



United States Department of State

*Office of Foreign Missions
Washington, D.C. 20520*

May 2, 2017

To: The Deputy Chiefs of Missions
From: The Office of Foreign Missions (OFM)
Subject: Emergency Management Seminar, May 23, 2017

If there was an active shooter in Washington, would your Embassy be prepared? How would you assist your citizens—including your own employees? To prepare for an active shooter scenario in the Washington, D.C. area, the Office of Foreign Mission (OFM) invites you to its 5th Annual Emergency Management Seminar. Officials from the Metropolitan Police Department, Secret Service, and the Federal Bureau of Investigations (FBI) will be presenting.

The event will take place at the Department of State's Harry S. Truman Building in the Loy Henderson Auditorium. Please arrive early to receive your building-access badge before the start of the meeting. **Please enter at the Department's 23rd Street Entrance for this seminar.**

Each mission is invited to send up to two representatives to attend this event. If your mission chooses to attend, please complete the following page and return it via email to OFM-Rsvp@state.gov. You may also fax the page to (202) 736-4145. **Please send the form no later than Tuesday, May 16, 2017.** If you have questions about this seminar, please call OFM at (202) 647-3417 or email at OFM-Rsvp@state.gov. We look forward to your participation. Thank you.

WHEN: Tuesday, May 23, 2017
2:30 PM to 4:30 PM

WHERE: U.S. Department of State (Loy Henderson Auditorium)
2201 C Street, NW (use the entrance at 23rd Street)
Washington, DC 20520

OFM Emergency Management Seminar Participant Registration Form

To expedite entry to the Department of State, please provide the information requested below. Once completed, please email this page to OFM-Rsvp@state.gov or fax it to (202) 736-4145. **Please send the form no later than May 16, 2017.** If you have questions about this seminar, please call OFM at (202) 647-3417 or email at OFM-Rsvp@state.gov. We look forward to your participation. Thank you.

Each Embassy/Organization is invited to send up to two (2) representatives to this seminar. Guests must physically present the same type of identification listed below at registration. This identification must also bear the individual's photograph.

Participant 1:

Mission/Organization _____

Name _____ Country of Citizenship _____

Date of Birth _____ Identification Card Number _____

Type of Identification Card – Please select one of the following:

- U.S. Department of State issued Personal Identification Card
- U.S. Department of State issued Drivers License
- Drivers License not issued by the Department of State – State of Issuance _____

Participant 2:

Mission/Organization _____

Name _____ Country of Citizenship _____

Date of Birth _____ Identification Card Number _____

Type of Identification Card – Please select one of the following:

- U.S. Department of State issued Personal Identification Card
 - U.S. Department of State issued Drivers License
 - Drivers License not issued by the Department of State – State of Issuance _____
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