



**SCANDINAVIAN ACADEMY**  
For Training and Development

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# Course: Security Incident Management and Investigations

| Code | City               | hotel              | Start      | End        | price  | Hours |
|------|--------------------|--------------------|------------|------------|--------|-------|
| 765  | Brussels (Belgium) | Hotel Meeting Room | 2025-02-10 | 2025-02-14 | 5450 € | 25    |

## Why Attend

In this essential 5-day course, we thoroughly cover Incident Management in part one, followed by the Fundamentals of Investigations in part two.

During the Incident Management portion, participants will explore how incident management works and how individuals and teams can successfully implement and apply principles within their organizations and/or work environments. Incident Management involves returning your organization's everyday business safety, productivity, and overall operation, to normal as quickly as possible after an incident. Topics such as principles of incident management, incident management methodology, and incident typology will be covered in detail.

During the Fundamentals of Investigations portion, participants will explain and demonstrate crime scene searching, recording, collecting, preservation of evidence, conducting interviews, follow-up meetings and case preparation. Participants will explain and demonstrate their knowledge of the basic investigatory process by participating in role plays designed to apply the skills required to deal with problems encountered during interviews, interrogating suspects, evidence collection and legal admissibility, while applying techniques to secure the environment during an Investigation.

## Course Methodology



This course uses a variety of methods including case studies, role plays, presentations, videos and group exercises/activities to facilitate the learning process.

## **Course Objectives**

- Explain and apply the principles of Incident Management to their workplace
- Apply Incident Management methodology and create a plan to recover the business quickly from a threat or incident
- Explain the basic fundamentals of an investigation
- Demonstrate how to conduct a basic internal investigation within their organization
- Conduct a complete crime scene preservation investigation from start to finish

## **Target Audience**

This course is suitable for security managers/supervisors and personnel, company investigators, human resource professionals, site managers, safety and incident response team members, business owners, and anyone involved in incident management and investigations.

## **Target Competencies**

- Incident Management
- Crime Scene Management
- Communication Skills
- Team work
- Critical Thinking

## **Course outline**

### **Introduction to Incident Management and Investigations**



- Incident management.
- Differences between an Emergency, Incident and Accident
- Security incidents and safety incidents
- Managing an incident
- Incident response
- Business Continuity Management (BCM)
- Investigation case studies
- Evidence collection and continuity of evidence
- External and internal investigations
- Locard's Exchange Principle

## **The fundamentals of Incident Management**

- Initial response
- Incident classification
- Reporting and escalation procedures
- Integrated Incident Management Response
- Site-specific emergency procedures
- 5 Priorities when responding to specific Incidents
- Incident management team requirements
- Conducting debriefs post-incident
- 5C's to Incident Management

## **Application of Incident Management Plan**

- What is an Incident Management Plan?
- Constructing an Incident Management Plan for your organization
- Techniques required to implement the plan
- Implement the incident management plan

## **Principles of Investigations**

- Locard's Exchange Principle



- Establishing an investigative mindset
- Observation skills
- Rules of Investigation
- Planning an investigation
- Decision making process
- Working with victims and suspects
- Priorities on attending the scene
- Principles and types of search
- Types, value and collection of evidence
- Crime scene preservation
- Crime typology and how it affects investigations
- Common Questions and Answers regarding investigations
- Investigation Methodology
- Conducting an investigation

## **Investigation evaluation**

- How to deal with Evidence found at the scene
- Dealing with the authorities and Police
- Understanding the legal chain of evidence
- Questioning techniques
- How to conduct a professional Interview



**The Scandinavian Academy for Training and Development employs modern methods in training and skills development, enhancing the efficiency of human resource development. We follow these practices:**

- **Theoretical Lectures:**

- We deliver knowledge through advanced presentations such as PowerPoint and visual materials, including videos and short films.

- **Scientific Assessment:**

- We evaluate trainees skills before and after the course to ensure their progress.

- **Brainstorming and Interaction:**

- We encourage active participation through brainstorming sessions and applying concepts through role play.

- **Practical Cases:**

- We provide practical cases that align with the scientific content and the participants specific needs.

- **Examinations:**

- Tests are conducted at the end of the program to assess knowledge retention.

- **Educational Materials:**

- We provide both printed and digital scientific and practical materials to participants.

- **Attendance and Final Result Reports:**

- We prepare detailed attendance reports for participants and offer a comprehensive program evaluation.

- **Professionals and Experts:**

- The programs scientific content is prepared by the best professors and trainers in various fields.

- **Professional Completion Certificate:**

- Participants receive a professional completion certificate issued by the Scandinavian Academy for Training and Development in the Kingdom of Sweden, with the option for international authentication.

- **Program Timings:**

- Training programs are held from 10:00 AM to 2:00 PM and include buffet sessions for light meals during lectures.