



Calendar of Training Events 2006/2007



FOREWORD

Yukon Emergency Measures Organization (EMO) is pleased to sponsor and offer the following courses outlined in this guide. Funded in part by Public Safety and Emergency Preparedness Canada (PSEPC), these courses have been developed to assist you in planning for, responding to, and training for emergencies. Courses include facilitated discussion combined with lecture, appropriate video, and a variety of small group activities designed to encourage participation and interaction.

In addition based on interest we offer, from time to time, Emergency Operation Center Management Courses, Exercise Design, and Business Continuity planning and training. If you wish to be considered for these opportunities, contact the Yukon EMO Planning and Training Coordinator at:

Yukon Emergency Measures Organization
Department of Community Services
Government of Yukon
P.O. Box 2703
Whitehorse Yukon, Y1A 2C6

Physical Address
60 Norseman Road (Whitehorse airport area)
Whitehorse, Yukon, Y1A 6E6

Phone: 867-667-5220
Admin. Toll free: 1.800.661.0408 ext. 5220
Emergency Toll Free 1.866.985.6636
Fax: 867.393.6266
E-mail: emo.yukon@gov.yk.ca
Web Page: <http://www.community.gov.yk.ca/emo/index.html>

Thank you for your continued support and participation in emergency preparedness. If you have any questions regarding these courses, or would like additional copies of this calendar, applications, or would like to host a course in your community, please contact me.

Sincerely,
Ron Adams
Planning and Training Coordinator
ron.adams@gov.yk.ca

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COURSE DESCRIPTIONS

Basic Emergency Management

Intended Audience:

Elected officials; First Nations and community representatives responsible for emergency planning and response; Emergency Services personnel such as RCMP, Fire Departments, and Yukon Ambulance Services; Health and Social Services; Utility Companies; and Community Public Works.

Prerequisites:

- Incident Command System (ICS)100

Course Objective:

The intent of the Basic Emergency Management course is to provide an introduction to the basic concepts of emergency management common to all provinces and territories across Canada. On completion of this 10 hour course, participants will understand their role and that of others involved in emergency planning and operations and gain the necessary skills to work effectively within the emergency management community during an emergency.

The content of this course is nationally recognized and will serve as the *prerequisite* for all Yukon EMO training and advanced training (ie: Emergency Operations Centre Management, Emergency Operations Centre Management Middleville, Emergency Site Management, offered at the Canadian Emergency Management College in Ottawa, Ontario.

Offerings:

This is a self study CD internet-based program with accompanying text book. Contact Yukon EMO to obtain course material.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: N/A

NEW !

Chemical, Biological, Radiological, Nuclear (CBRN) First Responder Training

Intended Audience:

Emergency Services personnel such as RCMP, Fire Departments, and Yukon Ambulance Services, Canada Border Services Agency, Aviation Marine Branch Staff, and any other agencies that may encounter a CBRN event.

Prerequisites:

- ICS 100

Course Objective:

This one day program delivered by Police, Ambulance, Fire and Environmental instructors will ensure a standardized level of preparedness to respond to CBRN incidents. Responders will enhance their ability to *recognize, survive, and respond* to a CBRN incident while taking the necessary precautions and calling in the appropriate specialized resources.

Note:

A *CBRN Awareness level* on line course is available at <http://cbrnonline.psepc.gc.ca/> The intent is to provide these individuals with information on how to recognize potential CBRN threats, protect themselves, and alert those who need to respond (*e.g., public transit operators, building operators and mail room staff*).

Offerings:

This program is offered in the spring and fall, based on community assessment and requirements.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 8

Maximum: 24

Newly Revised

Elected Officials Course

Intended Audience:

Elected officials, and First Nations and community representatives responsible for emergency planning.

Prerequisites:

None required for this course.

Course Objective:

This 4-hour presentation provides the participant with a brief overview of their role and responsibility during an emergency. Candidates will have an opportunity to participate in a simulated exercise, and will gain the necessary skills to work more effectively during an emergency.

Offerings:

This course is offered after municipal/First Nations election(s) or is available upon request.

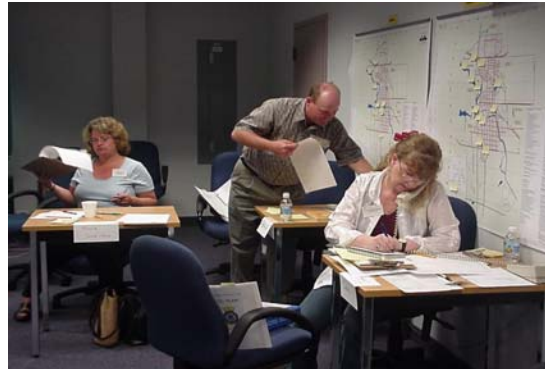
To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: N/A



Emergency Operations Centre (EOC) Management



Intended Audience:

This course is intended for senior level emergency management practitioners who will have a decision-making role in an EOC.

Prerequisites:

This is an advanced level course.

- Candidates must have a decision-making role in an Emergency Operations Centre
- ICS 100
- Basic Emergency Management (BEM)

Course Objectives:

The intent of this 4 ½ day course is to prepare emergency management practitioners to carry out their role as members of an Emergency Operations Centre team. The EOC Management Course trains participants to effectively manage and coordinate the overall operations within their community, while also providing the necessary support to the site management team during a multi-agency response to an emergency. Course participants will apply course concepts in simulated emergency situations.

Note: This course includes the concepts of the Incident Command System

Offerings: For consideration, course dates, and application submission please contact Yukon EMO. Courses are offered approximately eight times per year.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 1 Yukon representative per offering.

Emergency Operations Centre (EOC) Management Middleville

Intended Audience:

Chief Administration Officers; First Nations Emergency Management Coordinators and community representatives responsible for emergency planning and response; emergency services personnel such as RCMP, Fire Departments, and Yukon Ambulance Services; Health and Social Services; Utility Companies; and Community Public Works.

Prerequisites:

- Candidates must be able to clearly demonstrate their role in the Emergency Operations Center to support the emergency site with resources and decision making while also monitoring community involvement.
- ICS 100
- Basic Emergency Management (BEM)

Course Objective:

At the end of this 3 day course participants will be able to:

- Apply the principles of the Emergency Operations Centre Management System to ensure the overall emergency response is well coordinated and that community operations continue to function;
- Demonstrate teamwork within the Emergency Operations Centre;
- Apply decision making strategies appropriate to an emergency situation;
- Contribute to the decisions required of the Emergency Operations Centre; and
- Implement the best practices for the management of information (i.e: managing information on operations and costs, providing information to the public via the media, etc.).

Note: This course includes the concepts of the Incident Command System

Offerings:

This program is offered based on periodic assessments and requirements.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 20

Maximum: 24

Individual and Family Emergency Preparedness Workshop

Intended Audience:

All community members and general public are encouraged to participate.

Prerequisites:

None are required for this workshop.

Course Objective:

This 2-hour presentation will introduce the participant to the importance of a family emergency plan, learning about their community and school emergency plans, and how to build survival kits for the home and car.

Offerings:

This course is available upon request. It can be presented in your community in a class/group session.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: N/A

Emergency Site Management

Intended Audience:

Emergency Management Practitioners; Police; Ambulance; and Fire.

Prerequisites:

This is an advanced level course.

- Candidates must have a decision-making role at an emergency site.
- ICS 100
- Basic Emergency Management Course (BEM)

Course Objectives:

This 4 ½ day course is to prepare emergency management practitioners to carry out their role as members of an emergency site team. The course material covers the principles of the Emergency Site Management System, which includes a coordinated multi-agency/jurisdictional response at an emergency site. Course participants will apply the course concepts in complex simulated emergency situations.

Note: This course includes the concepts of the Incident Command System

Offerings: For consideration, course dates, and application submission please contact Yukon EMO. Courses are offered approximately eight times per year.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 1 Yukon representative per offering.

NEW !

Exercise Design Training

Intended Audience:

Chief Administration Officers; First Nations Emergency Management Coordinators and community representatives responsible for emergency planning and response; government department emergency coordination group members; emergency services personnel such as RCMP, Fire Departments, and Yukon Ambulance Services; Health and Social Services; Utility Companies; and Community Public Works.

Prerequisites:

- Candidates must prove they have a role and responsibilities in the emergency planning and training areas within their operations.

Course Objective:

Want to build your own table top or mock exercises for your department, agency, or community? This 3 day course will provide the participant with the tools to successfully design and deliver a table top or mock exercise.

Offerings:

This program is offered based on periodic assessment and requirements.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 20

Course Maximum: 24

Global Positioning System (GPS) Course

Intended Audience:

RCMP; First Nations; Search and Rescue; Government Departments; and any other interested emergency response agencies.

Prerequisites:

- Participants should have basic map and compass skills (See also course description for “**Map and Compass**”) and are encouraged to bring their own personal GPS, if available.

Course Objectives:

This two-day practical course will cover GPS instruction, limitations, route finding, waypoint entries, and mapping.

Offerings:

Course Dates	Location
April 21, 2007	EMO Training Centre, Whitehorse

This course is also available upon request and can be presented in your community in a class/group session.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 6

Course Maximum: 12

NEW !

Incident Command System (ICS 100)

Intended Audience:

First Nations; EMO Coordinators; Search and Rescue; Yukon Amateur Radio Association; Community EMO Emergency Operations Staff; Emergency Coordination Group; and Emergency Response Personnel.

Prerequisites:

None are required for this course.

Course Objectives:

The Incident Command System can be used to manage emergency or non-emergency events. This is an entry-level orientation to the principles, organization, and basic terminology of ICS. This module will provide you with the basic information to enable you to work in a support role at an incident or event that utilizes the IC system.

This is the first module of four for those interested in advancing their knowledge and participation in the Incident Command System.

Offerings:

This is a self study course, with accompanying guide and exam. Contact Yukon EMO to obtain course material.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: N/A

NEW !

Map and Compass



Intended Audience:

RCMP; First Nations; Search and Rescue; government departments; and any other interested emergency response agencies.

Prerequisites:

None are required for this course.

Course Objectives:

This one-day practical course will cover basic map and compass skills, walking an accurate bearing, tally system applying the tools in the class room and practical skills in an outside environment.

Offerings:

This course is also available upon request and can be presented in your community in a class/group session.

To Register or for further information:

An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 6

Course Maximum: 20

Telecommunications Multi-Departmental Mobile Radio System

Intended Audience:

RCMP; Fire Departments; Yukon Ambulance Services; Health and Social Services; First Nations; Search and Rescue teams; Public Works; Parks Canada; and any other emergency response agencies.

Prerequisites:

Previous use of radio communications equipment is **not** required.

Course Objectives:

This 6 hour, hands-on course is intended to provide participants with the knowledge and skills required to operate the Multi-Departmental Mobile Radio System (M.D.M.R.S.) that is used by many territorial and federal government agencies, and several Yukon emergency response organizations.

Note: This inter-agency combined classroom course can be offered in conjunction with the **Telecommunications Response Team Members Training Program, Module 1** training course making a two-day combined offering.

Offerings:

Course Dates	Location
November 17, 2006 January 19, 2007 October 19, 2007	EMO Training Centre, Whitehorse

This course is also available upon request and can be presented in your community in a class/group session.

To Register or for further information: An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 6

Course Maximum: 16

Telecommunications Response Team Member Training Program Module 1

Intended Audience:

RCMP; Fire Departments; Yukon Ambulance Services; Health and Social Services; First Nations; Search and Rescue; Public Works; Parks Canada; and any other emergency response agencies.

Prerequisites:

Previous use of radio communications equipment is **not** required.

This course is a pre-requisite for future emergency telecommunications modules. Previous use/knowledge of radio communications equipment is not required, but can be of benefit to the participant.

Course Objective:

This one-day course is intended to provide a structured learning opportunity where the participant can gain the knowledge and skills required to provide an effective telecommunications response to any level of emergency. This will be achieved by examining basic radio communications theory, legal requirements and restrictions, equipment identification, selection of appropriate communications equipment, proper language protocols and inter-agency communications.

Note: This interagency combined classroom course can be offered in conjunction with the **Multi-Departmental Mobile Radio System (M.D.M.R.S.)** training course making a two-day combined offering.

Offerings:

Course Dates	Location
November 16, 2006 January 18, 2007 October 18, 2007	Yukon EMO Training Centre, Whitehorse

This course is also available upon request and can be presented in your community in a class/group session.

To Register or for further information: An application form is available on page 17 of this booklet; the Emergency Measures Organization online at www.gov.yk.ca/depts/community/emo; or by calling (867) 667-5220 or 1-800-661-0408, ext. 5220.

Course Minimum: 6

Course Maximum: 16

EMO VOLUNTEER ORGANIZATIONS

Yukon Emergency Measures works closely with Search and Rescue Organizations throughout the Territory and the Yukon Amateur Radio Association. If you are interested in joining either of these important, community-based, non-profit, volunteer organizations, please contact your local community Emergency Measures Coordinator or Yukon EMO.

Search and Rescue (SAR) Volunteer

The Yukon Emergency Measures Organization and its partner in SAR, the Royal Canadian Mounted Police (RCMP), are dedicated to saving lives by providing the training and support necessary to conduct Yukon search and rescue operations with maximum cooperation and efficiency.

Individuals who are interested in becoming a SAR volunteer should contact their local, non-profit SAR Society for recruitment dates, training requirements, and time commitment details. All new SAR volunteers will be subject to a criminal records check and review.

For Further Information:

Contact your local community EMO Coordinator, or Yukon EMO at 867-667-5220 or toll-free at 1-800-661-0408, ext. 5220.

Yukon Amateur Radio Association (YARA)

- Did you know you can talk from Teslin to Dawson City, from Carcross to Beaver Creek, to Haines Junction from Whitehorse and points in between ...for free?
- Amateur Radio today uses a lot of technology to have fun communicating from one person to another world wide.
- In many cases, amateur radio is the only form of communication from areas where there are EMERGENCIES.
- In most cases, cell phones and the landline phone service are of little use in the early stages of an EMERGENCY.

The Yukon Amateur Radio Association (YARA) promotes amateur radio in Yukon, participates in public events, prepares for emergencies, and does this in an area of 483,450 sq. km. (about the size of Texas). YARA's membership ranges from 20 - 30, not all of whom are active participants, and they can always use more help!

YARA meets the first Tuesday of most months at the EMO JEOCC located at 60 Norseman Road, Whitehorse at 1900 hrs. Membership is \$50.00 per year.

For Further Information:

Please refer to the YARA website: www.yara.yk.ca, or contact your local community EMO Coordinator, or call Yukon EMO at (867) 667-5220 or toll free at 1-800-661-0408, ext. 5220.

APPLICATION INFORMATION

Registration Information

To be eligible for Yukon EMO sponsored training, you must be associated with a community EMO organization; or be a government employee with job-related training requirements. Course participation is determined by required pre-requisites, and departmental/regional training requirements.

Individuals should have prior approval from their Supervisors, or Training Officers prior to applying. Seats may be limited to ensure representation from each target group.

Once selected, each course participant is responsible for his or her own travel arrangements and expenses. Government employees with job-related EMO training requirements should obtain approvals and expense coverage from their respective departments. EMO volunteers may be eligible for travel reimbursement according to Yukon EMO guidelines.

Local EMO Coordinators			
Community	Contact Number	Community	Contact Number
Beaver Creek	862-7373	Old Crow	966-3261
Carmacks	863-6271	Pelly Crossing	537-3331
Dawson City	993-7407	Teslin	390-2530
Faro	994-2728	Watson Lake	536-8000
Haines Junction	634-7100	Whitehorse	668-8650
Mayo	996-2317		

For communities not listed above, please check with your local First Nation’s Chief or Safety Officer, RCMP, community Fire Chief or Ambulance Supervisor.

All application forms must be completed in full and faxed, e-mailed, or mailed to the attention of:

Planning and Training Coordinator
Yukon Emergency Measures Organization
Department of Community Services
Government of Yukon
P.O. Box 2703
Whitehorse Yukon, Y1A 2C6

Fax: (867) 393-6266
E-mail: emo.yukon@gov.yk.ca

PLEASE NOTE

Some courses may need to be canceled or rescheduled due to low participant numbers or severe weather.
Every effort will be made to notify participants well in advance of schedule changes in relation to course offerings.

YUKON EMERGENCY MEASURES ORGANIZATION TRAVEL GUIDELINES and CLAIMS PROCEDURES

Travel Guidelines & Claims Procedures

Volunteer Travel

Kilometerage Costs and Claims

Volunteer organizations, such as the Whitehorse District SAR Society or the Yukon Amateur Radio Association, if interested in participating in a Yukon EMO sponsored course, will be assigned a task number for travel authorization. Costs will be reimbursed by Yukon EMO when invoiced by the volunteer society

Individuals should have prior approval from their Supervisors, or Training Officers prior to applying. Please note the registration deadline, as seats may be limited to ensure representation from each target audience group.

Meals and Accommodations

Recognized EMO volunteers accepted for Yukon EMO sponsored courses are eligible for meals and accommodation, which are equal to, or below, the pre-set limit specified on the approved task request. Meals and incidentals are claimable at YG rates (rates subject to change on April 1st of each year as per Federal Government Guidelines).

NOTE: Meal and mileage claims for candidates living in the community where the training is being held will **NOT** be accepted.

Travel for In-House Training

Local community or EMO organizations are encouraged to deliver local training opportunities for the benefit of their members, their communities, and to test their equipment.

When EMO SAR vehicles are approved for use during such “in house” training tasks, teams may make claims at the rate established in the current applicable Memorandum of Understanding, or based on mileage according to the “Meals and Incidental Expenses” as outlined in the Yukon Government Administrative Manual.

Municipal / First Nation Employees

Participants nominated for EMO training by a Municipality/First Nation, who are employees of the Municipality/First Nation and/or assigned a role in their community Emergency Measures Organization, will be allowed to claim mileage according to the meals and incidental expenses as outlined in the Yukon Government Administrative Manual. Local government candidates may claim for meals and accommodations in keeping with YG rates and pre-set limits.

YG Employees

YG Departments and Corporations nominating employees for Yukon EMO training will be responsible for associated travel and meal expenses.

Federal Employees

Federal Departments nominating employees for Yukon EMO training will be responsible for associated travel and meal expenses.

Yukon EMO Course Application

All application forms must be completed in full and faxed, e-mailed, or mailed to the attention of the Planning and Training Coordinator, Yukon Emergency Measures Organization, Department of Community Services, Government of Yukon, P.O. Box 2703, Whitehorse, Yukon, Y1A 2C6.
Fax: (867) 393-6266 E-mail: emo.yukon@gov.yk.ca **APPLICATION DEADLINE – Two (2) WEEKS BEFORE COURSE DATE**

Course Name: _____

Course Dates: _____

Student Name: _____
Surname First Name

Mailing Address: _____
Street City Postal Code

Employer: _____

Municipal Federal Territorial First Nation Non-Government Organization

Emergency or affiliated EMO Position: _____

Daytime Phone: _____

Return Fax: _____

E-mail Address: _____

Applicant Signature: _____

Recommended by:

Supervisor: _____
Signature Print

or

Local community EMO Coordinator (for volunteers): _____
Signature Print

Note: Supervisors and EMO Coordinators may e-mail recommendations directly to EMO.

****In the event of any changes or course cancellation, please ensure your daytime phone number is provided so that the appropriate notification can be given.**