



FEMA

Frequently Asked Questions

Homeland Security Exercise and Evaluation Program (HSEEP)

✓ **Will the HSEEP templates and the HSEEP course be updated?**

Yes, upon release of the doctrine, both the templates and the course will be updated and provided to the public once they are completed. Estimated timeline is late spring or early summer 2020. Continue to watch the HSEEP website for updates and release information: www.fema.gov/hseep.

✓ **What is meant by HSEEP compliant?**

You will not find the term HSEEP compliant/compliance within the current HSEEP version or the various FEMA Preparedness Grant requirements. FEMA discounted this terminology in 2010/2011. The language that you will see is “consistent with HSEEP” or HSEEP consistent”. HSEEP provides guidance and tools for designing and developing a successful community exercise; it does not mandate the alignment to a specific format or product.

✓ **How do I become HSEEP certified?**

There is no such thing as being “HSEEP certified”. Individuals may take the HSEEP course (L/K-0146) and receive a certification of completion.

✓ **Is it required to use the HSEEP templates when developing exercises?**

No, FEMA provides HSEEP templates to allow you to design and develop an exercise more easily and consistently. The templates allow you to focus on quality exercise content vs document construction and complicated graphic design.

✓ **Where does it spell out the requirements for an After-Action Report/Improvement Plan?**

Like all HSEEP templates, there are no accompanying instruction forms for the AAR/IP. The instructions are part of the template – the grey boxes indicate what should go in each section.

✓ **Is there one location that provides all the information for HSEEP, to include the doctrine and the templates?**

Yes. The HSEEP doctrine and additional information can be found at: www.fema.gov/hseep as well as: <https://preptoolkit.fema.gov/web/hseep-resources>.

✓ **How do I receive credit for an HSEEP course that I already took?**

Contact: netcadmissions@fema.dhs.gov.

✓ **Where do I go to get a listing of available HSEEP courses?**

A list of upcoming HSEEP courses is located on the Emergency Management Institute (EMI) Course Schedule page: <https://training.fema.gov/emcourses/schedules.aspx>. In the course field enter “0146”. For further questions regarding HSEEP course schedules please contact fema-emi-iemb@fema.dhs.gov at EMI.

✓ **How do I request an HSEEP course be provided at my location?**

Contact fema-emi-iemb@fema.dhs.gov at FEMA’s Emergency Management Institute (EMI). There is also information on the type of HSEEP course deliveries at: <https://training.fema.gov/programs/hseep/elk146hseepcourse/>.



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✓ **Do I have to take the HSEEP course before taking the Master Exercises Practitioner Program (MEPP) course?**

Yes. There are 10 prerequisites for the MEPP course, and they can be found at: <https://training.fema.gov/mepp/>. This site will also provide the instructions on when and how to apply.

✓ **How do I become an HSEEP instructor?**

Contact fema-emi-iemb@fema.dhs.gov at FEMA's Emergency Management Institute (EMI).

✓ **What is the Integrated Preparedness Cycle?**

The *Integrated Preparedness Cycle* is a continuous process of planning, organizing/equipping, training, exercising, and evaluating/improving that ensures the regular examination of ever-changing threats, hazards, and risks. Preparedness priorities are developed to ensure that the needed preparedness elements are incorporated through this continual and reliable approach to achieve whole community preparedness.

✓ **Why did the Training and Exercise Planning Workshop (TEPW) and the Training and Exercise Plan (TEP) change?**

The TEPW/TEP model did not support integration of risk assessments, planning efforts, grant priorities, and other preparedness activities to drive exercise activities. It has been shown that many exercise sponsors do not have a plan to deliver their capabilities for the scenario and training is a frequently-cited area for improvement.

✓ **What is the Integrated Preparedness Planning Workshop (IPPW) and the Integrated Preparedness Plan (IPP)?**

The *Integrated Preparedness Planning Workshop (IPPW)* is a periodic meeting that establishes the strategy and structure for an exercise program, in addition to broader preparedness efforts, while setting the foundation for the planning, conduct, and evaluation of individual exercises. The *Integrated Preparedness Plan (IPP)* is a plan for combining efforts across the elements of the Integrated Preparedness Cycle to make sure jurisdictions/organizations have the capabilities to handle threats and hazards.



For more information visit:
<https://www.fema.gov/hseep>
or contact:
HSEEP@fema.dhs.gov