



Homeland Security
and Emergency Services



Training Announcement: Planning Section Chief Course (PSC) (L-962)

March 24th – 27th, 2026 (4 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 local and state-level emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective PSC on an All-Hazards Incident Management Team. These responsibilities fall into two categories: PSC duties 1) managing the planning cycle and 2) tracking resources and incident status. Exercises, simulations, discussions, and a final exam enable students to process and apply their new knowledge.

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

March 24 - 27, 2026 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. Click on the “Browse” link. Select “filters” and search for “Planning Section Chief” 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 March 23rd, 24th, 25th, and 26th 2026 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.

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>