

## **THE QUALIFICATIONS, PROCESS TO ENROLL AND PREPARING FOR DEPLOYMENT**

To **qualify** as a responder on the NPS emergency response roster:

- Make sure your skill(s) match at least one skill on the [Emergency Response Priority Skills List](#) in either the First Priority or Second Priority listings. Any question about your skill match may be addressed to the NPS point of contact person.
- Make sure it is practical to accept a request for service. Enrolling on the roster infers that you are generally available to be deployed, except for an unforeseen circumstance. Please take into account your university contract, teaching responsibilities, research schedules and family or personal commitments in considering your availability. You must be employed by the university when deployed.
- Make sure you meet the requirements needed for an incident. Read the [Statement of Interest](#). Pay particular attention to Page 4 which begins to list the requirements of a university expert at an incident (long work days, high risk areas, operating in an ICS environment, etc...).

To **enroll** as a responder on the emergency response roster, complete the following steps:

### **Step 1–Train**

- Obtain certificates of completion for four FEMA Emergency Management Institute online courses at <http://training.fema.gov/IS/> prior to applying. These are free courses.
 

IS-100	Introduction to Incident Command System (ICS)
IS-200	ICS for Single Resource and Initial Action Incidents
IS-700	National Incident Management System (NIMS), An Introduction
IS-800.A	National Response Plan (NRP), An Introduction

### **Step 2–Apply**

- Complete the [Natural and Cultural \(NCH\) Resource List Data Form](#).
- Submit the form to your university point of contact (See [List of University POCs](#)).

To **prepare for deployment**:

- Stay alert to news of major emergency events. University experts will most always be in a second wave or later of responders to an incident, meaning that media news of the incident should be used as an alert for possible deployment. In the event of a hurricane, the possible deployment can be gauged several days in advance of the impact.
- Keep a checklist of essential personal items readily accessible and available. Impacted areas can have very limited medical and retail services operating for

several days. Use the [\*NPS Emergency Response Checklist\*](#) to prepare for deployment. Usually, a university expert will have 24-36 hours to prepare for deployment which allows time to assemble most of the items on the checklist.

Questions or more information regarding the qualifications, enrollment or preparation can be directed to the NPS Point of Contact.