

## About the Continuity Excellence Series

FEMA NCP established the Continuity Excellence Series (CES) - Level I, Professional Continuity Practitioner and Level II, Master Continuity Practitioner on April 16, 2008. The Series is designed for continuity professionals throughout the Federal Government and among our SLTT government partners, private-sector owners of critical infrastructure/key resources, and non-governmental organization (NGO) disaster response organizations. CES addresses the full spectrum of requirements to support a viable continuity capability. Courses are available for students at all levels, from individuals new to continuity to program managers with many years of experience. Training classes enable personnel to develop and enhance their continuity knowledge and expertise. Some courses are offered in a web-based independent study (IS) setting to allow students an opportunity to expand their knowledge of continuity.

### Benefits of CES Qualifications

The CES Program brings valuable benefits to the professionals who engage in it, their sponsoring organizations, and the nation as a whole. CES combines emergency management, continuity, leadership, and instructional development courses. When participants deploy in response to an emergency, the training better enables them to understand the range of activities that comprise national continuity, and how each individual task works in tandem with others to ensure essential functions are performed in any type of crisis or emergency. CES offers individuals committed to continuity planning a path to advance and hone their skills at all stages of their careers. The training and tools CES provides form the nucleus of a professional continuity cadre serving to prepare and protect the nation as well as its communities.

## Training Locations

Many CES courses are available online, designated with an IS in the course number. For more information, please visit the Emergency Management Institute (EMI) for FEMA Independent Study website at: <http://training.fema.gov/is>. In-person trainings may be organized in the FEMA regions in coordination with Regional Continuity Managers (RCM). Additional trainings are available at EMI. For more information about in-person courses, please email [FEMA-Continuity-Practitioner@fema.dhs.gov](mailto:FEMA-Continuity-Practitioner@fema.dhs.gov). CES has been coordinated with EMI and meets the EMI Excellence Series requirements.

### Professional Continuity Practitioner - Level I:

The Level I program provides a structure to enable those new to the field to develop the knowledge to become a Professional Continuity Practitioner. Courses offer a broad introduction to the range of areas involved in effective continuity planning. Students may select from a range of choices according to their organizations' specific needs.

## Course Requirements

Complete ALL of the following:

- IS 546.a: COOP Awareness Course
- IS 547.a: Introduction to COOP
- IS 242.b or equivalent E/L/G course: Effective Communication
- IS 545: Reconstitution Planning Workshop
- IS 248: Integrated Public Alert and Warning System (IPAWS) for the American Public
- IS 230.d: Fundamentals of Emergency Management or equivalent E/L/G course: Principles of Emergency Management
- IS 700.a: Introduction to the National Incident Management System (NIMS)
- IS 800.b: A National Response Framework (NRF): An Introduction

## Course Requirements, Continued

Complete ONE of the following:

- IS 100.b: Intro to Incident Command System (ICS)
- ICS 100: Introduction to the ICS
- ICS 200: ICS  
IS 200.b: ICS for Single Resources and Initial Action Incidents

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Complete ONE of the following:

- E/L/G 548: Continuity of Operations Program Managers Course
- G 549: Continuity of Operations Program Manager Course

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Complete ONE of the following:

- E/L/G 550 Continuity of Operations Planner's Workshop
- L 552: Continuity of Operations for Tribal Government Course

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Complete ONE of the following:

- IS 120.a: Introduction to Exercises
- E 136: Exercise Development Course (limited to EMI Resident MEPP candidates)
- E/L 547: Continuity Exercise Design Course (CEDC)

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Complete ONE of the following:

- E/L 554: Pandemic Influenza (PI) Determined Accord Workshop
- IS 520: Introduction to COOP Planning for PIs AND IS 522: Exercising Continuity Plans for Pandemic Course (both IS courses are required)
- E/L 553 or IS 523: Resilient Accord Cyber Security Planning Workshop
- E/L 556 or IS 525: Guardian Accord Terrorism Awareness Workshop
- E/L 557: MEF Workshop

NOTE: Previous EMI Course Versions are acceptable

## About FEMA NCP

FEMA's National Continuity Programs' (NCP) vision is to act as the Nation's center of excellence for government continuity planning, guidance, and operations. Our mission is to serve the public by protecting our Nation's constitutional form of government and its ability to perform its most essential functions under all conditions. To accomplish these objectives, the Policy, Plans, and Evaluation Division (PPED) provides guidance, technical assistance, planning, training, and workshop support to Federal departments and agencies, and state, local, territorial, and tribal (SLTT) government jurisdictions.

### The Importance of Continuity

Recent high-profile emergencies have shown how continuity, the protection of governments' ability to perform their most essential functions under all conditions, is truly a whole community endeavor. NCP is charged to develop programs to assist organizations at all levels to prepare to assure their own continuity and ability to deliver critical functions. NCP offers continuity training that provides stakeholders with education and insight to enable them to craft Continuity of Operations (COOP) Plans for their organizations; develop protocols to train, exercise, and update those plans; and provide a structure for enabling their continuity staff to develop advanced expertise in performance of continuity functions.

### Website

Continuity news, tools, guidance, and other useful resources can be found on our website at: <http://www.fema.gov/continuity-operations>

### Continuity Updates

To receive free continuity update bulletins, register at: <http://www.fema.gov/subscribe-receive-free>

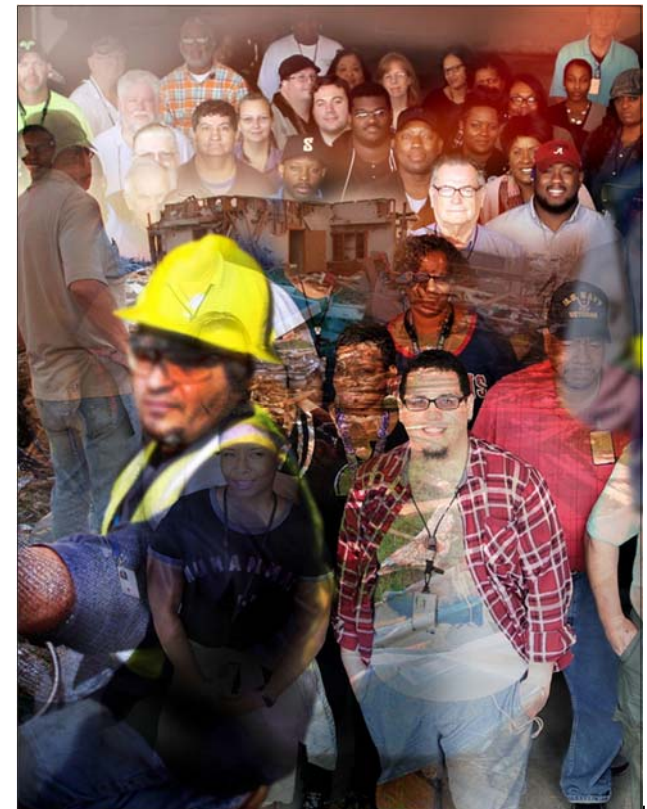
## Contact Information

For more information, please contact FEMA National Continuity Programs, PPED, Continuity Training Branch. For region-specific information, contact the appropriate Regional Continuity Manager from the list below.

FEMA Region	Locations
FEMA HQ	National Capital Region
Region I	CT, MA, ME, NH, RI, VT
Region II	NJ, NY, PR, VI
Region III	DC, DE, MD, PA, VA, WV
Region IV	NC, SC, KY, TN, GA, AL, MS, FL
Region V	MN, WI, IL, IN, MI, OH
Region VI	LA, AR, OK, TX, NM
Region VII	IA, KS, MO, NE
Region VIII	CO, MT, ND, SD, UT, WY
Region IX	AZ, CA, NV, HI, Guam, Pac. Is.
Region X	AK, ID, OR, WA

All Regional offices may be contacted via:

[FEMA-CGC@fema.dhs.gov](mailto:FEMA-CGC@fema.dhs.gov)



## Continuity Excellence Series

Professional Continuity Practitioner Program  
Level I

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FEMA