



CALOES ALERT AND WARNING

IPAWS TRAINING CHECKLIST



Confirm Vendor & IPAWS Portal Access

- Verify that all trainees can successfully log into the FEMA IPAWS Portal and vendor before training.



Complete Required FEMA Training

- If additional staff who are not listed in the MOA will be attending training, ensure they have also completed IS-247.
- Ensure all training certificates have been emailed to Cal OES.



Verify Internet & System Readiness

- Verify receipt of training invite.
- Test internet connection.



Ensure Required Attendees Are Present

- All personnel who will be granted access to the system must attend the training.



Set Up Training Platform & Materials

- Confirm the Zoom meeting platform is properly set up and tested.
- Be ready to ask questions and/or take notes!



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Cal OES
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