



## **Oklahoma Certified Emergency Manager Program**

### **Oklahoma Emergency Management Association**

The Oklahoma Emergency Management Association (OEMA) sponsors a voluntary professional standards certification program known as the Oklahoma Certified Emergency Manager (OCEM) program.

The goals of this program are to:

- elevate the visibility of the emergency management profession within Oklahoma;
- to encourage continued professional development, education and technical skills;
- to ensure minimal criteria of the Knowledge, Skills and Abilities (KSAs) of the profession.

Standards for Certification are established by the membership of the OEMA. In general terms the standards include emergency management experience, education, and training.

### **INSTRUCTIONS FOR RECERTIFICATION**

1. Complete the Recertification Certification Application. Make sure that all questions are completely answered.
2. Save and/or print your form.
3. Gather and scan the all necessary documentation into an Adobe Acrobat (“PDF”) document (may be additional pages with the application PDF, or a separate PDF document).
4. Email your electronic document(s) to the Certification Committee chairman at the address listed on the OEMA website at [www.oema.us](http://www.oema.us).
5. Mail a \$10 check for the non-refundable processing fee to the OEMA Treasurer at the address listed on the OEMA website.
6. The OEMA Certification Committee chairperson will review your application for completeness, and send your submission on to the other committee members. You may receive inquiries should the committee members have questions.
7. You will be notified when the Committee has acted on your application. Formal certifications will be awarded at the Annual Oklahoma Emergency Management Conference.
8. Approved OCEM certifications are valid for four years from date of the award.



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#### **OCEM PROGRAM RECERTIFICATION QUALIFICATIONS AND STANDARDS**

##### **ELIGIBILITY:**

The successful candidate for OCEM must continue to currently occupy an Emergency Management Professional Staff position in Oklahoma.

##### **TRAINING:**

To successfully renew the OCEM credential, a candidate must have completed at least 60 hours Emergency Management training provided by a recognized entity during the 48 months immediately preceding the anniversary date of the candidate's latest OCEM certification or recertification.

##### **EXPERIENCE – PLANNING:**

The successful candidate for OCEM shall have been responsible for or a major participant in the update of a local EOP, EAP/ERP, or Hazard Mitigation Plan that includes the candidate's jurisdiction during the 48 months immediately preceding the anniversary date of the candidate's latest OCEM certification or recertification, as evidenced by the same criteria as listed in the OCEM-Basic.

##### **EXPERIENCE – EXERCISING:**

The successful candidate for OCEM shall have been responsible for or a major participant in at least one functional or full-scale exercise during the 48 months immediately preceding the anniversary date of the candidate's latest OCEM certification or recertification.

##### **COMMUNITY OUTREACH AND INVOLVEMENT:**

The successful candidate for OCEM shall have been responsible for the design, production and/or participation in a minimum of four Emergency Management community outreach programs, informational sessions, kiosks or static displays during each of the four previous years (total of eight programs).