

Reclamation Manual

Directives and Standards

SECURITY RESPONSE FORCE ANNUAL TRAINING REQUIREMENTS

The Bureau of Reclamation requires armed proprietary guards to complete the following annual training hours. The categories specified below, follow the Interagency Security Committee's, *Best Practices for Armed Security Officers in Federal Facilities*, April 2013, 2nd Edition.

The National Critical Infrastructure-Security Manager (NCI-SM) or Security Response Force Manager (SRFM) is 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.

Reclamation Manual

Directives and Standards

SRF Annual Training Baseline

General Job-Related Training

Total 12 hrs.

Examples:

- dam navigation
- critical asset familiarization
- operation security (OPSEC)
- emergency response access points
- site-specific tasks and procedures
- vehicle maintenance reporting
- vehicle fueling and accident reporting
- administrative functions

Reclamation Manual

Directives and Standards

Human Interaction and Customer Service

Total 8 hrs.

Examples:

- guard professionalism
- code of conduct
- anti-harassment
- crucial conversations
- visitor screening (tour)
- customer interaction
- de-escalation techniques
- lost and found procedures
- lost children procedures

Weapons and Defensive Tactics

Total 70 hrs.

- The SRFM will determine the allocation of training hours to meet a site-specific mission.
- Defensive Tactics—a minimum of 16 of the 70 hrs.
- Weapons and Armory Policy/Procedures—a minimum of 4 of the 70 hrs.
- Night Vision Device Training—a minimum of 8 of the 70 hrs.

Examples:

- weapons and equipment cleaning and maintenance
- armory procedures
- pistol and rifle fundamentals
- pistol and rifle basic techniques
- pistol and rifle transition
- close-quarter battle
- night vision device fundamentals and drills
- strikes
- field interviews
- baton
- crowd control procedures

Reclamation Manual

Directives and Standards

Inspections

Total 4 hrs.

Examples:

- officer safety
- visitor screening (tours)
- security inspection—building/vehicle
- international deliveries
- delivery escort on project

Law Enforcement Support

Total 12 hrs.

- Use of Force (UOF) Classroom, Drills, or Exercises—a minimum of 8 of the 12 hrs.

Examples:

- UOF report procedures
- Department of the Interior UOF Policy review
- field interview techniques
- crime scene protection procedures
- unmanned aerial system identification/reporting

Communications

Total 4 hrs.

Examples:

- radio operation/etiquette
- security command center familiarization
- project/critical asset terminology

Emergency Response

Total 24 hrs.

- The SRFM will determine the allocation of training hours to meet a site-specific mission.
- Emergency Response Drills/Exercises—a minimum of 8 of the 24 hrs.

Examples:

- active shooter response
- threat response (internal)
- threat response (external)
- evacuation procedures
- duress response procedures
- unauthorized access (code red)
- emergency callback notification/procedures

Reclamation Manual

Directives and Standards

Patrol

Total 8 hrs.

Examples:

- response procedures and responsibilities
- officer safety procedures
- backing up law enforcement officers during an incident
- unattended package
- visual deterrent concept
- site-specific tasks and procedures