



Continuity of Operations (COOP) Excellent Series I Practitioners Certification



In an effort to further support Continuity of Operations efforts of the federal agencies in Oklahoma, the Federal Executive Board is providing information on a FEMA developed certification program available to employees completing specific COOP training.

There are two levels of COOP certification available and some of the required training is available through independent study, online.

Individuals completing the pre-requisites can apply for certification:

1. The FEMA Emergency Management Institute will issue all certificates
2. Send certificate requests and supporting information to LeAnn Jenkins, LeAnn.Jenkins@gsa.gov or fax to 405-231-4165
3. Please include your name, organization, work address, email address and phone number
4. Expect to wait up to six weeks to receive your certificate

Submission for Certification Consideration

Name:	SSN:
DOB:	Agency:
Phone:	Email:

Submit copies of training completion for each of the following courses, along with this registration form to the Federal Executive Board (info below). *No certificates have been issued for the Determined Accord exercise; provide date and location of attendance for verification.*

	COURSE TITLE	Completed
<input type="checkbox"/>	IS 546: COOP Awareness Course,	
<input type="checkbox"/>	IS 547: Introduction to COOP,	
<input type="checkbox"/>	IS-242: Effective Communication or equivalent E/L course	
<input type="checkbox"/>	E/L 548: COOP Manager's T-t-T Course or E/G/L 549: Continuity of Operations (COOP Program Manager Course or University of Maryland Preparing the States Continuity Courses	
<input type="checkbox"/>	E/L 550: COOP Planner's T-t-T Workshop	
<input type="checkbox"/>	IS 100: Intro to Incident Command System (ICS) or ICS 100: Intro to Incident Command System or ICS 200: Incident Command System for Single Resources and Initial Action Incidents	
<input type="checkbox"/>	IS 230: Principles of Emergency Management,	
<input type="checkbox"/>	IS 700a: Intro to National Incident Management System (NIMS) or IS 700	
<input type="checkbox"/>	IS 800-B: A National Response Framework (NRF), An Introduction,	
<input type="checkbox"/>	E 136 or IS 139: Exercise Development Course/Exercise Design Course/or COOP Exercise Design/ Development T-t-T Course,	
<input type="checkbox"/>	Complete attendance in continuity exercise Determined Accord (Pandemic Preparedness), and	
<input type="checkbox"/>	NARA/CoSA Vital Records Training (optional recommended)	

Successful completion of the above criteria will make you eligible to become a certified Professional Continuity Practitioner

Submit registration and copies of training certificates by fax to: 405-231-4165 (Attn: LeAnn Jenkins)