

ADVANCED CERTIFICATE IN SECURITY MANAGEMENT

For Security Managers and Leaders

SPECIAL BONUS

Participants will receive a comprehensive training manual in PDF format. This will provide you with comprehensively tested training material to guide you in training your security team when you return to work.



INTRODUCTION/ COURSE OVERVIEW

The **Advanced Certificate in Security Management** training program can be delivered on site or in a training room with numerous scenario and practical assignments to be completed. This program is an internationally recognized qualification by both, higher learning Institution and Government.

Our training program uses tested and true methods, advanced technology combined with relevant practical experience, train your staff on best practices in security, recognise potential threats and equip them, if necessary, to respond to security risk situations.

We deliver some of the most comprehensive and professional (fully accredited) Security courses available. Students will receive face to face trainer led theory classes, and practical sessions involving small groups and individual activities.

We use the Problem Based Learning (PBL) concept on the last session of each day. This concept requires officers to be provided with a security problem and then they demonstrate how they would deal with that problem whilst being guided by an instructor.

Our aim is to train highly motivated and professional security managers & leaders to a standard which far exceeds requirements.

“ **Amateurs train until they get it right, Professionals train until they cannot get it wrong** ”

The Advanced Certificate in Security Management course is designed and delivered for any industry where there is a potential risk to their employees or infrastructure from internal and external threats.

The enclosed information is a general overview of the course we offer. However each course can be tailored to suit individual client needs. The type of scenario training and resources utilised is dependent upon environmental, legal and geographical constraints.

THE TESTIMONIALS

- 1 The course quickly changes your mind. All in all, best course I have ever done.
- 2 Adrian was outstanding with his delivery of the course. Without a doubt the best, most down to earth and relaxed instructor.
- 3 I think I speak on behalf of the participants there when I sum up the course and in a word 'Fantastic'
- 4 For anyone that involve in the Security sector, I will recommend this course, it makes you realize and respect what is involved. I'm looking forward to the next workshop by Adrian
- 5 I would like to thank Adrian for putting on a great course. We learnt about the real world, and were shown the real world.

“ We train your staff, not teach them ”

COURSE FACILITATORS



Adrian Francis
Dip.Sec.Man., Grad.Cert.Man., Dip.Gov.Inv.
**Director of Training/
Chief Instructor**
Australian School of Security & Investigations

Adrian Francis has a long career in law enforcement, investigations and security intelligence. Extensive experience in specialist covert intelligence gathering operations coupled with over 25 years experience as a senior criminal and corporate investigator has given Adrian the background knowledge and hands on experience to ensure that Delegates receive only the most up to date and professional training available.

- Consultant for government and private sector on investigator training and development
- New South Wales Police Rescue Squad Course
- Drug Enforcement Agency
- Crime Scene Investigators
- Australian Federal Police Surveillance Detective
- Advanced Certificate in Criminal Investigations
- Arson Investigators Certificate
- Advanced Diploma in Risk Management
- Certificate IV in Government (Fraud Control & Investigations)



Colin Ellison
Head Trainer

Colin has 15 years experience in the Military and security industry. He has been employed in a number of roles including manager of security teams at the Royal Palaces in London and a qualified counter terrorist instructor at a training establishment in the UK. Colin has worked throughout the world in both training and operational environments and uses his experience to ensure that students receive professional and current training that exceeds the requirements.

COURSE CONTENT

ALL SESSIONS WILL BE THEORY AND PRACTICAL BASED

DAY1 MANAGEMENT TECHNIQUES IN A SECURITY ENVIRONMENT

- **How do we manage people**
The problems security supervisors face
Working with diverse nationalities and cultures
Time management
Project Management for Security Teams
- **Leading Security Teams**
How to lead a security team
Effective Communications
Effective Teamwork
- **Manage conflict within your security teams**
Dealing with difficult people
Verbal judo
Management of Aggressive Behaviour
Dismissal procedures
- **How to plan and Prepare Training Sessions**
Identifying Training Needs
How to write a Training Course
Presenting a Training Course
Problem Based Learning

DAY2 COMMUNICATION & WORKING EFFECTIVELY WITH SENIOR MANAGEMENT

- **Communicating with Management**
Effective budgeting
Human Resources Liaison
Proper Resourcing
How to conduct effective briefings and de-briefs
- **Radio Communications Management**
Identifying Best Practice
Radio Terminology
Equipment reviews
Management of Multi Department Responses
Repeaters and Channel allocation
- **Security Report Writing**
Gathering the information you need
Verifying information
Interview Skills
Using the correct format
Report writing Instruction Techniques

DAY3 MANAGEMENT IN CRISIS SITUATIONS

- **Maintain the security of your environment**
Knowing your environment
Spot Checks & Maintenance Schedules
Inter Company relations
Intelligence Gathering
Keeping up to date with Technology
- **Management Liaison during Crisis Situations**
What is a crisis
Managing the Media/Press
Leading the way
Terrorism threats
Environmental concerns
- **Determine a response to a security risk situation**
Preparing for a Response
Radio Compatibility
- **Provide safety for persons at risk**
How do we protect our people
Personal safety equipment
Communications



WHY YOU CANNOT MISS THIS EVENT

360 BSI recognizes that there is a significant gap that occurs between training delivery and successful implementation. Training should also bridge the gap to build capability to achieve and successfully implement strategic goals.

You will:

- explore some new management strategies in the security environment
- be able emphasize on the importance in communication and teamwork
- establish the difference in 'DO' and 'DON'T', secrecy & confidentiality of your organization
- be able to understand and examine the needs of your security team, their advantage and short-comings
- learn how to identify your security team training needs, write and deliver a security training course
- understand how to set priority in communication and writing reports, internally and externally (media and peers)
- discover best practices in time management, team management and project management



WHO SHOULD ATTEND

- Security Directors, Head, Managers
- Risk, Facility Managers
- Plant Security Head, Managers, Incharge
- Emergency Response Team

DAY4 INVESTIGATION (OPTIONAL)

- Determine method of investigation & tools
- Investigating Incidents
- The Incident Scene & Preserving Evidence
- Surveillance, criminal and factual investigation techniques
- Interviewing Witnesses
- Gather information through interviews
- Compile investigative report
- Provide quality investigative services
- Delegating & Liaison with Management



BOOKING FORM

Fax: +603 9205 7788

Tel: +603 9205 7770

Mobile: +6016 3328 360

Email: samsudin@360bsi.com



CLIENT DETAILS

Organization : _____

Address : _____

State : _____ Postcode: _____

Nature of Business : _____

AUTHORIZATION (This form is invalid without a signature)

Name : _____

Job Title : _____

Email : _____

Tel : () _____ Fax: () _____

Signature : _____ Date: / / _____

No. of Days	Total Investment Fee (USD)
THREE (3)	

No. of participants: _____

Proposed dates: 1) _____ 2) _____

Proposed Venue: _____

Name of team leader: _____

Email : _____

Tel : () _____ Mobile: () _____

FEES

CONTACT US FOR A QUOTATION!

Ideal class size of 20-25 Participants

10% off - for second workshop **

The fee does not include any taxes (withholding or otherwise). In case of any taxes applicable the client has to ensure that the taxes are paid on top of the investment fee paid for the course. Compliance with the local tax laws is the responsibility of the client.

** Applicable for back-to-back workshops only.

THE CERTIFICATES

Participants will be awarded an academic Certificate, an Australian Nationally Accredited Statement of Attainment for the units:

- CPPSEC1005A** Apply Critical Infrastructure Protection Procedures
- CPPSEC1001A** Identify and Report Security Risk Situations
- CPPSEC2003A** Work Effectively in the Security Industry

Note:

Completion of this certified course will enable the candidate to pursue higher level qualifications, i.e.

1. Diploma program
2. Professional Security Intelligence Course (Australia)

OTHER CERTIFIED PUBLIC COURSES

- Security Operations & Investigation
- Security & Risk Management
- Ports & Maritime Security
- Emergency Response Management
- Warehouse & Distribution Security
- Advanced Covert Surveillance
- Loss Prevention & Investigation

Training Venue:

To be arranged by client.

Terms & Conditions

- 1 By signing this form, the client undertakes to pay 360 BSI the amount as specified.
- 2 The Trainer & the Training Dates will be confirmed, subject to payment being received.
- 3 After receipt of payment, 360 BSI undertakes to conduct the training with the aforementioned facilitator, at the above mentioned venue and at the above mentioned dates & time.
- 4 Booking must be made at least 5 weeks prior to the training date.
- 5 The investment fee covers course preparation, materials, bespoke manuals, trainer fees, travel expenses and accommodation.
- 6 Training venue, AV equipment, lunch & refreshments to be borne by the client.

PAYMENT DETAILS

Payment is required within 5 days upon receipt of the invoice.

Bank transfer:

360 BSI (M) Sdn Bhd
HSBC Bank Malaysia Berhad
Bukit Bintang Branch, Kuala Lumpur, Malaysia
Account No: 203-371059-725
Swift No: HBMBMYKL

All payments must be received prior to the event date