



CHECKLIST

BASIC COUNTY CERTIFICATION

Name: _____

Title: _____

Agency: _____

Last Four of SSN: XXX-XX-_____

Course	Date Completed	Certificate Enclosed
1. PEMA Area Office Orientation including Duties and Responsibilities		
2. PEMA HQ Orientation Review of PEMA Handbook		
3. Initial Damage Reporting		
4. IS - 3 Radiological Emergency Management		
5. IS - 5.a An Introduction to Hazardous Materials		
6. IS - 100.b Introduction to Incident Command System, ICS - 100		
7. IS - 200.b ICS for Single Resources and Initial Action Incidents		
8. IS - 700.a National Incident Management System: An Introduction		
9. IS - 800.b National Response Framework: An Introduction		
10. G - 191 ICS/EOC Interface Workshop		
11. IS - 139 Exercise Design and Evaluation (PDS)		
12. IS - 230.a Fundamentals of Emergency Management (PDS)		
13. IS - 235.a Emergency Planning (PDS)		
14. IS - 240.a Leadership and Influence (PDS)		
15. IS - 241.a Decision Making and Problem Solving (PDS)		
16. IS - 242.a Effective Communication (PDS)		
17. IS - 244.a Developing and Managing Volunteers (PDS)		
18. Successful completion of functional exercise (Appointed Coordinator Only)		
19. Passing score on written exam (Appointed Coordinator Only)		



CHECKLIST

BASIC COUNTY CERTIFICATION (con't)

County Agency Recommendation

Signature: _____
 Name, Title _____
 (Print): _____
 Agency: _____
 Date: _____

PEMA Area Office Recommendation

Signature: _____
 Name, Title _____
 (Print): _____
 Agency: _____
 Date: _____

PEMA State Training Officer

Approved
 Denied

Signature: _____
 Name, Title _____
 (Print): _____
 Agency: _____
 Date: _____