

## For more information:

IALEP  
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*The Law Enforcement Planner's Course is an intensive and highly interactive, one week workshop designed to give law enforcement personnel the tools they need to tackle complex projects.*

*Limited to 30 students, this Course is intended for sworn and non-sworn employees at all levels of experience who are employed in a planning, research, and evaluation capacity/function.*

*Past attendees include law enforcement planners, Chiefs of Police, researchers, crime analysts, administrators, university professors, supervisors, students, and managers.*

### Course Instructors:

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## Law Enforcement Planner's Course

[www.ialep.org](http://www.ialep.org)

## Areas of Instruction Include:

### Workload-Based Patrol Allocation and Scheduling

- Measure patrol workload
- Determine beat design
- Identify optimal shifts & schedules
- Quantify relief factors
- Set minimum staffing levels by hour of day and day of week
- Effective allocation of officer time according to service goals/priorities

### Implementing Agency-Wide Community Policing

- Applying community policing agency-wide and not just as a special unit
- Developing training & evaluation standards

### Strategic Business Planning

- Facilitate the decision-making process of management
- Data gathering and analysis
- Identify external factors and forces of community change
- Assess present and future needs for public safety & crime control

### Applying Risk Management

- Identifying and quantifying risk
- Minimizing impacts of risk and loss
- Predicting and managing risk

### Public Surveys

- Designing and implementing surveys
- Evaluating data obtained
- Exploring different surveying methods

### Program Evaluation & Performance Measurement

- Defining clear, specific, and measurable program goals and performance indicators
- Research design and data sampling methods
- Assessing hard & soft cost implications
- Evaluating objective and subjective outputs versus outcomes
- Case examples

### Tactical, Strategic, & Administrative Crime Analysis

- Collecting/collating/analyzing crime data
- Creating tools (trends, charts, bulletins, maps, graphs, etc.) to get information to officers, government, and the public
- Identifying intervention techniques
- Applying new technology in gathering and manipulating crime information

### Crime Prevention Through Environmental Design (CPTED)

- Control crime, behavior, and access
- Designing crime out of buildings/places
- Encourage natural surveillance
- Apply technical standards (lighting, landscaping, signage, etc.) to new and existing developments and properties

### Requests for Proposals

- Preparing written specifications
- Ensuring a level playing field
- Evaluating vendor proposals

### Accreditation

- Applying standards in police service delivery
- Preparing for operational audits
- Application of the CALEA accreditation process

### Capital Facilities Planning

- Creating a strong business case for new or renovated police facilities
- Assessing physical space needs
- Conducting comparative analyses
- Project design/budgeting/construction

### Information Technology Planning

- Automation needs assessments
- Developing long term plans for technology and information systems

### Risk Management

- Identifying all applicable risks
- Strategies to mitigate risk
- Conducting risk assessments

### Writing Policy Manuals

- Understanding the need for written policies, and drafting and presenting them
- Preparing documentation to meet prevailing standards
- Formatting and publishing information for optimal accessibility

### Project Management Principles

- Project Manager's role
- Skills and tools to be utilized
- PERT and GANTT charts
- Developing successful projects

### Plus!

- Contemporary applications addressing the economics of policing
- Community mobilization and citizen engagement strategies
- Developing place-based crime control plans
- Asset planning