



TRAINING MANAGEMENT AND RISK MITIGATION COURSE OVERVIEW AND INSTRUCTIONAL GOALS

COURSE LENGTH:	24 Hours	3 Days
	24 Hours	Classroom

COURSE OVERVIEW

A three-day course designed to provide SWAT Team leaders and trainers with the ability to design, plan and prepare proactive training guidelines, manuals, events, calendars and support documents in order to best utilize limited training time and opportunities in order to produce the highest quality personnel and team capability; and to provide SWAT Team leaders and trainers with proven risk mitigation methodologies to counter risk within the three main risk areas for SWAT Teams, i.e. legal, training and operations.

INSTRUCTIONAL GOALS

Upon completion of this course the attendee will be familiar with:

1. Training management methodologies
2. Training Cycles and Schedule development
3. Training documentation process and procedures
4. Safety Briefing development and formats
5. Risk Analysis processes and procedures
6. Risk mitigation methodologies
7. Identifying and mitigating operational, legal and training risks



TRAINING MANAGEMENT AND RISK MITIGATION

DAY TO DAY / HOUR TO HOUR AGENDA

DAY ONE

Hours:	Instruction:
0800-0900	Course Administration
0900-1000	NTOA Tactical Response and Operations Standard
1000-1200	Risk Mitigation for SWAT
1200-1300	Lunch (not included)
1300-1500	Risk Mitigation 5 Step Exercise
1500-1700	Building Effective Safety Programs

DAY TWO

Hours:	Instruction:
0800-1000	Operational Risk Analysis
1000-1200	Operational Risk Analysis Exercise
1200-1300	Lunch (not included)
1300-1700	Training Management (Recruitment and Retention)

DAY THREE

Hours:	Instruction:
0800-0900	Training Case Law
0900-1200	Training Program Development Exercises
1200-1300	Lunch (not included)
1300-1600	Training Cycles and Documentation
1600-1700	NTOA Website Familiarization, File Sharing and Command College Briefing



TRAINING MANAGEMENT AND RISK MITIGATION

COURSE OUTLINE

- I. Preface
 - A. Course Overview
 - B. Instructional Goals
 - C. Agenda
 - D. Outline
 - E. Co-Host Logistics

- II. Risk Mitigation for SWAT
 - A. Risk Management Fundamentals
 - B. Risk Management Principles
 - C. Five Step Process

- III. Building Effective Safety Programs
 - A. Understanding Federal and State OSHA
 - B. Safety Equipment Standards
 - C. Elements of an Effective Program

- IV. Operational Risk Analysis and Management
 - A. Operational Risk Fundamentals
 - B. Warrant Service Operational Tactics Risk Review
 - C. Barricade Operational Tactics Risk Review
 - D. Hostage Rescue Operational Tactics Risk Review

- V. Training Management
 - A. Training Principles
 - B. Four Levels of Task Oriented Performance Based Training
 - C. Training Cycles
 - D. After Action Reporting

- VI. Legal Cases



TRAINING MANAGEMENT AND RISK MITIGATION

CO-HOST LOGISTIC REQUIREMENTS

CLASSROOM

Adequate seating for up to 34 students with tables, good ventilation
Marker board & markers
Flip chart with paper

AUDIO VISUAL

LCD Projector for computer presentation
Large projection screen (minimum of 6'x6' screen size)
Speaker system to connect to laptop for audio
Extension cord and power strip
AV table or cart

OTHER

Access to copier



TRAINING MANAGEMENT AND RISK MITIGATION

STUDENT EQUIPMENT LIST

INDIVIDUAL

Law Enforcement ID

This course is conducted entirely in the classroom

Laptop is helpful to the student, but not mandatory

Business casual dress may be worn