



## Registering to complete CERT as a group?

### Instructions:

1. Submit a registration form via the City of Oakland's VEOCI system to complete Oakland CERT Training. The registration form is linked here: <https://veoci.com/v/p/form/dukavagmrgw>
  - a. Select the course session your group would like to complete
  - b. Select the appropriate Organizational Tag
    - i. **IMPORTANT NOTE:** You may need to coordinate with the CERT Basic Training Administrator in order to have an Organizational Tag for your group/team. Once a tag is created for your team, it is valid to use moving forward as you recruit additional team members and encourage them to complete CERT training on behalf of your organization.
    - ii. **Please make sure to select your neighborhood affiliation/organizational tag at the time of registration.**
    - iii. Please keep your own list so that you can compare lists if necessary, later down the road.

### Next Steps After Registration/Application Submission:

1. Registrants receive a Notice of CERT Registration Acceptance.
2. Registrants are invited to attend the Welcome & Orientation Video for their chosen session. All scheduled session dates/times are published on the website. Please note that you may need to scroll down a bit to see the full/current course schedule. The complete CERT Training Schedule is linked here: <https://www.oaklandca.gov/topics/oaklandcert#2023-cert-training-schedule>.
3. Registrants set up their e-learning account (this step is mandatory if you are completing a Hybrid CERT course).
4. Registrants receive a calendar invitation (and Zoom links if applicable) to any/all CERT meetings scheduled to take place during the training session.
5. Registrants complete the online portion of the Oakland Hybrid CERT Basic Training. This also includes the Triage Module (not included with Units 1-8).
6. Registrants email CERTificates of completion of units 1-8, 9 (Final Exam), and the Triage Module to [CORE@oakandca.gov](mailto:CORE@oakandca.gov).
7. Registrants attend the Oakland CERT Skills Training & Assessment. All scheduled session dates/times are published on the website, here: <https://www.oaklandca.gov/topics/oaklandcert#2023-cert-training-schedule>.
8. Registrants are connected/assigned to the CERT Team that they selected (via Organizational Tag) at the time of registration. If no tag was selected, registrants will be assigned to the CERT Team that is closest to the physical address that was recorded at the time of course registration.

Here are a few screenshots to support the instructions outlined above. If you have questions or trouble with any of the steps, please contact your Oakland CERT Training Administrator.

### Registration Form Guidance (pictures – continued on next page):





## REGISTRATION FORM

### Oakland CERT Registration Form - 2023 & 2024-Waitlist - Create Entry

Not quite sure what CERT training is all about? Watch this 6 minute video to learn more! [Click here to watch the CERT in Action Video](#)

After completing the Oakland CERT training course, graduates will:

- Be able to identify and anticipate hazards in the home and workplace
- Understand what steps to take to increase personal and family readiness
- Be familiar with the Incident Command System (ICS) and basic ICS functions
- Know how to organize themselves and spontaneous volunteers in an emergency
- Know how to apply basic emergency medical techniques/ first aid
- Be able to set up emergency medical treatment areas
- Know how to help reduce survivor and DSW-V stress
- Know how to safely extinguish small fires
- Be able to conduct light search and rescue activities
- Be able to assist emergency responders in mass casualty incidents
- Understand the appropriate actions to take in an active shooter situation
- Be able to promote CERT training in Oakland

Oakland CERT Training is available free of charge, for Teens and Adults. [Click here to see Oak](#)

To register for Oakland CERT training, complete the registration form immediately below. Paper forms are available if/you need access to this form in another language or in another format, please contact the City of Oakland Emergency Planning Coord

First name  
Enter your name as it appears on all of your legal documents.

## SELECT THE CERT SESSION YOUR TEAM WOULD LIKE TO COMPLETE

### Oakland CERT Registration Form - 2023 & 2024-Waitlist - Create Entry

Select a class session, **REQUIRED**

Which CERT cohort do you want to join?  
\*Limit 50 participants per session. Verification will be required to attend CERT Training Sessions reserved for staff/employees of the City of Oakland and Community Partners.

Select an Option

There are no additional Oakland CERT Classes remaining in 2023. Select this option to be put on the waitlist for classes in 2024.

+1 (510) 559-0123

## SELECT YOUR NEIGHBORHOOD/ORGANIZATIONAL AFFILIATION/ORG. TAG

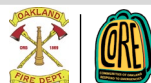
### Oakland CERT Registration Form - 2023 & 2024-Waitlist - Create Entry

Are you registering as a part of a team or group?  
Select your neighborhood or organizational affiliation.

Select an Option

- Melrose Neighborhood Council
- Rainbow Neighborhood Council
- Maxwell Park Emergency Response Team
- Communities for a Better Environment
- West Oakland Civic Corps

## Registration Form Guidance (continued on next page):





# City of Oakland



**Heads up:** if someone on your team has submitted a registration form previously/in the past, the system will not allow them to register again using the same email address. If this happens, please contact the Oakland CERT Training Administrator via email with the following information. The Oakland CERT Training Administrator will search the system and update the training preferences on the back end.

IMPORTANT: **DO NOT USE ANOTHER EMAIL** as it will create duplicate CERT Member Profiles in and clutter the system.

1. Full First Name
2. Full Last Name
3. Email Address
4. Complete Phone Number

**Registration Form Guidance (end).**



City of  
Oakland

