



LOUISIANA EMERGENCY MANAGER CREDENTIALS®

LEM Basic & Pro

RECERTIFICATION

BOOKLET

Submit Packet to:

Louisiana Emergency Management Association
8550 United Plaza BLVD
Baton Rouge Louisiana 70809
Email: office@lepa.org
Office: 225-408-4757
Toll Free: 877-405-5372
Fax: 225-408-4422



Recertification Checklist for LEM Basic and LEM Pro Credentials

Use this checklist to ensure that your recertification application is complete.

A. Complete Application Cover Sheet with Code of Professional Conduct Pledge *(Requires Candidate's Signature)*

B. Completed Recertification Credentials Packet:

_____ Recertification Letter of Qualifications:

Requires a letter authored by your supervisor or appropriate official in your organization that describes your responsibilities as they relate to emergency management and tenure in your position.

_____ Recertification Continuing Education Documentation:

Requires documentation that demonstrates 75 clock hours of continuing education.

_____ Recertification Professional Contribution Documentation:

Requires documentation that confirms six (6) contributions to the emergency management profession since the date of the last certification or recertification. (See LEM Pro Application Booklet page Va through Vo)

C. Payment:

_____ Ensure that the recertification fee is enclosed:

LEM-T:	\$20
LEM-Basic:	\$50
LEM-Pro:	\$50

Checks or money orders are accepted (**DO NOT SEND CASH**). Make payable to LEPA then send recertification packet and payment to:

Louisiana Emergency Preparedness Association
Attn: LEM Certification Committee
8550 United Plaza Blvd., Suite 1001
Baton Rouge, La. 70809

THIS FEE IS NON-REFUNDABLE
Beginning January 1, 2012 LEM-Pro recertification requires a one-time successful completion of the LEM written examination.