li>i. identify evacuation routes</li> </ul> </li> <li>23. Develop and maintain pressurized shelters                             <ul style="list-style-type: none"> <li>a. identify structures and locations to be pressurized</li> <li>b. develop operational and maintenance procedures</li> </ul> </li> <li>24. Develop and maintain enhanced shelters                             <ul style="list-style-type: none"> <li>b. develop operational procedures</li> </ul> </li> <li>25. Develop and maintain expedient shelters                             <ul style="list-style-type: none"> <li>b. develop operational procedures</li> </ul> </li> <li>26. Develop and maintain search and rescue operations                             <ul style="list-style-type: none"> <li>a. develop operational procedures</li> </ul> </li> <li>27. Activate EOC</li> <li>28. Make protective action decision</li> <li>29. Implement warning process</li> <li>30. Mobilize all emergency support functions</li> <li>31. Maintain communications</li> <li>32. Monitor environment                             <ul style="list-style-type: none"> <li>a. develop sampling plan</li> </ul> </li> <li>33. Manage contaminated areas and resources                             <ul style="list-style-type: none"> <li>a. develop operational procedures</li> </ul> </li> <li>34. Develop recovery-phase decontamination process                             <ul style="list-style-type: none"> <li>b. develop operational procedures</li> </ul> </li> <li>35. Develop recovery-phase command and control authority</li> </ul>	
Emergency Medical Technicians	<ul style="list-style-type: none"> <li>16. Develop and maintain medical support</li> <li>20. Develop and maintain response-phase decontamination capability</li> </ul>	Toxic Chemical Training Course for Medical Support Personnel CSEPP Chemical Awareness Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST) Chemical Stockpile Agent Characteristics and Effects video Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) CSEPP Recommended Guidelines for Antidote Treatment for Nerve Agent Exposure CSEPP Nerve and Blister Agent posters Use of Auto-Injectors by Civilian Emergency Medical Personnel to Treat Civilians Exposed to Nerve Agents Response Phase Decontamination for CSEPP Arkansas Chemical Stockpile Emergency Preparedness Program, Chemical Awareness Home Study Course Emergency Planner's Companion, Emergency Operations and Evacuee Support Module Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agent Standardized CSEPP Medical Training Course
Emergency Planners	<ul style="list-style-type: none"> <li>1. Develop general plans and SOPs                             <ul style="list-style-type: none"> <li>a. identify planning accident categories</li> <li>b. prepare EPG</li> <li>c. write interagency agreements</li> <li>d. conduct coordination meetings</li> <li>e. evaluate plan and SOPs</li> <li>f. establish planning zones</li> <li>g. prepare maps</li> </ul> </li> <li>2. Develop exercise program                             <ul style="list-style-type: none"> <li>a. develop exercise plan</li> <li>b. develop exercise objectives</li> <li>d. evaluate exercise</li> </ul> </li> <li>3. Develop training program                             <ul style="list-style-type: none"> <li>a. develop training plan</li> </ul> </li> <li>4. Develop public education program                             <ul style="list-style-type: none"> <li>a. identify education needs</li> </ul> </li> <li>5. Develop public information program                             <ul style="list-style-type: none"> <li>a. identify information needs</li> </ul> </li> </ul>	Introduction to Protective Action Decision Making video Some Assembly Required: How Models Are Built and Used video Technical Planning and Evaluation Course (TPE) Chemical Emergency Information for Managers CSEPP Plan Evaluation Wizard Emergency Management Information System (EMIS) Federal Emergency Management Information System (FEMIS), Basic Module Federal Emergency Management Information System (FEMIS), Data Management Module Federal Emergency Management Information System (FEMIS), Evacuation Modeling and ETE Analysis Module Federal Emergency Management Information System (FEMIS), Hazard Analysis Module Federal Emergency Management Information System (FEMIS), Planning Module Federal Emergency Management Information System (FEMIS), System Administration Module County EOC Operations Emergency Planner's Companion, Command and Control Module Emergency Planner's Companion, Public Information and Education Module Classification of Events poster Chemical Accident/Incident Response and Assistance (CAIRA) CSEPP Orientation
Emergency Planners (cont'd)	<ul style="list-style-type: none"> <li>a. identify information needs</li> </ul>	CSEPP Orientation

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**CSEPP TRAINING RECOMMENDATIONS BY PERSONNEL CATEGORY**

PERSONNEL CATEGORY	TASK*	RECOMMENDED TRAINING
Emergency Planners (Cont'd)	<ul style="list-style-type: none"> <li>6. Develop and maintain automation systems</li> <li>7. Develop and maintain EOC                             <ul style="list-style-type: none"> <li>a. develop list of equipment</li> <li>b. develop list of supplies</li> <li>c. develop operational procedures</li> </ul> </li> <li>8. Develop and maintain command and control system                             <ul style="list-style-type: none"> <li>a. develop concept of command hierarchy</li> <li>d. develop command and control procedures</li> </ul> </li> <li>9. Develop and maintain radio system                             <ul style="list-style-type: none"> <li>a. develop list of nodes</li> <li>b. develop operational procedures</li> </ul> </li> <li>10. Develop and maintain telephone system                             <ul style="list-style-type: none"> <li>a. develop ringdown order</li> <li>b. develop operational procedures</li> </ul> </li> <li>11. Develop and maintain warning systems                             <ul style="list-style-type: none"> <li>a. develop prescribed messages</li> <li>b. develop operational procedures</li> </ul> </li> <li>12. Develop and maintain JIC                             <ul style="list-style-type: none"> <li>b. develop risk communication materials and process</li> <li>c. develop operational procedures</li> </ul> </li> <li>13. Develop and maintain traffic and access control                             <ul style="list-style-type: none"> <li>a. identify control points</li> <li>b. identify resource needs</li> </ul> </li> <li>14. Develop and maintain transportation support                             <ul style="list-style-type: none"> <li>a. identify transportation needs</li> <li>b. identify and assign transportation resources</li> </ul> </li> <li>15. Identify special populations                             <ul style="list-style-type: none"> <li>a. prepare inventory of populations and locations</li> <li>b. identify special needs</li> </ul> </li> <li>16. Develop and maintain medical support                             <ul style="list-style-type: none"> <li>a. prepare estimate of casualties and needs</li> <li>b. prepare medical response procedures</li> <li>c. identify medical transportation and care facilities</li> </ul> </li> <li>17. Develop and maintain reception centers                             <ul style="list-style-type: none"> <li>a. identify location</li> <li>b. develop operational procedures</li> <li>c. develop list of resources</li> <li>d. develop staffing chart</li> </ul> </li> <li>18. Develop and maintain mass care centers                             <ul style="list-style-type: none"> <li>a. identify location</li> <li>b. estimate demand</li> <li>c. develop operational procedures</li> <li>d. develop list of resources</li> <li>e. develop staffing chart</li> </ul> </li> <li>19. Develop and maintain PPE system                             <ul style="list-style-type: none"> <li>a. identify PPE needs</li> <li>b. develop operational procedures</li> <li>c. develop work rules</li> <li>d. develop distribution and maintenance system</li> </ul> </li> <li>20. Develop and maintain response-phase decontamination capability                             <ul style="list-style-type: none"> <li>a. identify decon needs</li> <li>b. develop operational procedures</li> <li>c. identify location of stations</li> <li>d. identify resource needs</li> </ul> </li> <li>21. Develop and maintain agent detection system                             <ul style="list-style-type: none"> <li>a. develop monitoring plan</li> <li>b. develop operational procedures</li> <li>c. identify equipment needs</li> </ul> </li> </ul>	<p>Emergency Planner's Companion, Emergency Operations and Evacuee Support Module                      Emergency Planner's Companion, Protective Action Module                      CSEPP Chemical Awareness                      Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST)                      Chemical Stockpile Agent Characteristics and Effects video                      Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)                      CSEPP Nerve and Blister Agent posters                      Arkansas Chemical Stockpile Emergency Preparedness Program, Chemical Awareness Home Study Course                      Shelter Operations Workshop                      Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program                      Introduction to Protective Action Decision Making video                      Chemical Hazard Prediction</p>

\*Task numbers correspond to those in the *CSEPP Crosswalk with NIMS Integration*

**CSEPP TRAINING RECOMMENDATIONS BY PERSONNEL CATEGORY**

PERSONNEL CATEGORY	TASK*	RECOMMENDED TRAINING
	22. Develop and maintain protective action decision process a. identify planning subzones b. identify housing characteristics c. prepare evacuation time estimates d. run EMIS e. run OREMS f. run PADRE g. use FEMIS h. develop protective action decision tables i. identify evacuation routes 23. Develop and maintain pressurized shelters a. identify structures and locations to be pressurized b. develop operational and maintenance procedures 24. Develop and maintain enhanced shelters a. estimate number of structures b. develop operational procedures 25. Develop and maintain expedient shelters a. estimate number of structures b. develop operational procedures 26. Develop and maintain search and rescue operations a. develop operational procedures 32. Monitor environment a. develop sampling plan b. develop list of monitoring resources 33. Manage contaminated areas and resources a. develop operational procedures 34. Develop recovery-phase decontamination process a. identify decon needs b. develop operational procedures c. identify resource needs 35. Develop recovery-phase command and control authority	
Exercise Coordinators	2. Develop exercise program a. develop exercise plan b. develop exercise objectives c. conduct exercise	Outside the scope of CSEPP Training responsibilities.
Exercise Evaluators	2. Develop exercise program d. evaluate exercise	CSEPP Exercise Evaluator Course
Fire Department Managers	19. Develop and maintain PPE system a. identify PPE needs b. develop operational procedures c. develop work rules d. develop distribution and maintenance system 20. Develop and maintain response-phase decontamination capability a. identify decon needs b. develop operational procedures d. identify resource needs 26. Develop and maintain search and rescue operations a. develop operational procedures 34. Develop recovery-phase decontamination process a. identify decon needs b. develop operational procedures c. identify resource needs	CSEPP Chemical Awareness Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST) Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) Emergency Planner's Companion, Emergency Operations and Evacuee Support Module Response Phase Decontamination for CSEPP CSEPP Nerve and Blister Agent posters Toxic Chemical Training for Medical Support Personnel
Fire Department Managers (cont'd)		
Fire Fighters	19. Develop and maintain PPE system 20. Develop and maintain response-phase decontamination capability 26. Develop and maintain search and rescue operations 34. Develop recovery-phase decontamination process	CSEPP Chemical Awareness Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST) Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) Emergency Planner's Companion, Emergency Operations and Evacuee Support Module

\*Task numbers correspond to those in the *CSEPP Crosswalk with NIMS Integration*

**CSEPP TRAINING RECOMMENDATIONS BY PERSONNEL CATEGORY**

<b>PERSONNEL CATEGORY</b>	<b>TASK*</b>	<b>RECOMMENDED TRAINING</b>
		Response Phase Decontamination for CSEPP CSEPP Nerve and Blister Agent posters
Hospital Emergency Room Personnel	16. Develop and maintain medical support a. prepare estimate of casualties and needs b. prepare medical response procedures c. identify medical transportation and care facilities 20. Develop and maintain response-phase decontamination capability a. identify decon needs b. develop operational procedures c. identify location of stations d. identify resource needs	Toxic Chemical Training Course for Medical Support Personnel CSEPP Chemical Awareness Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST) Chemical Stockpile Agent Characteristics and Effects video Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) CSEPP Recommended Guidelines for Antidote Treatment for Nerve Agent Exposure CSEPP Nerve and Blister Agent posters Use of Auto-Injectors by Civilian Emergency Medical Personnel to Treat Civilians Exposed to Nerve Agents Response Phase Decontamination for CSEPP Arkansas Chemical Stockpile Emergency Preparedness Program, Chemical Awareness Home Study Course Response Phase Decontamination for CSEPP Don't Be a Victim: Medical Management of Patients Contaminated with Chemical Agent Standardized CSEPP Medical Training Course Health Care Leadership Course
Incident Commanders	30 Mobilize all emergency support functions 31 Maintain communications	Emergency Planners Companion, Command and Control Module Emergency Planners Companion, Emergency Operations and Evacuee Support Module
Joint Information Center Staff	12. Develop and maintain JIC	CSEPP Joint Information Center Advisor Public Affairs and Information Technology Course Advanced Public Affairs and Information Technology Course Basic Emergency Public Information Officer Course Joint Information Center/Joint Information Systems Course (JIC/JIS) (EMI Course) Emergency Planner's Companion, Public Information and Education Module JICsawIII: CSEPP Joint Information Center/System Training Course CSEPP Spokesperson Training Course CSEPP Writing News Releases, Version I
Mass Care Center Staff	18. Develop and maintain mass care centers	Shelter Operations Workshop Emergency Planner's Companion, Emergency Operations and Evacuee Support Module CSEPP Nerve and Blister Agent posters
Mental Health Professionals	33. Manage contaminated areas and resources h. provide mental health assistance	None available.
Monitoring Personnel	32. Monitor environment	None available.
Reception Center Staff	17. Develop and maintain reception centers	Shelter Operations Workshop Emergency Planner's Companion, Emergency Operations and Evacuee Support Module CSEPP Nerve and Blister Agent posters
Police Department Managers (state and local)	13. Develop and maintain traffic and access control a. identify control points b. identify resource needs 19. Develop and maintain PPE system a. identify PPE needs b. develop operational procedures c. develop work rules d. develop distribution and maintenance system 26. Develop and maintain search and rescue operations a. Develop operational procedures 33. Manage contaminated areas and resources a. develop operational procedures b. maintain security	Emergency Planners Companion, Command and Control Module Emergency Planner's Companion, Emergency Operations and Evacuee Support Module Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment)
Police Officers (state and local)	13. Develop and maintain traffic and access control 19. Develop and maintain PPE system 26. Develop and maintain search and rescue operations 33. Manage contaminated areas and resources b. maintain security	Emergency Planner's Companion, Emergency Operations and Evacuee Support Module CSEPP Chemical Awareness Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST) Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) Response Phase Decontamination for CSEPP CSEPP Nerve and Blister Agent posters

\*Task numbers correspond to those in the *CSEPP Crosswalk with NIMS Integration*

**CSEPP TRAINING RECOMMENDATIONS BY PERSONNEL CATEGORY**

<b>PERSONNEL CATEGORY</b>	<b>TASK*</b>	<b>RECOMMENDED TRAINING</b>
Public Information Officers	4. Develop public education program a. identify education needs b. develop materials c. disseminate materials 5. Develop public information program a. identify information needs b. develop materials c. disseminate materials 11. Develop and maintain warning systems a. develop prescribed messages 12. Develop and maintain JIC a. develop rumor control system b. develop risk communication materials and process c. develop operational procedures 36. Provide recovery-phase public information	Basic Emergency Public Information Officer Course Emergency Planner's Companion, Public Information and Education Module CSEPP Joint Information Center Advisor Public Affairs and Information Technology Course Advanced Public Affairs and Information Technology Course JICsawIII: CSEPP Joint Information Center/System Training Course CSEPP Spokesperson Training Course CSEPP Writing New Releases, Version I County EOC Operations CSEPP Orientation Chemical Accident/Incident Response and Assistance (CAIRA) Classification of Events poster Joint Information Center/Joint Information Systems Course (JIC/JIS) (EMI Course)
Public Works Department	14. Develop and maintain transportation support a. identify transportation needs b. identify and assign transportation resources 33. Manage contaminated areas and resources c. arrange for disposal of property f. relocate people	Emergency Planner's Companion, Emergency Operations and Evacuee Support Module
Search and Rescue Personnel	26. Develop and maintain search and rescue operations	Emergency Planner's Companion, Emergency Operations and Evacuee Support Module CSEPP Chemical Awareness Agent Characteristics and Toxicology First Aid and Special Treatment (ACT FAST) Personal Protective Equipment for the Chemical Stockpile Emergency Preparedness Program State of Maryland CSEPP Personal Protective Equipment and Decontamination Training Course Re-ACT FAST II (Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment) Response Phase Decontamination for CSEPP CSEPP Nerve and Blister Agent posters
Shelters, Non-pressurized, managers	24. Develop and maintain enhanced shelters b. develop operational procedures 25. Develop and maintain expedient shelters b. develop operational procedures	Emergency Planner's Companion, Protective Action Module Residential Shelter-In-Place Business Shelter-In-Place
Shelters, Pressurized, managers	23. Develop and maintain pressurized shelters b. develop operational and maintenance procedures	Emergency Planner's Companion, Protective Action Module Residential Shelter-In-Place Business Shelter-In-Place
Traffic Control Personnel	13. Develop and maintain traffic and access control	Emergency Planner's Companion, Emergency Operations and Evacuee Support Module
Training Officers	3. Develop training program	Techniques for CSEPP Instructors
Veterinary Volunteers	33. Manage contaminated areas and resources g. manage animals	None available.
Warning System Activators	29. Implement warning process	Emergency Planner's Companion, Command and Control Module Emergency Planners Companion, Public Information and Education Module CSEPP Orientation

\*Task numbers correspond to those in the *CSEPP Crosswalk with NIMS Integration*

**APPENDIX C**  
**ACRONYMS AND ABBREVIATIONS**

**ACT FAST**—Agent Characteristics and Toxicology First Aid and Special Treatment  
**CAIRA**—Chemical Accident or Incident Response and Assistance  
**CD**—compact disk  
**CD-ROM**—compact disk, read-only memory  
**CENL**—chemical event notification level  
**CSEPP**—Chemical Stockpile Emergency Preparedness Program  
**Decon**—decontamination  
**DVD**—digital video disk; a high-capacity optical disk format  
**EEG**—exercise evaluation guide  
**EMIS**—Emergency Management Information System  
**EOC**—emergency operations center  
**EPG**—emergency preparedness guide  
**FEMIS**—Federal Emergency Management Information System  
**GIS**—geographic information system  
**JIC**—joint information center  
**JIS**—joint information system  
**MCE**—maximum credible event  
**OREMS**—Oak Ridge Evacuation Modeling Systems  
**PAD**—protective action decision  
**PADRE**—Protective Action Dosage Reduction Estimator  
**PALT**—protective action lookup table  
**PAR**—protective action recommendation  
**PPE**—personal protective equipment  
**Re-ACT FAST**—Refresher on Agent Characteristics and Toxicology First Aid and Special Treatment  
**SOP**—standard operating procedure  
**TPE**—Technical Planning and Evaluation course  
**USADAC**—U.S. Army Defense Ammunition Center  
**VHS**—a trademark used for a videotape format

**APPENDIX D**  
**COURSE LISTINGS**

## CSEPP Course Descriptions by Category

### Operations/Orientation

#### Worker Operations

#### Medical Care

#### Planning

#### Automation

#### Protective Action Decision-Making

#### Public Affairs/Risk Communication

### Operations/Orientation

- CSEPP Exercise Evaluator
- CSEPP Chemical Awareness
- Arkansas Chemical Awareness Home Study Course
- County EOC CSEPP Operations
- Kentucky CSEPP Orientation

### CSEPP Exercise Evaluator

This 3.5-day classroom course teaches students to evaluate personnel during an exercise using the CSEPP methods and the integrated performance process. Students also practice exercise evaluation activities and experience writing a post-exercise evaluation reports. The training materials include an instructor's notebook with discussion notes and power point slides that can be annotated as needed, a student notebook with text slides, an activities notebook with hands-on participation exercises, appendices and glossary. A video/DVD-ROM divided into short segments of a hypothetical exercise is available for practicing observation and note-taking techniques.

**Components:** Annotated power point slides, student hand-outs

#### **Supporting Course Materials:**

- Practicum on developing evaluation reports
- Integrated performance evaluation guide
  - 4 short video/DVD-ROM segments

#### **Availability:**

- CD-ROM from FEMA Headquarters and Regional Offices

### CSEPP Chemical Awareness

This 8-hour classroom course is designed to familiarize students with the chemical warfare agent stockpile and its components (nerve agents VX, GA, and GB, and sulfur mustard blister agent HD), where and how the agents are stored, the Army's Chemical Stockpile Disposal Program (CSDP), and the DHS/FEMA's Chemical Stockpile Emergency Preparedness Program (CSEPP) designed to protect off-post civilian communities. Participants will learn to recognize chemical warfare agent characteristics, signs and symptoms of warfare agent contamination, how to avoid exposure, the effects of weather and terrain on the movement of chemical agent plumes, and to describe the planning programs taken to protect civilians in the event of a chemical agent release.

**Components:** Instructor and student guides, power point slides in pdf format

#### **Supporting Course Material:**

- Video: Chemical Stockpile Agent Characteristics and Effects

**Availability:**

- CD-ROM from FEMA Headquarters and Regional Offices
- Download from <http://emc.ornl.gov/EMCWeb/EMC/ProductBasicClass.html>

**Arkansas Chemical Awareness Home Study Course**

This home study course was designed by the State of Arkansas to orient residents living or working near the Pine Bluff Chemical Depot (PBCD) to the types of chemical warfare agents and munitions stored at the Depot, the Army's plans for destroying the stockpile, the signs and symptoms of chemical agent exposure, and initial first aid and treatment for contamination. Also provided is an overview of Arkansas's CSEPP. **Components:** Student manual

**Supporting Course Material:** Re-ACTFAST video

**Availability:**

- Download from <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>
- Contact Arkansas Department of Emergency Response

**County EOC CSEPP Operations**

This comprehensive classroom course was developed by the State of Illinois to orient new Emergency Operations Center (EOC) staff to county EOC CSEPP operations. The student will learn how the EOC operates, the responsibilities of staff individuals, the conditions warranting protective action recommendations, the county's role in alert and notification activities, the types of services provided at reception and mass care centers, and the methods for disseminating emergency public information.

**Components:** Instructor guide, scenarios

**Supporting Course Materials:** None

**Availability:**

- Download (under State Developed Training) from <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>

**Kentucky CSEPP Orientation**

This two hour classroom course is designed to develop a basic understanding of for civilians living or working near the Bluegrass Army Depot about the Chemical Stockpile Emergency Program's (CSEPP) structure. The course describes the location of chemical agent storage sites in the US, the types of chemical warfare agents and munitions, and the role of the Army and FEMA in emergency response operations.

**Components:** Instructor guide, participant manual, power point slides

**Supporting Course Materials:** None

**Availability:**

- Inquiries should be made to the Kentucky's Division of Emergency Management.

**Worker Operations**

- **Agent Characteristics, Toxicology, First Aid, and Special Treatment (ACTFAST)**

**2nd Edition**

- **Use of Auto-injectors by Civilian Emergency Medical Personnel**
- **Response Phase Decontamination**
- **Personal Protective Equipment (PPE)**

- **Maryland Personal Protective Equipment**
- **National CSEPP Medical Curriculum**
- **Re-ACTFAST or Re-ACTFAST I**

### **Agent Characteristics, Toxicology, First Aid, and Special Treatment (ACTFAST) 2nd Edition**

This 8-hour classroom course is designed to prepare emergency medical personnel to recognize and provide first response treatment to persons exposed to nerve agents VX, GA and GB and the blister agents, such as sulfur mustard (HD). At the end of the training the participant should be able to describe the potential hazards of nerve and blister agents, identify how chemical agents work, identify the signs and symptoms of agent exposure, and describe the initial first-aid treatment for victims of agent contamination.

**Components:** Instructor and student guides, power point electronic slides

**Supporting Course Material:**

- Two videos, “Chemical Stockpile Agent Characteristics and Effects” and “Re-ACTFAST II - Refresher on Agent Characteristics and Toxicology, First Aid and Special Treatment”
- Posters: Nerve Agents, Blister Agents
- Pocket Card: Nerve Agent Antidote Reference Guide

**Availability:**

- Download instructor and student guides, slides, posters, pocket card (under Job Aids) from <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>

### **Use of Auto-injectors by Civilian Emergency Medical Personnel**

This 3-hour classroom course is designed to prepare participants to identify antidotes to be administered in the event of nerve agent exposure and which antidote auto-injector should be used. At the end of the course participants are expected to be able to demonstrate the use of the antidote auto-injector and recognize adverse reactions to the use of the antidotes.

**Components:** Instructor and student guides, power point electronic slides

**Supporting Course Material:**

- Poster: Auto-Injectors
- Pocket Card: Nerve Agent Antidote Reference Guide

**Availability:**

- Download instructor and student guides, slides, posters, pocket card (under Job Aids) from <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>

### **Response Phase Decontamination**

Decontamination (decon) is an integral planning component for responding to nerve and mustard agent contamination and must be performed as quickly as possible once contamination occurs. This classroom course consists of independent modules designed to address decon procedures for self- and buddy- decon, the decon station, and for emergency medical decon personnel. A checklist is included for developing decon procedures within the CSEPP framework.

**Components:** Instructor and student guides, electronic power point slides

**Supporting Course Material:**

- Posters: Decontamination Procedures For Emergency Medical Personnel, Decontamination Station Procedures, Self and Buddy Decontamination

- Handouts: Same as for poster
- Pocket Card: Decontamination Procedures

**Availability:**

- Download instructor and student guides, slides, posters, pocket card (under Job Aids) from <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>

**Personal Protective Equipment (PPE)**

This classroom course synthesizes the detailed literature provided by the U.S. Army and respirator manufacturers for respiratory personal protective equipment (PPE). Designed to train CSEPP participants on the types and use of respiratory equipment approved for CSEPP, the course also describes when PPE is required by CSEPP and how federal OSHA, state and local regulations apply to PPE protection in the CSEPP. At the end of the training, participants will also know the correct procedures for donning and doffing CSEPP PPE to prevent contaminating themselves and others.

**Components:** Instructor and student guides, power point electronic slides

**Supporting Course Material:**

- Poster: Donning and Doffing PPE
- Videos: How Do I Know? and Re-ACTFAST II (also on DVD-ROM)

**Availability:**

- Course text materials, poster, and slides can be downloaded from the CSEPP Training Website at <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>
- Videos/DVDs can be obtained from FEMA Headquarters or Regional Offices.

**Maryland Personal Protective Equipment**

This classroom course was developed by the State of Maryland to describe the role of emergency support personnel before, during and after a chemical warfare agent release. The course covers applicable work rules and regulations on the use of PPE in CSEPP, the proper donning of PPE, the protection and limitations when using PPE, and the how CSEPP PPE should be stored and maintained.

**Components:** Instructor and student guides, power point electronic slides

**Supporting Course Material:**

- A short video “Jump in the pool with PPE” demonstrates that PPE used in the Maryland CSEPP will protect an individual if he/she falls into the water.

**Availability:**

- Inquiries should be addressed to Maryland’s Emergency Management Agency (MEMA).

**Standardized CSEPP Medical Curriculum**

This 3.5-day comprehensive classroom medical course was developed by CSEPP medical personnel to provide customized training for medical support personnel on chemical, biological, and radioactive warfare agents, appropriate medical treatments, mass casualty care, triage, decontamination and other relevant topics on contamination and exposure. Participants engage in exercises and response evaluation.

**Components:** Instructor and student guides, syllabus, power point electronic slides

**Supporting Course Material:**

- Video/DVD-ROM - Medical Management of Chemical Contaminated Casualties

**Availability:**

- The classroom and field course is taught by a contractor at Aberdeen or onsite for customized audiences.
- The DVD-ROM available from FEMA Headquarters and Regional offices
  - The course student guides can be downloaded from the CSEPP Training Website are downloadable at <http://emc.ornl.gov/CSEPPweb/CSEPPTraining.html>

### **Re-ACTFAST and Re-ACTFAST II (2000) Videos/DVD-ROM**

These videos are intended as aids for refresher training for ACTFAST, Auto-injectors, PPE and Decontamination classroom courses. The training describes the signs and symptoms of chemical agent exposure along with the initial medical treatment of individuals contaminated with nerve or blister agents. Also included are sections on appropriate atropine and 2-Pam Chloride dosages, auto injectors, decontamination procedures, the various forms of CSEPP approved PPE, and the donning and doffing of the protective suits and loose-fitting and tight-fitting respirator units.

**Components:** Video VHS/DVD, student and facilitator guides

**Supporting Course Material:**

- All support materials for ACTFAST, Auto-injectors, PPE, and Decontamination classroom courses

**Availability:**

- The videos can be obtained from FEMA Headquarters or Regional Offices.
- The course student guides can be downloaded from the CSEPP Training Website at <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>

### **Planning Courses on CD-ROM**

- **Emergency Planner's Companion: Command and Control**
- **Emergency Planner's Companion: Public Education and Information**
- **Emergency Planner's Companion: Protective Actions**
- **Emergency Planner's Companion: Emergency Operations and Evacuee Support**

#### **Emergency Planner's Companion: Command and Control**

This self-paced computer based training developed in modular format is intended to help students develop skills to prepare command and control plans and Emergency Operations Plans (EOPs). At the end of the course students should understand command and control organization and management and be able to locate, design, staff, organize, and operate an emergency operations center according to the CSEPP guidelines.

**Components:** CD-ROM

**Supporting Course Material:**

- Command and Control Planning Checklist
- CSEPP Planning Guidance

**Availability:**

- From National Technical Information Services (NTIS) or contact FEMA Headquarters

#### **Emergency Planner's Companion: Public Information and Education**

This self-paced computer based training developed in modular format is intended to help students develop effective public information and educational materials about the CSEPP and its components for their communities. Also discussed are the differences between emergency

(warnings) and non-emergency information, the principles of effective communication, and techniques to reach target audiences, including difficult or diverse groups.

**Components:** CD-ROM

**Supporting Course Material:**

- Related Web Sites
- Annotated List of Preparedness Publications, Background Materials, and Risk Communication Publications
- PDF files “Preparing EBS Messages” and “Risk Communications for CSEPP”

**Availability:**

- From National Technical Information Services (NTIS) or contact FEMA Headquarters

### **Emergency Planner’s Companion: Protective Actions**

This self-paced computer based training developed in modular format is intended to help students develop skills to prepare a protective action plan. Students will learn the basics of protective action decision-making, how to implement protective action strategies, and the CSEPP approved procedures for self and buddy decontamination.

**Components:** CD-ROM

**Supporting Course Material:**

- Proposed revisions to planning guidance appendix E
- Bibliographies on related publications, training, and software
- Related web sites
- Summary of Harford County’s experience with pressurized shelter
- Protective Action Workgroup Integrated Process Team (PAWIPT) materials.

**Availability:**

- CD-ROM from National Technical Information Services (NTIS) or contact FEMA Headquarters
- PAWIPT materials can be downloaded from the CSEPP Training Website at <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>

### **Emergency Planner’s Companion: Emergency Operations and Evacuee Support**

This self-paced computer based training developed in modular format is intended to help students understand the rationale for CSEPP emergency operations work rules and the correct use of CSEPP approved protective personal equipment (PPE). Also included are the CSEPP procedures for planning resources for and setting up reception and mass care centers in the event of a major evacuation,

**Components:** CD-ROM

**Supporting Course Material:**

- Web page references/resources on animals in disaster
- PDF files of FEMA’s Animals in Disaster training courses
- PDF files of CSEPP classroom courses
- PDF file of report “How Do I Know: A guide for Selecting PPE for CSEPP”

**Availability:**

- From National Technical Information Services (NTIS) or contact FEMA Headquarters
  - PDF materials can be downloaded from the CSEPP Training Website at <http://emc.ornl.gov/EMCWeb/EMC/TrainingResourcesMenu.html>

### Automation Courses

- **EMIS**
- **FEMIS**
- **FEMIS Basics**
- **FEMIS Hazard Analysis**
- **FEMIS Planning**
- **FEMIS Evacuation Modeling and ETE Analysis**
- **FEMIS Data Management**
- **FEMIS System Administration**

#### **EMIS (Emergency Management Information System)**

This hands-on computer based course taught in a computer lab is designed to train CSEPP personnel to use the EMIS automation system functions at the user level, the emergency coordinator level, and the manager level.

**Components:** Student manual

**Supporting Course Material:**

- Hands-on use in computer lab

**Availability:**

- Taught at USADACS

#### **FEMIS (Federal Emergency Management Information System) Basics**

This hands-on computer based classroom course is designed to teach students how to start and log onto FEMIS, the various FEMIS modes, and how to use the tracking navigator. Also included is training on using the status boards, generating reports, and using the geographical information system (GIS) component.

**Components:** Student manual, Desktop reference guide, Quickstart guide

**Supporting Course Material:**

- CD based Virtual Guide to Procedures

**Availability:**

- Taught at USADACS

#### **FEMIS Hazard Analysis**

This classroom course is intended to teach students to prepare work plans by setting up and using the D2PC and AutoD2PC interfaces. Students will also learn how to prepare and use reports and how to generate and use protective action recommendations (PARs) and protective action decisions (PADs),

**Components:** Student manual and workbook

**Supporting Course Material:**

- CD based Virtual Guide to Procedures

**Availability:**

- Taught at USADACS

#### **FEMIS Planning**

This classroom course is designed to train students in the use of planning datasets and planning scenarios. Using the Protective Action Lookup Table (PALT) students will learn to edit plans in MS Project and use the Tasks Status Boards.

**Components:** Student manual and workbook

**Supporting Course Material:**

- CD based Virtual Guide to Procedures

**Availability:**

- Taught at USADACS

### **FEMIS Evacuation Modeling and ETE (Evacuation Time Estimate) Analysis**

This classroom based training is intended to teach students how to model and validate an evacuation network for their communities. Students will also learn to determine zone cluster evacuation time estimates (ETEs), the hazard arrival times for toxic plumes, and develop the appropriate FEMIS Protective Action Lookup Table (PALT).

**Components:** Student manual and workbook

**Supporting Course Material:**

- Evacuation route maps
- Network data sheets

**Availability:**

- Taught at USADACS

### **FEMIS Data Management**

This classroom training is designed to teach student to understand the FEMIS database hierarchy and database tools and how to work with specific database information. Students will create site-defined status boards using resource definition and resource assignment databases.

**Components:** Student manual and workbook

**Supporting Course Material:**

- CD based Virtual Guide to Procedures

**Availability:**

- Taught at USADACS

### **FEMIS System Administration**

This classroom course is intended to train students to maintain an Oracle database through basic diagnostic and trouble shooting techniques. Students will also learn to set-up and manage accounts and exercise datasets.

**Components:** System Administrators Guide

**Supporting Course Material:**

- CD Based System Administrator Diagnostic Guide
- System Configuration Databook

**Availability:**

- Taught at USADACS

### **Protective Action Decision Making Courses**

- **Technical Planning and Evaluation**
- **Chemical Hazard Prediction**
- **Chemical Accident/Incident Response**

### **Technical Planning and Evaluation**

This computer-based training is designed to teach students the basic concepts of exposure, dose, and risk and the basic decision process for determining appropriate protective actions (evacuating or sheltering-in-place). Students will learn the basic functions for modeling protective actions and their use in planning strategies for CSEPP.

**Components:** CD-ROM, student workbook

**Supporting Course Material:**

- Videos - Some Assembly Required: How Models are Built and Used, An Introduction to Protective Action Decision Making
- Poster - Protective Actions Decision Making
- Pocket Card - Protective Action Decision Making
- Computer Models - D2PC, PADRE, OREMS

**Availability:**

- On CD-ROM from FEMA Headquarters and Regional Offices

### **Chemical Hazard Prediction**

In this classroom course students will learn the fundamentals required to model the downwind chemical hazard using the D2PC and geographical information system (GIS) programs, which are a part of the emergency management information system (EMIS). Students will also learn the types of chemical warfare agent munitions stored in the Army's stockpile that will be disposed in the Chemical Demilitarization program, the agents physiological effects, and the signs and symptoms of exposure. The training also describes the impact of weather and terrain and other physical properties influencing dispersion of the agents in the atmosphere.

**Components:** Handouts, electronic slides

**Supporting Course Material:** None

**Availability:**

- Taught at USADACS

### **Chemical Accident/Incident Response (CAIRA)**

The purpose of this training is to provide information on all phases of response to a chemical warfare agent accident or incident. Students will learn to identify chemical agents by and individual's physical signs and symptoms, the physical properties of the agent, and symbols. The training includes the appropriate self-aid and buddy-aid for each agent, air monitoring capabilities, the appropriate personal protective equipment (PPE) and decontamination for each agent.

**Components:** Handouts, Electronic slides

**Supporting Course Material:** None

**Availability:**

- Taught on site at USADACS.

### **Public Affairs/Communications Courses**

- CSEPP JIC/JIS
- Advanced CSEPP JIC/JIS
- CSEPP JIC Advisor
- CSEPP JIC Advisor+
- JICsaw III: Joint Information Center
- CSEPP Spokesperson Training

• **Emergency Medical Communications Officer**

**CSEPP JIC/JIS**

This classroom training is intended to teach students the basic concepts of a joint information center (JIC) and joint information system (JIS) operations. Students will learn the JIC functions and administrative structure, how a JIC facility is equipped and staffed, the acquire skills to perform a specific JIC assignment.

**Components:** Course notebook

**Supporting Course Material:**

- Optional 8-hour exercise

**Availability:**

- Course taught by contractor; contact FEMA Headquarters for information.

**Advanced CSEPP JIC/JIS**

This classroom training is intended to teach students the principles involved in managing a JIC, the roles of the JIC support team, and the attributes of a successful spokesperson. The student will learn how to conduct an effective news briefing, to develop an effective news release, and the skills needed to participate as a JIC telephone team member.

**Components:** Instructor guide, student manual

**Supporting Course Material:** None

**Availability:**

- Taught by contractor on-site; contact FEMA Headquarters for information.

**CSEPP JIC Advisor**

The CSEPP JIC Advisor course is a computer-based learning and reference system developed for CSEPP emergency public information personnel. In addition to the lessons, the JIC Advisor also provides online documents for use through its Desk Tools feature that includes a dictionary, fact sheets, and hypertext resources that function as a quick reference system.

**Components:** CD-ROM, User guide

**Supporting Course Material:**

- Customized information for each CSEPP site
- On-disc resources

**Availability:**

- Taught by contractor; contact FEMA Headquarters fro information.

**CSEPP JIC Advisor+**

Designed as a reference system for the JIC/JIS courses, this computer based CD includes references and resources supporting JIC/JIS training. A user-friendly search function allows quick access to materials and the Utility Wizard allows for additions or deletions for customizing the generic resources with site-specific materials.

**Components:** CD-ROM, User guide

**Supporting Course Material:**

- Customized information for each CSEPP site
- On-disc resources

**Availability:**

- Taught by contractor; contact FEMA Headquarters for information.

### **JICsaw III: CSEPP Joint Information Center**

This 3-day, comprehensive modular classroom course is an updated and expanded version of the JICsaw I and II CSEPP JIC/JIS training courses. Designed to acquaint JIC staff with the concept, goals, focus, functions, organizational structure and facility layout of the JIC, the course describes how to plan for and implement a successful multi-agency information program. The training also builds skills of individuals regarding telephone teams, media monitoring, media analysis, and news conferences and provides a simulated experience of JIC operations and media interaction.

**Components:** Instructor guide, student workbook, handouts, video

**Supporting Course Material:**

- Job aids

**Availability:**

- Taught by contractor; contact FEMA Headquarters for information.

### **CSEPP Spokesperson Training**

This course is intended to provide training to non-public affairs personnel in the CSEPP who may have to deliver information on CSEPP to the public. The student will acquire skills to effectively communicate with the media and learn how to deliver accurate and concise information about CSEPP. The training includes one-on-one camera training.

**Components:** Instructor guide, student workbook, and video

**Supporting Course Material:**

- Job aids, worksheets, handouts

**Availability:**

- Taught by contractor; contact FEMA Headquarters for information.

### **The NewsWriter (2004)**

This computer-based training is intended to improve news writing skills, including developing talking points and editing techniques.

**Components:** CD-ROM with handouts and hands-on activities

**Supporting Course Material:**

- Job aids, worksheets

**Availability:**

- Taught by contractor; contact FEMA Headquarters for information.