



Training Announcement: All Hazards Liaison Officer Course (LOFR) (L-956)

December 5-6, 2022 (2 days)

State Preparedness Training Center

Introduction and Background

The primary goal of the NIMS ICS All-Hazards Position Specific Training Courses is to provide all-hazards competencies and behaviors for Command and General Staff and selected Unit Leader personnel who are members of an existing or developing Incident Management Team (IMT). Competencies in the training are focused around the ability of the student to assume specific position responsibilities, lead assigned personnel, communicate effectively, and to ensure the completion of assigned tasks in order to meet identified objectives for the position. Personal qualifications to serve as members of IMTs are designed to consider a combination of training, operational experience during exercises or actual incidents, job shadowing, field mentoring, and administrative requirements.

Course Description

This course is designed to provide emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective Liaison Officer on an Incident Management Team.

- Explain the roles and responsibilities of the LOFR as a member of the Command Staff.
- Explain the roles and responsibilities of an Agency Representative.
- Explain the roles and responsibilities of the Liaison Officer with regards to Stakeholders.
- Explain types of communication and work-location requirements for a given incident.
- Identify the process and relevant parties involved in incident information flow, including the role of Assistant Liaison Officers.
- Identify the Liaison Officer's contributions to the NIMS incident action planning process.
- Explain the proper steps to follow in the event of a special situation.
- Identify the demobilization process as it relates to the duties of the LOFR.

Target Audience and Student Selection Criteria

NIMS ICS Position Specific training should be completed by personnel who are regularly assigned to functional, support, or unit leader positions on USFA or other Type III All-Hazards Incident Management Teams (AHIMT), or by those persons who desire to seek credentials/certification in those positions.

Location

State Preparedness Training Center
5900 Airport Road, Oriskany, NY 13424

Cost

There is NO FEE for this course. Lunch will be provided. Travel and all other meals are the responsibility of the course participant.

Times

December 5-6, 2022 Course Registration and Check-In (7:30am-8:00am), Course (8:00am-5:00pm)

Prerequisites

- Required:
 - IS 100, 200, 700, 800; ICS 300, ICS 400

Registration Process

All student registrations will be reviewed by OEM and the SPTC with approvals sent to students NO LATER THAN 2 weeks prior to the start of the class. If you are accepted into this course, you will receive an enrollment confirmation email from the DHSES LMS.

To register for this course, log onto <https://lmsportal-dhSES.ny.gov/AcadisViewer/Login.aspx> with your LMS account login. Place the mouse arrow over “DHSES Available Trainings”, click on the “Browse or sign up for training” link. Select “filters” and search for “Liaison Officer” in the keyword box. Select the “register” button on the right side of the page.

Important Note: In addition to the above LMS procedure, before attending this class you must have a FEMA Student Identification Number (SID). If you do not already have an SID you can register for one at <https://cdp.dhs.gov/FEMASID>

Completion

Participants, who actively participate in the course, attend all course hours and pass a written final exam will receive a FEMA Emergency Management Institute (EMI) Certificate of Completion.

Lodging

Lodging will be provided on the nights of December 4, 5, 2022 for public sector personnel whose residence and official work station are more than 50 miles from the SPTC.

Lodging is not available for federal employees or private industry participants. You must be enrolled in the course and have received lodging confirmation from the SPTC before arriving at the Center, or your lodging will not be covered and you will not be allowed to attend the course.

For More Information, please contact the DHSES State Preparedness Training Center (SPTC)

Phone: 315-768-5689

Email: SPTC.INFO@dhSES.ny.gov

Website: <https://www.dhSES.ny.gov/state-preparedness-training-center>