



Homeland  
Security

***OEC/ICTAP***

*Office of Emergency Communications / Interoperable Communications Technical Assistance Program*

# Communications Unit Courses

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COMT TtT Course Requirements

*Student Requirements*



## COMT Train the Trainer (TtT)

### Requirements to attend the COMT TtT Course:

- Must be a qualified COMT
- Must have a completed COMT Position Task Book (PTB)
- Must have on file a current resume, within the last year, documenting their instructor experience
- Each student must have access to an instructor's kit. A suggested inventory of equipment for the instructor's kit will be provided
- **Prerequisite courses required for attendance:**
  - IS-100, Introduction to the Incident Command System (ICS), ICS-100 or equivalent
  - IS-200.b Incident Command System (ICS) for Single Resources Initial Action Incidents
  - IS-265 Basic Instructional Skills
  - ICS-300 Intermediate ICS for Expanding Incidents
  - ICS-400 Advanced ICS, Command and General Staff-Complex Incidents
  - IS-700.a National Incident Management System, An Introduction
  - IS-800.b National Response Framework (NRF), An Introduction
- Students must also provide documentation that supports successful completion of formal adult education and/or training to include at least one of the following
  - Emergency Management Institute's (EMI) Master Trainer Program
  - National Fire Academy's (NFA) Educational Methodology course
  - National Wildfire Coordinating Group's (NWCG) Facilitative Instructor (M-410) course
  - Center for Domestic Preparedness (CDP) Instructor Training Certification Course
  - Equivalent (i.e. Total Army Instructor Training Course (TAITC); Small Group Instructor Training Course (SGITC); G265 Basic Instructional Skills course; etc.)
  - State Certified Level II or higher Fire, Rescue, and/or EMS Instructor (NFPA 1041 - Level II)
  - State Certified Teaching Certificate
  - Advanced degree in education, educational psychology, technical education, or a related program
- Copies of all prerequisite documentation must be presented by the SWIC, or course coordinator, to the course instructor(s) at least one week prior to the first day of the course including a copy of the verification page of the COMT PTB
- Any additional requirements the State may have to attend this course must be presented by the SWIC, or course coordinator, to the course instructor(s) at least one week prior to the first day of the course
- Recommended:
  - E/L 449 Incident Command System (ICS) Curricula Train-the-Trainer (TTT)



- IS 701.a Multi-Agency Coordination System (MACS) Course
- COMT TtT students will be provided a COMT TtT Instructor PTB for an adjunct instructor assignment
- NIMS ICS All-Hazards Position- Specific train-the-trainer (TTT) training should be completed by personnel who are regularly assigned to functional, support, or unit leader positions on an AHIMT



# Oklahoma Office of Homeland Security

## NIMS ICS All-Hazard Position Specific Training Application

First Name		MI	Last Name	
Address			Phone	
City		State	Zip Code	E-Mail
Organization		Title	Position	
Telephone Number	Mobile Number	Business E-Mail		
Business Address				
City		State	Zip Code	
<b>Enter Course Number and Course Name:</b>				
Course Name				
Date & Location Requested (In-state)    Date: _____    Location: _____				
<b>Check all Required Application Documentation: (See Application Instructions)</b>				
<input type="checkbox"/> Professional Resume (Must Document Communication and ICS Experience)		<input type="checkbox"/> Signed Copy of COMT Task Book Verification Page		
<input type="checkbox"/> IS-265 certificate	<input type="checkbox"/> IS-700.a certificate	<input type="checkbox"/> IS-800.b certificate	<input type="checkbox"/> ICS-100 certificate	
<input type="checkbox"/> ICS-200 certificate	<input type="checkbox"/> ICS-300 certificate	<input type="checkbox"/> ICS-400 certificate	<input type="checkbox"/> Documentation of Adult Education/Training Course	

**OFFICE USE ONLY -- DO NOT WRITE IN THIS SECTION**

<input type="checkbox"/> Reviewed	By: _____	Date: _____
<input type="checkbox"/> Approved	By: _____	Date: _____