



APPLICATION COVER SHEET FOR RECERTIFICATION

This document is the application cover sheet for recertification. This should be completed and submitted with proof of continuing education and professional contributions.

Name of Applicant:
Title:
Agency or Organization:
Email Address:
FEMA SID:

RECERTIFICATION REQUIREMENTS

This Application Cover Sheet

A minimum of 75 continuing education training hours in 3 of the 5 Mission Areas, as follows to ensure well-rounded knowledge (training should be no more than five years old; a maximum of 25 hours per class can be counted for any mission area, regardless of course length; Individual trainings/classes may only count towards one Mission Area):

Prevention-related training (max of 25 hours)

Protection-related training (max of 25 hours)

Response-related training (max of 25 hours)

Recovery-related training (max of 25 hours)

Mitigation-related training (max of 25 hours)

Four contributions to the emergency management profession (from list on pages 3-4 below)

I understand that recertification is subject to approval by PEMA, and if granted, is current for a five (5) year period. I will supply any additional information as requested. I understand that any false statement or misrepresentation I make may result in the revocation of this application or certification. I give permission for verification of any information contained in this application package.

Signature

Date

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Professional Contributions to Emergency Management (*supporting documentation should be attached to this packet and labeled with the contribution number. Only one contribution per category will be accepted.*)

Contribution Number	Contribution Name	Description
1	Membership	Membership in either KEMA, NEMA, or IAEM for at least three of the previous five years. <i>Verify by providing a copy of membership information or invoice for membership.</i>
2	Elected or Appointed Leadership	Leader in an emergency management organization or committee. Examples include KEMA Executive Board, IAEM committees, LEPC leadership, etc. <i>Verify by providing appointment letters or minutes describing the election / appointment.</i>
3	Speaking / Presenting	Speaking / Presenting in a conference or panel participation relating to emergency management for a minimum of thirty (30) minutes. Examples include presenting at PEMA In-Service Trainings, KEMA Conference, IAEM Conferences, FEMA Conferences / Symposiums / Technical Assistances, etc. <i>Verify by providing a letter from the organizer, agenda with times showing a presentation of a minimum of thirty (30) minutes.</i>
4	Instructing	Instructing PEMA, FEMA, or ICS courses as a PEMA or OSFC-qualified instructor, instructor through an Educational Training Authority (ETA), or through FEMA (EMI / NFA). <i>Verify by providing a letter from the hosting entity outlining the course taught with dates.</i>
5	Publication	Publication of an emergency management news article in a newsletter, newspaper, or journal, a research paper (Executive Academy, educational institution, etc.), or a book or other instructional document. <i>Verify by providing a copy of the published work (or a link to it, if a book / instructional document). Applicant's name should be clearly identifiable.</i>
6	Awards	Awards or special recognition within the emergency management community or in conjunction with an emergency preparedness activity or activation or response. <i>Examples can include (but are not limited to) awards from FEMA, PEMA, KEMA, IAEM, NEMA, and/or state, county, or local elected officials as part of a disaster response or preparedness initiative.</i>

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7	Legislative Engagement	<p>Have an informational interaction or correspondence with a State or Federal legislative representative on an emergency management-related issue.</p> <p><i>Examples can include testifying before a legislative committee, sitting on a legislative committee, advocating for a change to legislation that helps emergency management via a meeting or working group, or correspondence with (to and from) a legislator. Verify by providing copies of the correspondence, copies of testimony before legislature, documentation of advocacy work on EM legislation / issues, committee charter showing applicant's name as a member, etc.</i></p>
8	Disaster Response	<p>Response to a single event that resulted in greater than forty-eight (48) hours of active involvement. <i>Documentation should include IAPs, ICS 203s, AAR/IPs, etc. that show the applicant in a significant role in response to the disaster or in the EOC.</i></p>