# **COMPANY NAME:**

# **COMPANY POINT OF CONTACT:**

# **CONTACT INFORMATION:**

# **PLEASE NOTE: THIS IS THE ONLY STANDARDIZED SYLLABUS FORMAT THAT WILL BE ACCEPTED**

|  |  |
| --- | --- |
| **Anticipated Length** | 16 hours (cumulative) |
| **Overall Target Audience** |  |
| **Overall Target Class Size** |  |
| **General Course Description** |  |
| **Overall Course** **Goal** |  |
| **Terminal Objectives** |  |
| **Methodologies** |  |

## **Module Outlines**

**Module 1: Tenant Suite Computer Based Training**

***The Tenant Suite was developed by LAWA Emergency Management to offer a basic, minimum orientation and understanding on the topics listed below. As of April 1, 2019, it will be mandatory to complete the training.***

***You may substitute a portion of your 16 training hours in the areas listed by ensuring every employee completes the Tenant Suite.***

**Estimated Time to Complete (includes printing of certificate): Approximately 1 hour**

**METHODOLOGY: Computer based training**

|  |  |
| --- | --- |
| **Enabling Learning Objectives (ELO)** | **Topic Structure** |
| Basic proficiency in five critical areas;Orientation on LAWA’s minimum expectations when supporting an emergency event | * Introduction (1:30)
* General Preparedness (16:00)
* ADA Topics (16:00): Helping People with Disabilities + Helping those with Behavioral or Mental Disorders
* Terminal Evacuation and Repopulation (12:00)
* ICS 101 (5:00)
 |

**Module 2: Emergency Preparedness at Home**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  |  |
|  |  |
|  |  |

**Module 3: General Airport Overview**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  |  |
|  |  |
|  |  |

**Module 4: Developing Observation and Reporting Skills**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  |  |
|  |  |
|  |  |

**Module 5: Orientation on Roles and Responsibilities During an Incident**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  | *
 |
|  |  |
|  |  |

**Module 6: Basic ICS/NIMS/SEMS**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  | *
 |
|  |  |
|  |  |

**Module 7: Hazard Specific Training**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
| 1. Earthquake)
 |  |
| 1. Active Shooter)
 |  |
| 1. Hazardous Materials)
 |  |

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
| 1. Aircraft Incident)
 |  |
| 1. Power Failure)
 |  |
| 1. Suspicious Article)
 |  |
| 1. Fire)
 | *
 |
| 1. Bomb Threat)
 |  |
| 1. Severe Weather)
 |  |
| 1. Contagious Disease)
 | * Review of LAWA’s Contagious Disease Brochure
 |

**Module 8: Terminal Evacuation and Repopulation Procedures**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  | *
 |
|  |  |
|  |  |

**Module 9: Assisting Persons with Disabilities**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  |  |
|  |  |
|  |  |

**Module 10: Available Communication Platforms at LAWA**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  | *
 |
|  |  |
|  |  |

**Module 11: Procedures to Account for Staff in an Emergency**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  | *
 |
|  |  |
|  |  |

**Module 12: Certification in 1st Aid/AED/CPR or Hands Only CPR**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  | *
 |
|  |  |
|  |  |

**Module 13: Orientation on Company Emergency Plan or COOP**

**Estimated Time:**

**METHODOLOGY:**

|  |  |
| --- | --- |
| **Enabling Learning Objectives** | **Topic Structure** |
|  | *
 |
|  |  |
|  |  |