

## LAWA 1-HOUR EMERGENCY MANAGEMENT TRAINING COURSE REQUIREMENTS

Please read the following information regarding the LAWA 1-Hour Emergency Management (EM) Training Requirements:

- 1) Since 2019, per LAWA Rules and Regs, the Executive Director may require all LAWA badge holders to take training to support the safety of stakeholder staff, LAWA personnel and passengers. Currently that standard is satisfied by successful completion of the EM Training program.
- 2) All LAWA badge holders must successfully complete the EM Training program to comply with the Rules and Regs when getting a new badge or renewing their badge every two years. (Please see the CSPP exception in item 3.)
- 3) Because companies falling under the LAX Certified Service Provider Program (CSPP) have more stringent training standards, those badged employees included under the **CSPP must complete this training annually, not just bi-annually.**
- 4) A Certificate of Achievement (COA) is generated through the computer-based training program when an individual completes the training online, or the approved LAWA COA template must be manually generated by the training coordinator for a company when the 'in class' method is used for multiple participants. Sign in sheets for 'in class' sessions must also be provided for authentication. Until the LAWA 1-Hour EM Training online course is migrated to a new platform, the training course has been separated into six (6) videos and posted on the CSPP website.
- 5) Only the approved LAWA COA template is accepted for manual certificates, and must be signed by the badged employee, EP trainer, and LAX Authorized Signer. It is available for download on the CSPP website at [www.lawa.org/cspp](http://www.lawa.org/cspp).
- 6) All completion certificates must be signed by the employee and their authorized signer for the certificate to be valid, regardless if the certificate was generated by the online training or manually by the training coordinator. Authorized signers can be granted access to the EM Training database to verify that an employee has completed the training.
- 7) The COAs must be maintained on file throughout the term of the CSPLA, and presented to the Security Badge Office when obtaining a SIDA badge upon request.

For questions about, or technical issues with, the EM Training program, please email the LAWA Emergency Management Division at [emdtrainingprogram@lawa.org](mailto:emdtrainingprogram@lawa.org).