

**Location:** Morris County Public Safety Complex- OEM EOC (3<sup>rd</sup> FL)  
500 W. Hanover Ave  
Morristown, NJ 07960



**Dates:** July 26th & July 27th, 2023 (Wednesday & Thursday)

**Time:** 8:30 AM to 4:30 PM

**Course Length:**

Two days, 16 hours. A student must attend both days to receive credit for the L0146 course.

**L0146 Course Overview:**

This 2-day course is designed to introduce participants to the fundamentals of exercise design. Emergency managers, emergency services personnel, and individuals who are part of the emergency preparedness communities at all levels of government, private sector, or volunteer organizations need to be able to use the fundamentals of exercise simulation and design as an integrated system of resources and capabilities.

This course is designed to develop exercising skills in the following areas:

- Components of the Homeland Security Exercise and Evaluation Program (HSEEP)
- Exercise process application
- Comprehensive exercise program (exercise program management) application
- Exercise design steps application
- Major accomplishments in designing and implementing an exercise.
- Purpose and application of various exercise documents
- Tabletop, functional, and full-scale exercises
- Exercise design applications for tabletop, functional, and full-scale exercises

**Prerequisites:**

If a participant is taking this course as part of the Academy, then he or she should take E/L0101, Foundations of Emergency Management, first (but not required).

**National Emergency Management Basic Academy Description:**

The National Emergency Management Basic Academy is a gateway for individuals pursuing a career in emergency management. Similar to basic academies operated by the fire service and law enforcement communities, the National Emergency Management Basic Academy will provide a foundational education in emergency management.

The goal of the Basic Academy is to support the early careers of emergency managers through a training experience combining knowledge of all fundamental systems, concepts, and practices of cutting-edge emergency management.

The Basic Academy consists of the following classroom courses:

E/L0101, *Foundations of Emergency Management* (40 hours) 5 days

E/L0102, *Science of Disaster* (24 hours) 3 days

E/L0103, *Planning: Emergency Operations* (16 hours) 2 days

E/L0146, *Homeland Security Exercise and Evaluation Program (HSEEP)* (16 hours) 2 days

E/L0105, *Public Information Basics* (24 hours) 3 days

**Total Course Hours: 120 hours**

**Target Audience:**

The National Emergency Management Basic Academy is designed for newly appointed emergency managers with less than three years of experience, including members of State, local, tribal, and territorial homeland security or emergency services programs; Nongovernmental organizations, voluntary agencies, or professional organizations; Private sector emergency management offices; College or university emergency management staff; and FEMA, federal partners, military and emergency managers at other departments or agencies.

**Selection Criteria:**

Applicants will be selected based on properly completed applications, completed prerequisites, and whole community representation. **Class size is limited to 30 students.**

**Registration Information:**

Please register by filling out the [NJOEM Training Registration \(arctis.com\)](https://arctis.com). All prerequisites/certificates must be upload in as a **single PDF file** (prior to upload, scan all documents together). Emailed PDF or missing and/or incomplete information will not be accepted and will disqualify your application from the selection process. You will receive a “Welcome Email” prior to the class start date.

**Applications must be received by July 19th, 2023, for consideration to attend.** For questions or concerns, please contact the NJOEM Training & Exercise Unit: [FieldTrainingUnit@njsp.org](mailto:FieldTrainingUnit@njsp.org)