

Reclamation Manual

Directives and Standards

SECURITY RESPONSE FORCE ANNUAL TRAINING REQUIREMENTS

Proprietary guards will be required to complete the following annual training hours. The categories specified below, follow the Interagency Security Committee (ISC) *Best Practices for Armed Security Officers in Federal Facilities, April 2013, 2nd Edition*.

The NCI-SM or Security Response Force Manager (SRFM) will be responsible for ensuring each guard completes the required training hours annually and the training hours are documented as directed by the Protection Services Program Manager (PSPM). The NCI-SM or SRFM may allocate training hours in each category to curriculum specific to the mission at each site location.

The SRFM will notify the PSPM when a proprietary guard does not meet the annual training requirements.

SRF Annual Training Baseline

General Job-Related Training

TOTAL 15hrs

-Completed during shift briefings and tracked through attendance sheets.

ISC Examples-

- Overview of the Administration and/or Agency,
- Overview of the Roles and Responsibilities of an ASO,
- Ethics and Professionalism,
- Company/Agency Administrations, and
- Post Duties.

Human Interaction and Customer Service

TOTAL 30hrs

-Completed during shift briefings and tracked through attendance sheets.

ISC Examples-

- Principles of Communications,
- Professional Public Relations, and
- Understanding Human Behavior (psychology)

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Weapons and Defensive Tactics

TOTAL 120hrs

-SRFM will determine allocation of training hours to meet site specific Mission

-Defensive Tactics specific requirement- A minimum of 16 of the 120hrs must be allocated to Defensive Tactics training curriculum.

ISC Examples-

- Defensive Tactics,
- Use of Handcuffs,
- Use of Intermediate Weapons, and
- Use of Firearms.

Inspections

TOTAL 15hrs

-Completed during shift briefings and tracked through attendance sheets.

ISC Examples-

- Screener Training, and
- Examining of Identification and Credentials.

Patrol

TOTAL 15hrs

-Completed during shift briefings and tracked through attendance sheets.

ISC Examples-

- Importance of Patrol Methods and Patrol Hazards

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Law Enforcement Support

TOTAL 18hrs

-Use of Force (UOF) specific requirement- 8 of the 18hrs must be classroom training, UOF drills, or UOF exercises.

ISC Examples-

- The Law, Legal Authorities, Jurisdiction, and Responsibilities
- Crimes and Offenses
- Search and Seizure
- Authority to Detain
- Crime Scene Protection
- Rules of Evidence
- Crime Detection, Assessment, and Response

Communications

TOTAL 15hrs

-Completed during shift briefings and tracked through attendance sheets.

ISC Examples-

- Records, Reports, and Forms;
- Agency Specific Training; and
- Communications Equipment

Emergency Response

TOTAL 40hrs

-SRFM will determine allocation of training hours to meet the site-specific Mission.

- Active Shooter
- Threat Response
- CQB

ISC Examples-

- General Response Procedures;
- Safety and Fire Prevention;
- Special Situations;
- Code Adam;
- Terrorism, Anti-Terrorism, and Weapons of Mass Destruction;
- Bomb Threats and Incident;
- Hostage Situations, Sabotage, and Espionage;
- Civil Disturbances;

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- Workplace Violence and Active Shooter;
- Cardio-pulmonary resuscitation (CPR), automatic external defibrillator (AED), First Aid;
- Emergency Communications; and
- Agency Specific Training.