

**COURSE
PREREQUISITES:**

- Successful completion of COOP Managers Train-the-Trainer Course (B/E/L 548);
- A COOP Plan (a final or draft plan will be required for activities during the course). Each student should bring a copy of their current plan or draft plan.

ELIGIBILITY:

Federal, State, Tribal & Local government employees responsible for managing a COOP Program.

COSTS:

There is no cost for the training; however, the employee's office, directorate or agency is responsible for all travel costs associated with this training.

APPLICATIONS:

Please submit FEB Registration Form & FEMA Form 119-25-1 to the DFW FEB. The course code number is L550. Fax number is 214-767-5380. Registration Form & FEMA Form 119-25-1 may be downloaded from FEB website: www.dfwfeb.us

Approved participants will receive notification from DFW FEB via e-mail. Email addresses must be included on registration.

Class participation is limited to 40 students. Students who take this course may be required to conduct additional training courses, as this is a train-the-trainer course.

Applicants with special needs should contact the Course Manager to arrange/discuss specific requirements.

**APPLICATION
DEADLINES:**

Registration Forms must be submitted by March 14, 2012
NO EXCEPTIONS

COURSE MANAGER:

Peggy Samuels
Executive Assistant, Dallas-Fort Worth FEB
Phone: (214)-767-5370
Email: peggy.samuels@gsa.gov