

# Training Prospectus



# About Us

**ARC Training is a leading provider of security management training. We specialise in preparing security professionals from all over the world with the knowledge, skills and ability to make a difference.**

We are committed to raising professional standards in security management, offering a wide range of qualifications, education, training and certification routes for security professionals and personnel across diverse industry sectors. We believe in working as an extension of your team, delivering training which makes a real difference to your organisation.

As an ASIS Education Partner, our ASIS CPP and PSP preparation programmes are designed to provide you with the best possible chance of achieving these internationally-recognised industry accreditations. Our learners achieve high pass rates because we teach the concepts and theories behind the material, resulting in a deeper understanding and better results.

- **Established in 2003**
- **British-owned organisation**
- **Part of the Linx International Group**
- **Over 20 security qualifications**
- **Established international partner programme**
- **ASIS Education Partner**

Our global client base is extensive, covering businesses and organisations in the public and private sector. With our network of global training partners, you have the choice of various locations to complete your ARC Training course, safe in the knowledge that you will receive the same excellent service wherever you are. Naturally, we enjoy bringing the training to your organisation, so if you would rather we kept the training just for your team, we will talk through your requirements.

The courses shown in this prospectus highlight the many we have to offer as scheduled, open courses in our calendar. Importantly, we write and develop tailored packages to suit the specific needs of our clients.

**We look forward to working with you.**



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# Corporate Intelligence Management

*2 Day Programme*

## Why this course?

This innovative two-day course is designed for senior corporate Security Managers and covers critical areas including the effective collection, analysis and communication of intelligence. The course focuses on the strategic gathering of data, its transformation into commercial intelligence and its use to inform enterprise decision making, as well as to design targeted security initiatives.

## Who will benefit?

The course will be of immediate benefit to Security Managers, Security Supervisors or multi-tasked managers, and those seeking to develop their career in security management.

## Course content

- What is Commercial Intelligence?
- Intelligence, Strategy and Decision Making
- OSINT (Open Source Intelligence)
- HUMINT (Human Intelligence)
- Intelligence and Risk Management
- Intelligence and the Security Function
- Information Gathering
- Information Analysis
- Grading Intelligence
- The Use of Databases
- Intelligence Cycles
- Controlling and Communicating Intelligence
- Intelligence Report Writing
- Legislation and Compliance

# Managing Security Surveys

**BTEC Level 4:** *3 Day Programme*

## Why this course?

Conducting a security survey is an essential skill for security managers. This course provides a step-by-step guide to the process of conducting an effective survey and will supply you with a template for conducting your own security surveys.

The course will show you how to identify the particular threats to your business, premises and staff, and how you can protect against them. During the course, our experienced instructors will guide you through each stage involved in conducting a survey. You will also learn how to use the security survey as part of your ongoing risk analysis and security strategy.

## Who will benefit?

The course will be of immediate benefit to anyone conducting, or overseeing, security surveys. By guiding you through the important stages, from initial planning to final report, this course will enable you to quickly and efficiently assess your security strengths and weaknesses. It will equip you with the essential measure to maximise your safety, whilst meeting the realistic constraints of your budget.

## Course content

- What is a Security Survey?
- When to Conduct a Security Survey
- How to Plan and Implement a Security Survey
- Threat & Vulnerability Assessments
- Preparing Risk Assessments
- Components of an Effective Security Survey
- Methods and Techniques to Reduce Crime
- Available Security Measures:
  - Physical
  - Procedural Writing Security Survey Reports
- How to Write a Security Survey Report and Make Effective Recommendations
- How to Use Crime Prevention Methods and Techniques to Reduce Crime and Loss

# Crime Prevention & Security Design

**BTEC Level 5:** 5 Day Programme

## Why this course?

This five day BTEC Level 5 accredited course provides an in-depth study of the theories of criminal motivation and behaviour. It outlines the strategies that can be employed to reduce crime in commercial organisations, especially those strategies which can be practically implemented by the careful design of security measures.

This course gives an understanding of the theories of criminal motivation and the main principles of crime causation. It progresses through to creating effective physical security and identifying procedural approaches to crime prevention. This course takes the form of lectures, workshops, discussions and exercises, during which delegates, syndicated into groups, will have the opportunity to solve typical security problems.

## Who will benefit?

The course will be of immediate benefit to security specialists, providing them with the knowledge and confidence to manage a successful business crime prevention programme.

## Course content

- Theories of Criminal Motivation
- Adversary Path Analysis
- An Introduction to Risk Analysis through Research
- Crime Prevention Theory and Practice
- Creating Effective Physical Security
- Economic Crime and Crime Prevention
- Procedural Approaches to Crime Prevention
- Crime Prevention Design Exercise



# Security Coordination & Design

**BTEC Level 4:** *5 Day Programme*

## Why this course?

This five day BTEC Level 4 accredited course provides a comprehensive introduction to the essentials of corporate security management. It is designed to provide Security Managers, and those for whom security is one of a number of responsibilities, with the knowledge and confidence necessary to manage a successful security management function.

Designing physical security countermeasures, the course focuses on the core requirements to secure people and other critical assets.

This course takes the form of lectures, workshops, discussions and exercises, during which delegates, syndicated into groups, will have the opportunity to solve typical security problems.

## Who will benefit?

The course is aimed at Security Managers, and those with security responsibilities, who wish to support their practical experience with sound theory and practice.

## Course content

- Security Risk Measurement and Management
- Designing Loss Prevention Measures
- An Introduction to Security Surveying
- Physical Security of Perimeters
- Physical Security of Buildings
- Access Control
- Intruder Detection Systems
- CCTV and Lighting
- Introduction to Investigations
- Manpower Selection and Deployment
- Procedures and Emergencies
- Security of Information and IT Systems
- Protection Against Explosive Devices
- Protection of At-Risk Personnel



# Risk, Crisis & Disaster Management

**BTEC Level 4:** *3 Day Programme*

## Why this course?

Acting confidently in a crisis is vital in protecting your business. This short course prepares staff at all levels on how to effectively manage a crisis and to help prevent unexpected incidents.

This course aims to equip professionals with a broad spectrum of knowledge relating to Risk, Crisis and Disaster Management. It will deal with all aspects of Crisis and Disaster Management, including the composition and operation of the Crisis Management Team.

The course delivers practical skills and knowledge which will give security professionals the competitive edge in all matters relating to Crisis and Disaster Management, including an understanding of Business Continuity Planning.

## Who will benefit?

The course will be of immediate benefit to those professionals who require the fundamental knowledge of how to plan for, and respond effectively to, incidents. The course is designed for professionals by professionals and is intended to introduce and develop security management to the highest levels.

## Course content

- The Importance of Risk Management
- The Risk Culture
- Risk Communications
- The Business Impact Analysis (BIA)
- Business Continuity Planning
- The Elements of Crisis Management
- Formation of The Crisis Management Team
- CMT Operations
- Levels of Command and Control
- Contingency Planning
- Liaison with the Emergency Services



# Kidnap & Ransom Management

**IQ Level 4:** 4 Day Programme

## Why this course?

This unique short course is designed to provide the skills to act effectively in the event of a kidnap scenario. It focuses on the corporate world and the roles and responsibilities of the response team.

This course will provide a high level of practical skills and theoretical knowledge needed to act confidently, objectively and effectively when protecting the physical integrity of staff or company assets, if threatened by a kidnap or commercial extortion-related incident.

Aided by the use of scenarios, this course enables learners to explore and understand the duty of care and responsibilities, including primacy and legal considerations; crisis response and management as it relates to kidnap and ransom; communication, including victim and offender contact, negotiation skills, external and internal messaging.

The skills taught encompass the response to a kidnapping, or commercial extortion, and how this dovetails with corporate crisis management planning.

## Who will benefit?

This highly participatory programme is aimed at Security Directors and Managers, Risk Directors and Managers, Health and Safety Directors and Managers, Human Resources Directors and anybody who has staff who face this risk.

## Course content

- Background to Kidnap and Ransom
- Current Global Trends
- Risk and Threat Identification and Mitigation
- Organisational Responsibility and Preparedness
- Duty of Care Considerations
- Emergency Response and Crisis Management
- Primacy and Structure
  - Roles of Departments
  - Roles of Other Companies
  - Roles of State and Local Law Enforcement
- Communication Strategy
  - Victim/Hostage Takers
  - Family
  - Social Media
- Negotiation Structure and Process
- Managing a Negotiated Solution
- Post Incident Issues

# Managing Security Risks in the Oil & Gas Sector

**IQ Level 4:** 5 Day Programme

## Why this course?

Drawing on case studies from around the world, this course addresses some of the more complex risks associated with the oil and gas industry in a range of environments and examines the risks in upstream-to-downstream operations.

Delivered by trainers with extensive operational security management experience in the Oil and Gas sector, the course examines and develops risk management theory and applies this to the course content.

Utilising elements of the American Petroleum Institute's Security Vulnerability Assessment methodology and additional sources, the course highlights the spectrum of threats that have the potential to impact upon operations.

Risk management theory is complemented by a security and corporate social responsibility exercise, in order to develop and evaluate the modules taught.

## Who will benefit?

This sector-specific programme is intended for Security Managers or Consultants in the oil and gas industry, or those seeking work in this sector. Participants should have a baseline level of security management knowledge.

## Course content

- Security Risk Analysis in the Oil and Gas Sector
- Corporate Social Responsibility, Human Rights, and Community Management
- Managing Activism Risk
- Managing Acts of Militancy and Terrorism Against the Oil/Gas Sector
- Oilfield and Pipeline Security
- Refinery Security
- Maritime and Offshore Security
- Downstream (Retail Security)

# Managing Crises in the Oil & Gas Sector

**IQ Level 4:** 5 Day Programme

## Why this course?

The oil and gas sector faces continual challenges from man-made threats and natural hazards. In an increasingly uncertain world, these threats have the potential to undermine the operational capability and financial stability of companies working in the extraction sector.

This course will introduce the learner to all aspects of risk, risk management and resilience, particularly emphasising the assets, threats and vulnerabilities to be found in the oil and gas sectors. The learner will then study a number of methods utilised when putting crisis into context and perspective; pre, during and post-crisis management.

Learners will study best practice, including a number of international standards in terms of crisis management, and will have a greater understanding of crisis communications and critical decision making, required in any crisis management situation.

Finally, learners will be taken through procedures required for the organisation to be in a position to respond and recover from a crisis situation. Throughout the course, learners will examine and consider a number of case studies relating to this area and, through syndicate exercise, critically analyse tried and tested crisis management procedures.

## Who will benefit?

The course will be of immediate benefit to anyone currently involved in managing risk and crisis within the oil and gas sectors. Furthermore, it will benefit Operations and Facilities Managers who may have a vested interest in the sector. This course will equip the learner with the essential measures required to maximise safety and security during a crises, whilst meeting the realistic constraints of the organisations budget.

## Course content

- An Introduction to Risk and Risk Management
- Threats to the Oil and Gas Sectors
- Concepts, Principles and Characteristics of a Crisis
- Identifying a Crisis and Placing into the Correct context and Perspective.
- Understanding the Importance of Pre, During and Post Crisis Management.
- Crisis Management Planning
- The Structure and Roles of the Crisis Management Team (s)
- Crisis Management Best Practice and International Standards
- Resilience, Response and Recovery
- Crisis Communications and Decision Making Strategies

# Security Management - Stage One

## Level 7: 10 Day Programme

### Why this course?

This very popular and comprehensive programme has been successfully completed by hundreds of security professionals, from many of the world's most prestigious companies. It is designed for Security Managers, Supervisors and those with a responsibility for the security management function, whether in the public or private sector. The course is equally suited to those who are newly appointed Security Managers, with a police or military background, as well as those transferred from other internal departments.

This course is Skills for Security accredited and forms the first step on the pathway towards the University of South Wales and Perpetuity Training Masters degree in International Security and Risk Management.

Delegates will be introduced to a range of risk management and security design tools to enhance their organisation's ability to protect its assets.

The course takes the form of lectures, workshops, case studies and scenario-based exercises.

Delegates complete a challenging security design project that requires the development of a security strategy and mitigation measures for a notional international corporation. Recommendations, solutions and budgetary implications have to be justified to representatives of the company board.

### Who will benefit?

This course is designed for Security Managers, Co-ordinators and their equivalents, who wish to gain a thorough understanding of how to manage security within a corporate environment.

### Course content

- Security Risk Management
- Security Operations Management
- Introduction to Security Surveying and Design
- Perimeter Security
- Buildings Security
- Access Management
- Crime and Loss Prevention
- Introduction to Investigations
- Protection Against Explosive Devices
- Manpower Management and Managing Guarding Operations
- Protection of Sensitive Information
- Protection of At-Risk Personnel
- Crisis Management
- Course Project
- Criminology and Commercial Crime

# Security Management - Stage Two

## Level 7: 10 Day Programme

### Why this course?

This programme is intended for managers who have already attended a core skills security management course such as Security Management Stage 1. The course is designed to enhance a Security Manager's ability to implement security risk management programmes that will make a quantifiable difference to organisational loss reduction goals.

This course is Skills for Security accredited and forms the second step of the pathway towards the University of South Wales and Perpetuity Training Masters degree in International Security and Risk Management.

This course incorporates a challenging project in which the delegates are required to undertake a detailed risk analysis for a notional company, recommend a security countermeasures plan and a credible budget forecast. These must be supported by a business case and aligned with the company's corporate and business goals.

### Who will benefit?

This course is designed for Security Managers, Co-ordinators and their equivalents, who wish to gain a thorough understanding of how to manage security within a corporate environment.

### Course content

- Developing Security Risk Management
- Business-Integrated Security Operations Management
- Leadership and Motivation
- Integrating and Specifying Security Technology
- Security Project Management
- Specifying CCTV
- Fraud Risk Management
- Supply Chain Security
- The Corporate Response to Terrorism
- Business Travel Security Management
- Cyber Security
- Convergence of Physical and IT Security
- Selecting a Guarding Contractor
- Business Continuity Management
- Security and Crisis Management Exercise
- Course Project
- Risk Communication
- Criminology and Commercial Crime

# Security Management - Stage Three

## Level 7: 10 Day Programme

### Why this course?

This programme is designed to enhance a Security Manager's ability to formulate security policy and manage security programmes at a regional and/or strategic level. Great emphasis is placed on broadening delegates' contributions to their organisation's security risk management strategy.

It is assumed participants have already attended Security Management Stage 2 (or equivalent).

This course is Skills for Security accredited and forms the third step of the pathway towards the University of South Wales and Perpetuity Training Masters degree in International Security and Risk Management.

This course comprises a security management project, designed to provide a realistic context in which delegates undertake a comprehensive analysis of the existing and future strategic challenges facing a notional company. The delegates are required to make recommendations on how the company can mitigate the risks, whilst addressing the needs of company stakeholders in a balanced manner, and simultaneously ensuring that corporate interests remain paramount.

### Who will benefit?

The course is designed for those professionals operating at the strategic level of security management and requires a sound understanding of risk management theory and practice.

### Course content

- Enterprise Risk Management and Governance
- Global Risks and Corporate Continuity
- Corporate Social Responsibility
- Adding Strategic Value to Security Management
- Setting a Vision for Corporate Security
- Kidnap Risk Reduction and Response
- Illicit Trade and Counterfeiting
- Dealing With Protest Activity
- Ethics, Corruption and Compliance
- Product Tampering and Extortion
- External Liaison and Stakeholder Engagement
- Business Expansion – Security Considerations
- Security Considerations When Closing/Moving Operations
- Security Intelligence
- Change Management and Future Trends in Security
- Strategic Security Management Exercise
- Course Project

### You may also like...

ASIS Certified Protection Professional (CPP)



# Workplace Investigations & Interviewing

**BTEC Level 4:** 5 Day Programme

## Why this course?

Managers and supervisory staff are increasingly being called upon to conduct malpractice investigations within the workplace. The purpose of the investigation may be to establish that a crime has been committed, prior to engaging the police, or it may be in support of potential litigation and/or internal disciplinary procedures.

This highly popular short course provides the basic skills and knowledge necessary to undertake fair, legally-compliant and effective internal investigations. From understanding the relationship between employment law, criminal law and corporate risk, to the nuances of body language and questioning styles and techniques, this qualification is relevant to those new to their role and as a refresher for the more experienced.

The programme is highly interactive, with many practical elements delivered through scenario based training, role play, presentations and practical activity. This course is based on UK law, but considers international legal frameworks and draws out specific detail from jurisdictions represented by the learner group.

## Who will benefit?

The course will benefit anyone tasked with undertaking investigations and interviews within their organisation.

## Course content

- What is a Workplace Investigation
- Investigations & Risk Management
- Investigation Planning
- Investigation Methodology
- Criminal and Civil Law
- Evidence
  - Types of Evidence
  - Scene Preservation
  - Evidence Handling
  - Continuity of Evidence
- Statement Writing
- Communication Skills
- Interview Techniques
- Concluding Investigations
- File and Report Preparation

# Advanced Investigation Techniques

**Level 6 (Pending):** *5 Day Programme*

## Why this course?

This elite participatory course is specifically designed for learners with existing knowledge and experience in workplace investigations and interviews and/or for those who have completed the ARC Training Workplace Investigations & Interviewing course (BTEC Level 4). This course enables learners to conduct well-managed and effective interviews at a strategic level and investigates a variety of investigation and interview topics from a management perspective.

Aided by the use of scenarios, this course enables learners to explore and understand the primacy, boundaries and parameters of investigation; compliance requirements; media management; structure and content of investigation plans; legal considerations; recovery of evidence; witness interaction and in-depth interview techniques.

## Who will benefit?

The programme has been designed for learners who possess a sound understanding of basic investigative principles and are seeking to develop and expand their knowledge and skills. Applicants to the course should provide evidence of previous investigative experience on enrolment; those who have successfully completed the 'Workplace Investigations and Interviewing' course are considered to have the requisite prior knowledge.

## Course content

- Roles and Responsibilities of Advanced Investigator
- Integrity Policies and "Whistleblowing" Considerations
- Transparency vs Confidentiality
- Investigation Structure, Accountability and Reporting Lines
- Disclosure Issues
- Key Legislation
- Vital Forensic Principles
- Cyber Issues
- Early Liaison with Legal and Judiciary Advisors
- The Importance of Research
- Types and Characteristics of Witnesses
- Identification and Recognition of Coping Strategies
- Personal Resilience, Patience and Focus
- Welfare and Support

# Security for Non Security Professionals

## Online

### Why this course?

Often security responsibilities fall to those professionals working in areas such as facilities management, health and safety, estates management, finance or compliance. To meet duty of care obligations, there is a need for demonstrable training and understanding of core security principles including security risk analysis, specifying and procuring security systems and guarding services, as well as developing effective incident and crisis management plans and procedures.

This online course provides these fundamental security principles. Ideal for Facilities Managers, HR professionals and supervisors, the programme is designed to provide an understanding of how to implement effective security measures. Security surveys, security technologies and systems and protection against explosive devices, along with an introduction to investigations, are key subjects covered and which apply to professionals from other disciplines.

### Who will benefit?

Designed specifically for all those for whom security management is not their primary role. There is no requirement for previous security experience.

### Course content

- Security Risk Management
- Security Surveying
- Operational Requirements
- Perimeter Security
- Building Security
- Access Management
- Video Surveillance Systems
- Security Lighting
- Protection Against Explosive Devices
- Procuring Security Services
- Managing Guarding Contracts
- Cyber Security
- Crisis Management & Business Continuity

# Travel Awareness

## Online

### Why this course?

Travel safety and security forms part of an organisation's risk management strategy and duty of care obligations - particularly relevant in an increasingly volatile world. Whether you manage a team of regular travellers, or are personally looking for ways in which you can better protect yourself in an increasingly volatile world, this practical, relevant online training course will consider the essential components of a travel security programme.

The focus of this training is to educate the traveller in the many ways available to minimise the risk of harm, whilst travelling, by employing practical and common sense measures. Fundamentals of pre-travel preparation, transportation security, hotel selection, cultural considerations and formal personal protection are covered, along with what to do in the event of being involved in an incident.

### Who will benefit?

Corporate and leisure travellers

### Course content

- Pre-travel Preparation
- Airport and Flight Security
- Basic Awareness Tips
- Local Cultural Considerations
- Hotel Selection and Security
- Using Personal Protective Services
- Communication Protocols
- Road and Transport Security
- Incident Management

# Essential Cyber Security

## Online

### Why this course?

Understanding online security and how to protect against disruption, theft, malicious misuse or worse, is crucial in today's world and for any organisation.

In this online course, you will be introduced to the variety of cyber-based threats such as worms, Trojans, ransomware and other malware, which constantly threaten your home or business. By explaining the jargon in a simple, useable format, and dispelling common myths, learners will be better equipped to adjust their working practices to be safer online.

The course progresses at a speed that suits your learning style, with no formal assessment. Presented in an engaging and enjoyable format, this course delivers the essentials, without overloading learners.

### Who will benefit?

This course provides any computer user with a sound understanding of what is required to protect computer hardware and information assets from contemporary threats and associated risks.

### Course content

- Understanding Cyber Threats
- Identifying Personal & Organisational Vulnerabilities
- Assessing Personal & Business Impact From Cyber Threats
- Cyber Security Basics



## ASIS International is the world's largest organisation for security professionals.

ARC Training are proud to be an ASIS Education Partner. This means we work closely with ASIS to ensure our training is current and support learners in their goal of achieving this accreditation.

**With over 38000 members worldwide, ASIS acts as the voice for the security profession, representing members' views at the highest levels.** It is a global community of security practitioners, each of whom has a role in the protection of assets - people, property, and/or information.

The exceptionally high pass rates achieved by our learners demonstrate our passion in ensuring you leave your training with the best possible chances of success. Our qualified tutors understand that each learner brings different skillsets and experiences to the training, so a tailored approach to the ASIS materials is adopted in all programmes.

We have created several methods of exam preparation, designed to suit your personal and professional schedule. Choose from:

- Four month guided learning programme, followed by five classroom days
- Intensive five or ten day classroom training
- Online five month guided learning programme, using a personalised online learning platform

### Applying for the CPP® and PSP® Certification Exam

Qualification is by computer-based examination. Application to sit this should be made directly through ASIS International via the ASIS website.

Our team are here to support you with your ASIS accreditation, and can help you with membership applications, exam bookings and the ASIS learning materials.



## Choose how you study.

We understand that everyone learns differently. Work schedules and personal commitments can have a significant impact on the outcome of your training, so we offer a variety of ways you can complete your ASIS exam preparation.

### **Online Learning: five months distance learning, using a personalised online learning platform**

- Delegates are invited to join the online learning platform and then enrolled onto their chosen course, giving them full access to the online course materials. There is also an option to have an introductory conference call with the Course Tutor.
- A guided five month online learning programme, comprising mandatory monthly assignments. Detailed feedback is given after each task, working on a 1:1 basis with the ARC Training team
- Throughout the online learning programme, Delegates are given self-assessments to test their knowledge, as well as pinpoint where further personal revision should be focused

### **Blended Learning: four months online learning + 5 classroom days**

- Orientation session—as above
- A guided four month online learning programme, comprising mandatory monthly assignments. These are designed to familiarise delegates with the Protection of Assets (POA) Domains and also the relevant ASIS Standards and Guidelines. Detailed feedback is given after each task, working on a 1:1 basis with the ARC Training team.
- A five-day intensive and interactive classroom course. This is designed to explain, consolidate and discuss the POA Domains and to test delegate knowledge, as well as pinpoint where further personal revision should be focused

### **Intensive 5: five classroom days**

- Days 1-2: Familiarise delegates with the Protection of Assets (POA) Domains and also the relevant ASIS Standards and Guidelines. The timetable of study is explained, as well as what approach is required of delegates
- Days 3-4: Explain, consolidate and discuss the POA Domains and to test delegate knowledge, as well as pinpoint where further personal revision should be focused.
- Days 5: Mock exams are completed and feedback provided and discussed

### **Intensive 10: ten classroom days**

- Days 1-5: Familiarise delegates with the Protection of Assets (POA) Domains and also the relevant ASIS Standards and Guidelines. The timetable of study is explained, as well as what approach is required of delegates
- Days 6-8: Explain, consolidate and discuss the POA Domains and to test delegate knowledge, as well as pinpoint where further personal revision should be focused.
- Days 9-10: Mock exams are completed and feedback provided and discussed

# ASIS Certified Protection Professional® (CPP®)



## Why this course?

The ASIS CPP® Board certification provides demonstrable proof of knowledge and management skills in seven key domains of security. Through rigorous testing of the seven domains of security, the post-nominals give a true competitive advantage, enhancing career opportunities and performance.

It is one of the most widely recognised security management qualifications in the world, providing employers, colleagues and peers with professional assurance of the holder's advanced knowledge of security management.

## Eligibility Requirements

- Nine years security work experience, with at least three of those years responsible for a security function

**Or**

- A bachelor's degree or higher and seven years of security work experience, with at least three of those years in responsible charge of a security function

## About the Exam

The CPP® exam consists of 200 scored multiple-choice questions and may contain 25 “pre-test” (unscored) questions randomly distributed throughout the examination, for a total of 225 questions. The time allowed takes into consideration the review of pre-test items.

The exam cover tasks, knowledge and skills in seven broad domains that have been identified by Certified Protection Professionals as the major areas involved in security management.

## Course content

- Security Principles and Practices
- Business Principles and Practices
- Investigations
- Personnel Security
- Physical Security
- Information Security
- Crisis Management
- Legal Aspects (UK candidates only)

***You may also like...***

**Security Management –  
Stage One**

# ASIS Physical Security Professional® (PSP®)



## Why this course?

The ASIS (PSP)® credential provides proof of the holder's knowledge and experience in threat assessment and risk analysis; integrated physical security systems; and the appropriate identification, implementation, and ongoing evaluation of security measures.

Those who earn the PSP® are ASIS board certified in physical security and the qualification enhances their in-company credibility and career prospects.

## Eligibility Requirements

- High school diploma, GED equivalent, or associate degree and six years of progressive physical security experience

**Or**

- Bachelor's degree or higher and four years of progressive physical security experience

## About the Exam

The exam consists of 125 multiple-choice questions and may also contain 15 “pre-test” (unscored) questions randomly distributed throughout the examination, for a total of 140 questions. The time allowed takes into consideration review of pre-test items.

The exam covers tasks, knowledge and skills in three broad domains that have been identified by Physical Security Professionals as the major areas involved in physical security management.

## Course content

- Physical Security Assessment
- Application, Design and Integration of Physical Security Systems
- Implementation of Physical Security Measures

# Workplace Violence Prevention & Active Shooter Preparation

## ARC Training are proud to partner Center for Personal Protection & Safety, based in Virginia, USA.

**CPPS** is the leading developer and provider of scalable training and consulting solutions in the United States, for Workplace Violence Prevention and Active Shooter Response. It has worked with thousands of organisations—large and small—to include over 50% of Fortune 100 corporations, over 1600 colleges and universities, 2000 hospitals and many of the largest non-profit/charitable organisations in the U.S.

Delivering a range of online and practical training, CPPS mitigate risk associated to potential workplace violence or mass casualty scenarios by developing and implementing readiness, response and recovery programs. CPPS provides practical solutions to some of today's most extreme challenges.

### Workplace Violence Prevention & Intervention:

CPPS has developed a unique five-tiered approach to assist organisations in developing a comprehensive Workplace Violence Prevention and Intervention Programme. The design of this programme provides an organisation with a clear path to consistency with the existing American National Standard WVPI 1-2011, released by SHRM (Society for Human Resources Management) and ASIS (American Society for Industrial Security), published OSHA guidance, and prevailing "Best Practices."

### DVD/Courseware Option

CPPS offers DVD training programs to empower learners. Programmes include instructional DVD, PowerPoint presentations, instructor guide, student note-taking workbook, course training plan and post-test. The DVD-based training option is limited to public performance and in-person training.

### Enterprise Licensing Option

CPPS provides an Enterprise License which allows uploading digital media training files on an organisational Intranet for viewing by all individuals within your organisation (licensed for total population of employees). This Enterprise License authorises unlimited reproduction of these training guides for internal use.

### Enterprise Licenses Include:

- Ownership outright and in perpetuity of CPPS intellectual property for selected program
- Instructional DVD with three digital file sets of selected program for uploading of video onto organizational intranet (.flv, .mov, .wmv)
- Reproducible Training Courseware on CD
  - Course Training Plan
  - Trainer Guide
  - Student Note-taking Guide
  - PowerPoint Presentation
  - Post Test



# ELCAS: Enhanced Learning Credits Administration Service

## ELCAS

The Ministry of Defence's Enhanced Learning Credits Scheme (ELC) is an initiative to promote lifelong learning amongst members of the Armed Services. This scheme, administered by the Enhanced Learning Credits Administration Service (ELCAS), provides financial support to both serving and former members of the armed forces wishing to pursue further educational or vocational qualifications.

As one of the UK's leading international providers of security management training for the corporate security sector, ARC Training is registered under this scheme and is pleased to offer a number of accredited courses to service leavers wishing to prepare for a career in security management.

ARC Training courses are recognised throughout the world and by many leading multinational companies.

### The following courses qualify for ELCAS funding:

Course Title	Course Code	Description
Security Management Stage 1	SM1	University accredited programme with Skills for Security accredited programme, providing a pathway towards the University of South Wales and Perpetuity Training MSc.
Security Management Stage 2	SM2	University accredited programme' with Skills for Security accredited programme, providing a pathway towards the University of South Wales and Perpetuity Training MSc.
Security Management Stage 3	SM3	University accredited programme' with Skills for Security accredited programme, providing a pathway towards the University of South Wales and Perpetuity Training MSc.
CPP® Blended Learning Study Programme	CPP	A guided 4 month self-study and 5 day classroom programme designed to prepare delegates for the ASIS International CPP® (Certified Protection Professional) examination.
PSP® Blended Learning Study Programme	PSP	A guided 4 month self-study and 5 day classroom programme designed to prepare delegates for the ASIS International PSP® (Physical Security Professional) examination.
Security Coordination & Design	SCM	Designed to give you an introduction to the essentials of corporate security management.
Managing Security Surveys	SSD	Using a practical skills, this course teaches delegates how to carry out a security survey and to write and present a survey report.

# The Linx International Group



Established in 1986, the Linx International Group has its roots in consultancy and now incorporates three renowned UK based security training businesses: Perpetuity Academy, ARC Training and security systems specialists, Tavcom Training.

The group offers both traditional classroom and eLearning programmes in security management and security systems training; as well as consultancy services. Clients span every major business sector and also include government departments, public authorities and law enforcement agencies.

The group has operational experience in over fifty countries, across six continents, and has offices in Dubai to service consultancy and training requirements for clients in the Middle East, Africa and Asia.

The combined expertise of the Linx Consultancy division with the security management training teams from Perpetuity and ARC Training, allied with the Tavcom technical systems specialists, has created an unrivalled multifunctional resource within the security sector.



**David Gill**  
MSc CSyP FSyl  
Group Managing Director



Trust and the highest levels of competence form the basis of the group's success.







## Tavcom Training

Tavcom Training is the world's leading provider of accredited security systems training courses. We provide award winning BTEC certificated courses to installers, operators, managers and designers of (CCTV), Network IP, Intruder alarm, Access control, Fire Alarm and all other types of electronic security systems. We offer a wide range of technical and nontechnical courses within all security systems related fields including Security Management, Control Room Operations, System Planning and Project Management, Structured Cabling, Disaster Recovery, Counter Eavesdropping, PAT Testing, Solar Panel Installation and Covert CCTV.

We also offer a large number of Tavcom Bite Size and interactive online Distance Learning courses. For those who cannot attend scheduled courses in the UK, Tavcom offers a comprehensive service for international clientele. Our fully qualified tutors can conduct standard courses or customised training anywhere around the globe.



## Perpetuity Academy

We specialise in the fields of security, crime and risk management worldwide, offering accredited training courses designed for managers, supervisors, and practitioners.

Strongly supported by universities and professional bodies, our courses provide the latest thinking and best practices, combined with academic knowledge that is required for today's security professional.

We offer flexible course delivery through eLearning and scheduled classroom based training, and for companies wishing to develop their own training programmes, we offer a fully comprehensive in-house training service. We are the Exclusive Learning Development Partner of the UK's Security Institute, we have a great track record of working with services personnel through ELCAS and the Resettlement scheme in the UK and overseas, running courses to equip you for a career in the commercial security sector.




## Linx Consultancy

With almost 30 years' experience the Linx International Group provides tailor-made commercial solutions based on proven experience, not text-book theory. Our team of specialists has the knowledge, capability and capacity to provide confidential, cost-effective results, no matter how large or complex the situation.

Working with a range of clients from international law firms to multinational institutions, we appreciate long-term success depends on forging long-term relationships with every client. This ethos, coupled with our world-class expertise and exceptional service, is why so many clients continue to put their trust in us.



Unit 10, Claylands Business Park  
Bishops Waltham  
Hampshire  
SO32 1QD

 ..... +44 (0)1489 896549

 ..... enquiries@arc-tc.com

 ..... @ARCTrainingLinx

Part of the  
**Linx**  
INTERNATIONAL GROUP