

CORE CAPABILITY DEVELOPMENT SHEETS

The National Preparedness Goal defines the 32 Core Capabilities and can be found at <http://www.fema.gov/national-preparedness-goal>.

MISSION AREA



Mitigation

Reduce the loss of life and property by lessening the impact of future disasters.



1. [Planning](#)



5. [Long-Term Vulnerability Reduction](#)



2. [Public Information and Warning](#)



6. [Risk and Disaster Resilience Assessment](#)



3. [Operational Coordination](#)



7. [Threats and Hazards Identification](#)



4. [Community Resilience](#)



FEMA

To provide feedback on the Core Capability Development Sheets, please email us at FEMA-TARequest@fema.dhs.gov.

Updated: 02/10/18



PLANNING

MISSION AREA



Description

Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.

1. Develop approved hazard mitigation plans that address relevant threats/hazards in accordance with the results of their risk assessment within all local, state, tribal, territorial, and Federal partners.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
E0197: Integrating Access and Functional Needs into Emergency Planning	Mobile/Non-Resident, Residential	14 Hours
G0318: Mitigation Planning for Local Governments	Indirect	16 Hours
IS0318: Mitigation Planning for Local and Tribal Communities	Online/Distance Learning	12 Hours
IS0328: Plan Review for Local Mitigation Plans	Online/Distance Learning	4 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

Example Capability Targets

The example capability targets are an optional resource that jurisdictions can use to complete their Threat and Hazard Identification and Risk Assessments. An example for this Core Capability is below, and additional example capability targets can be requested by emailing FEMA-SPR@fema.dhs.gov.

Update and enhance all hazard mitigation plans in (#) counties with (#) residents every (#) year(s) in accordance with Federal, state, and local requirements.

Resource Types

The Resource Typing Library Tool is a searchable database of national resource typing definitions and position qualifications. Examples for this Core Capability are below, and additional resources can be found at <https://rtlt.pretoolkit.fema.gov>.

NAME	TYPE	CATEGORY
Planning Section Chief (Type 3)	Position Qualification	Incident Management
Hazard Mitigation Planning Team	Resource Typing Definition	Mitigation

Partners

Information and resources necessary to deliver capabilities are often owned by other organizations. Example partners for this Core Capability are below, and additional information can be found in the National Mitigation Framework at <https://www.fema.gov/national-mitigation-framework>.

- ▶ American Planning Association—Provides leadership in the development of vital communities by advocating excellence in planning, promoting education and citizen empowerment, and providing members with the tools and support necessary to meet the challenges of growth and change.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ The public—Essential to building community-wide support for hazard mitigation planning and actions. The planning and implementation processes should include citizens, civic groups, emergency managers, other government agencies, businesses, environmental groups, and schools.

Validating

Exercises and real-world events validate capabilities and are opportunities to identify areas of success or needs for improvement. Specific tools to validate your capabilities are described below:

- ▶ **Homeland Security Exercise and Evaluation Program:** Consists of fundamental principles that frame a common approach to exercises. <https://pretoolkit.fema.gov/web/hseep-resources>
- ▶ **National Exercise Program:** The principal mechanism for validating the Core Capabilities. Jurisdictions can receive technical assistance and support from subject matter experts. www.fema.gov/national-exercise-program
- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdl.org

Additional Information

- ▶ American Planning Association: www.planning.org
- ▶ Beyond the Basics: www.mitigationguide.org
- ▶ FEMA Hazard Mitigation Planning Resources: www.fema.gov/hazard-mitigation-planning-resources



For more Core Capability Development Sheets, visit www.fema.gov/fema-technical-assistance-program.

BUILD AND SUSTAIN THE CORE CAPABILITY



PUBLIC INFORMATION AND WARNING

MISSION AREA



Description

Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard and, as appropriate, the actions being taken and the assistance being made available.

1. Communicate appropriate information, in an accessible manner, on the risks faced within a community after the conduct of a risk assessment.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
AWR-209: Dealing with the Media: A Short Course for Rural First Responders	Mobile/Non-Resident	6 Hours
E0105: Public Information and Warning	Mobile/Non-Resident, Residential	16 Hours
E0157: Hazard Mitigation Community Education and Outreach Specialist Qualifying Course	Residential	26 Hours
E0388: Advanced Public Information Officer	Mobile/Non-Resident, Residential	40 Hours
G0289: Public Information Officer Awareness Training	Indirect	7 Hours
IS0454: Fundamentals of Risk Management	Online/Distance Learning	2 Hours



FEMA

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BUILD AND SUSTAIN THE CORE CAPABILITY

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Conduct outreach to deliver appropriate threat and hazard information to all whole community partners (#) month(s) after conducting a risk assessment.

Resource Types

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NAME	TYPE	CATEGORY
Hazard Mitigation Outreach Specialist	Position Qualification	Mitigation
Public Information Officer (Type 3)	Position Qualification	Public Works

Partners

Information and resources necessary to deliver capabilities are often owned by other organizations. Example partners for this Core Capability are below, and additional information can be found in the National Mitigation Framework at <https://www.fema.gov/national-mitigation-framework>.

- ▶ Agency/office responsible for emergency alerts—Public communication tools are used to disseminate information about serious emergencies. These include the Emergency Alert System, Wireless Emergency Alerts, the Integrated Public Alert & Warning System, and others.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ The public—Essential to building community-wide support for hazard mitigation planning and actions. The planning and implementation processes should include citizens, civic groups, emergency managers, other government agencies, businesses, environmental groups, and schools.

Validating

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Additional Information

- ▶ Association of State Floodplain Managers: www.floods.org
- ▶ Ready.gov: www.ready.gov





OPERATIONAL COORDINATION

MISSION AREA



Description

Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.

1. Establish protocols to integrate mitigation data elements in support of operations with local, state, tribal, territorial, and insular area partners and in coordination with Federal agencies.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
IS0393.A: Introduction to Hazard Mitigation	Online/Distance Learning	10 Hours
IS0212.B: Introduction to Unified Hazard Mitigation Assistance (HMA)	Online/Distance Learning	3 Hours
E0213: Unified Hazard Mitigation Assistance: Application Review and Evaluation	Residential	15 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

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Collaborate with whole community partners, including (#) government agencies, (#) private sector partners, and (#) non-profit organizations, on (#) mitigation projects every (#) years.

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NAME	TYPE	CATEGORY
Hazard Mitigation Operations Team	Resource Typing Definition	Mitigation
Hazard Mitigation Officer	Position Qualification	Mitigation

Partners

Information and resources necessary to deliver capabilities are often owned by other organizations. Example partners for this Core Capability are below, and additional information can be found in the National Mitigation Framework at <https://www.fema.gov/national-mitigation-framework>.

- ▶ Association of State Floodplain Managers—Flood hazard specialists of local, state, and Federal government, the research community, the insurance industry, and others involved in floodplain management, flood hazard mitigation, the National Flood Insurance Program, and flood preparedness, warning, and recovery.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ The public—Essential to building community-wide support for hazard mitigation planning and actions. The planning and implementation processes should include citizens, civic groups, emergency managers, other government agencies, businesses, environmental groups, and schools.

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Additional Information

- ▶ Association of State Floodplain Managers: www.floods.org
- ▶ Natural Hazard Mitigation Association: <http://nhma.info>
- ▶ State Hazard Mitigation Officers: www.fema.gov/state-hazard-mitigation-officers



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COMMUNITY RESILIENCE

MISSION AREA



Description

Enable the recognition, understanding, communication of, and planning for risk, and empower individuals and communities to make informed risk management decisions necessary to adapt to, withstand, and quickly recover from future incidents.

1. Maximize the coverage of the U.S. population that has a localized, risk-informed mitigation plan developed through partnerships across the entire community.
2. Empower individuals and communities to make informed decisions to facilitate actions necessary to adapt to, withstand, and quickly recover from future incidents.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
AWR-228: Coastal Community Resilience: Building Resilience from the Inside Out	Mobile/Non-Resident	7 Hours
AWR-310: Natural Disaster Awareness for Community Leaders	Mobile/Non-Resident	4.5 Hours
E0426: Building a Roadmap to Resilience: A Whole Community Training	Mobile/Non-Resident, Residential, Indirect	18 Hours
G0318: Mitigation Planning for Local Governments	Indirect	16 Hours
IS0318: Mitigation Planning for Local and Tribal Communities	Online/Distance Learning	12 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

Example Capability Targets

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Provide (#) emergency preparedness education programs to residents in (#) local jurisdiction counties every year.

Resource Types

The Resource Typing Library Tool is a searchable database of national resource typing definitions and position qualifications. An example for this Core Capability is below, and additional resources can be found at <https://rslt.preptoolkit.fema.gov>.

NAME	TYPE	CATEGORY
Hazard Mitigation Officer	Position Qualification	Mitigation

Partners

Information and resources necessary to deliver capabilities are often owned by other organizations. Example partners for this Core Capability are below, and additional information can be found in the National Mitigation Framework at <https://www.fema.gov/national-mitigation-framework>.

- ▶ American Planning Association—Provides leadership in the development of vital communities by advocating excellence in planning, promoting education and citizen empowerment, and providing our members with the tools and support necessary to meet the challenges of growth and change.
- ▶ Association of State Floodplain Managers—Flood hazard specialists of local, state, and Federal government, the research community, the insurance industry, and others involved in floodplain management, flood hazard mitigation, the National Flood Insurance Program, and flood preparedness, warning, and recovery.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.

Validating

Exercises and real-world events validate capabilities and are opportunities to identify areas of success or needs for improvement. Specific tools to validate your capabilities are described below:

- ▶ **Homeland Security Exercise and Evaluation Program:** Consists of fundamental principles that frame a common approach to exercises. <https://preptoolkit.fema.gov/web/hseep-resources>
- ▶ **National Exercise Program:** The principal mechanism for validating the Core Capabilities. Jurisdictions can receive technical assistance and support from subject matter experts. www.fema.gov/national-exercise-program
- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdl.org

Additional Information

- ▶ Association of State Floodplain Managers: www.floods.org
- ▶ FEMA Hazard Mitigation Planning Resources: www.fema.gov/hazard-mitigation-planning-resources
- ▶ State Hazard Mitigation Officers: www.fema.gov/state-hazard-mitigation-officers





LONG-TERM VULNERABILITY REDUCTION

MISSION AREA



Description

Build and sustain resilient systems, communities, and critical infrastructure and key resources lifelines so as to reduce their vulnerability to natural, technological, and human-caused threats and hazards by lessening the likelihood, severity, and duration of the adverse consequences.

1. Achieve a measurable decrease in the long-term vulnerability of the Nation against current baselines amid a growing population base, changing climate conditions, increasing reliance upon information technology, and expanding infrastructure base.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
E0312: Fundamentals of Building Science	Mobile/Non-Resident, Residential	28 Hours
MGT-343: Disaster Management for Water and Wastewater Utilities	Mobile/Non-Resident	16 Hours
MGT-345: Disaster Management for Electric Power Systems	Mobile/Non-Resident	16 Hours
PER-305: Coastal Flood Risk Reduction	Mobile/Non-Resident	8 Hours
PER-306: HURRIPLAN: Resilient Building Design for Coastal Communities	Mobile/Non-Resident	16 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

Example Capability Targets

The example capability targets are an optional resource that jurisdictions can use to complete their Threat and Hazard Identification and Risk Assessments. An example for this Core Capability is below, and additional example capability targets can be requested by emailing FEMA-SPR@fema.dhs.gov.

Partner with critical infrastructure owners to inspect (#) critical structures' compliance with applicable building codes, such as floodproofing, wind-bracing, and seismic design requirements, every (#) months.

Resource Types

The Resource Typing Library Tool is a searchable database of national resource typing definitions and position qualifications. An example for this Core Capability is below, and additional resources can be found at <https://rtlt.preptoolkit.fema.gov>.

NAME	TYPE	CATEGORY
Hazard Mitigation Officer	Position Qualification	Mitigation

Partners

Information and resources necessary to deliver capabilities are often owned by other organizations. Example partners for this Core Capability are below, and additional information can be found in the National Mitigation Framework at <https://www.fema.gov/national-mitigation-framework>.

- ▶ American Planning Association—Provides leadership in the development of vital communities by advocating excellence in planning, promoting education and citizen empowerment, and providing members with the tools and support necessary to meet the challenges of growth and change.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ National Institute of Standards and Technology Community Resilience Panel—Reduces barriers to achieving community resilience by promoting collaboration to strengthen the resilience of buildings, infrastructure, and social systems upon which communities rely.

Validating

Exercises and real-world events validate capabilities and are opportunities to identify areas of success or needs for improvement. Specific tools to validate your capabilities are described below:

- ▶ **Homeland Security Exercise and Evaluation Program:** Consists of fundamental principles that frame a common approach to exercises. <https://preptoolkit.fema.gov/web/hseep-resources>
- ▶ **National Exercise Program:** The principal mechanism for validating the Core Capabilities. Jurisdictions can receive technical assistance and support from subject matter experts. www.fema.gov/national-exercise-program
- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdl.org

Additional Information

- ▶ FEMA Hazard Mitigation Planning Resources: www.fema.gov/hazard-mitigation-planning-resources
- ▶ Natural Hazard Mitigation Association: <http://nhma.info>
- ▶ NIST Community Resilience: www.nist.gov/topics/community-resilience





RISK AND DISASTER RESILIENCE ASSESSMENT

MISSION AREA



Description

Assess risk and disaster resilience so that decision makers, responders, and community members can take informed action to reduce their entity's risk and increase its resilience.

1. Ensure that local, state, tribal, territorial, and insular area governments and the top 100 Metropolitan Statistical Areas complete a risk assessment that defines localized vulnerabilities and consequences associated with potential natural, technological, and human-caused threats and hazards to their natural, human, physical, cyber, and socioeconomic interests.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
E0102: Science for Disasters	Mobile/Non-Resident, Residential	24 Hours
E0167: Core Principles for Hazard Mitigation Hazard Performance Analysis Specialists	Mobile/Non-Resident, Residential	28 Hours
E0170: Hazus-MH for Hurricane	Mobile/Non-Resident, Residential	28 Hours
IS0164: HM Hazards and Performance Analysis (HPA) in Disaster Operations	Online/Distance Learning	8 Hours
IS-2001: Threat and Hazard Identification and Risk Assessment (THIRA)	Mobile/Non-Resident	8 Hours
L0299: Risk MAP Process and Tools	Mobile/Non-Resident	4 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

Example Capability Targets

The example capability targets are an optional resource that jurisdictions can use to complete their Threat and Hazard Identification and Risk Assessments. An example for this Core Capability is below, and additional example capability targets can be requested by emailing FEMA-SPR@fema.dhs.gov.

Complete a risk and disaster resilience assessment to analyze vulnerabilities, resilience capabilities, and estimate impacts of threats and hazards across a (#)-square-mile area with (#) residents every (#) year(s) in accordance with Federal, state, and local requirements.

Resource Types

The Resource Typing Library Tool is a searchable database of national resource typing definitions and position qualifications. An example for this Core Capability is below, and additional resources can be found at <https://rtlt.preptoolkit.fema.gov>.

NAME	TYPE	CATEGORY
Hazard Mitigation Risk Analyst	Position Qualification	Mitigation

Partners

Information and resources necessary to deliver capabilities are often owned by other organizations. Example partners for this Core Capability are below, and additional information can be found in the National Mitigation Framework at <https://www.fema.gov/national-mitigation-framework>.

- ▶ Hazus User Groups—Network of organizations that use Hazus software for risk assessment activities throughout the Nation. Hazus user group members include emergency managers, geospatial information system specialists, geologists, state and local planners, and consultants.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ The public—Essential to building community-wide support for hazard mitigation planning and actions. The planning and implementation processes should include citizens, civic groups, emergency managers, other government agencies, businesses, environmental groups, and schools.

Validating

Exercises and real-world events validate capabilities and are opportunities to identify areas of success or needs for improvement. Specific tools to validate your capabilities are described below:

- ▶ **Homeland Security Exercise and Evaluation Program:** Consists of fundamental principles that frame a common approach to exercises. <https://preptoolkit.fema.gov/web/hseep-resources>
- ▶ **National Exercise Program:** The principal mechanism for validating the Core Capabilities. Jurisdictions can receive technical assistance and support from subject matter experts. www.fema.gov/national-exercise-program
- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdl.org

Additional Information

- ▶ Hazard Identification and Assessment: www.fema.gov/hazard-identification-and-risk-assessment
- ▶ Hazus User Groups: www.fema.gov/hazus-user-groups
- ▶ State Hazard Mitigation Officers: www.fema.gov/state-hazard-mitigation-officers



For more Core Capability Development Sheets, visit www.fema.gov/fema-technical-assistance-program.



THREATS AND HAZARDS IDENTIFICATION

MISSION AREA



Description

Identify the threats and hazards that occur in the geographic area; determine the frequency and magnitude; and incorporate this into analysis and planning processes so as to clearly understand the needs of a community or entity.

1. Identify the threats and hazards within and across local, state, tribal, territorial, and insular area governments and the top 100 Metropolitan Statistical Areas, in collaboration with the whole community, against a national standard based on sound science.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
AWR-331: Winter Weather Hazards: Science and Preparedness	Mobile/Non-Resident	8 Hours
E0167: Core Principles for Hazard Mitigation Hazard Performance Analysis Specialists	Mobile/Non-Resident, Residential	28 Hours
E0170: Hazus-MH for Hurricane	Mobile/Non-Resident, Residential	28 Hours
E0172: Hazus-MH for Flood	Mobile/Non-Resident, Residential	28 Hours
E0313: Basic Hazus-MH	Mobile/Non-Resident, Residential	28 Hours
IS0318: Mitigation Planning for Local and Tribal Communities	Online/Distance Learning	12 Hours
IS-2001: Threat and Hazard Identification and Risk Assessment (THIRA)	Mobile/Non-Resident	8 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

Example Capability Targets

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In collaboration with whole community partners, identify and determine the frequency and magnitude of threats and hazards likely to occur in a (#)-square-mile area with (#) residents every (#) year(s), in accordance with Federal, state, and local requirements.

Resource Types

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NAME	TYPE	CATEGORY
Hazard Mitigation Risk Analyst	Position Qualification	Mitigation

Partners

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- ▶ Hazus User Groups—Network of organizations that use Hazus software for risk assessment activities throughout the Nation. Hazus user group members include emergency managers, geospatial information system specialists, geologists, state and local planners, and consultants.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ State and Major Urban Area Fusion Centers—Focal points for the receipt, analysis, gathering, and sharing of threat-related information between Federal; state, local, tribal, territorial; and private sector partners.

Additional Information

- ▶ FEMA Hazard Mitigation Planning Resources: www.fema.gov/hazard-mitigation-planning-resources
- ▶ Hazus User Groups: www.fema.gov/hazus-user-groups
- ▶ State Hazard Mitigation Officers: www.fema.gov/state-hazard-mitigation-officers

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