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No.57/7/2016-Trg./FC/BPR&D
Government of India
Ministry of Home Affairs
Bureau of Police Research & Development

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Block 11, 3/4 Floor,
CGO Complex, Lodhi Road,
New Delhi - 110 003.
Dated: 2 March, 2016

To

1. DsGP of all States/UTs
2. DsG - All CAPFs/CPOs
3. Directors - SVP NPA/CBI/NIA/ NEPA
4. Commissioner - Delhi/Mumbai/Kolkata

Sub: ATA -11404 Hostage Negotiation Training Course to be held from 02/5/2016 to 13/5/2016 - Nomination reg.

Sir,

Kindly refer to the US Embassy letter dated 12/2/2016. US Embassy has offered, "ATA -11404 Hostage Negotiation Training Course" to be organised from 02/5/2016 to 13/5/2016 at local Police Academy in India.

ADG, Trg 2. Course description, objective and criteria for nomination etc. may please be seen in the enclosed communication of US Embassy.

ADG, Trg 3. It is requested that nomination of four eligible and willing officers (two main & two reserve) in the rank of **Superintendent of Police to Inspector General of Police or equivalent** as per their details (enclosed Annexure-1) for the aforesaid training course may please be forwarded to this office latest by **01st April, 2016** through their respective Home Department/proper channel. No direct application will be entertained.

4. Nominating authorities should nominate candidate with appropriate skill and work background who will actually utilize this training as course participants. They should be holding the rank from **Dy. SP to SSP or equivalent**. It is requested to forward the full name (no abbreviation), rank, date/place of birth and current position title and unit of each participant selected for this course.

5. While nominating officers for the subject course their availability for the course may be ascertained and request for last minute exemption shall not be entertained except on genuine ground.

6. The venue of the course is yet to be confirmed.

Yours faithfully,

Encl.: As above

ADG, Trg/14 (Karmik)

NO. CA-ADS-K-2(15/16)

IG/ Director (Trg)

Fax: 011-24365007

Email: dirtrg@bprd.nic.in

अपर पुलिस महानिदेशक (कार्मिक)

मुख्यालय पुलिस महानिदेशक

उ०प्र०, लखनऊ।

2/3/2016

पुलिस महानिरीक्षक (कार्मिक)

उत्तर प्रदेश

8-3-16

1. Principals, all CDTSSs, BPR&D - for similar action please.

2. MHA, [Sh. Raman Kumar, Under Secretary (Police)], New Delhi - for info.

3. In-charge Computer cell for uploading above communication on BPR&D website.

BIO DATA PROFORMA FOR A1A COURSE

[illegible]



Embassy of the United States of America

New Delhi
February 12, 2016

Mr. S.K. Pardhan
Deputy Director (NA)
Ministry of Finance
Department of Economic Affairs
Room No. 79-A, North Block, New Delhi

Dear Mr. Pardhan:

The Office of Anti-Terrorism Assistance, Diplomatic Security Service (DS/ATA),
U.S. Department of State, would like to offer the following course to the
appropriate Government of India (GOI) personnel:

Course: HOSTAGE NEGOTIATIONS COURSE (ATA-11404)

Duration and Dates of Course: Two weeks: May 2 to 13, 2016.

Location: Any Police Academy in India.

Number of Participants: 20

Number of Reserve Participants: 20

NOTE: Please ensure that the following deadlines are met in order to avoid the
cancellation of this limited and highly popular training opportunity.

Deadline date for acceptance or declination of the Course is: March 15,
2016.

List of names along with biographic forms of Participants: March 28, 2016
(Please provide full names of participants as per Passport or copy of
passport)

The following information is provided to give you a better perspective of this
course:

1. COURSE DESCRIPTION AND OBJECTIVES:

This two-week course is designed for a maximum of 20 law enforcement officers,
crisis responders, and mid-level supervisors responsible for responding to

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terrorist and barricade incidents involving hostages and for conducting effective negotiations. In this course, participants gain knowledge of effectively managing and performing hostage negotiations, potentially involving terrorists who pose a threat to self and others. Through lecture, case studies, hands-on activities, role-play, and practical exercises, participants apply current best practices for safely resolving hostage and barricade incidents. Participants will be able to apply the hostage negotiation principles and concepts presented in the course to resolve volatile hostage or barricade incidents. They will gain a more comprehensive understanding of incident assessment, behavior, and motivation. They will also learn how to manage hostage or barricade incidents to increase public trust and improve public safety. The negotiations in this context are not strategic in nature but rather intended to calm a situation, attain tactical advantage through skill dialogue, and gain valuable time to deploy all necessary resources. This course is consistent with current U.S. policy on dealing with terrorist hostage taking situations. At the conclusion of this course, participants will be able to: conduct hostage negotiations using the latest methods available, use negotiation phone systems, identify the characteristics of hostage takers and terrorist suspects, develop proper interviewing techniques, and effectively deal with people in crisis.

Training hours are 8:00 a.m. to 5:00 p.m. Monday through Friday, however, these hours may be adjusted depending on local customs. Course attire is business dress for the course opening and graduation. Business casual dress is appropriate at all other times unless otherwise specified due to the nature of the course.

DS/T/ATA does not prohibit the videotaping of the training courses by the Partner Nation (PN) for the purposes of providing training reinforcement and enhancing sustainment capabilities of the material presented. All ATA-sponsored courses, consultations, and seminars are unclassified, but carry the additional distribution restriction of "Law Enforcement Sensitive." Prior to any videotaping, the requesting PN must agree in writing to the resident RSO Office that the recorded information is not to be released to news services or the public. On a case by case basis, all requests will be forwarded to the Training Delivery Officer (TDO) for evaluation and potential DS/T/ATA clearance.

2. PARTICIPANT CRITERIA:

This course is designed for a maximum of 20 law enforcement officers, crisis responders, and midlevel supervisors who are responsible for responding to terrorist and barricade incidents involving hostages and for conducting effective negotiations. Preferred participants would have skills in critical incident management, investigations, or crisis intervention.

Department policy prohibits personnel assigned to an intelligence agency or military unit from participating in any ATA training/activity. Therefore, neither the GOI nor Post should propose such individuals for this training event. Personnel

assigned to an intelligence unit within a law enforcement organization, and who support the law enforcement function of that organization, are acceptable. Personnel assigned to a military unit that performs a law enforcement function are acceptable.

DS/T/ATA policy requires course participants to attend the entire course. The training value diminishes if a participant is required to perform his/her daily operational duties while attending this course. Participants who miss any module, for whatever reason, may not be allowed to return to finish the course.

ATA programs adhere to the "train-the-trainer" methodology and the GOI is encouraged to nominate trainers and/or instructors as participants. This will facilitate India's development of a viable antiterrorism training program within its law enforcement community. Officers selected for this course should remain in their positions for a minimum of two years. **They should be holding a rank from Deputy Superintendent of Police to Senior Superintendent of Police**

3. PARTICIPANT INFORMATION:

You are requested to forward the name, rank, date/place of birth, and current position title and unit of each participant selected for this course.

You must also provide this biographic data for twenty designated and alternate candidates for this course. These alternate candidates must be approved and vetted, along with the list of primary participants, prior to the commencement of training, however, they will NOT/NOT attend or participate in the training unless a candidate from the primary list is unable to participate due to vetting, medical, or

other issues. It is imperative that the invited country understand that providing alternate names does not guarantee these candidates will receive ATA training and they should not be sent for training unless one of the original participants is dropped from training prior to the commencement of the course. Once the course/activity is in progress alternate candidates will not be authorized to attend.

DS/T/ATA requires the GOI appoint a senior leader for the group. This individual should have the authority to maintain class order and discipline.

4. COURSE LANGUAGE:

This course will be taught in English. All materials will be in English.

5. RESOURCE REQUIREMENTS:

The instructors require one full business day prior to the course start date to ensure all course

materials have arrived, arrange participant course materials, configure classroom design, check equipment, and meet with the RSO. Post or partner nation is requested to arrange for the following resources:

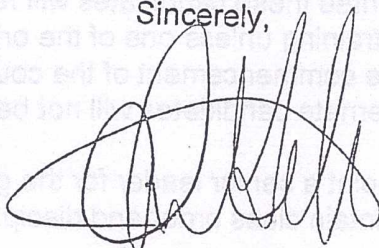
a. Classroom facility that meets the following requirements:

- i. Accommodates 20 participants, 4 instructors, and several observers
- ii. Tables/desks configured into four table groups for five participants each
- iii. Adjustable lights to facilitate use of projection equipment and to enable course participants to read course materials and take notes
- iv. Secures overnight (course materials will be stored in the room and must be safeguarded)
- v. Space, power, and air conditioning to accommodate computer systems and audio equipment
- vi. A large screen or wall suitable for projecting PowerPoint presentations
- vii. Four easels with whiteboard/chalk board
- viii. Large marking pen sets for whiteboard
- ix. Four breakout rooms
- x. A podium and small utility table to accommodate laptop computer and projector
- xi. Two conference-level simultaneous with equipment for up to 28 people for the entire two weeks
- xii. Note pads for participant note taking
- xiii. Writing pens for participants

Please advise in writing no later than March 15, if the GOI accepts this course offering under the terms and requirements cited above. Also, please address your response to the Regional Security Officer and if there are any questions, please contact the security office at the U.S. Embassy, telephone 2419-8000.

With warm regards,

Sincerely,



Christopher J. Gillis
Acting Senior Regional Security Officer
United States Embassy, New Delhi

CC: Mr. M. Gopal Reddy, IAS
Additional Secretary (Police)
Ministry of Home Affairs
North Block, New Delhi

(5)
Mr. Abhay, IPS
Director (Training)
Bureau of Police Research & Development
CGO Complex, New Delhi

Dr. Acquino Vimal
Director (AMS)
Ministry of External Affairs
South Block, New Delhi

Mr. G.C. Yadav
Consultant
Ministry of Home Affairs
North Block, New Delhi

Mr. B.S. Jaiswal, IPS
Deputy Director (Training)
Bureau of Police Research & Development
CGO Complex, New Delhi

Mr. Harish Baxla
Under Secretary (AMS)
Ministry of External Affairs
South Block, New Delhi

Mr. Raman Kumar
Under Secretary (PMA)
Ministry of Home Affairs
South Block, New Delhi