

Ministry of the Solicitor General

Ministère du Solliciteur général



Office of the
Fire Marshal and
Emergency Management

Bureau du
commissaire des incendies et
de la gestion des situations d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

25, avenue Morton Shulman
Toronto ON M3M 0B1
Tél. : 647-329-1100
Téléc. : 647-329-1143

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GUIDANCE NOTE: 2020-06-26

Re: ONTARIO REGULATION 380/04 TRAINING REQUIREMENTS

This guidance note is issued under the provisions of Ontario Regulation 380/04 (O.Reg.380/04). It is the responsibility of every Municipal Emergency Management Program Coordinator, and Municipal Emergency Control Group (MECG) members to complete the annual training that is required by the Chief, Emergency Management Ontario's as provided for in section 10(2) and section 12(3) of O.Reg. 380/04.

This guidance note amends the timelines for Municipal Emergency Management Program Coordinators to complete the required training, considering COVID-19 and its impact on the availability of courses in 2020.

Background

Guidance Note 2018-01-01 details the training requirements for Municipal Emergency Management Program Coordinators, otherwise referred to as Community Emergency Management Coordinators (CEMCs), as well as for Municipal Emergency Control Group (MECG) members, as directed by the Chief, Emergency Management Ontario.

The provincial emergency related to the COVID-19 global pandemic has had a significant impact on the availability of the required courses for CEMCs, as well as the availability of both CEMCs and MECG members to complete the training.

Guidance

Emergency Management Program Coordinators

Because of the challenges presented by the COVID-19 pandemic emergency, any CEMC who has not yet completed the four courses required under Guidance Note 2018-01-01, will have until December 31, 2021 or one year from the date of appointment, whichever is later, to complete these required courses.

Municipal Emergency Control Group Members

Guidance Note 2018-01-01 details five knowledge areas in which MECG members must annually demonstrate an adequate level of training. These training requirements do not

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require any formalized training in order to accomplish them, and the knowledge areas highlighted could be acquired as on-the-job training through the MCEG members' participation in their COVID-19 pandemic emergency response activities. Therefore, there is no amendment to this training requirement.

If you have any questions, you are encouraged to contact your assigned EMO Field Officer directly or contact AskOFMEM@ontario.ca for assistance.

Sincerely,



Teepu Khawja
Assistant Deputy Minister and Chief, Emergency Management Ontario