



PERSONAL SAFETY & SECURITY TRAINING COURSE

KABUL 23rd, 24th, 25th February 2010

This document contains the following information:

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RESERVATIONS – contact safe@armadilloatlarge.com

February 23rd and 24th: ANSO Offices: House 338, Street 6, Qalai Fatullah/Taimani Road (near Cabul Coffee), Kabul

February 25th: SCA Compound, Jalalabad Road

TIMINGS: Daily start at 0900, complete by 1700

Arrive before 0840 on 23rd to allow time for registration/introductions

Course Narrative

The Personal Safety & Security training course has been specifically developed for the current context within Afghanistan by experienced field staff, with the primary aim of enabling the delivery of humanitarian programmes within an insecure and hazardous environment. This is achieved with a mix of classroom-based theoretical learning and practical simulations, reinforcing and confirming the learning process for all abilities, making staff familiar with the bigger picture of agency security so that they can contribute to group safety.

The Armadillo training leaders have decades of security practice, current dedication to the field of humanitarian security, and specific experience in Afghanistan.

Participants will gain knowledge and understanding of the safety and security process before narrowing down to looking at specific threats and going through practical training that will provide the tools on how to approach each threat to make it less likely to happen, and lower impact if it does happen.

To facilitate the training, classroom-based theoretical sessions on days 1 & 2 will be held at the ANSO building, practical simulation on day 3 will be held in the SCA compound.



Objectives

- Develop a practical understanding of the safety and security process so that each person is aware of their individual responsibilities and how they can contribute to agency safety and security
- Know and understand the current threats within Afghanistan and how to recognise and minimise each person's individual vulnerability to them
- Be able to reduce the number of threats faced through thoughtful use of a coherent security strategy and understanding of how to behave and not behave
- Know how and why to report all security and safety incidents, so that each person further contributes to the security of the agency and other humanitarians
- Understand that not just security incidents can cause harm, recognition and reduction of safety hazards is essential for a safer working environment
- To know what to carry (quick run bag) and why
- Know how to minimise the likelihood of being kidnapped, and if taken, know how best to survive
- Know how to use agency communication equipment such as VHF and HF radios and satellite phones
- Create a personal prioritised action plan that can be taken back to work and shared with management to ensure progress

Course Contents - Outline

- Introduction to the security process, the security management framework
- Context - the individual's perspective
- Risk, threat and vulnerability, what can hurt us and how we minimise vulnerability
- Specific threats
 - Kidnapping - awareness and avoidance
 - Hostage survival
 - Explosive remnants of war, mines, explosives, ordnance
 - Criminality and Banditry
 - Fire and carbon monoxide risks
 - Riots
 - Earthquakes
 - Fighting - how to find protection from small arms fire
 - Other threats as brought up by the participants
 - Legal and Illegal check points
 - Ambush
 - Improvised explosive devices - what to do
 - Incident reporting - why it matters and how to do it
 - Personal preparedness, the quick run bag, what to have and what to carry
 - Use of communications equipment



Session Objectives

Introduction to the Security Management Framework (SMF)

- Gain overview of the SMF
- Relate it to individual perspective
- Understand the linkages in 'the machine'

Context

- Know why context matters - and that it starts with you
- Know what you need to know about the context
- How the individual contributes to agency awareness
- Understand the importance of your image and perception

Risk, Threat, and Vulnerability

- Know what a threat is
- Know what vulnerability is
- Understand how vulnerability varies between individuals
- Understand how to measure risks
- Review real and specific risks identified and learn how to reduce vulnerability

Focus on Mines and Explosive Remnants of War (ERW)

- Understand the mines and ERW threat in context
- Learn how to minimise exposure
- Know what to do in the event of exposure to mines and ERW

Focus on Kidnap and Abduction

- Know how to minimise the likelihood of kidnap or abduction and avoid becoming a target
- Understand the difference between kidnap and abduction, and the implications
- Know how to minimise the impact of kidnap and abduction and understand survival strategies

Individual Contingency Planning

- Know the various types of incidents which are common within Afghanistan
- Understand the impact that an incident will have
- Develop awareness of what you can do if that incident happens to you

Personal Preparation

- Know what being mentally and physically prepared looks like
- Understand the implications of poor personal preparation
- Be able to put together an effective personal quick run bag
- Be able to manage personal health and hygiene in the field



Safety Management

- Understand safety risks such as fire, carbon monoxide poisoning and natural hazards
- Be able to minimise vulnerability to safety risks
- Be able to reduce safety hazards and survive an incident if it does happen

Travel Risks

- Know what the risks in travel are
- Be able to prepare to travel safely
- Practice managing hostile checkpoint situations

Communications

- Understand the different strengths and weaknesses of the different types of communications systems
 - VHF
 - HF
 - Mobile telephone
 - Satellite telephone
- Practice using VHF

Incident Reporting

- Know why it matters
- Know how to do it
- Practice an immediate incident report

Individual Action Planning

- Recognise and prioritise required personal actions
- Develop personal action plan

Course Costs

The basic cost is \$970 per person for 3 days including tuition, lunch, refreshments and training materials. A second person from your organisation receives a 10% discount, a third, a 20% discount and a fourth, a 30% discount. Please email us for larger group prices.

Therefore the cost for one person is \$970, \$1843 for two, \$2619 for three and \$3492 for four.

Discounts are available for groups and Armadillo client partners
Very low cost places are reserved for humanitarians with little funding

RESERVATIONS – contact safe@armadilloatlarge.com



Armadillo Contact Details

Your Training Team

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Armadillo Mission and Values

'Who' is Armadillo?

Armadillo is a group of Humanitarian Security Specialists that has been working in the humanitarian sector for ten years. **We work only with humanitarian actors.**

Our values:

As a company working with humanitarian agencies our values reflect those of the sector in that we are non-sectarian and committed to providing our services in an impartial and neutral manner

All those working with Armadillo are current field practitioners who spend the majority of their time in practical implementation and not just training. We are constantly updating our personal skills and experience and are not solely theoreticians!

Armadillo values inter agency co-operation and works with its client family to role model and promote best practice within the area of security management



Our Mission:

We work with humanitarian organisations to help them deliver programmes more safely in difficult environments

To deliver high quality training, to work with humanitarian organisations as partners, to review and help improve agency safety and security practice, to provide mentoring and interim support to humanitarian organisations in the fields of safety and security

Our Clients:

American Red Cross, Action Aid; ACF; British Red Cross Society; Cafod/Caritas CRS; Care International; DACAAR; Danish Church Aid; Food for the Hungry; GANSO; Hope International; International Medical Corps; Meda; Medair; Mercy Corps; Merlin; Muslim Aid; Nonviolent Peace Corps; Oxfam; Oxfam Novib; Peace Dividend Trust; Shared Interest, Save the Children UK, USA, & NL; SCA; Traidcraft International; Tearfund; Welthungerhilfe; World Concern Development Organisation; and many more in association with partner organisations.

