



HPCR International (aisbl)

and

The Security Management Initiative (SMI)

in cooperation with

The Program on Humanitarian Policy and Conflict Research at Harvard University

Present

Advanced Trainings on Humanitarian Security Management

*Cambridge, Massachusetts
December 15-17, 2008*

DRAFT AGENDA

Monday, December 15

08:00 – 08:30 a.m. Welcome and Introduction

ASSESSMENTS AND ANALYSIS

08:30 – 09:15 a.m. **Context and Situation Analysis**

- General to Specific
- Understanding analysis vs. assessments

09:15 – 10:00 a.m. **Actor Analysis**

- Identifying who has influence
- Understanding mandates

10:00 – 10:15 a.m. Coffee Break

10:15 – 11:00 a.m. **Self Awareness and Self Assessment**

- Mission and Mandate
- Actions and Behaviour

11:00 – 11:45 a.m. **Risk Assessment**

- Elements of Risk
- Anatomy of threats

- 11:45 – 12:30 p.m. **Risk Assessment**
- Risk mapping: Determining impact.
 - Risk thresholds: What is acceptable?
- 12:30 – 13:30 p.m. Lunch
- 13:30 – 14:15 p.m. **Security Strategies**
- Determining the correct strategy for the mission
 - Methods of Implementation
- 14:15 – 15:00 p.m. **Policy, Plans and Procedures**
- Security management systems/models
 - Developing common terms and standards
- 15:00 – 15:15 p.m. Coffee Break
- 15:15 – 16:00 p.m. **Inter-Agency Security Management**
- Field Coordination (ANSO, NCCI, NGOSPAS)
 - Alliance and Consortia efforts (SAG, EISF, DSN)
 - United Nations efforts (Saving Lives Together)
- 16:00 – 16:45 p.m. Case Study and Group Exercise
- 16:45 – 17:30 p.m. Case Study and Group Exercise

Tuesday, December 16

INFORMATION MANAGEMENT

- 08:30 – 09:15 a.m. **Incident Reporting and Analysis Systems**
- Information requirements: What is important?
 - Sourcing and Sharing security information
- 09:15 – 10:00 a.m. **Incident Reporting and Analysis Systems**
- Existing systems VRA (Care and SC), OASIS
 - Trend analysis
- 10:00 – 10:15 a.m. Coffee Break
- 10:15 – 11:00 a.m. **Communications and Security**
- Advocacy and Press: Impact on Security
 - Transparency vs. Information Security
- 11:00– 11:45 a.m. Case Study and Group Exercise
- 11:45 – 12:30 p.m. Case Study and Group Exercise
- 12:30 – 13:30 p.m. Lunch

HUMANITARIAN ACCESS

- 13:30 – 14:15 p.m. **Right of Access**
- Legal principles of humanitarian action
 - Humanitarian space
- 14:15 – 15:00 p.m. **Negotiating Access**
- Host State obligations
 - International legislation obstacles
- 15:00 – 15:15 p.m. Coffee Break
- 15:15 – 16:00 p.m. **Relationships and Engagement with Armed Actors**
- Expanding Military Mandates
 - State vs. Non-State considerations
- 16:00 – 16:45 p.m. **UN Integrated Missions and Civil-Military Coordination**
- What is an IM?
 - Challenges to CMCoord.
- 16:45 – 17:30 p.m. Case Study and Group Exercise

Wednesday, December 17

CRISIS MANAGEMENT

- 08:30 – 09:15 a.m. **Defining Crisis parameters**
- Routine security management vs. Crisis
 - Division of responsibilities
- 09:15 – 10:00 a.m. **Pre-Incident**
- Contingency planning and preparedness
 - Commercial options: Value for Money?
- 10:00 – 10:15 a.m. Coffee Break
- 10:15 – 11:00 a.m. **During a Crisis**
- Implementing contingency plans
 - Defining priorities and communications
- 11:00 – 11:45 a.m. **Post Incident**
- Situation evaluation
 - Staff Wellness
- 11:45 – 12:30 p.m. Case Study and Group Exercise
- 12:30 – 13:30 p.m. Lunch

TEAM BUILDING, DECISION MAKING AND LEADERSHIP

13:30 – 14:15 p.m.	Teambuilding and Influencing
14:15 – 15:00 p.m.	Managing Change
15:00 – 15:15 p.m.	Coffee Break
15:15 – 16:00 p.m.	Decision Making
16:00 – 16:45 p.m.	Case Study and Group Exercise
16:45 – 17:30 p.m.	Case Study and Group Exercise
17:30 – 18:00 p.m.	Course Evaluation and Closing Address