



WV CERT Program & Resource Guide

For more information, please contact Gina Namay at:

Gina.L.Namay@wv.gov

304-352-0876

What is CERT?

The Community Emergency Response Team (CERT) program educates volunteers about disaster preparedness for the hazards that may occur where they live. CERT trains volunteers in basic disaster response skills, such as: Fire safety, Light Search and Rescue, Team Organization, and Disaster Medical Operations. Local CERT programs train and organize teams of volunteers to assist their families, neighbors, co-workers, and other community members before, during and after disasters.

The CERT program offers a consistent, nationwide approach to volunteer training and organization that professional responders can rely on during disaster situations, allowing them to focus on more complex tasks.

Who Can Start a CERT Program?

A first response agency, such as a local fire department, emergency management or other public safety agency can start and sponsor a CERT Program. The sponsor agency will identify their CERT instructor and program lead who must first complete CERT Basic Training and FEMA's CERT Train-the-Trainer before delivering the CERT curriculum. See links below for:

[CERT Approval Policy](#) – State requirements for starting a program.

[CERT Memorandum of Understanding \(MOU\)](#) - must be signed and submitted.

How Can CERT Volunteers Support their community?

- Provide support during disaster response and recovery – such as distribution of water, food, or cleaning supplies, light search & rescue, fire fighter rehab and more.
- Partner with other response agencies to install smoke alarms, assist with vaccination or blood donor clinics and more.
- Promote disaster preparedness in their community via public outreach and education.
- Assist at local public events doing traffic control, manning first aid tents, etc.

Learn more about the CERT Program at [FEMA Community Emergency Response Team](#)

Besides the community based CERT Program, there are other types of CERT Programs: [TEEN CERT](#), [Campus CERT](#) and [Workplace CERT](#)

On-line Training

Whether you're already in the CERT program or want to learn more before joining, these Emergency Management Institute (EMI) interactive web courses are free and available to anyone.

[FEMA Independent Study IS-317: Introduction to CERT](#) - This Independent Study (IS) course is an introduction to the CERT program.

[FEMA Independent Study IS-315: CERT and the ICS](#) - This course introduces CERT leaders to the Incident Command System (ICS), a proven management system used by emergency managers.

[CERT Guide to Community Preparedness](#) - Designed to help CERTs focus on the preparedness side of emergency management, this four-lesson course includes frequent knowledge checks aimed at ensuring CERT volunteers have the tools to engage members of their community in preparedness planning and action. Access the [video course](#). [Download the workbook](#).

CERT Guides & Templates

[CERT Program Guide](#) - This guide provides an overview of the CERT Program and explains requirements each CERT must meet to remain officially recognized.

[How to Start a CERT Program](#) - This document provides guidelines and recommendations to the leaders who are starting a CERT within their community.

[CERT Liability Guide](#) – Risk management overview for local programs.

SAMPLES:

- [Informed Consent, Waiver & Release Agreement](#)
- [Hold Harmless Sample 1](#)
- [Hold Harmless Sample 2](#)
- [Background Check Authorization](#)
- [Arrest Information](#)
- [CERT Volunteer Registration Form & Waiver – Sample 1](#)
- [CERT Volunteer Application Form & Waiver – Sample 2](#)
- [CERT Member Skills](#)

- [CERT Volunteer Job Description](#)
- [CERT SOP Template](#)
- [CERT Letter of Support](#)

CERT Training Materials

Instructor Materials

[CERT Instructor Guide](#) - Use this guide to train individuals in basic disaster response skills and organize volunteers to assist their communities during emergencies when professional responders are unable to respond.

[CERT Basic Training PowerPoint](#) – These PowerPoint slides can be used by instructors who deliver the CERT Basic Training course.

[CERT Unit Videos](#) – access and download each CERT Unit’s lesson goals and corresponding videos.

[CERT Hazard Annexes for Instructor Guide](#) - Use this guide to train individuals enrolled in CERT Basic training about a variety of hazards that may pose a threat to their communities.

[CERT Hazard Annexes PowerPoint](#) – These PowerPoint slides can be utilized when delivering the CERT Hazard Annexes – a review of various hazards.

Student Materials

[CERT Participant \(Student\) Manual](#) - This take-home resource teaches participants about how they can assist their community after a disaster when professional responders are unable to respond.

[CERT Hazard Annexes for Participant Manual](#) - this take-home resource teaches participants in CERT Basic training about a variety of hazards that may pose a threat to their communities.

CERT Supplemental Training

- [Animal Response](#)
- [Traffic & Crowd Management](#)
- [CERT Fire Fighter Rehab Slides](#) and [student manual](#)
- [Cyber Security Awareness Training for CERT Volunteers](#)

National CERT Association

The National CERT Association (NCA) is a non-profit organization, conceived and established to support communication and resource sharing across the CERT community. Established on September 12, 2019, the NCA leadership includes state and local CERT leaders across the US. Learn more [about NCA](#) and [NCA Membership](#) benefits and resources.

Partnership Ideas

Partnering with other organizations can help to leverage emergency preparedness and response efforts in your community. Establishing a written agreement with a partner organization helps to clarify each other's roles. See ideas below.

- [American Red Cross](#) – support local blood drives, assist with smoke alarm campaign and installation, and more. See [Red Cross on-line trainings](#) that CERT members could take, like CPR/First Aid/AED. For in-person training, [contact Red Cross office](#) nearest you.
- **City and/or County Commission** – provide support for public events like traffic control, first aid tent, etc. for public events like parades, sporting or cultural events.
- [Local Emergency Management Agencies](#) – or other first response agencies (fire, law, etc.) to help with disaster preparedness, response, or recovery.
- [Local Health Department](#) – help with vaccination clinics, distributing disaster preparedness information, and other health and safety initiatives.
- **Local/Regional Food Banks** – help with distribution of food during emergencies or other events.
- **Local Voluntary Agencies** - that help meet basic needs of the community like local food pantries, clothing closets, Union Mission, Salvation Army, or other service organizations.
- [WV VOAD](#) or **one of its member organizations** – help with disaster response and recovery. See the [list of Voluntary Organizations Active in Disaster](#) (*Scroll down page.*)

Preparedness Materials & Resource Links

- [FEMA's Ready.gov Preparedness Publications](#)
- [ReadyWV Educational Toolkit](#)

- [ReadyWV Personal Prep Starter Kit](#)
- [FEMA's Preparedness & CERT Materials](#) – Order for FREE or downloaded and print.
- [Sign up to receive FEMA's Individual & Community Preparedness Division's Electronic Newsletter](#) – keep up to date with latest preparedness and CERT news!

Additional Trainings & Resources

Logo Usage - [CERT Logo Usage Guide](#)

CERT Promotional Resources

[What is CERT Long Video](#) (6:27 minutes)

[What is CERT Short Video](#) (30 seconds)

[History of CERT](#) video (10 minutes)

[CERT Fact Sheet](#) (FEMA)

FEMA EMI Online Independent Study Training Opportunities

[IS-10. A: Animals in Disasters: Awareness and Preparedness](#)

[IS-100.C: Introduction to the Incident Command System, ICS 100](#)

[IS-120.C: An Introduction to Exercises](#)

[IS-244.B: Developing and Managing Volunteers](#)

Other Trainings

Keep an eye out for appropriate trainings that may be offered by local or national first response organizations, such as:

- **CPR/First Aid/AED** – check with [American Red Cross](#) or [American Heart Association](#)
- **Active Shooter** - check with your local police department.
- **Psychological First Aid** – check with local health department or law enforcement.
There are on-line classes as well, like at [SAMHSA](#) or [DisasterReady.org](#)