In order to insure viability and continuity of the recommended NJTI Standards (ANS 1.105.1-2009) before moving a state TERT program into the fully deployable status category, NJTI wishes to have the applicant program verify the following qualifying elements:

1. Does the TERT program have a State Coordinator? If so please identify full contact information for the Coordinator.

2. Does the TERT program have an affiliation with either the state APCO and / or state NENA chapter? If so, please provide details.

3. Does the TERT program have a MOU or other similar written agreement with the state Emergency Management Agency; state Homeland Security Department or state Public Safety Department? If so, please attach a copy of the signed agreement.

4. Does the TERT program maintain a database or some other mechanism to track the training status of team members. If so, please describe.

5. Do all TERT team members comply with the following?
   A. Successfully completed ICS 100.a and 700.a.
   B. Successfully completed the TERT Basic Awareness Training course (either classroom or on-line version).

6. Does the TERT program have a subset of team members who have been trained as Team Leaders (classroom only training session)?

7. Have all of those Team Leaders completed the following?
   A. ICS 200.a
   B. ICS 800.b

8. Does the TERT program have a Policy & Procedure Manual in place regarding deployment and management procedures? If so, please provide a copy.

9. Does the TERT program have a procedure to ensure that the State Coordinator audits team member status, training, contact information and their entities continued support bi-annually on even numbered years?