



# CONTINUITY OF OPERATIONS PLANNING (COOP)

No. of OPENINGS: 30

CHEMUNG COUNTY

2 DAYS

OCTOBER 17-18, 2019

FINGER LAKES

ANNOUNCED: SEPTEMBER 4, 2019

### Description:

This is the delivery for the Continuity of Operations Planning course developed by the NYS Office of Emergency Management. This course will provide instruction on using a sound planning process and provide an in-depth understanding of continuity planning to ensure the continuance of mission essential functions. Participants will be provided with several new planning tools and resources that will apply to supporting COOP efforts on an agency-specific or jurisdiction-wide platform. Participants will be exposed to a variety of COOP elements, incorporating the best core concepts of both the public and private sector. This course will run approximately two (2) full days.

### Course Curriculum and Topics:

New York State's planning guidance on Continuity of Operations and Business Continuity Planning, Federal planning guidance, NFPA 1600, and several private sector standards (BS-25777, NIST, FFIEC).

### Prerequisites:

At a minimum, participants must have completed the FEMA Independent Study (IS) courses: 546a, Continuity of Operations Awareness Course; and 547a, Introduction to Continuity of Operations Course to enhance the learning experience. Both are available here:

<http://training.fema.gov/is/courseoverview.aspx?code=IS-546.a>

<http://training.fema.gov/is/courseoverview.aspx?code=IS-547.a>

**Location:** West Elmira Fire Department  
1299 West Water Street  
Elmira, NY 14905

**Time(s):** 8:30 a.m. – 4:30 p.m.

**Cost:** There is no fee for the course. Food, lodging & transportation costs are the responsibility of participants.

### Who Should Attend?

The course is being delivered for all state, local, and tribal territories in developing a continuity of operations plan and program. Personnel who are assigned to lead or support the development of a COOP for their agency or organization should attend. Effort will be made to accommodate more than one person from each agency based on availability.

### Registration:

**Use this class code in SLMS to search for the class: 04-25-0018-01-01-46-19005**

The Statewide Learning Management System (SLMS) will be used for course registration <https://nyslearn.ny.gov/index.html> if you already have an account within SLMS please choose SLMS Login, if you are new to the system please choose First Time Logging.

Please click on the link below for information on how to validate/obtain an account within the New York State Learning Management System  
[http://www.dhses.ny.gov/training/slms/SLMS\\_ExternalUserRegistration.pdf](http://www.dhses.ny.gov/training/slms/SLMS_ExternalUserRegistration.pdf)

**Registration Deadline: September 26, 2019**

**Completion:** Participants, who actively participate, attend all course contact hours will receive a Certificate of Completion for the course.

# TRAINING NOTICE

**Contact:** NYS Office of Emergency Management - Training & Exercises at (518) 292-2351 or [OEM.training@dhses.ny.gov](mailto:OEM.training@dhses.ny.gov)