



U. S. Department of Homeland Security

*Office for Domestic Preparedness
Washington, D.C. 20531*

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TO: All State Administrative Agency Heads
All State Administrative Agency Exercise and Training Points of Contact

FROM: C. Suzanne Mencer
Director

SUBJECT: Homeland Security Exercise and Evaluation Program Update

The U.S. Department of Homeland Security, Office for Domestic Preparedness is pleased to announce the following updates and enhancements to the Homeland Security Exercise and Evaluation Program (HSEEP):

- All of the HSEEP volumes (I-IV) have been finalized and are available through ODP's Website (<http://www.ojp.usdoj.gov/odp/exercises.htm>) or ODP's Secure Portal (<https://odp.esportals.com>)
- The ODP Secure Portal has been fully implemented throughout the country. State and Territory Exercise POCs have been trained on its capabilities, which include:
 - An Exercise Scheduling and Reporting System (fact sheet and Users' Manual attached)¹
 - An electronic library of HSEEP manuals and sample exercise materials
 - Incorporation of feedback and suggestions from training sessions conducted with States and Territories (FAQs attached)
- ODP and the Emergency Preparedness & Response/Federal Emergency Management Agency have announced the integration of a collaborative exercise scheduling, reporting and training program (official announcement attached)
- The final report and survey of models, simulations and games used in exercises is available through ODP's Website or Secure Portal (description attached)
- The Lessons Learned Information Sharing (LLIS) system is now available through LLIS.gov for sharing lessons learned and assisting with the development of After Action Reports and Improvement Plans following an exercise (description attached)

These capabilities and enhancements to HSEEP are an effort within DHS/ODP to implement a comprehensive exercise and evaluation program that standardizes exercise programs, streamlines exercise scheduling and reporting systems, and reduces the burden on State and local jurisdictions from conducting and coordinating multiple exercises. ODP encourages feedback on HSEEP and its associated tools and capabilities. Please email the following address with comments and suggestions: askcsd@ojp.usdoj.gov.

¹ The HSEEP Doctrine states, "A Multiyear Exercise Plan will be produced...and will include...a multiyear exercise schedule (to be updated annually)." From this point forward, States should enter, track, and update exercise schedules on the ODP Secure Portal.