



## Office of Security and Emergency Preparedness Training Classes Available By Request

### ► **Basic Emergency Preparedness**

*Course Length:* 2 hours

*Course Lead:* Office of Security and Emergency Preparedness

*Fee:* No fee

*Online Training Available:* No

*Availability/registration/location:* Scheduled quarterly at Staff Training and Development Center or other campus locations. Also, available to all departments by request.

*Description:* Individual preparedness is the responsibility of all faculty, staff and students on the UGA campus. Everyone should know how to prepare, respond to and recover from an emergency or disaster both at home and in the workplace. This class will help prepare members of the UGA community to respond to various building level emergencies and national emergencies.

### ► **Building Safety and Security Representatives (BSSR) Orientation**

*Course Length:* 1 hour

*Course Lead:* Office of Security and Emergency Preparedness

*Fee:* No fee

*Online Training Available:* Yes, at [www.osep.uga.edu](http://www.osep.uga.edu) (click on Building Safety Reps.)

*Availability/registration/location:* Scheduled as needed at various campus locations - available online.

*Description:* The BSSR Orientation program is a requirement for all BSSRs and is intended to provide an overview of the BSSR program. This class discusses the role of the BSSR and resources, including training and templates, available to the BSSR. An online class exists and is available for BSSRs who are not located on the Athens campus. Upon completion of the video, viewers can confirm their participation by completing a short video completion form.

### ► **Campus Emergencies: Responses to Violence**

*Course Length:* 1 to 2 hours (adjustable length due to interactive exercises)

*Course Lead:* Office of Security and Emergency Preparedness with assistance from the University of Georgia Police Department

*Fee:* No fee

*Online Training Available:* No

*Availability/registration/location:* Available to all departments by request.

*Description:* This class discusses violence in educational settings and reviews several high profile incidents. The presentation includes information on how faculty, staff and students should respond to violent situations based on best practices. Small group discussions of several scenarios may be included that involve hypothetical situations and the best responses to those situations.

### ► **Conflict De-escalation Techniques**

*Course Length:* 1 to 2 hours (adjustable time schedule based on class parameters)

*Course Lead:* Office of Security and Emergency Preparedness

*Fee:* No fee

*Online Training Available:* No

*Availability/registration/location:* Available to all departments by request.

*Description:* Conflicts and disagreements occur frequently in society. This class will discuss methods that can be used to avoid conflicts and de-escalate tense situations.

► **Dawg Watch: Preventing Acts of Terrorism on the UGA Campus**

*Course Length:* 1 hour

*Course Lead:* Office of Security and Emergency Preparedness

*Fee:* No fee

*Online Training Available:* No

*Availability/registration/location:* Available to all departments by request.

*Description:* Campus environments by their very nature are open and unrestricted places that are intended to promote the freedom and exchange of ideas and research. As a result, special events with large crowds, controversial speakers and/or research, visiting dignitaries and research labs with dangerous chemicals are the norm on most large, research campuses. This open environment and unrestricted freedom of movement demands that faculty, staff and students remain alert and vigilant in their efforts to deter individuals from performing nefarious activities. This class is an awareness level class that is intended to provide basic information on what constitutes suspicious activities and how to report this information.

► **Incident Command System (NIMS) ICS 100.HE for Higher Education**

*Course Length:* 3 hours

*Course Lead:* Office of Security and Emergency Preparedness

*Fee:* No fee

*Online Training Available:* Yes, at <http://training.fema.gov/IS/crslist.asp>.

*Availability/registration/location:* Scheduled quarterly at various locations on campus.

*Description:* Introduction to the Incident Command System introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS). UGA personnel who directly respond to campus emergencies or those who directly or indirectly make incident management decisions regarding building or campus emergencies should participate in this training. This includes Deans, Directors, Department Heads, Building Safety and Security Representatives (BSSRs) and others who are responsible for coordinating emergency planning, safety and security initiatives for campus buildings. Participants will take an online test at the end of instruction and will receive a certificate from Federal Emergency Management Agency (FEMA) upon successful completion. Participants who take the online class will need to forward a copy of their certificate of course completion to OSEP.

► **National Incident Management System (NIMS) IS 700.a**

*Course Length:* 3 hours

*Course Lead:* Office of Security and Emergency Preparedness

*Fee:* No fee

*Online Training Available:* Yes, at <http://training.fema.gov/IS/crslist.asp>.

*Availability/registration/location:* Scheduled quarterly at various locations on campus.

*Description:* An Introduction to the National Incident Management System (NIMS) will explain the purpose, principles, key components and benefits of NIMS. NIMS provides a consistent nationwide template to enable all government, private-sector and nongovernmental organizations to work together during domestic incidents. UGA personnel who directly respond to campus emergencies or those who directly or indirectly make incident management decisions regarding building or campus emergencies should participate in this training. This includes Deans, Directors, Department Heads, Building Safety and Security Representatives (BSSRs) and others who are responsible for coordinating emergency planning, safety and security initiatives for campus buildings. Students will take an online test at the end of instruction and will receive a certificate from the Federal Emergency Management Agency

(FEMA) upon successful completion. Participants who take the online class will need to forward a copy of their certificate of course completion to OSEP.

► **Pandemic Flu Preparedness**

*Course Length:* 1 to 3 hours (adjustable length due to optional interactive exercises)

*Course Lead:* Office of Security and Emergency Preparedness

*Fee:* No fee

*Online Training Available:* No

*Availability/registration/location:* Available to all departments by request.

*Description:* Most public health officials agree that a pandemic influenza outbreak is inevitable within the next few years. Preparing for this type of event at work and at home is critical. This session will provide an overview of the topic, discuss the University's planning measures, provide information on how UGA departments can prepare and provide home preparedness tips. This class will discuss both H5N1 (Avian) Influenza and H1N1 (Swine) Influenza.

► **Plan, Prepare, React: Active Shooter Response Options for Students, Faculty and Staff**

*Course Length:* 1 to 2 hours (adjustable length due to interactive exercises and video)

*Course Lead:* Office of Security and Emergency Preparedness with assistance from the University of Georgia Police Department

*Fee:* No fee

*Online Training Available:* No

*Availability/registration/location:* Available to all departments and student groups by request.

*Description:* An active shooter is defined as an armed person who has used deadly force on people and continues to do so while having unrestricted access to additional victims. Although active shooter incidents on college campuses are rare events, the shootings which occurred on the Virginia Tech and Northern Illinois University campuses demonstrate that faculty, staff and students should be ready for any type of emergency. This training program, which includes a 10-minute video and a training scenario, was developed on the UGA campus to be a resource for all 35 University System of Georgia institutions. The goal of this program is to provide faculty, staff and students with emergency response options should they become involved in an active shooter situation on campus or in the community.

► **Travel Safety and Security**

*Course Length:* 1 to 2 hours (adjustable time schedule based on class parameters)

*Course Lead:* Office of Security and Emergency Preparedness

*Fee:* No fee

*Online Training Available:* No

*Availability/registration/location:* Available to all departments by request.

*Description:* UGA faculty, staff and students travel domestically and internationally on a frequent basis. Safety, security and emergency planning considerations should be a part of a well-planned trip. This class offers tips and techniques that may assist the first time traveler or the well-seasoned traveler avoid potential problems at the airport, on mass transit, at their hotel and while touring at their destination.

**Other classes available upon request.**

*For additional information or questions, please contact:*

*The Office of Security and Emergency Preparedness.*

The University of Georgia Office of Security & Emergency Preparedness  
Phone (706) 542-5845 | FAX (706) 542-4664 | Email: [osep@uga.edu](mailto:osep@uga.edu) | Web site: [www.osep.uga.edu](http://www.osep.uga.edu)

August 2009