

# IPEM RENEWAL APPLICATION SUBMITTAL CHECKLIST

---

(NAME – Please print or type)

- IPEM Renewal Application Form

## **Educational/Training Requirements:**

- 72 Additional Hours of IEMA/IESMA/FEMA Approved Training
  - EOC Management and Operations (Course completion date of no earlier than 6/1/2014)

## **Exercise or Real World/Pre-Planned Event Requirements:**

- Assigned Exercise Position (Please check your specific position)
  - Exercise Director/Co-Director
  - Lead Evaluator
  - Injects Writing/MSEL Team
  - Lead Controller
  - Real World/Pre-Planned Event – EOC Management Position
  - Real World/Pre-Planned Event – General Staff Position
- Narrative
- Documents
- Verification Letter

## **Professional Requirements:**

- Letter of Reference from Current or Past Supervisor
- Current Job Description/Duties
- Job Experience (Please check your specific role)
  - 3 yrs Emergency Management Role
  - 2 yrs Emergency Management Role and Bachelor's Degree
  - 5 yrs Public Safety Role
  - 5 yrs Private Sector Role
- Professional Contributions (Please include the contribution numbers that you are submitting)
  - # \_\_\_\_\_
  - # \_\_\_\_\_
  - # \_\_\_\_\_