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Qeveria-Vlada-Government

Ministria e Punëve të Brendshme
Ministarstvo Unutrašnjih Poslova-Ministry of Internal Affairs



KOSOVO ACADEMY FOR PUBLIC SAFETY

CATALOG

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GENERAL INFORMATION

Kosovo Academy for Public Safety

The activity of KAPS

The Kosovo Academy for Public Safety is an institution established by Law no. 04 / L-053 on the Kosovo Academy for Public Safety, responsible for providing training and higher education, implementing policies and training strategies, higher education and capacity building in the field of public safety. The Academy provides training and higher education for all public safety institutions, but is not limited to:

- Kosovo Police;
- Correctional Service;
- Probation Service;
- Kosovo Customs;
- Emergency Management Agency;
- Police Inspectorate of Kosovo.

Certification

The certification process of the participants in the framework of the training passes through testing with the minimum standard 70% of the correct answers.



The motto of KAPS

*"Professionalism of the Law Enforcement Our **Passion**"*

Training Categorization

The Kosovo Academy for Public Safety provides these trainings:

- Professional Training
- Basic Trainings
- Advanced Trainings
- Specialized Trainings
- Training for Instructor

Professional Training

Modules of PT

1. Conduct of General Police Activities
2. Preparation and planning of the workplace
3. Performing community policing and intelligence activities
4. Prevention and Investigation of criminal offenses and misdemeanors
5. Protection of life, property, order and public safety
6. Training for the use of firearms
7. Supervision and control of traffic safety
8. Performing tasks and control of the State Border
9. Professional English

Elective modules:

10. Driving the motor vehicle of category B
11. Emergency driving;
12. Application of Information Technology;
13. Self-Defense Tactics;

Vocational training for Police officer



The purpose of the curriculum is to prepare the police officer, who with the acquired knowledge, skills and the powers to: enforce the laws, protect the fundamental rights and freedom of all persons, perform community police duties and patrol, prevent and detect criminal offenses and misdemeanors, secure the scene, protect life, property, prevent danger and protect public order and safety, control traffic safety, control the border state as well as cooperate with other agencies.

Duration

1440 hours

Value= 72 ECVET

Modules of PT

1. Work in Customs
2. Classification of Goods
3. Valuation and Origin of Goods
4. Entry and Exit of Goods
5. Suspensive regime and procedures with economic impact
6. E-Customs in Kosovo
7. The system of collection of customs revenues
8. Customs Control
9. Implementation of the Law
10. Internship

Elective modules:

11. Arrest and detention
12. English language for beginners;
13. Application of Information Technology;

Vocational training for Customs Officer



The purpose of this curriculum is to provide the participants with the knowledge, skills and behavior which he/she should have during the performance of customs functions on high-level, which are: the selection of vehicles and passengers for inspection, customs clearance of goods of passengers and vehicles, arranging relevant documentation and carrying out other activities in order to increase the results and potential of Kosovo Customs.

Duration

1360 hour

Value= 68 ECVET

Vocational Training for Firefighters



Duration

800 hour

Value= 40 ECVET

The purpose of the curriculum is to prepare a specialist who will have the knowledge, skills and competences that enable him / her to work as a Firefighter whose responsibilities are to carry out fire-fighting and rescue work, protect the lives of citizens, protection of property and the environment and assist citizens in the operational and professional aspect in case of accidents. The firefighter carries out firefighting, technical work for rescue, and eliminates rescue incidents with hazardous materials. The firefighter works as a member of the group and respects the orders of the responsible officer, and, if necessary, makes its own decisions. The curriculum is based on the Professional Standard: 5161.01 Firefighter.

Modules of PT

1. The organization and culture of the firefighting and rescue area
2. Daily work routine of Firefighters
3. Equipment for firefighting, rescue and maintenance
4. Basis of first aid
5. Protection and safety at work
6. Basics of technical works of rescue
7. Basic work of firefighting
8. Internship on the basis of firefighting and rescue work

Elective modules:

9. English language;
10. Information Technology in Emergency Management

Modules of PT

1. Daily duties of the correctional officer
2. Ethics
3. Execution of penal sanctions
4. Monitoring of activities (surveillance)
5. Psychology and communication
6. First aid and protection at work
7. Emergency situations (eventual plans)
8. Self-defense and special equipment in prisons
9. Re-socialization and reintegration
10. Observation Internship
11. Work Internship

Elective modules:

12. Firearms
13. English language

Vocational training for Correctional Officer



The purpose of the curriculum is to prepare a qualified specialist who possesses the knowledge, skills and competences that will enable him / her to work as a correctional officer whose responsibility is to carry out the control and monitoring of prisoners, visitors and vehicles ; to respond to prisoner requests and complaints, to report on his / her work, to enforce laws, regulations and international standards, and to implement the process of rehabilitation and re-socialization of prisoners.

Duration

1200 hour

Value= 60 ECVET

Vocational Training for Inspector of Police Inspectorate



Duration

1660 hour

Value= 83 ECVET

The purpose of the curriculum is to prepare the Inspector of the Kosovo Police Inspectorate, which possesses the knowledge, skills and competencies that enable him / her to review the complaints to be referred to the Kosovo Police or the responsible institutions, to conduct investigative procedures for disciplinary violations and committed criminal offenses; to carry out inspections in the Kosovo Police.

Modules of PT

1. Mandate, duties and organization of PIK
2. Conduct Inspections from PIK
3. Investigation of criminal offenses and serious disciplinary violations
4. Receiving and managing of complaints
5. Use of official weapon
6. Ability to use force and provide first aid
7. General activities of the Kosovo Police
8. Decision Making and Ethics
9. Intership

Elective modules:

10. Information Technology Application;
11. English language for beginners;

Modules of PT

1. Organization and work of KPS
2. Interviewing and Communication Skills
3. Preparation of individual plans and risk assessment
4. Prepare reports
5. Implementation of alternative measures and penalties for juveniles
6. Applying alternative measures and punishments to adults
7. Supervision and reintegration of persons released on bail
8. Care after release of minors
9. Internship (practice)

Elective modules:

10. English language for beginners;
11. Information Technology Application;

Vocational Training for Probation Officer



The purpose of the curriculum is to prepare a Probation Officer responsible for the execution of alternative measures and punishments, supervision, re-socialization, reintegration and rehabilitation of all persons who have committed punishable offenses under applicable laws in the Republic of Kosovo.

Through his/her activities, the Probation Officer is responsible during his work hours, to influence "the reduction of crime, the reduction of the degree of recidivism, and the creation and increase of safety in Kosovo society in general.

Duration

680 hour

Value= 34 ECVET

Basic Trainings

Course for laser and Breathalyzer



Course description

During this course participants will learn about the speed control form and measuring the amount of alcohol to the drivers in their area of responsibility. Participants will be informed about the effective ways to use the devices for measuring speed and percentage of alcohol in blood.

Expectations from the course

After completing this course, participants should be able to:

- Use equipment to measure the speed of vehicles as well as the proportion of alcohol in the body,
- Identify regular positions and placing equipment,
- Assess the situation when Breathalyzer should be used,,
- Clarify the rules and procedures for obtaining air sampling and obtaining information.

Duration

2 days (14 hours)

Target group

Police Officers



Traffic Safety Course

Duration

2 weeks (70 hours)

Target group

Police Officers



Course description

During this course, the participants will be informed about the legal provisions of the Law on Traffic Safety, with special emphasis on the amendments and additions to this law. The way of traffic regulation in the open road and in the settlement, with special accent at intersections. Violent vehicle stoppage. Completion of forms that police officers use during traffic control and regulation as well as knowledge about the use of different types of lasers and Breathalyzer.

Expectations from the course

After completing this course, participants should be able to:

- Have knowledge of traffic law
- Have knowledge about filling out forms
- Work with Laser and Breathalyzer
- Regulate the priority of crossing the crossroads and be able to make a safe checkpoint.

Training Skid Car

Duration

2 days (14 hours)

Target group

Police officers from all units



Course description

During this course participants will learn how to maneuver with the vehicle in difficult atmospheric conditions (rain, snow, ice). The course is carried out through a special equipment which improvise the driving direction of the vehicle in difficult atmospheric conditions.

Expectations from the course

After completing this course, participants should be able to:

- Identify and react depending on a situation of loss of driving control,
- Recognize the system and braking methods, friction control, techniques and stabilization systems.

Basic course with Golf 1.9



Course description

During this course participants will be familiar with the features of the new Golf 1.9 D, TDI. 4 x 4, vehicle equipment, mode of operation and maintenance.

Expectations from the course

After completing this course, participants should be able to:

- Have knowledge of the external control of the vehicle
- Be familiar with the driving of this vehicle
- Have knowledge of oil, brake fluid, engine control etc.

Duration

1 days (7 hours)

Target group
Kosovo Police

The basic safety course and shooting with AK-47



Course description

During this training participants will be familiar with AK-47, its origin, specifications and needed technical information. Will be explained how the weapon operates, and the identification of the distinction between ammunition and service ammunition.

Expectations from the course

After completing this course, participants should be able to:

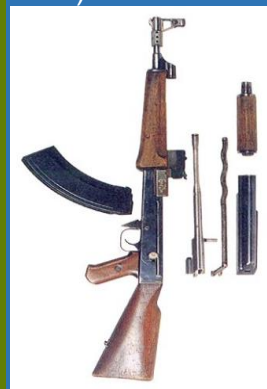
- Possess skills in disassembling and assembling of AK-47 automatic rifles and know the importance of maintenance,
- Manipulate with automatic rifles from near and far distances as well as the use of shields,
- Know all the features of the automatic rifle (AK-47),
- Implement the legal provisions during the search of persons and checking of vehicles with AK-47.

Duration

2 weeks (70 hours)

Target group

Kosovo Police (border officer ROSU and KCS)



Basic training for the Glock pistol



Course description

During this course participants will be familiar with the basic principles of the use of firearms, his operation techniques and the safe use during shooting and maintenance.

Expectations from the course

After completing this course, participants should be able to:

- Possess skills in firing cases with poor visibility,
- Manipulate firearms from near and far distances as well as use of shields,
- Know all the characteristics of the firearm (Glock 9mm), manipulate disassembling, assembling, cleaning etc.
- Apply legal provisions regarding the use of firearms.

Duration

1 week (35hours)

Target group

Kosovo Police and other agencies (PIK, KCS and KC)



Basic training on crime investigations



Duration

4 weeks (140 hours)

Course description

During this training, participants will be familiarized with the crime investigation equipment with basic investigation techniques and will acquire elementary knowledge and skills for conducting criminal investigations.

Expectations from the course

After completing this course, participants should be able to:

- Recognize the criminal justice system,
- Recognize human rights,
- Identify theft, robbery, abuse,
- Make arrest and detention according to legal procedure,
- Identify the damage and causing general danger,
- Know how to file criminal charges etc,

Target group

Kosovo Police;
(Investigator)

Basic Course for Detention Center

Duration

1 week (35 hours)

Target group

Kosovo Police;
employees in detention
centers



Course description

During this training the participants will gain the knowledge and skills needed to implement the rules and procedures that are foreseen in detention centers for detained persons.

Expectations from the course

After completing this course, participants should be able to:

- Identify emotional disorder (the causes that lead to this condition), as well as the guards' approach to these,
- Know the purpose of obtaining fingerprints,
- Know the main rules of signal recording,
- Complete the detention form according explanation made by inspector based in the Detention Center forms.

First-line management



Course description

During this training participants will be introduced to the concepts of supervision and will learn the responsibilities of first line supervisors, and their role in the organization. Each of the traditional management functions such as planning, organizing, coordinating and reporting staff will be reviewed in detail to help participants develop the skills they need to become effective supervisors.

Expectations from the course

After completing this course, participants should be able to:

- Make their assessment professionally in terms of their subordinates,
- Use their communication skills as supervisors,
- Manage the work and supervise their staff professionally,
- Know the general tasks related to management and leadership,
- Understand the importance of motivation at the workplace as a tool or benchmark for the supervisor to understand the needs of his / her employees,
- Apply motivational and communicative skills in the problem solving process.

Duration

6 weeks (210 hours)

Target group

management staff of KP
and PSA

Basic course training needs analysis

Duration

4 days (28 hours)

Target group

Kosovo Police and PSA



Course description

During this course, participants will gain knowledge about the importance of the TNA will identify investigative techniques of organizational and personal needs and will know its types.

Expectations from the course

After completing this course, participants should be able to:

- Know what needs analysis is,
- Know the types of needs analysis,
- Understand the importance of the training needs analysis,
- Identify techniques for investigating personal and organizational needs,
- analyze the information and write the report on the needs analysis.

Behavior with people and duties in the workplace

Duration

1 week (35 hours)

Target group

Kosovo Police and PSA



Course description

During this training, participants will gain knowledge about the types of communication and methods of deciphering the message, the organization of documents and methods of segregation of duties, organizing priority tasks.

Expectations from the course

After completing this course, participants should be able to:

- Understand the communication process and its importance within the team and organization,
- Implement guidelines and practical advice on some important office work skills that should be applied during everyday work,
- Apply good reporting skills,
- Recognize the aspects of stress, causes, ways to manage stress, and the impact of stress on the individual and in an organization,
- Solve personal problems with time management by implementing time management skills and techniques.

Course Gender Equality



Course description

During this course, participants should know the role and importance of women in preventing, resolving conflicts and building peace. It should also be emphasized the importance of their equal participation and full involvement in all efforts to maintain peace and safety and to increase their role in decision-making processes related to conflict prevention and solution.

Expectations from the course

After completing this course, participants should be able to:

- Known about development, definitions of gender equality and the importance of both genders power as a key issue in a democratic society,
- Understand the importance of gender analysis as well as gender inequality and impact on family and society,
- Recognize the causes of domestic violence, realistic myths about the social roles of women and men who practice such violence, and discuss possible solutions to this problem that endangers lives in a society, etc.

Duration

1 week (35 hours)

Target group

Kosovo Police and PSA

Course - Community policing

Duration

2 weeks (35hours)

Target group

Kosovo Police
(community unit)



Course description

During this course, the participants will understand the role of the community, the importance of establishing a strong link with the community in creating a trusted atmosphere and cooperation with the citizens of Kosovo, creating a dignified approach to the community who will feel the police as a natural part of their lives, which creates convenience and safety for everyone.

Expectations from the course

After completing this course, participants should be able to:

- Understand the role and importance of the community in resolving and preventing negative phenomena in society
- create partnerships with the community
- Apply the SARA model
- Purpose of gathering information
- Understand and implement the strategic objectives of the Community Policing

Basic course of forged documents

Duration

1 week (35hours)

Target group

Police Officer of Patrol,
Traffic and Investigation



Course description

During this course participants will gain knowledge about forged documents, equipment for verification of counterfeit documents, security features in the paper, press types, photo assurance, for NIV, EUROBANK NOTA, profiling etc.

Expectations from the course

After completing this course, participants should be able to:

- Understand the legal part of the document,
- Recognize the different printing techniques used to produce documents,
- Knows techniques for the verification of documents,
- Knows about paper production, as well as on various base materials for paper production,
- Knows about printing colors used to prepare (create), documents and will be able to distinguish fake colors for printing
- At the end of the course participants will be subject to the test.

The first officer at the scene

Duration

1 week (35hours)

Target group

Police officer



Course description

During this course participants will acquire the necessary skills for professional access as the first officer on the scene. In this case the participants will gain knowledge in the form of communication at the scene, compiling the report, legal issues etc.

Expectations from the course

After completing this course, participants should be able to:

- Know the role and main task of the first officer on the scene,
- Apply the law strictly and be always informed of changes to the criminal law and criminal procedure code,
- Implement the arrest and detention procedures, interviewing, etc,
- Identify material evidence and investigate various criminal offenses,
- Implement operational skills in the use of necessary force to perform the tasks (use of baton, handcuffing, spray, soft and hard barehanded techniques, etc.),

Basic course against terrorism

Duration

1 week (35hours)

Target group

Kosovo Police determined in the field of investigations of these offenses, and colleagues of other departments in the comprehensive collaboration.



Course description

During this training participants will understand the different types of terrorism, the importance of combating it, the problematic areas of the source of terrorism in contemporary times and terrorist actions with consequences for human beings and material damages.

Expectations from the course

After completing this course, participants should be able to:

- Gain extensive knowledge about these crimes,
- The causes and resources that bring them,
- New methods in the tireless struggle to be undertaken at the local or international scale.

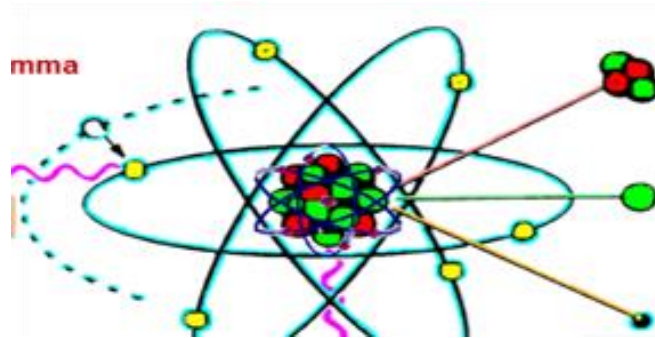
Radiological and Nuclear Accident Management Course and Disclosure of their Smuggling

Duration

3 days (21 hours)

Target group

Kosovo Police (units for order and traffic)



Course description

During this training the participants will learn the proper procedures of how to deal with radiological emergencies during transport of radioactive materials and the use of radiation measuring devices in order to set the security perimeter.

Expectations from the course

After completing this course, participants should be able to:

- Gain knowledge of radioactive materials;
- Know to use alarm detectors that measure radioactive radiation,
- Knows the radiant dosing effect
- Recognize forms of reaction to radioactive and nuclear substances

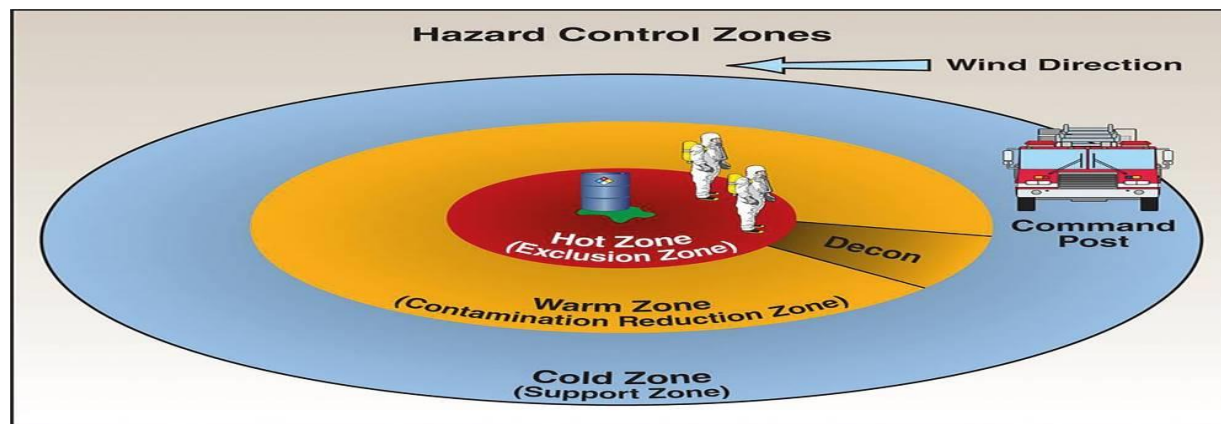
Course on Detection and Combating the Smuggling of Radioactive and Nuclear Materials

Duration

1 week (35 hours)

Target group

Kosovo Border Police,
Kosovo Customs,
Emergency Management
Agency



Course description

During this training, participants will learn the proper procedures on how to confront and detect smuggling of radioactive and nuclear materials and the use of detection equipment, localization and identification of radiation sources.

Expectations from the course

After completing this course, participants should be able to:

- Gain knowledge about the effects of radioactive radiation and radiation doses,
- Recognizes the localization methods of the radioactive source,
- Use the detector for radiation detection,
- Know the management of radiological accidents
- Understand the importance of reaction time
- Recognizes the marking of radioactive and nuclear materials (transport protocols).



Course description

During this training, the participants will be able to understand the importance of general rules, the uniform classification of goods at all customs points, the precise classification form at the customs points is extracted from statistics on the management of fiscal policy.

Expectations from the course

After completing this course the participants will be able to:

- Understand the importance of proper classification and fair application of general rules for classification of goods
- Possess skills associated with methods that are used for recognition and classification of goods

Duration

1 week (31 hours)

Target Group

Customs officers of grade 5-7 who did not attend the training.



Course description

During this training, participants will be able to understand the importance of classifying toxic hazardous substances by understanding the toxic substances under the ADR agreement

Expectations from the course

After completing this course the participants will be able to:

- Understand the importance of proper classification and fair application of General Rules 1-6 for Classification of Goods,
- Informed with toxic hazardous substances according the ADR agreement,
- Possessing skills in relation to the methods used for the recognition and classification of goods

Duration

1 week (31 hours)

Target Group

Customs officers of grade 5-7 who attended the training. TARIK I



Duration

1 week (30 hours)

Course description

During this training, participants will be able to understand the importance of classifying hazardous toxic substances by understanding toxic substances according the ADR agreement and understanding the linkage of the chapters of the agreement

Expectations from the course

After completing this course the participants will be able to:

- Understand the importance of proper classification and fair application of general rules for classification of goods,
- Informed about hazardous toxic substances according the ADR agreement,
- Possessing skills in relation to the methods used for the recognition and classification of goods.

Target Group

Customs officers of grade 5-7 who attended the training. TARIK II

Kosovo Integrated Tariff TARIK IV



Course description

During this training, participants will be able to understand the importance of classifying hazardous toxic substances by understanding toxic substances according the ADR agreement and understanding the linkage of the chapters of the agreement

Expectations from the course

After completing this course the participants will be able to:

- Understand the importance of proper classification and fair application of general rules for classification of goods,
- Informed about hazardous toxic substances according the ADR agreement,
- Possessing skills in relation to the methods used for the recognition and classification of goods.

Duration

1 week (30 hours)

Target Group

Customs officers of grade 5-7 who attended the training. TARIK III

Non-verbal Communication Training



Course description

During this training, participants will gain the necessary knowledge to understand and decipher the language of non-verbal communication, deciphering and reading the body language, cultural differences in the use of non-verbal communication, attitude, behavior and the Betar's box as well as effective hearing.

Expectations from the course

After completing this course the participants will be able to:

- Understand the possible deciphering of non-verbal communication,
- Know deciphering and reading the body language,
- Know cultural differences in the use of non-verbal communication,
- Understand Bertar's attitude, behavior, hearing, and box.

Duration

2 days (14 hours)

Target Group

Training dedicated to all customs staff

Human rights



Duration

3 days (21 hours)

Course description

During this training participants will gain basic knowledge of human rights, understand international conventions and local legislation by which these rights are guaranteed.

Expectations from the course

After completing this course the participants will be able to:

- Obtain basic knowledge on human rights,
- Raise awareness of respect for human rights.
- Become familiar about the role of law enforcement bodies as state representatives who impartially apply the lawfully drafted laws, codes and regulations.

Target Group

Training dedicated to all customs staff

Basic Course on Arrest and Detention



Course description

During this training, participants will develop the required skills of new Law Enforcement Officers in the implementation of operational tasks. Participants will acquire skills in the Defense Tactics while respecting the procedures of using Force, First Aid and Human Rights. Training during the implementation of legal responsibilities.

Expectations from the course

After completing this course the participants will be able to:

- Obtain the basic knowledge on the rules and the procedure of handcuffing/arrest,
- Know how to respect the human rights,
- Provide the first aid.

Duration

2 weeks (70 hours)

Target Group

Customs Officer / Directory
of Law Enforcement

Terrorism and Awareness Against the Spread of Weapons of Mass Destruction



Duration

3 days (21 hours)

Course description

During this training, participants will gain general knowledge about Terrorism, Weapons of Mass Destruction and Dual Use of Equipment and Materials

Expectations from the course

After completing this course the participants will be able to:

- Acquire knowledge on terrorism,
- Acquire knowledge on mass destruction weapons,
- Acquire knowledge on dual-use equipment and materials.

Target Group

Customs Officers

Basic Fire Fighting and Rescue Training



Course description

During use of this training, participants will be able to use fire extinguishers, fire extinguishing equipment, emergency evacuation and first aid.

Expectations from the course

After completing this course the participants will be able to:

- Have the attitude, knowledge, skills and be physically prepared,
- Know the types of emergency evacuations in professional manner from different countries,
- Know the stages of intervention preparation in cases of notification of any potential risk,
- Possess the ability to use the breathing apparatus and know when should be used, and the risks foreseen in its use,
- Apply fire extinguishing procedures during fire extinguishing - T'D'SH'L method,
- Identify the difference between “Flashover” and “Backdraft”.

Duration

2 weeks (70 hours)

Target Group

Activ member of the FRS

Internal Fire Training



Course description

During this course participants will learn about firefighting equipment, basic fire theory, water supply, breathing apparatus, emergency evacuations, ventilation, impulse rifle, room fires.

Expectations from the course

After completing this course the participants will be able to:

- Know how to understand the rise, fire development, and what are the basic elements of the fire,
- Know the ways of water supply,
- Know the ways of using breathing apparatus and management,
- Know the ways of emergency evacuations,
- Know the ways of ventilation,
- Know how to use the impulsive rifle,
- Understand the development of fire in the room.

Duration

1 week (35 hours)

Target Group

Participants should have completed basic and advanced Fire and Rescue course

Road Traffic Accidents Training



Course description

During this course, participants will learn how to respond effectively to such emergencies using the skills and techniques taught in various topics that are included within this course, such as: RTA-Related Injuries, the General Procedures of the RTA rescue techniques, hydraulic rescue equipment, team approach, etc. At the end of this course the participants will undergo the theoretical and practical test.

Expectations from the course

After completing this course the participants will be able to:

- Understand some of the ways of injury caused by traffic accidents,
- Know the regular way of approaching the team at the scene,
- Know the way how to stabilize the vehicle and manage the glass,
- Know how to do emergency evacuations, etc.

Duration

1 week (35 hours)

Target Group

Participants should have completed basic and advanced course on Fire and Rescue as well as first aid

Training for the use of basic tools for fire extinguishing



Course description

During this course, participants will learn how to use the basic tools in extinguishing fires using the various techniques that they will learn during the learning process. So, participants will be trained in extinguishing initial fires safely and efficiently. At the end of this course the participants will undergo the theoretical and practical test.

Expectations from the course

After completing this course the participants will be able to:

- Know how to use personal firefighting and rescue equipment,
- Know the ways of water supply as well as the use of internal and external hydrants,
- Understand the raising, fire development, and what are the basic elements of the fire,
- Know how to do emergency evacuation,
- Know how to use all types of fire extinguishers.

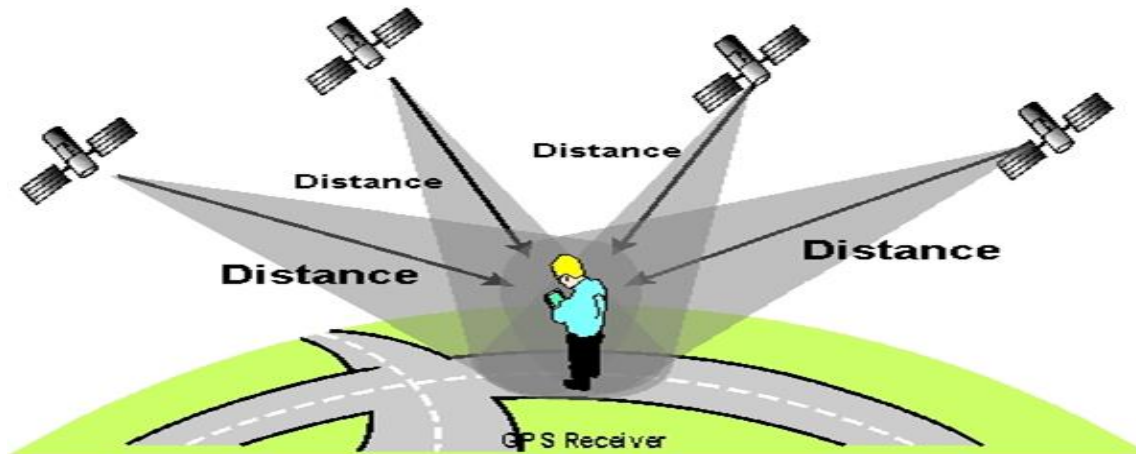
Duration

3 days (21 hours)

Target Group

Participants must have completed secondary school

Training in recognition and use of outdoor-oriented devices



Course description

During this course participants will learn how to use the GPS network. Also, they will be taught to be oriented in nature using different receiving devices.

At the end of this course the participants will undergo a practical test.

Expectations from the course

After completing this course the participants will be able to:

- Know the operation and use of the GPS network,
- Know how to use the eTrex personal navigator system,
- Know how to use KESTRELL mobile time meters,
- Be independent in the use of personal GPS navigators on the ground,
- Make emergency evacuation.

Duration

2 days (14 hours)

Target Groups

Participants must have completed secondary school

Training on extinguishing field and mountain fires



Course description

During this course, participants will learn about field-mountain fire fighting equipment, ways of preventing the development of mountain-field fires, and the process of igniting fires and burning of fields and mountains.

Expectations from the course

After completing this course the participants will be able to:

- Deal with preventing the spread of field and mountain fire,
- Know the process of ignition of fires and burning of fields and mountains .

Duration

3 days (21 hours)

Target Groups

Participants of the FRS who have completed Vocational Training

Training on extinguishing fires on high buildings



Course description

During this course, participants will gain knowledge on fire fighting in high buildings such as: methods and ways of fire development, smoke reading methods, various modes of emergency evacuation, different ventilation modes, ways of using ropes etc..

Expectations from the course

After completing this course the participants will be able to:

- Know the methods and ways of fire development,
- Perform the tie of rope,
- Make emergency evacuations,
- Know how to apply ventilation with pressure in high buildings,
- Know the methods of reading smoke

Duration

4 days (28 hours)

Target Group

Participants of the FRS who have completed Vocational Training

Training on Emergency Management Basics



Course description

During this training the participants will understand the forms of communication and information, the role of the Emergency Operations Center, the center's operators as well as their communication officers in relation to the needs that may arise on the ground.

Expectations from the course

After completing this course the participants will be able to:

- Determine the communication needs, information
- Activate and deactivate EOC and EOC operations,
- Perform the designing of centers,
- Organize EOC and inter-institutional coordination.

Duration

1 week (35 hours)

Target Groups

To be Managers in an of
Emergency Field.

Training on Emergency driving



Course description

During this training, participants will be able to know the physics and dynamics of the firefighting vehicle, the possibilities of manipulating it on turns as they will understand the application of driving a 4x4 vehicle.

Expectations from the course

After completing this course the participants will be able to:

- Know how to make a presentation of the vehicle,
- Know Physics and Dynamics
- Perform tactical (protective) driving with the vehicle.
- Know the Road Traffic Law
- Perform driving of the vehicle on curves
- Performing driving of the 4x4 vehicle
- Know to operate with emergency vehicles

Duration

1 week (35 hours)

Target Group

EMA officials and members of the Fire and Rescue Services who are in charge of driving official vehicles

Management and Center Operations Training



Course description

During this training participants will understand the importance of the Emergency Operations Center, Emergency Management, coordination and communication with involved actors in case.

Expectations from the course

After completing this course the participants will be able to:

- Link the EOC operations to the requirements of the Integrated Emergency Management System (IEMS);
- Describe the role of centers in overall inter-institutional coordination;
- Describe the relationship between EOCs and the structure of Incident Command System (ICS) at the scene;
- Define the needs for personnel, information, systems and equipment;
- Determine whether the existing organization of their centers is appropriate to the effective coordination of emergency operations .
- Determine potential alternative locations suitable for the functioning of the EOC if the primary one is damaged or becomes inoperative; to prepare tests, trainings and exercise plans for critical EOC operations;
- Develop strategy and plan to review the needs for resources and technological needs of the EOC.

Duration

4 days (28 hours)

Target Group

All employees of
Emergency Operations
Centers

Training on the methodology of the research of causes of fires



Course description

During this training the participants will be introduced to the methodology of research of fire causes, the elements that are taken into account during the research, possible risk sources during the research etc..

Expectations from the course

After completing this course the participants will be able to:

- Recognize the dangers that will follow them during the research and investigation of fire causes,
- Demolish burned parts of the building,
- Face dangerous substances that cause the effects to human kind and the environment.

Duration

1 week (28 hours)

Target Group

All employees of
Emergency Operations
Centers who perform the
work of the Operator



Duration

1 week (35 hours)

Course description

During this training participants will be able to understand the requirements and know how to fulfill them in the context of the operationalization of the Emergency Operations Center, understand the form of communication systems and equipment, activation and deactivation of the EOC up to the organization of EOC staff.

Expectations from the course

After completing this course the participants will be able to:

- Assess the environment of EOC
- Understand the jurisdiction of EOC
- Determine whether systems and form of fulfillment with staff are adequate to their needs.
- to define tests, training and exercises necessary for the evaluation of their operations.

Target Group

Emergency Management Officers, Senior Officers, permanent Personnel and the one Official delegated to EOC, and others dealing with this scope.

Integrated Emergency Management System Training



Course description

Through this training, participants will understand the planning and central coordination plan by applying the principles of Emergency Management, and at the same time knowing the role of key stakeholders in this process.

Expectations from the course

After completing this course the participants will be able to:

- Understand the integrated Emergency Management System
- Know his role in relation to the actors involved in Emergency Management
- Know how to behave within the EMS

Duration

1 week (35 hours)

Target Group

Participants that are part of the complex network of people and organizations responsible for dealing with emergencies

Hazardous substances Training



Duration

4 days (28 hours)

Course description

During this training, the firefighters will gain basic knowledge that enables them to be able to protect themselves from potential and irreversible risks and to enable the firefighters that in minor incidents can manage his work successfully on avoiding the risk of hazardous substances for citizens and the environment.

Expectations from the course

After completing this course the participants will be able to:

- Acquire knowledge in the field of fire and rescue
- Knowledge about legislation,
- Know their role, duties and responsibilities
- Familiarize themselves with numbers and signs of hazardous substances inscriptions according local and international standards

Target Group

Fire Rescue Service
Officers

First Aid Course



Duration

1 week (35 hours)

Course description

During this course, participants will be able to apply knowledge about First Aid, the use of equipment from the First Aid Bag, the use of equipment that are not found in the First Aid Bag.

Expectations from the course

After completing this course the participants will be able to:

- Know how to secure the scene in emergency situations as well as after the three-step process (a,b,c),
- Know how to use the equipment from the first aid bag,
- Know how to use equipment that are not inside the first aid bag.

Target Group

Fire Rescue Service
Officers

Training on preservation of traces during extinguishing of fire



Course description

During this training, the participants will be able to understand and preserve the traces during extinguishing of fire, understand the preventive measures to avoid the destruction of evidence and traces.

Expectations from the course

After completing this course the participants will be able to:

- Use tactics and fire fighting techniques by extinguishing fire and
- Maintain traces during the extinguishing of fire..

Duration

3 days (21 hours)

Target Group

Fire Rescue Service
Officers

Basic training for semi-automatic smooth bore rifles



Duration

1 week (35 hours)

Course description

During this training, the participants will understand the legal aspects of the weapons category B6 and C1, first aid, weapons safety, manipulations and firing in safe manner.

Expectations from the course

After completing this course the students (participants) will be able to:

- Understand the legal aspects regarding the authorization and use of weapons from category B5,C1;
- To give the first aid;
- Manipulate with the semi-automatic smooth bore rifle
- Make regular, accurate and safe firing

Target Group

The Forest Guards

Special training for the correctional service (civilian staff)

Duration

1 week (35 hours)

Target Group

Participants should be employed in the Kosovo Correctional Service and have successfully passed the testing and interview process



Course description

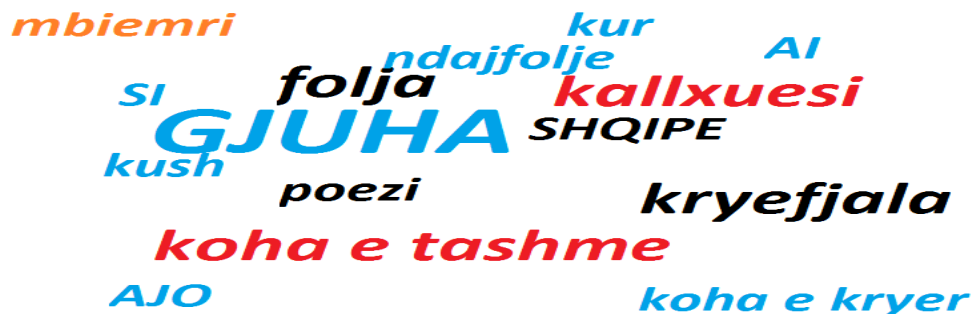
During this training participants will be informed about their ethical behaviors based on respect of the law and regulations in the prison facilities and in contact with the prisoners and to manage the behavior of prisoners in order to improve their success.

Expectations from the course

After completing this course the participants will be able to:

- Perform the obligations and organizational responsibilities for which they are authorized,
- Recognize and respect the law and regulations applicable in prison premises,
- Manage the behavior of prisoners, etc.

Albanian language training - Beginner level



Duration

1 week (35 hours)

Course description

The course is designed to provide students with the basic skills of official language recognition based on the requirements, needs and interfaces of applying official languages in the country with a special emphasis on the Serbian language, knowledge required by the KAPS Official, PSF and ISPs. This training provides access to Serbian language and its application in the country, giving particular emphasis to the application of unified Serbian language and the recognition of the current slanges applied in the country at the initial level. Particular emphasis has been placed on verbal communication by combining general public work procedures of officials in public security, as the general communication. The main subjects are divided into 20 topics. These topics, in accordance with modern teaching techniques, are integrated through internships and registered in practice by Serbian-speaking community officials in the field of public safety.

Expectations from the course

After completing this course the participants will be able to:

- To communicate freely at the level I of the Serbian language,
- Recognize the rules of the initial grammar of Serbian language and their application in communication - with particular emphasis on the differences between applied and unified with the language rules of the Serbian language,
- Assist the participant in his enrichment with Serbian vocabulary - beginner level,
- Provide the participant with the two basic concepts that are: "reading and understanding" and "writing expression" at the basic level,
- Understand the basis of the Serbian language and know the rules of applied language
- Understand the changes in the form of writing and using Latin and Cyrillic scripts (with symbols),

Target Group

PSA members, PSF and
Public Security Officials

English language training - Beginner level



Duration

2 weeks (70 hours)

Course description

The course is designed to provide students with the basic English language skills that are required by the KAPS, PSF and ISP officials. Provides the basis for the recognition of English in written and verbal form with special emphasis on communication. Particular emphasis has been placed on verbal communication by combining the general working procedures of officials in the field of public safety, as general communication. The main subjects are divided into 20 topics. These topics, in accordance with modern teaching techniques, are integrated through a comprehensive program of vocational training and professional standards on foreign language recognition and their application in the practice of officials in the field of public safety.

Expectations from the course

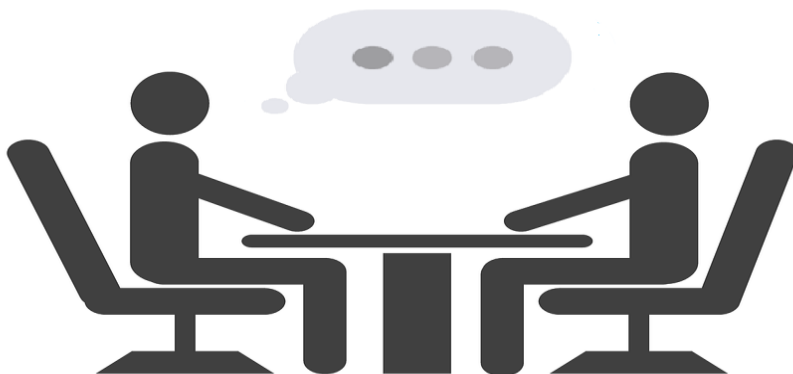
After completing this course the participants will be able to:

- Communicate freely at English language I level,
- To know the rules of the initial grammar of English language and to apply them in communication,
- Assist the participant in his enrichment with the English vocabulary-the beginner level;
- Provide the participant with the two basic concepts that are: "reading and understanding" and "writing expression" at the beginner level
- Understand the basics of English and recognize the rules of the applied language

Target Group

Officials of MIA and ISP

Serbian language training - beginner level



Duration

2 weeks (70 hours)

Course description

This training provides recognition to Serbian language and its application in the country, giving particular emphasis to the application of unified Serbian language and recognition of the current slangs applied in the country at the beginner level. Particular emphasis has been placed on verbal communication by combining general working procedures in public security, as the general communication. The main subjects are divided into 20 topics. These topics, in accordance with modern teaching techniques, are integrated through internships and registered in practice by Serbian-speaking community officials in the field of public safety.

Expectations from the course

After completing this course the participants will be able to:

- To communicate freely at the level I of the Serbian language,
- Recognize the rules of the initial grammar of Serbian language and their application in communication - with particular emphasis on the differences between applied and unified with the language rules of the Serbian language,
- Assist the participant in his enrichment with Serbian vocabulary - beginner level,
- Provide the participant with the two basic concepts that are: "reading and understanding" and "writing expression" at the beginner level,
- Understand the basis of the Serbian language and know the rules of applied language
- Understand the changes in the form of writing and using Latin and Cyrillic scripts (with symbols),

Target Group

PSA members, PSF and
Public Security Officials

Course for Recertification

Duration

3 days (21 hours)



Course description

During this training the participants will be refreshed and tested for safe firing, maintenance of personal equipment and their use in controlling the situation, using clear commands and applying methods of handcuffing and control of delinquents.

Expectations from the course

After completing this course the participants will be able to:

- Possessing the ability to manipulate with shield and the use of long bars in cases of civil unrest,
- Use tactics of self-restraint while dealing with aggressive people,
- Demonstrate their skills during the arrest and transportation of suspicious persons.

Target Group

Kosovo Police;
Correctional Officer;
Customs Officer

Recertification - Arrest and detention



Course description

During this training the participants will refresh the skills required in the implementation of the operational tasks. Here the participants will be tested on defense tactics, rules and procedures of using force, first aid and human rights.

Expectations from the course

After completing this course the participants will be able to:

- Practice basic knowledge of rules and handcuffing procedure,
- Make safe arrest,
- Respect human rights,
- Provide first aid in case of injury.

Duration

3 days (21 hours)

Target Group

Customs Officer / Directory
of Law Enforcement

The recertification training of firefighters



Course description

During this training the firefighter will refresh the skills and knowledge required to enable you to successfully use the fire fighting equipment while extinguishing fires and saving people, property and nature.

Expectations from the course

After completing this course the participants will be able to:

- Knowledge in the field of fire and rescue
- Increase of performance
- Increasing motivation
- Introduction of new standards in the Fire and Rescue
- Strengthening cooperation with other members of the group
- Establishment of managerial work

Duration

1 week (28 hours)

Target Group

Fire and Rescue Service Officers as well as other members who exercise the duty of firefighters and rescuers

Advanced Trainings

Course of Highway Management



Course description

During this course participants will gain general knowledge about the legal basis and the use of equipment for measuring the speed of vehicles in traffic and measuring the amount of alcohol in the body of the driver or persons in different cases, establishing checkpoints in safe way and reading of topographers, identification of speed limitation by means of transport.

Expectations from the course

After completing this course the participants will be able to:

- Place the checkpoints to stop the vehicle in a safe manner
- Makes preparation of the initial report of the incident
- Identifies vehicles that must possess topography
- Understands speed limit for different categories

Duration

1 week (14 hours)

Target Group

Police Officers



Course Traffic Management and Accident Investigation

Duration

4 weeks (140 hours)

Target Group

Police Officers



Course description

At the end of this course officers for managing traffic accidents at the scene and investigating special duties. The previous accident investigation training is reinforced in order to make a similar and professional approach to this area of investigation.

Expectations from the course

After completing this course the participants will be able to:

- Know the role and duty of the police at the crime scene (segregation of duties),
- Apply relevant methods of measuring and mapping the scene,
- Summarize and preserve evidence obtained from the crime scene,
- Possess skills on providing first aid to the injured persons,
- Respect confidentiality and ethical issues,
- Assess the situation at the scene and, if necessary, cooperate with other competent bodies.

Vehicle Driving Course



Course description

During this course participants will be familiar with all the features of the official vehicle and the safe way of driving this vehicle.

Expectations from the course

After completing this course the participants will be able to:

- Have knowledge of the external control of the vehicle
- Be familiar with the driving of this vehicle
- Have knowledge of oil, brake oil, engine control etc.

Duration

1 day (7 hours)

Target Group

Only the Police Officers

Emergency driving course with armored vehicles



Duration

1 week (35 hours)

Target Group

Kosovo Police (members of the close protection) and other staff that are driving very important persons (VIPs)

Course description

During the course participants are trained in practical ways to drive armored vehicles to create new driving skills since they must also drive important officials and even transport dangerous persons.

Expectations from the course

After completing this course the participants will be able to:

- Recognize and understand the features of the armored vehicle,
- They are able to drive safely using the driving skills and all the necessary equipment of the vehicle.

Criminal investigation Advanced Training

Duration

2 weeks (70 hours)

Target Group

Kosovo Police;
(Investigators)



Course description

During this course participants will be familiar with the methods of crime investigation, physical evidence and criminal proceedings in combating this phenomenon. Participants will gain the skills and knowledge necessary to carry out the crime investigation.

Expectations from the course

After completing this course the participants will be able to:

- Conduct crime investigations,
- Know the criminal procedure,
- Identify physical evidence,
- Make investigation on arson,
- Make investigation of corruption as a criminal offense
- Make investigations on the murder etc.

Training on Investigation of Human Trafficking

Duration

1 week (35 hours)

Target Group

Kosovo Police;



Course description

During this course participants will gain knowledge in dealing with the phenomenon of human trafficking, the way of fighting and preventing, the fight against traffickers and the treatment of victims, taking into account the protection of human rights in every aspect.

Expectations from the course

After completing this course the participants will be able to:

- Know what is human trafficking
- Know the purpose of trafficking in human beings
- Know the process of trafficking with human beings
- Know who is the most frequent victim of trafficking in human beings
- Recognize international and local instruments against trafficking in human beings
- Prevent and combat trafficking in human beings
- Protect and assist victims of trafficking

Course on Delinquency of minors



Course description

During this training, participants will be able to recognize the criminal factors of juvenile delinquency in Kosovo, criminal proceedings, measures and penalties, legal office, asocial and criminal behavior of children and youth, juvenile delinquency (criminal aspect) , juvenile delinquency procedures, juvenile delinquency - role of correctional service, juvenile delinquency investigation

Expectations from the course

After completing this course the participants will be able to:

- Investigate juvenile delinquency according to the offense procedure,
- Identify juvenile delinquents as well as the social impact on delinquency,
- Identify criminogenic factors that affect juvenile delinquency,
- Recognize the criminal procedure applicable to juveniles,
- Recognize the rights of juveniles during the criminal proceedings, etc..

Duration

1 week (35 hours)

Target Group

Kosovo Police;

Training on Investigation of Domestic Violence

Duration

1 week (35 hours)

Target Group

(Domestic Violence Unit, Community Unit and Investigators)



Course description

During this training participants will know how to address the historical, social, legal and family law enforcement aspects. This training gives participants the clear definition of domestic violence its impact on the victim and society as well as the country's specific laws and best methods for addressing issues for law enforcement.

Expectations from the course

After completing this course the participants will be able to:

- Understand what domestic violence is,
- Who is the most frequent victim of domestic violence,
- Know their role as a policeman in the community regarding the investigation of domestic violence,
- Identify the possible cause and reasonable suspicion of domestic violence,
- Know how to react to incidents caused by domestic violence,
- Know how to do the interviewing of suspects, victims and witnesses.

The course on drug and narcotics investigation



Course description

During this course the participants will be equipped with the skills and knowledge to implement various methods of drug crime investigations, based on applicable Kosovo legislation

Expectations from the course

After completing this course the participants will be able to:

- Know how drug abuse affects the family and social report,
- Know how to combat this negative phenomenon under applicable law,
- Make the arrest, control, order the seizure according to procedures and laws which are in force,
- Make interviews with drug abusers in the professional manner,
- Identify the types of drugs using different methods of testing in the field.

Duration

2 weeks (70 hours)

Target Group

Kosovo Police;
(Police investigators who work in the field of drug investigation)

Training on Surveillance



Course description

During this training, participants will be equipped with skills and knowledge needed to perform surveillance on foot and by vehicle. This training gives participants a comprehensive overview of the elements that are important in conducting observation as health, legal basis, intelligence service (its function) etc..

Expectations from the course

After completing this course the participants will be able to:

- Know the importance of health during surveillance operation,
- Know the intelligence service and its functioning,
- Professionally compile the observation report,
- Understand the legal basis that relates to the covert and technical measures of surveillance and investigation,
- Know methods and surveillance planning.

Duration

1 week (35 hours)

Target Group

Kosovo Police;
Surveillance Unit

Training on Forensics Unit at the scene

Duration

6 weeks (210 hours)

Target Group

Kosovo Police;



Course description

During this training, participants will gain knowledge about viewing and securing the crime scene, taking fingerprints, evidence collection, compilation and management of the file, etc..

Expectations from the course

After completing this course the participants will be able to:

- View and secure the crime scene,
- Getting the fingerprints,
- Make the collection of evidence,
- Make file compilation and management of the file, etc.

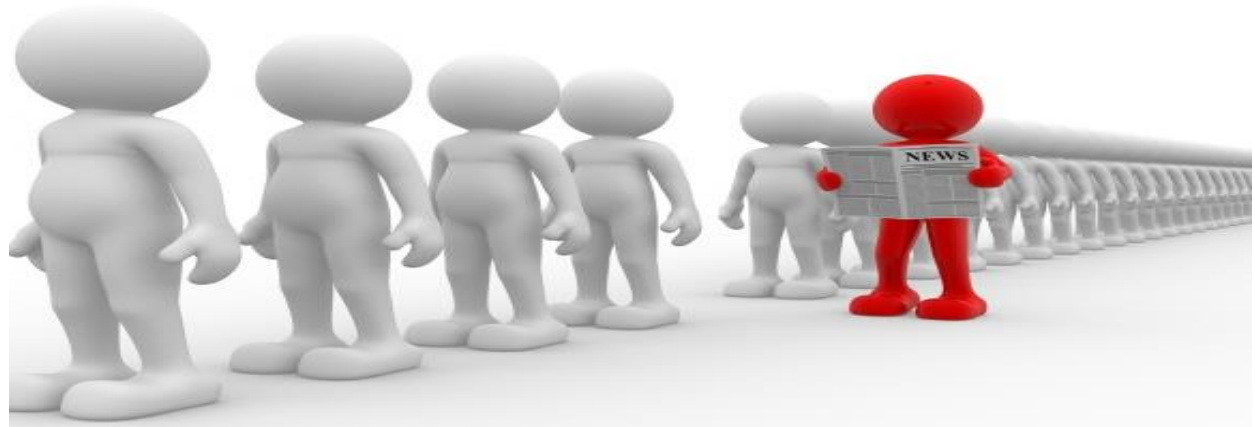
Management of the middle line

Duration

8 weeks (280 hours)

Target Group

KP and PSA
management staff



Course description

During this course participants will be taught about management concepts and will be familiar with the responsibilities of middle management, their role in the organization and the community.

Expectations from the course

After completing this course the participants will be able to:

- Understand the importance of managing inter-personal communication in a contemporary organization,
- make an effective assessment of the way of working performance,
- Increase participants' knowledge and skills about understanding of conflict so it can effectively manage conflict situations,
- Recognize the aspect of planning at the level of managers including concepts, principles and efforts.

Course on Operational Plan



Course description

During this course participants will be familiar with the operations and management of the necessary components of an Operational Plan based on the guidelines of the Kosovo Police, which plan will be unique for all the Kosovo Police. During this time period the participants will be equipped with sufficient skills and abilities to draft an accepted operational plan. At the end of this course, each participant will create an operational plan and at the same time make his presentation in front of the assessment board.

Expectations from the course

After completing this course the participants will be able to:

- Be familiar with each component of the operating plan separately
- Will share experiences from the field with theoretical ones
- Each participant will be able to compile an operational plan, based on the scenarios given to them.

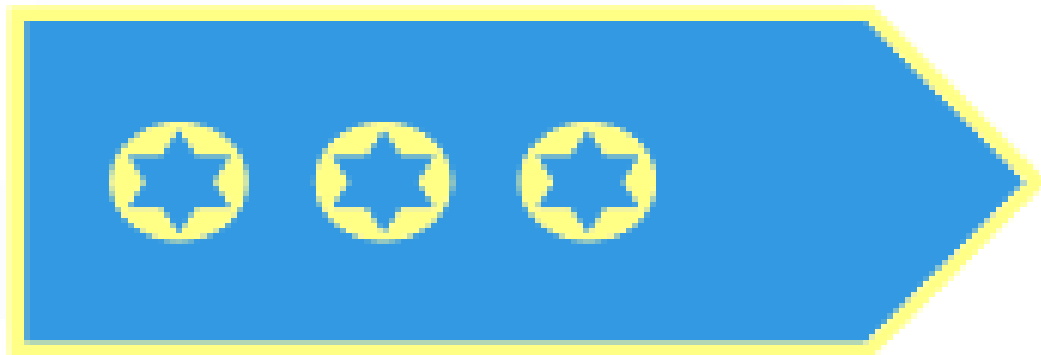
Duration

1 weeks (35 hours)

Target Group

Police officers involved in the drafting of operational plans

Captain Management Course



Duration

9 days (60 hours)

Course description

During this training, will be made the advancement and professionalization of the participants in the performance of their duties on the field. Through this training you will be provided with materials from management and different planning, topics that are necessary for the field as well as different exercises, so the participants who perform this training successfully and will be able to perform their duties properly.

Expectations from the course

After completing this training, participants should be able to work on police work as in:

- Planning,
- Management and
- Many other areas which are necessary for a station commander .

Target Group

Police Officers who have passed grading procedures for the Captain's rank

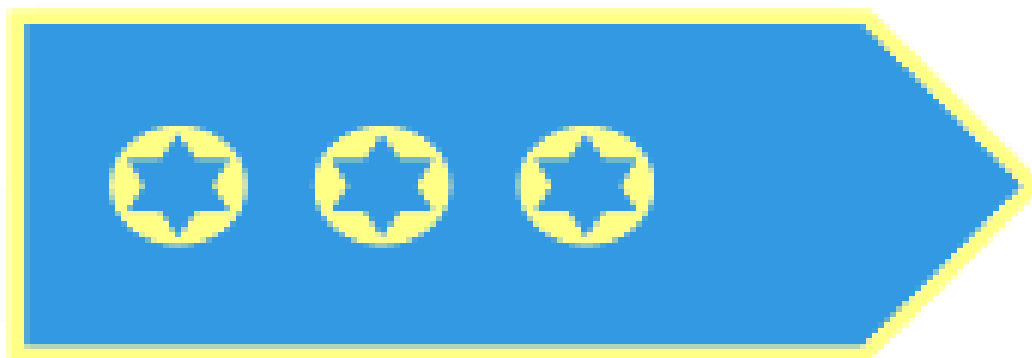
Course for Captain

Duration

3 weeks (105 hours)

Target Group

Police Officers who have passed grading procedures for the Captain's rank



Course description

During this training, will be made the advancement and professionalization of the participants in the performance of their duties on the field. Through this training you will be provided with materials from management and different planning, topics that are necessary for the field as well as different exercises, so the participants who perform this training successfully and will be able to perform their duties properly.

Expectations from the course

After completing this course the participants will be able to:

- To manage successfully with their teams
- To develop interpersonal skills,
- Create projects and manage with them,
- Make researches and write the research report.

Course on Human Rights



Course description

During this course, participants will understand legal issues regarding respect for human rights such as: right to life, democracy, non-discrimination, right to freedom, prohibition of torture, freedom of assembly, freedom of religion and expression, gender, etc. which are related to the daily activities of law enforcement.

Expectations from the course

After completing this course the participants will be able to:

- Know what are human rights,
- Know about non-discrimination as a fundamental element of human rights,
- Know the basic fundamentals of international law, their relationship with the local rights and the concept of state responsibility (in the role of law enforcement as a state agent),
- Understand the importance of protecting the right to life,
- Understand the notion of freedom of movement, the fundamental elements of freedom of movement as a human right and some situations when the right to freedom of movement is restricted to legal bases.

Duration

1 week (35 hours)

Target Group

Police Officers who have passed grading procedures for the Captain's rank

Nonverbal communication and stress management

Duration

4 days (28 hours)

Target Group

Kosovo Police and PSA



Course description

During this training the participants will understand the methods of communication, non-verbal communication, decryption of body language and reading of persons, cultural history and juvenile, attitude and behavior, effective hearing, forms of stress management etc.

Expectations from the course

After completing this course the participants will be able to:

- Understand the regular communication process and its methods,
- Know about non-verbal communication, types of communication, and the interpretation of non-verbal messages,
- Understand the position of body language (body gestures) and be able to decode body language,
- Understand the cultural differences in the use of non-verbal communication,
- Have a point of view regarding the effective listening, etc.

Team creation and Conflict Management



Duration

3 days (21 hours)

Target Group

Kosovo Police

Course description

During this course participants will be informed about the way of creating the team and the form of conflict management that may appear.

Expectations from the course

After completing this course the participants will be able to:

- Understand what the team is.
- Understand how to do conflict management.

Course on border surveillance and use of weapon MP-5 and Ak-47

Duration

5 weeks (175 hours)

Target Group

Kosovo Police who work at the Green Line Border Police



Course description

During this course participants will be familiar with border monitoring, integrated border management, irregular migration, the legal basis that has to do with work at Borders, Vehicle Identification Number, Map reading, using different equipment, practical work and other areas related to the work of the Border Police dealing with the green line and the use of weapons MP-5 and AK-47.

Expectations from the course

After completing this course the participants will be able to:

- Border Surveillance
- Various laws related to the work of the Border Police
- Integrated Border Management
- Irregular migration
- Vehicle Identification Number etc.

Course on Border Control



Duration

5 weeks (105 hours)

Target Group

Kosovo Police who are working at the Border Police Green Line

Course description

During this course, participants will be introduced to various forged documents, integrated border management, irregular migration, the legal basis that has to do with work at Borders, Vehicle Identification Number and other areas having to do with the work of Border Police.

Expectations from the course

After completing this course the participants will be able to:

- Identification of various falsified documents
- Various laws related to the work of the Border Police
- Integrated Border Management
- Irregular migration
- Vehicle Identification Number etc.

Advanced Border Police Course

Duration

3 weeks (105 hours)

Target Group

Kosovo Police who are engaged in the duties of border police, in the unit against trafficking and prostitution and in the Traffic unit



Course description

During this course participants will be informed about the basic provisions of the European Code of Police Ethics regarding the purpose and role of police in democratic society, responsibilities and police rights, general principles for action / intervention in state border including identification, collection and documenting the evidence.

Expectations from the course

After completing this course the participants will be able to:

- Recognize the basic provisions of the European Code of Police Ethics,
- Informed on all types of regular and counterfeit documents,
- Recognize and identify the types of security features (fibers and planshet, security threads, reactive colors, water marks, etc.) from the documents of the Balkan states, Europe, USA and beyond.

Corruption Investigation Training



Course description

This training is held for members of the police and other agencies who are able to react in cases involving corruption and investigation. Participants will be able to identify corruption and corrupted individuals through investigative methods.

Expectations from the course

After completing this course the participants will be able to:

- Know what is corruption
- Know the format of its expression and its classification

Duration

1 week (35 hours)

Target Group

Anti-Corruption Police
Officers

Examining latent fingerprints by means of chemicals

Duration

1 week (35hours)

Target Group

Kosovo Police Officers who are certified in the Basic Forensic Course.



Course description

The fingerprints present a very valuable help to the investigator. They can be used in combination with other evidence, in order to make the interconnection between a certain individual on the one hand and the victim, and the scene on the other side. Finding, documenting, and preserving these evidence is an indispensable skill that the investigator must have

Expectations from the course

After completing this course, participants should be able to implement the duties that provides them an overview of information related to these types of evidence, such as the implementation of the laws of the Republic of Kosovo as a whole in the most professional way during their work in Police. We must keep in mind that "fingerprints are the business card of the suspect".

Migration and smuggling with migrants



Course description

During this course participants will be able to understand legal issues, different police strategies as well as various domestic and international regulations, human rights, controls, and many other things that are needed for a police officers.

Expectations from the course

After the completion of this training, participants should be able to work on police work either in preventing, gathering information and fighting smuggling with migrants, as well as border control and supervision, as well as monitoring the status of migrants in the domain of police affairs.

Duration

1 week (35 hours)

Target Group

Police Officers

Treatment of diplomatic persons



Course description

During this training, participants will gain knowledge on the treatment of diplomatic persons at the border, the purposes and principles of the United Nations Charter regarding equality of sovereignty and the establishment of diplomatic relations and diplomatic missions between states.

Expectations from the course

After completing this course the participants will be able to:

- Know what the diplomats are,
- Possess knowledge of immunity (privileges) of diplomats,
- Know the functional legal basis in Kosovo,
- know how diplomats at the border are treated and what is considered as a customs-related diplomatic incident and procedures in such cases.

Duration

2 days (14 hours)

Target Group

Customs officers exercising control duties at border crossings (customs branches)

Customs procedures with economic impact



Course description

During this training participants will be provided with knowledge on the functioning of customs procedures with economic impact, creation of commercial facilities, enabling economic operators to postpone the payment deadline of the debts covered by the bank guarantee until the release of the goods in free circulation or re-export them.

Expectations from the course

After completing this course the participants will be able to:

- Possess knowledge about the general provisions and general notices on CPEI (customs procedures with economic impact),
- Recognize with the necessary procedures that need to be applied in order to remove goods from the customs warehousing procedure,
- Have knowledge about reports on the suspension of obligations, compensation interest and supportive material of production,
- Know the processing procedure under customs control, the way of functioning, the role and conditions for authorization.

Duration

1 week (35 hours)

Target Group

Customs Officer from all
Customs Offices

Control of Autobots, Trucks, Trailers, Containers - Sealage System



Duration

1 week (35 hours)

Course description

During this training, participants will gain knowledge and control skills at the BCPs. Each participant will understand the importance of control and possible concealment sites that should be identified during the check. The control system and methods of control of tankers, trucks, trailers, containers and sealing systems are necessary to be known and identified for the further work of the controlling-examination officers.

Expectations from the course

After completing this course the participants will be able to:

- Provide advanced knowledge on specialized control of trucks, tankers, autobots, trailers, as well as the sealing process.
- Acquire new knowledge about the cycle, methods and techniques applied for an efficient and effective control.

Target Group

Customs officers who have attended training on controlling VBP and buses

Customs Measures for the Protection of Intellectual Property Rights



Duration

2 days (14 hours)

Course description

During this training, the participants will understand the importance of the protection of intellectual property rights, the forms, access and obligations of the parties in the protection of these rights under the Customs Law and other acts in force.

Expectations from the course

After completing this course the participants will be able to:

- Make control and implement customs measures for the protection of Intellectual property, how, what, when and why.
- Acquire knowledge on the legal bases for action.
- Acquire knowledge on the National and International Strategies for IPR Protection.
- Acquire knowledge on the working relationship between Customs and the Ministry of Trade
- Acquire knowledge on the working relationship between Customs and the Right Holder.
- Acquire knowledge on the costs involved in the protection of intellectual property.
- Know the differences between the original and counterfeit goods.

Target Group

Customs officers

Training on Completion of the Unique Customs Document



Duration

1 day (7 hours)

Target Group

Customs officers

Course description

During this training, participants will be able to complete the unique customs document by applying accurately the principles, valuation methods, code book of figures and the calculation of customs duties.

Expectations from the course

After completing this course the participants will be able to:

- Make the right supplementation to the Single Administrative Document,
- Make the correct application of the principles,
- Make accurate application of assessment methods,
- Make correct application of code book of figures,
- Know how to calculate customs duties,
- Make correct application of the transport and benefits expenses used at different moments and legal basis for any action taken in the case of receiving unique customs document.

Customs valuation of goods



Course description

During this training, participants will apply the set procedures of value of the goods, the costs that must be calculated on the value of the goods and those that need to be discounted.

Expectations from the course

After completing this course the participants will be able to:

- Know how to make the proper implementation of all legal provisions when determining the value of goods for customs purposes, make correct application of parity,
- Know how to determine the costs that can be calculated on the value of goods
- Know how to determine the costs that can be discounted,
- Know conditions that must be met for the inclusion of these costs,
- Make the correct fulfillment of the value statement DV1 as well as they shall know all the actions that will be undertaken while using the assessment methods and their argumentation according to the appropriate legal basis.

Duration

2 days (14 hours)

Target Group

Customs officers

Advanced course in firefighting and rescue



Course description

During this training firefighters will know the correct way to use firefighting equipment and will be able to provide first aid in a fair and correct manner. This module provides participants with knowledge and skills in the field of firefighting equipment and first aid. Firefighters in the future will be able to perform and to undertake job responsibilities, applying the skills and knowledge they have learned during this training.

Expectations from the course

After completing this course the participants will be able to:

- Know possible procedures for the evacuation of persons in emergency cases in a professional manner from different countries,
- Know the importance of the simple tools to extinguish the fire, their role and importance when extinguishing the fire in emergency cases,
- Possess psychic and physical skills.

Duration

8 week (280 hours)

Target Group

Active member of FRS

English language training – intermediate level



Duration

1 week (35 hours)

Course description

The course is designed to provide students with the Basic English language skills required by the PSA, PSF and PSI officers. Provides basics of English language in written form, and with special emphasis on verbal communication. Particular emphasis has been placed on verbal communication by combining general operating procedures of the officials in the field of public safety, as general communication. The main subjects are divided into 20 topics. These topics, in accordance with modern teaching techniques are integrated through a comprehensive program of vocational training and occupational standards, on knowing foreign languages and their application in the practice of the officials in the field of public safety.

Expectations from the course

After completing this course the participants will be able to:

- To know intermediate grammar in conjunction with the language basics in speaking, understanding, expressed in writing
- To know rules of grammar and the application of English in the beginner basics of English language and their application in communication,
- To assist the participant in enriching his/her English vocabulary - the beginner level
- Provide the participant with the two basic concepts that are: "reading and understanding" and "writing expression" at the beginner level
- Understand the basics of English and know the rules of applied language

Target Group

MIA and PSI Officials

Specialized Trainings

Homicide investigation course



Course description

During this training, participants gain knowledge in theoretical and practical aspects relating to methods of homicide investigation, taking traces starting from the crime scene, securing CS, identifying evidences, photographing of evidences, documenting the evidences, proof packaging, etc.

Expectations from the course

After completing this course the participants will be able to:

- Acquire knowledge about the homicide investigation
- Know the new methods used on disclosure of a homicide.

Duration

2 weeks (70 hours)

Target Group

Investigators working in the homicide sector, not excluding investigators working in other sectors.

Specialized Training Interview Techniques

Duration

1 week (35 hours)

Target Group

Customs Officer, KP Officers who work in the investigation field and officers of other units.



Course description

During this training, participants will understand the interview techniques using crime interviewing skills in order on disclosure of the truth, by understanding the possible manipulations of suspects during the interview.

Expectations from the course

After completing this course, participants will be able to demonstrate how to conduct an effective interview, how to plan and prepare for interview, arranging the interview site, interviewing techniques, verbal and non-verbal communication, perceptions, questions that we should have in consideration etc

Training of specialized investigations



Course description

During this course participants will use different methods ranging from the scene, interviewing people, collecting evidences, up to the method of observation of the suspects.

Expectations from the course

After completing this course the participants will be able to:

- Know the criminal investigation proces, especially drug cases,
- Identify the weapon used in the crime,
- Understand the value of the fingerprints and the importance they have in identifying the suspect.
- Know key elements of physical injuries, aggravating factors and methods of investigation of this criminal offense,
- Understand the importance of the investigation report about the missing person, the necessary skills and knowledge required to develop such an investigation, etc.

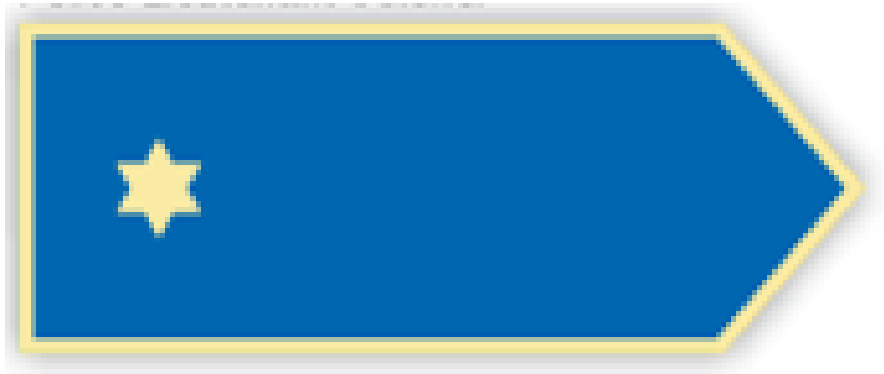
Duration

3 weeks (175 hours)

Target Group

Kosovo Police;

High Level Management Course



Duration

4 weeks (140 hours)

Target Group

KP and PSA
management staff

Course description

During this course participants will practice customized scenarios to the level of positions they have in their organizations. The teaching material focuses on management and leadership areas, major incidents, strategic and alternative thinking, diversity, etc.

Expectations from the course

After completing this course the participants will be able to:

- Manage with major incidents such as explosions, floods etc.
- Manage human and material resources,
- Create projects and manage them,
- Think strategically and alternative way,
- Manage risk assessment, etc.

Specialized Border Police course



Duration

2 weeks (70 hours)

Target Group

Kosovo Police
commanders of border
cross points

Course description

In this course the participants will be familiarized with Integrated Border Management, Border Police Structure, European Union Laws, Dublin Regulation, Management of the scene, Border Surveillance, Schengen Handbook, European Code of Police Ethics etc.

Expectations from the course

After completing this course the participants will be able to:

- Learn about integrated border management,
- Know the structures of the border police,
- Be familiar with the laws of the European Union,
- Be familiar with the Dublin Regulation,
- Know how to manage the scene,
- Do surveillance of the border etc.

The intelligence course



Course description

During this training, participants will gain the skills and knowledge which are required by a member of professional Intelligence Unit.

Expectations from the course

After completing this course the participants will be able to:

- Know what intelligence is,
- Understand the intelligence process,
- Make the collection of information relying on different sources,
- Evaluate information,
- Make analysis of criminal groups using different methods etc.

Duration

1 week (35 hours)

Target Group

Police Officers,
Intelligence sector

Fire Investigation Course and Arson



Duration

3 days (21hours)

Target Group

Participants of FRS who have completed professional and advanced training in Firefighting and Rescue

Course description

During this course, participants will gain knowledge on the process of burning and fire extinguishing, the protection and site scene during the fire investigation by not losing track during firefighting, and implementing preventive measures.

Expectations from the course

After completing this course the participants will be able to:

- Know the process of burning and extinguishing the fire,
- Know how to start fire investigations,
- Protection and site scene,
- Preserve the evidence of arson & explosives,
- Use preventive measures according to standards,
- Use laboratory equipment to investigate the causes of fire.

Specialized training for vehicle, passenger and luggage control



Duration

1 week (35 hours)

Target Group

Customs Officer from all branches and customs sectors

Course description

During this training participants who will work as a controlling officer at the PKK. Each control officer must possess the basic understanding of the control. Although the potential hiding places are identified, they are not entirely known. For further work of controlling, the officers are required to know and identify the control system and methods of vehicle controls, passengers, luggage, and spaces.

Expectations from the course

After completing this course the participants will be able to:

- Know the procedures that should be applied before and during the systematic control of vehicles,
- Have knowledge about the advantages and disadvantages of systematic control approach,
- Identify potential indicators of the existence of smuggled goods in the trunk,
- Implement security procedures related to passenger control.

Specialized Training on Control of Transport Vehicles through Rail



Duration

1 week (35 hours)

Target Group

Customs officers of rank 5 to 7

Course description

During this training, customs officials will be able to deal with advanced techniques controls for transporting vehicles through rail, by applying effective and efficient control techniques.

Expectations from the course

After completing this course the participants will be able to:

- Carry out specialized control of transport vehicles through,
- Apply techniques that shall be implemented for an efficient and effective control.
- Apply effective and efficient control.

Specialized training on bus control



Duration

1 week (35 hours)

Target Group

Customs officers who have completed the training on vehicle, luggage and passenger control

Course description

During this training, customs officials will gain the necessary skills to control the buses and passengers by identifying the possible facilities for smuggling suspicious or prohibited goods.

Expectations from the course

After completing this course the participants will be able to:

- Use advanced methods for controlling buses, passengers, luggage and bus spaces that could be used for smuggling goods.
- Gain new knowledge about the cycle, the way and the techniques applied for efficient and effective control.

Specialized training for admission of documents



Duration

1 week (35 hours)

Target Group

Customs officers of rank 5 to 7

Course description

During this formal customs training they gain specialized knowledge in admission and the techniques of document control that they face while performing official work.

Expectations from the course

After completing this course the participants will be able to:

- Do admission of documents,
- Apply the proper skills in checking the documents

Specialized training for aircraft control



Course description

During this training, customs officials will gain specialized knowledge in aircraft control, identification of concealment sites that are not fully known. The control system and methods of airplane controls are necessary to be known and identified for further work of controller-examiner officers.

Expectations from the course

After completing this course the participants will be able to:

- Provide advanced knowledge of specialized aircraft control, airplane passengers, luggages,
- Gain new knowledge of the cycle, way and techniques applied for efficient and effective control.

Duration

1 week (35 hours)

Target Group

Customs officers who have attended the ABP control training; control of buses and trucks, control transport vehicles through rail

Training First Aid Specialized in emergency response system



Course description

During this course participant will update the knowledge on first aid, use of equipment from the first aid kit, use of equipment not found in the first aid kit.

Expectations from the course

After completing this course the participants will be able to:

- Know how to secure the scene in emergency situations and after the three-step process (a,b,c),
- Know how to use the equipment from the first aid kit,
- Know how to use equipment that is not in the first aid kit.

Duration

1 week (35 hours)

Target Group

Participants must have completed the Basic First Aid



Training for Instructors

Training for Firearms Instructor

Duration

3 weeks (105 hours)

Target Group

Kosovo Police, Kosovo Correctional Service, etc. (who were previously certified for the instructor)



Course description

During this training, participants will gain the necessary knowledge to instruct others on the use of firearms effectively. Training provides theoretical and practical skills in guiding in the ranges. Within this training participants also will use the FATS equipment.

Expectations from the course

After completing this course the participants will be able to:

- Posses skills in the training for participants of gun shooting in different situations and circumstances,
- Train participants in the way how to handle firearms from near and far distance and use shields,
- Know all the firearm characteristics (Glock 9mm), manipulate, dismantle, assemble, clean, and so on.
- Implement the legal provisions regarding the use of firearms.

Course for Instructor of Defense Tactics and Physical Exercises

Duration

12 weeks (420 hours)

Target Group

Police officers



Course description

During this course, participants will gain the knowledge and skills necessary to instruct others in the use of protective techniques and necessary physical exercises.

Expectations from the course

After completing this course the participants will be able to:

- Gain as much as possible knowledge and skills and will be able to independently share their knowledge in the region by leading the recertification training.

Instructor Course of First Aid



Duration

2 weeks (70 hours)

Target Group

Kosovo Police;
Kosovo Customs;
Kosovo Correctional
Service and EMA

Course description

During this course, participants will gain knowledge and skills in providing first aid and necessary instructions to other participants in applying standard techniques to life saving and the use of wound mobilization equipment.

Expectations from the course

After completing this course the participants will be able to:

- Know the role and the duty of the trainer who will train the participants for providing first aid,
- Train participants in the way of providing general medical help to injured persons,
- Train participants in mastering the skills to raise, move, moving and transferring patients safely for his safety.

Instructor Training Program

Duration

5 weeks (28 hours)

Target Group

Kosovo Police and PSA



Course description

Gjatë këtij Programi pjesëmarrësit do të jenë më gjendje për të aplikuar teknikat e mësimit për të rritur, metodat e mësimit, shkathtësitë moderuese, planet trajnuese, qëllimet dhe synimet e trajnimit me shkrim, dizajnimin e mjeteve ndihmëse trajnuese efektive, menaxhimin i ambientit trajnues, trajtimin e situatave problematike, grupet, ndërtimin e grupeve, menaxhimin e konfliktit në grupe, shkaktarët e konfliktit, etj.

Expectations from the course

After completing this course the participants will be able to:

- Know the conflict and the methods used to resolve the conflict, which is a daily part of the work in general,
- Understand the principles of adult learning,
- Understand the basic management skills that are necessary for all effective instructors,
- Have the necessary skill to design and implement the training goal and objectives.
- Understand the importance of a well-compiled learning plan and the way of its compilation
- Have a point of view regarding the effective listening, etc.

The primary instructor of field exercises



Course description

The Primary Field Training Officer may have a variety of tasks. Usually, he is responsible for training at the station, including co-ordination with other station instructors. In general, he develops FTO training in classrooms, at stations for newly graduated KP officers. In addition, under the KP Coordinator's station level instructions; he can supervise all forms submitted by the FTO.

Expectations from the course

After completing this course the participants will be able to:

- Be familiar with the role of the team and the team leaders while performing daily police tasks
- Familiar with the differences teaching children and adults and with various forms to be applied in practice during the work with cadets,
- Understand the importance of the action plan and its implementation in order to develop the cadet skills,
- Understand regular communication process and its methods,
- Know about non-verbal communication, types of communication, and the interpretation of non-verbal messages,

Duration

1 week (35hours)

Target Group

Kosovo police, who will supervise training field instructor in the evaluation of new police

Instructor of field exercises

Duration

2 weeks (70 orë)

Target Group

Kosovo police who will supervise the field training of new police officers



Course description

This course is designed to develop the officer's skills in order to train and develop new recruits in the field. The Field Training Officer (FTO) usually works under the command of Station Commander, KP Coordinator and Primary Field Training Officer. The FTO's role is to support and supervise, they should guide KP officers who have graduated from KAPS (Kosovo Academy for Public Safety) helping them deal with a variety of situations. The level of guidance required will depend on the ability of newly graduated officers and the nature of the incident.

Expectations from the course

After completing this course the participants will be able to:

- Understand the regular communication process and its methods,
- Be familiar with the role of the team and team leaders in the performance of daily police tasks,
- Be familiar with the differences teaching children and adults and with various forms to be applied in practice during the work with cadets,
- understand the importance of the action plan and its implementation in order to develop the cadet skills,
- Understand the regular communication process and its methods.

Training Trainer for field program implementation



Duration

2 weeks (70 hours)

Target Group

Kosovo police who will supervise the field training of new police officers

Course description

This course is designed to develop the officer's skills in order to train and develop new recruits in the field. The trainer usually works under the command of the Station Commander, the KP Coordinator, and Trainer for Trainer for field program. Its role is to support and supervise the cadet who is attending vocational training in KAPS (Kosovo Academy for Public Safety) by helping them to deal with various situations.

Expectations from the course

After completing this course the participants will be able to:

- Understand the regular communication process and its methods,
- Be familiar with the role of the team and team leader in the performance of daily police tasks
- Be familiar with the differences teaching children and adults and with various forms to be applied in practice during the work with cadets
- understand the importance of the action plan and its implementation in order to develop the cadet skills,
- Understand the regular communication process and its methods.

Training trainer of trainers for the implementation of the Field Program



Duration

1 week (35 hours)

Target Group

Kosovo police who will supervise the trainers of field program

Course description

This training enables the creation of supervisory capacities for field trainers. These participants take responsibility for station training, including co-ordination with other station instructors. In addition, under the KP Coordinator's instructions at the station level, he can supervise all forms that set by the operational plan.

Expectations from the course

After completing this course the participants will be able to:

- Be familiar with the role of the team and team leader in the performance of daily police tasks
- Be familiar with the differences teaching children and adults and with various forms to be applied in practice during the work with cadets
- Understand the importance of the action plan and its implementation in order to develop the cadet skills,
- Understand the regular communication process and its methods
- Know about non-verbal communication, types of communication, and the interpretation of non-verbal messages,

Training for inspector in the field of prevention from ND and OD



Course description

During this course, participants will learn to update the knowledge of inspections of the various objects according to risk, the drafting of the minutes and the imposition of fines.

Expectations from the course

After completing this course the participants will be able to:

- Control the facilities of different areas according to risk,
- Draft the minutes after each inspection,
- Know how to evaluate the documentation related to approvals of the documentation and the location,
- Know how to precede the case to court.

Duration

2 weeks (70 hours)

Target Group

Participants must have a work contract to perform the inspector's duties

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