



FEMA

Fact Sheet

FEMA Qualification System

Established in the fall of 2012, the FEMA Qualification System was developed as part of a multi-faceted transformation effort to provide a credentialed and qualified disaster workforce. FEMA Qualification System defines the requirements and expectations of Incident Management and Incident Support positions so that each employee has a clear understanding of their position and the steps necessary to become qualified. Through the establishment of policy and guidance, FEMA Qualification System maintains fair and equitable qualification and training standards to strengthen the capabilities of the disaster workforce and effectively support response and recovery operations.

FEMA Qualification System is designed to:

- Ensure qualified workforce based on performance standards.
- Establish minimum, consistent, and fair qualification requirements for all workforce positions regardless of employment status.
- Strengthen the training and qualification standards for all incident workforce members by implementing improvements based on analysis.
- Professionalize the workforce similar to other emergency management professions.
- Create a clear pathway for career development opportunities.
- Assist in the creation of analysis of the FEMA force structure.
- Improve Federal assistance to disaster impacted families and communities.



What is the Qualification Process?

The FQS Qualification Process requires employees to complete three steps in order to become certified as qualified for a specific position.

- Step 1: Complete any qualifying experience for the position (if applicable)
- Step 2: Complete any mandatory training required for the position, establish external certification as delineated on the position qualification sheets, and demonstrate successful performance in the required activities (listed in the pertinent Position Task Book)
- Step 3: Undergo and pass the certification process including review, approval, and currency validation

“FEMA’s mission is to support our citizens and first responders to ensure that as a nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from, and mitigate all hazards.”