



Executive Protection and VIP Security Management Course: Advance Work, Events and Travel

10 – 21 January 2027

Riyadh - KAFD district five-star



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Introduction:

Executive protection and VIP security management, with advance work, events and travel, is the subject of this 10-day course for corporate security, protection detail, protocol and event security managers, who build a Principal Protection Plan and Advance Report for a principal attending a multi-venue event. Principals are most exposed when itineraries leak, venues are surveyed late and hosts, drivers and venue staff work from different plans. Nominees already lead or coordinate protection for executives or senior guests, and teaching is by timed simulation on itineraries, venues and route disruptions. CoreConcept Training Center delivers this executive protection course.

Course Objectives:

- Build a principal profile and run a protective intelligence cycle that screens concerning communications and online exposure
- Grade the threat to a principal and set a proportionate protection level, detail size and shift roster
- Conduct advance surveys of venues, hotels, residences and routes and record the findings in a structured advance report
- Plan principal movements at conferences, celebrations and on journeys, including motorcade formation and protocol office coordination
- Prepare medical, evacuation and safe haven contingencies and direct the detail through a clear command and radio net
- Control information exposure, insider risk and legal limits of protective work, and review each assignment through after-action review

Target Audience:

- Managers who run corporate security functions responsible for senior executives and their families
 - Leads who command protection details assigned to principals, board members or visiting dignitaries
 - Protocol and guest relations managers who host delegations and coordinate their security arrangements
 - Event security managers accountable for principals at conferences, ceremonies and celebrations
 - Family office and executive office managers who oversee household staff, travel and residence security
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Course Outline:

Day 1: Principal Protection Concept and Protective Intelligence

- Principal Protection Concept and Concentric Protective Rings Explained
- Principal Profile Pack Covering Routines, Exposure and Associates
- Protective Intelligence Cycle for Collection, Analysis and Dissemination
- Open-Source Monitoring of the Principal's Digital Footprint
- Concerning Communications Log and Fixated Person Screening Procedure

Day 2: Threat Grading and Risk Assessment for a Principal

- Principal Threat Matrix Rating Intent, Capability and Opportunity
- Approach Behaviour Indicators and Warning Behaviour Patterns Review
- Principal Vulnerability Review Across Home, Office and Journeys
- Protection Level Grading and Proportionate Detail Sizing Method
- Threat Briefing Note for the Principal and Family Office

Day 3: Protection Detail Structure and Advance Work Method

- Protection Detail Roles of Detail Leader, Advance and Escort
- Shift Rotation Roster and Fatigue Limits for Protection Officers
- Advance Survey Checklist for Venues, Hotels and Meeting Rooms
- Hotel Advance Covering Floor Selection, Room Sweep and Staff Liaison
- Advance Report Template With Arrival, Holding Room and Departure Points

Day 4: Routes, Residences and Protection Planning Tools

- Primary and Alternate Route Survey With Choke Point Mapping
- Residence Security Review of Perimeter, Safe Room and Household
- Executive Office Arrangements for Visitor Screening and Mail Handling
- Movement Plan Timeline Linking Venues, Vehicles and Contacts
- Digital Mapping Tools and Secure Itinerary Sharing Controls

Day 5: Guided Case Study on Threat Picture and Advance Planning

- Case Principal Briefing With Itinerary and Concerning Contacts
 - Case Threat Matrix and Protection Level Decision Defence
 - Case Venue and Hotel Advance Survey Findings Review
 - Case Route Selection With Alternate and Hospital Routes
 - Week-One Advance Report Draft Peer Challenge and Revision
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Day 6: Protecting Principals at Conferences, Ceremonies and Celebrations

- Event Protection Plan for Conferences, Ceremonies and Celebrations
- Stage, Podium and Holding Room Positioning for the Principal
- Accreditation Zones, Credential Colours and Inner Cordon Access
- Crowd Interface Plan for Rope Lines, Greetings and Media Pens
- Protocol Office Coordination on Arrival Sequence and Seating Sensitivities

Day 7: Travel, Motorcade and Emergency Contingency Planning

- Travel Security Plan for Flights, Airports and Private Terminals
- Motorcade Formation of Lead, Principal and Follow Vehicles
- Medical Contingency Plan With Trauma Kit and Hospital Mapping
- Evacuation Decision Tree and Safe Haven Designation Along Routes
- Lost Principal, Medical Collapse and Hostile Approach Contingency Cards

Day 8: Command, Communications and Liaison With Partner Organisations

- Protection Command Structure and Detail Leader Decision Authority
- Radio Net Plan, Call Signs and Duress Code Discipline
- Liaison Arrangements With Venue Security and Local Police Units
- Joint Briefing Pack for Drivers, Hosts and Event Stewards
- Principal and Family Conversation on Security Expectations

Day 9: Information Exposure, Insider Risk, Legal Limits and After-Action Review

- Cyber Hygiene Plan for Principal and Family Devices
- Social Media Exposure Controls and Location Data Discipline
- Household and Staff Vetting With Insider Threat Indicators
- Legal and Ethical Boundaries on Force, Privacy and Detention
- After-Action Review Method and Protection Performance Indicators

Day 10: Capstone Simulation on a Multi-Venue Principal Protection Plan

- Multi-Venue Scenario Briefing With Principal Itinerary and Injects
 - Capstone Threat Matrix and Protection Level Justification
 - Capstone Advance Report for Hotel, Conference and Gala Venues
 - Capstone Motorcade and Evacuation Annex Under Simulated Disruption
 - Principal Protection Plan and Advance Report Completion and Presentation
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Skills You Will Gain:

- Protective Intelligence Analysis
- Principal Threat Grading
- Advance Survey Technique
- Route and Residence Assessment
- Event Protection Planning
- Motorcade and Travel Coordination
- Protection Detail Command
- Insider and Information Exposure Control

Why Attend This Course:

- Deliver a Principal Protection Plan and Advance Report for a multi-venue event to the head of security and the principal's office
- Decide the protection level, detail size and route choices a principal needs for each venue and journey
- Avoid leaked itineraries, late venue surveys and uncoordinated hosts that leave a principal exposed at arrivals and departures
- Brief detail members, drivers and protocol colleagues using the advance checklist, radio net plan and contingency cards

Conclusion:

Back at work, the participant presents the Principal Protection Plan and Advance Report to the head of security, the principal's office and the protocol team, who use it to approve the protection level, detail roster, venue arrangements, routes and contingency annexes before the next high-profile assignment. Drivers, hosts and venue security receive the joint briefing pack. After the first assignment run under the plan, the detail should hold an after-action review, compare the protection performance indicators with expectations, and update the threat matrix, advance checklists and contingency cards.

Frequently Asked Questions FAQ:

What should participants know before an executive protection and VIP security management course?

Participants should already lead, coordinate or oversee protection for executives, families or senior guests. No tactical or firearms background is needed or taught. Anonymised itineraries, venue plans or incident summaries from their organisation help during the simulations.

How does this executive protection and VIP security management course differ from facility security or protocol courses?

It centres on the principal as a moving person: protective intelligence, threat grading, advance work, event, travel and motorcade planning, and detail command. Site guarding, ceremonial precedence and crowd capacity planning appear only as interfaces the protection detail coordinates with.

Why is advance work central to executive protection and VIP security?

Advance work finds problems before the principal arrives. Surveying venues, hotels and routes in advance sets arrival and departure points, holding rooms, hospital routes and safe havens, so the detail reacts to events with a rehearsed plan rather than improvising.

What do participants take back from the executive protection and VIP security management course?

Participants return with a Principal Protection Plan and Advance Report for a multi-venue event, including a threat matrix, protection level, detail roster, venue and route surveys, motorcade and evacuation annexes and contingency cards, ready to adapt to their own principal.
