



The Ed-ITO-rial

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Greetings Shipmates!

Hope this finds you doing well! We've been busy delivering virtual and mobile training, and our schedule is continuing to fill. (And that's a good thing).

Quick N36T updates, some of which impact all N-Codes:

- The revised Shore Training Plan (STP) and Shore Training Manual (STM) are on the street! We shared these with our ITOs and N36s and asked them to share with all region and installation program directors. That included an executive summary of changes. If you didn't get it, please ask your local integrated training SME.
- New naming conventions for our ROC and EOC team training, herein.
- Scheduling of EOC team training – We are now: 1) scheduling team training primarily based on how overdue a command is (vice synching/scheduling to formal assessments as we have in the past). Ray Davis and Chris Nguyen are our schedulers. If you have any questions, please reach out to either of them. Their contact information is also included herein.
- We've had our inaugural virtual CDO Course and a second convening. This notional course is targeted towards new AND more experienced CDOs, and we hope all Senior Watch Officers will participate. Increasingly, real-world incidents and exercise reporting show a real need for this training. Please contact Chris Nguyen or Chuck Mogle to register for an upcoming course.
- Inaugural Homeland Security and Exercise Evaluation Program (HSEEP Course). We recently completed this pilot course too. Our primary (initial) audiences are our region N36s and ITOs, both heavily involved in exercises. As soon as we have the initial bow-wave of N36 PDs completed we will be opening this up to EM, N30, N34, etc.

That's all for now. Looking forward to seeing you all at your operations center (or online during a virtual course).

Keep Training!

Vr,

Mike

Michael Crockett, CNIC N36T



FY2021 Installation Training and Excellence

CNIC's Award Winner for FY2021 is COMMANDER FLEET ACTIVITIES CHINHAE !



On 28 April 2022, Commander Naval Installations Command announced CFA Chinhae as the FY2021 recipient of the inaugural Installation and Training Excellence award.

This annual award recognizes the outstanding efforts of personnel in the training and operations of U.S. military installations worldwide. The award recognizes the significant accomplishments to integrated training through exercise design, development, and execution that provides enhanced readiness and operational capability. Kudos to the ITO and the entire ITT!

CNIC's first runner up for FY2021 is Camp Lemonnier, Djibouti



Congratulations to Camp Lemonnier, Djibouti! CLDJ was the first-runner-up in this very competitive process.

Thanks to all installation XOs, ITOs, ITT and Training Team members, and we look forward to your installation submissions for FY2022. (Submission requirements and deadlines are in the Shore Training Manual. Mark your calendars!)

In the SPOTLIGHT – Mr. Steve Waller, ITO



We want to take a moment and congratulate Mr. Steve Waller, Installation Training Officer at Naval Support Activity Naples, Italy for recently completing the CNIC Installation Training Officer Certification course in February 2022. When we contacted Steve to ask about the qualification process or any insight for other ITOs here is what he had to say:

“First, I would like to just say thank you to all the outstanding mentors that really helped me along the way to my certification. I was hired at Naval Base Kitsap in the PACNORWEST in late 2018 by then ITO, Dr. Rich Miller (Rich is now a lead EM planner with COMNAVREGNW). NBK had the unique opportunity to hire a 2nd

ITO due to the heavy drill workload that comes with being an Installation supporting a shipyard, a SWF, a hospital, and about another 100 or so tenant commands. Timing was fortunate for me, in that the first “new” CNIC Shore Training Manual (STM) was released in January of 2019, and it laid out the path for ITO certification. As a recent navy retiree, a checklist was all I ever really needed. Both Dr. Miller and his replacement and current NBK lead ITO, Mr. Mark Witherell, encouraged me to work through the process towards certification. In the spring of 2019, I was able to head up to Naval Air Station Whidbey Island and shadow their ITO, Mr. Shawn Lightfritz, during the Installation’s FEP. What an experience that was, especially being only 6 months into the job! My military experience was mostly ordnance based (submarine and surface), so this world was still a bit new for me. After the FEP, I looked back over the certification checklist and saw I was already 1/3 of the way done, so I might as well keep going. A few schools, a few RTAVS and a CART, and a selection as ITO for NSA Naples later, I realized I had met all the requirements for certification. I worked with my Region N36 lead and got everything submitted up to CNIC at the end of 2021. During the week of our installation’s most recent RTAV this past February I received my certification. I thought that was fitting; what better way to celebrate a certification than by running an integrated drill. Just kidding, there definitely are better ways.”

For those working through their own certification I would recommend the following:

1. Find a mentor that can help keep you on track or help set up your path. Getting into some of the required schools is challenging, just keep at it.
2. Ask questions. No one, no matter their previous experience, completely understands what being an ITO is in the beginning. Your Region Leads, other ITOs, and CNIC N36 can all be great resources, you just have to reach out. The community gets better the more we talk with each other.
3. Document your progress. As an ITO you are already doing the work, which is how the certification is set up, so you might as well get the credit for it. “

Regards,

Steve Waller

NSA Naples ITO

In Memorium

MR. ROY WERTZ (1962-2022)



Sadly we announce the passing of Mr. Roy Wertz, our ITO in Bahrain (and formerly the ITO at NSA Naples). We recently learned that our shipmate Roy suffered a stroke and passed away April 28, 2022 at Walter Reed Hospital.

From Mr. David Simms, EURAFCENT N36:

"Roy was a great guy, and I enjoyed working with him over the years, both in Naples and in Bahrain. He will be missed."

Our New Team-Trainer Courses

CNIC ROC Crisis Action Team (ROC CAT) Course (CIN S-540-1005)

This training is your region's one TEAM-training course for a 3-year cycle and includes a triennial N36 program review in accordance with the Shore Training Manual, CNIC M-3501.1A.

The CNIC ROC Crisis Action Team Course is a 1.5-day, site-specific TEAM-trainer that includes an initial C3 baseline assessment the morning of the first day. CNIC instructor-assessors are in evaluation mode and provide your command an informal assessment on teamwork/C3 proficiency from which we will train to for the remainder of the training time together. The course uses two scenarios: Baseline (assessment) exercise (with no trusted agent) and then a Part I and II training scenario that runs the afternoon of day one and the morning of day two. Each of the three modules includes clear end-of-scenario deliverables and a commander's brief to a designated region senior leader (i.e. N00, CoS, or N3). The morning of day two will include a Blue turnover brief to the oncoming Gold CAT Chief and Section Leaders to start the day.

The same CAT will be trained throughout the 1.5 day course. The focus of the course is scenario exercise training in your ROC ("train like you fight") with your current maps, spaces, plans, checklists, communication mediums, people, and resources.

Following training, the lead civilian instructor will provide N00/CoS/N3/N36 and EMO with a verbal AAR. Within two weeks, the lead instructor/assessor will send the region a formal AAR for inclusion in the region's Command Improvement Plan (CIP).

CNIC EOC Incident Management Team (EOC IMT) Course (CIN S-540-1000)

CNIC EOC Incident Management Team (EOC IMT) Course (CIN S-540-1000) – Installation's one Team-training course for a 3-year cycle.

The Installation Operations Center Watch Team Course is a 1.5-day, onsite TEAM-trainer. The methodology of this course delivery is scenario exercise training of your team in your EOC ("train like you fight"). The course includes an initial C3 training baseline assessment on the morning of the first day. Instructors will be in the evaluation mode and provide your command with an informal assessment on teamwork/C3 proficiency (as-is). Following lunch the first morning's scenario, we will begin the "train-to your training needs" exercise phase for the remainder of our time together (fully in the training mode). The course uses two scenarios: Baseline (assessment) exercise (with no trusted agent) and then a Part I and II training scenario that runs the afternoon of day one and the morning of day two. For each scenario there are clear end-of-scenario deliverables for each session and include three IMT briefs to a designated installation leader who will then provide commander's intent to your IMT (E.g., CO or XO, ideally). The morning of day two continues the training scenario with a turnover brief (Blue Center Director, Assistant, and Section Leaders to Gold leadership) to start the day. The entire EOC team should remain on station throughout the 1.5 days to maximize the training benefit.

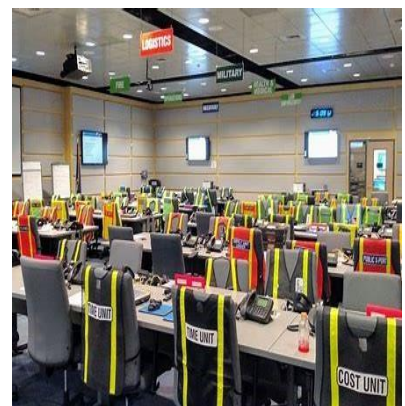
Upon completion of the course, the lead instructor provides the CO/XO/CMC/ITO & EMO an out brief. Within two weeks, the installation receives a formal AAR with recommendations and inclusion in the installation's Command Improvement Plan (CIP).

CNIC IMT/CAT MEMBER COURSE (CIN S-540-1040)

This virtually-delivered MS Teams course is a one-time requirement for all Region Crisis Action Team (CAT) and EOC Incident Management Team (IMT) individual members and replaces our previous EOC and ROC virtual training deliveries (including EOC A or ROC A during COVID times). Any primary/alternate Operations Center personnel (EOC & ROC) who have previously had the EOC IMT or ROC Ops Courses do not need to take this, but they may as a refresher.

The MEMBER course will be 100% virtual training (really education/knowledge sharing) which we will offer frequently to ensure all installation and region operations center watch members can participate, regardless of time zone. This new course provides the fundamental knowledge (ppt/knowledge-sharing) necessary to integrate students into the Shore Operations Center environment and covers the training objectives found in the previous EOC and ROC Operations courses and the most recent EOC A or ROC A online training. Also, the course incorporates emerging training topics (E.g. shipboard firefighting, EFAC). This virtual delivery method will remedy the challenge of getting this critical, required training to our more distant and oftentimes smaller installations. Also, the course supports PQS qualification and provides the EM training foundation necessary for the follow-on SOTG mobile installation and region on-site TEAM training.

KEEP LEARNING!! KEEP TRAINING!!



Homeland Security Exercise and Evaluation Program (HSEEP) Course

By: Ted Halpin, CNIC SOTG

Considering the importance placed on exercises within CNIC, the N36T SOTG has begun delivering FEMA's Homeland Security Exercise and Evaluation Program (HSEEP) courses. These courses are delivered virtually via OFS TEAMS. HSEEP (<https://www.fema.gov/emergency-managers/national-preparedness/exercises/hseep>), provides a set of fundamental principles for exercise programs, as well as a common approach to program management, design and development, conduct, evaluation, and improvement planning.

DODI 6055.17, Section 4.2.h states, in part, "to the extent possible, HSEEP must be used in the design, conduct, and evaluation of exercises. All members of the exercise and evaluation team who design, conduct, or evaluate EM functions and tasks should be trained in HSEEP".

A prerequisite for HSEEP is FEMA's Independent Study IS-120: an Introduction to Exercises. It is also recommended participants take FEMA IS-130: Exercise Evaluation and Improvement Planning. Graduates of our HSEEP course receive both a CNIC and FEMA certificate. To request seats in our next HSEEP virtual class or future classes, please contact SOTG Instructor, Chris Nguyen at: christian.t.nguyen.ctr@us.navy.mil.

We look forward to seeing you there!!!!

Incident Command System 300/400 Training Update

By: Ted Halpin, CNIC SOTG

Our ongoing focus on improving the quantity and quality of ICS 300 and 400 training courses across the enterprise continues. With sixty-two (62) classroom and ten (10) virtual courses delivered by our N36T ICS instructors since September 2021, we are working tirelessly to meet your demand for this training. Much of this increased need for the training was driven by the Navy Security Force (NSF) requirement for Security Watch Commanders and Incident Commanders to have this training.

Over the past year, the Shore Operations Training Group (SOTG) has trained numerous members of the NSF as new ICS Instructors. This has caused a surge in the amount of ICS classes across the enterprise. The SOTG has also been auditing some of these classroom and virtual classes to provide feedback to the instructors and to capture any best practices you may have. This auditing will continue, and we look forward to growing this program with you.

To sign up for an ICS 300 or 400 course, go to: <https://g2.cnic.navy.mil/tscnichq/N3/N36/Lists/CNIC%20ICS%20Training/calendar.aspx> to view the ICS course schedule. From there, you can contact one of our instructors directly to request a seat in their next virtual or onsite course delivery.

We have a global network of over 111 CNIC U Adjunct ICS Instructors to support YOU!

Region Quarterly Training and Exercise Summary

By: Chuck Mogle, CNIC SOTG

Hi, everyone! I want to inform you about some changes we've made to the Region Quarterly Training and Exercise Summary (R-QOTES), which improves the format, and corrected known issues with the old report. There are minimal changes to the content or questions you will have to answer for the report. The submitter must enter information in all blocks to submit the report. An error will display if the submitter attempts to submit an incomplete report or a report with the wrong date format. The text field of "Region N3 Comments" has been updated to text wrap and the entire input will now be visible.

The new R-QOTES report is available via the G-2 and may be found at the following URL: <https://g2.cnic.navy.mil/tscnichq/N3/N36/N36X/MTR/Lists/RQOTES/Item/newifs.aspx>

The old R-QOTES report website has been locked and can no longer be used to submit a report. All previously submitted reports and data will remain available at the old location as "read-only".

The new format will be used starting the 3rd quarter of the calendar year 2022.

I am the lead point of contact for R-QOTES and can be reached at charles.r.mogle.ctr@us.navy.mil with any questions.



Installation Quarterly Training and Exercise Summary

By: Chuck Mogle, CNIC SOTG

The first-quarter reporting in the new format went well. Most of our installations submitted reports, and everything functioned properly. We appreciate all your feedback and recommended changes to the new I-QOTES report format. Our goal is to make this effort as useful and concise as possible.

I wanted to pass along some examples of how the I-QOTES has directly helped some of the Installation Training Officers (ITOs). One installation reported they had completed an EOC "A" course, but the command had not received credit for it. We contacted the ITO and a subsequent review of the Incident Management Team's (IMT) Electronic Training Report (ETJ) confirmed all members had received credit for the course. Another ITO reported a similar situation for their command as well. A follow-up revealed the IMT had been graduated, but the results were never posted in the member's ETJ. The class graduation was resubmitted via CeTARS and this time it was posted in the ETJs. Multiple installations reported the need for specific training, which helped us to prioritize the SOTG training schedule. We recommend all ITO's utilize the CO's comment block to report any issues and areas of concern directly to CNIC N36T via I-QOTES. We appreciate all input and will continue to follow up on these comments.

The I-QOTES report is available via the G-2 via the following URL: <https://g2.cnic.navy.mil/tscnichq/N3/N36/N36X/MTR/Lists/IQOTES/Item/newifs.aspx>

I am the lead point of contact for I-QOTES and can be reached at charles.r.mogle.ctr@us.navy.mil with any questions.

New Course!

CNIC Shore Command Duty Officer (CDO) Course

By: Chris Nguyen, CNIC SOTG

CNIC Delivers Inaugural Navy Installation Command Duty Officer (CDO) Course



The Shore Operations Training Group (N36T) virtually delivered the Navy's first CNIC Shore Installation CDO Course on 15 February 2022. This formal Navy course covers basic shore CDO duties and responsibilities for CDOs/SWOs serving at CNIC commands. Lessons include basic duties and responsibilities, operational reporting requirements, EOC Activation; Mass Warning and Notification; and Other Public-safety Readiness-linked topics.

This course has been designed to familiarize new or prospective installation CDOs with standard watch standing requirements while complementing existing local installation-specific CDO training. The initial course was offered to the Naval District Washington region with twenty-eight (28) students in attendance. We also delivered another CDO course with over 50 CNRSE CDOs and Senior Watch Officers in attendance.

Both courses received a lot of positive feedback that we will incorporate into future deliveries. This course will continue to be developed and shaped as we teach more students and continue to receive feedback on what is most needed from CDOs at the shore "deck-plate" level.

We look forward to providing great training to our Region and Installation CDOs. We want to help lay the foundation and give them the building blocks to appropriately and effectively respond to, and support, any incident that may arise. If you or your staff are interested in attending one of our next course offerings please contact Chris Nguyen at christian.t.nguyen.ctr@us.navy.mil; or cnic_n36t_sotg.fct@navy.mil.

The CNIC SOTG Training Menu

- S-540-1000: CNIC EOC INCIDENT MANAGEMENT TEAM (EOC IMT) COURSE
- S-540-1001: NAVY EMERGENCY MANAGER (EM) COURSE
- S-540-1002: INSTALLATION TRAINING OFFICER (ITO) COURSE
- S-540-1005: CNIC ROC CRISIS ACTION TEAM (ROC CAT) COURSE
- S-540-1009: ICS 300 – INTERMEDIATE INCIDENT COMMAND SYSTEM FOR EXPANDING INCIDENTS
- S-540-1010: ICS 400 – ADVANCED INCIDENT COMMAND SYSTEM AND GENERAL STAFF – COMPLEX INCIDENTS
- S-540-1011: ICS K0449 – INCIDENT COMMAND SYSTEM CURRICULA TRAIN-THE-TRAINER COURSE
- S-540-1013: EMERGENCY MANAGEMENT FOR SENIOR LEADERS COURSE (EMSLC)
- S-540-1031: EMERGENCY OPERATIONS CENTER / INCIDENT COMMAND SYSTEM INTERFACE
- S-540-1032: K0146 HOMELAND SECURITY EXERCISE AND EVALUATION PROGRAM (HSEEP)
- S-540-1040: CNIC IMT / CAT MEMBER COURSE
- S-540-1045: NAVY INSTALLATION COMMAND DUTY OFFICER (CDO) COURSE
- PLAN, BRIEF, EXECUTE, AND DERIEF (PBED) TRAIN-THE-TRAINER

A Navy Shore Command's Number One Priority = Protecting the Protected Populace!

We train coaches, players, and teams - to respond and recover during emergencies!

Integrated training = Scrimmaging!

Our Newest SOTG Team Member!

Welcome, Doug Beasley!



Doug Beasley retired as Fire Chief for Navy Region Mid-Atlantic Fire & Emergency Services after 27-years of service in June of 2018. During his tenure he served as a firefighter, company officer, training officer, health and safety officer, special operations chief and deputy fire chief before advancing to Fire Chief. He is a graduate of the University of Maryland and was a lifelong resident of the Hampton Roads, Virginia, and Northeast North Carolina area, before moving to Southwest Virginia to fulfill a lifelong dream of moving to the mountains.

When Doug is not participating in working to support instruction in Emergency Management courses for the Navy, he enjoys spending his time on home maintenance, lawn care/landscaping, and when the seasons allow - hunting, fishing, hiking, and woodworking. Doug lives with his dog, Banjo.

Upcoming Deliveries

✓ **Mobile Emergency Management
for Senior Leaders Course**

- 21-24 June

✓ **Virtual ITO Course**

- 28-30 June

✓ **Virtual CNIC IMT/CAT Member
Course**

- 29-30 June

- 3-4 August

✓ **Mobile CNIC EOC Incident
Management Team Course**

- Naples, 12-13 July

- Sigonella, 18-19 July

- Meridian, 19-20 July

- Rota, 21-22 July

✓ **Mobile CNIC ROC CAT Course**

- EURAFCENT, 14-15 July

✓ **Virtual Homeland Security
Exercise Evaluation Program
(HSEEP Course), 26-28 July**

The CNIC N36 TEAM

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If you would like to submit an article for the “The Ed-ITO-rial”, please feel free to do so. Send a 1-page or less write-up with a high-resolution photo to Doug Beasley at Robert.D.Beasley.Ctr@US.Navy.Mil or George Zuniga at George.E.Zuniga.Ctr@US.Navy.Mil by the 15th of each month. We are always interested in sharing stories about exercises, training, innovations, collaborations, or best practices.

Meet the Instructors

Mike Crockett – Mr. Crockett is a prior-enlisted Marine infantryman and retired Navy Surface Warfare Officer who became CNIC's civilian SOTG Chief in 2008. His active duty experience includes naval engineering, damage control, SWOSCOLCOM instructor duty, battlegroup DESRON C3, and USNORTHCOM JTF Civil Support's Interagency Liaison Chief to FEMA. Mike led the development of CNIC's EM Course, Senior Shore Leadership Course, NSF TRAMAN, Shore Training Plan/Manual, and CDO Course. He led the 2010 effort to shift all C3 training via MTT. Mike is Navy Master Training Specialist (MTS) qualified and holds postgraduate degrees in Education, National Security & Strategic Studies, and Homeland Defense & Security.

Ray Davis – Mr. Davis is a retired Operations Specialist Senior Chief and over 15 years as a GS. He joined CNIC in Jan 2012 and became CNIC's SOTG Assistant Chief in 2014. Ray has extensive experience in Information/Operations Centers, battlegroup C3(4), battlegroup shipboard training, exercises and assessments. Additionally, he also has a strong background in training and program management with a BS in Adult Education, MBA, and a Master Training Specialist completing 3 separate tours with NETC learning centers TACTRAGRULANT, FLTCOMBATRACEN, & CENSECFOR.

Jim Alger – Mr. Alger is a retired Naval Aviator with 25 years of service. With his Naval career in the rearview mirror, he began his second career in Emergency Management. Mr. Alger provided operational support during multiple hurricanes, including Floyd, Ivan, and Katrina. As a part of the Shore Operations Training Group, he instructs all courses offered by N36T. As a former XO and Ops officer at one of the Navy's largest full-service installations, he is well suited to provide expert instruction, assessment, and real-world best practices/processes.

Ted Halpin – Mr. Halpin is a retired County Emergency Manager, Certified Emergency Manager, FEMA EMI and NY Homeland Security Instructor, Fire Officer IV, and a Naval Post Grad Homeland Defense and Security Executive Leaders Program graduate. He has instructed for CNIC in Emergency Management for several years.

Chuck Mogle – Mr. Mogle, retired Chief Warrant Officer Five (Security Technician), CNIC HQ, NAVCENT/5th Fleet HQ, NCIS HQ, and Installation Security Officer background. He is a Plank owner on CNIC's N3E assessment team, where he helped develop and implement the NSF certification program. He has been a member of the team since January 2020.

George Zuniga – Mr. Zuniga is a current Army Reserve Officer and is serving as the ACoS, G1 for the 451st Expeditionary Sustainment Command. He is a recent graduate of the US Army Advance Operations Course (AOC). He has 26 years of service in the Army spending 11 of those years on Active Duty. On the civilian side George has previously worked for Navy Region Southwest as an Emergency Management Planner for N37. He has been a part of the SOTG team for the last five years. He has an extensive planning background and has been a part of numerous emergency management incidents.

Christian T Nguyen – Mr. Nguyen is a retired Navy Surface Warfare Officer who currently resides in San Antonio, TX. His Navy time includes serving as a Training Officer and Instructor with an extensive Emergency Management background. Additionally, he was a curriculum developer while teaching Department Heads at Surface Warfare Officer School (SWOS) Command in Newport, RI. He has previously served as a Battle Watch Captain for Sixth Fleet Command. Chris has been a member of the team since May 2020.

References *

1. Bonhomme Richard Fire Links:

[For Release BHR Command Investigation \(15 Oct 21\).pdf \(documentcloud.org\)](#)

2. Installation Training Officer Toolbox:

<https://g2.cnlic.navy.mil/tscnichq/N3/N36/STM%20%20STP/Forms/AllItems.aspx?RootFolder=%2Ftscnichq%2FN3%2FN36%2FSTM%20%20STP%2FITO%20TOOLBOX&FolderCTID=0x012000E06E0C3AAD0B3B4CA9B3126E62A2D7B5&View=%7B58D391ED%2D87DD%2D43C4%2DB334%2D6B9B734A6139%7D>

- ❖ Drill Packages
- ❖ ITO N36 Training Update - DRRS-N VS DRRS-S/METs/NTIMs
- ❖ [Newsletters](#)
- ❖ PBED Course
- ❖ PBED Toolkit
- ❖ References
- ❖ Training Aids
- ❖ Training Admin Check-sheets (ITO/Region N36)

3. FEMA Emergency Management Institute

<https://www.training.fema.gov/is/crslist.aspx>

4. National Incident Management System

<https://www.fema.gov/emergency-managers/nims>

5. NGA Map of the World

<https://map.nga.mil>

Please share helpful references to: Robert.D.Beasley.Ctr@US.Navy.Mil

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