



## TRAINING ANNOUNCEMENT

### Radio Operator (RADO)

June 28 - 29, 2023

**State Preparedness Training Center**

#### **Course Description**

This class provides hands-on and lecture-based training for the All-Hazards ICS Radio Operator (RADO) position. It is designed for emergency response professionals and support personnel in all disciplines who have a basic understanding of the All-Hazards ICS Communications Unit (COMU). It introduces public safety professionals and support personnel to various Radio Operator concepts including radio etiquette, interoperable communications, dispatch operations and emergency communications procedures. Participants develop the essential core competencies used during incident response and planned events to perform the duties of the RADO in an All-Hazards environment including communications support for public safety, wildfire, marine, aviation and HF radio communications. The responsibilities of an All-Hazards RADO can include staffing the Incident Communications Center, monitoring radio traffic, and base station operations for emergency operations centers, hospitals, dispatch centers and non-governmental organizations supporting civil emergency response at the state, local or regional level.

The course provides a realistic, hands-on approach to mastering the tasks and skills of an All-Hazards RADO. Each attendee participates in hands-on training exercise and receives a Position Task Book (PTB).



## Course Capacity

- In person: Minimum of 10 or a Maximum of 20 vetted/qualified students

## Prerequisites for Attendance

*(Prerequisites must be provided to OIEC and verified two (2) weeks in advance of the course.)*

- Personal experience:
  - o Awareness of fundamental public safety communications technology
- Completion of the following (MOST RECENT) online courses from the FEMA/EMI website: <https://training.fema.gov/is/>
  - o IS-100: Introduction to the Incident Command System, ICS 100
  - o IS-200: Basic Incident Command System for Initial Response
  - o IS-700: An Introduction to the National Incident Management System
  - o IS-800: National Response Framework, An Introduction
- Additional recommended training:
  - o ICS-300: Intermediate Incident Command System for Expanding Incidents, is recommended, but not required
- Additional documentation:
  - o Training Authorization Letter
  - o Student Information Form

## Course Provider

This course will be taught by a team of CISA-ECD Instructors, and NY State COMU Instructors from the DHSES-OIEC, who have both practitioner and COMU experience.

## Location

State Preparedness Training Center (SPTC)  
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.



## Date & Times

June 28, 2023; Registration and Check-In: (7:30 AM – 8:00 AM)

June 28 - 29, 2024; Course: (8:00 AM – 5:00 PM)

## Registration Process

All student registrations will be reviewed by DHSES-OIEC, and the lodging reviewed by the SPTC. Enrollment emails will be sent to students (at the time of enrollment from DHSES LMS) NO LATER THAN 2 weeks prior to the start of the course. Registration does not guarantee a seat in the course.

To register for this course, access the New York State DHSES Learning Management System (LMS) portal on-line go to the following website: <https://lmsportal-dhses.ny.gov/acadisviewer/login.aspx>

If you do not have a User Account with DHSES LMS, you need to submit a New User Account Access Request WebForm to have an account created you. This is necessary to be able to submit a request to register for the course. [New User Account Access Request](#)

## No Show Policy

Failure to attend a class you have been enrolled in can result in denial of future course enrollment. If you have not received a confirmation (or denial) two (2) weeks prior to the course start date, please contact DHSES-OIEC at (518) 322-4911, or [OIEC.Training@dhSES.ny.gov](mailto:OIEC.Training@dhSES.ny.gov).

## Lodging

You are eligible for lodging if your residence and official workstation are more than 50 miles from the SPTC and you are public sector personnel. Lodging is not available for federal employees or private industry participants. If you are eligible, you will be sent an email with lodging instructions prior to the start of the course. You must be enrolled in the course and have received lodging approval from the SPTC before arriving at the Center, or your lodging will not be covered, and you will not be allowed in the class. SPTC: Phone: (315) 768-5689; E-mail: [SPTC.INFO@dhSES.ny.gov](mailto:SPTC.INFO@dhSES.ny.gov); Website: [www.dhSES.ny.gov/sptc](http://www.dhSES.ny.gov/sptc)

If approved by the SPTC, lodging will be provided on the nights of June 27<sup>th</sup>, and June 28<sup>th</sup> for approved public sector personnel.

To cancel your course enrollment: notify [OIEC.Training@dhSES.ny.gov](mailto:OIEC.Training@dhSES.ny.gov) ASAP. ***You are responsible for canceling your hotel reservations.***

If you have any further questions, or need more information contact:

DHSES-OIEC: Phone: (518) 322-4911; E-mail: [OIEC.Training@dhSES.ny.gov](mailto:OIEC.Training@dhSES.ny.gov).