



GULF COAST HIGH INTENSITY DRUG TRAFFICKING AREA

TRAINING ALERT

Informant management

WHEN : 2 November, 2011
Class times: 0800 – 1700

WHERE : Hinds Community College Off Campus Facility
1060 Commercial Park Drive
Pearl, MS 39208

COSPONSOR : Gulf Coast HIDTA

DESCRIPTION: A one-day training seminar that will provide the skills and knowledge to develop, supervise and manage the use of informants in all aspects of drug and criminal investigations.

Informants can be a direct line to the criminal underworld to provide the investigator with up-to-date intelligence or the information to solve current or ongoing crime problems.

Improper informant procedures or policies can lead to compromising an investigation, civil liability or even the possibility of injury or death to Police and Civilians alike.

INSTRUCTORS : Bill Wagner

ENROLLMENT : There is no registration fee for this course.

ATTENDANCE: open to Federal, State, and Local Law Enforcement Personnel, Criminal Intelligence Analysts, Investigators, Investigator Assistants, Counterdrug Operation Supervisors at all Levels and Military Personnel - both Active and Reserve.

CONTACT : Please fax the attached enrollment form to 601-933-9042. Go to web site <http://training.gchidta.org> or call 601-933-9431 for a course enrollment form.

THIS FORM WILL BE FAXED TO YOU AS CONFIRMATION OF YOUR ENROLLMENT STATUS



GULF COAST HIGH INTENSITY DRUG TRAFFICKING AREA TRAINING PROGRAM

Hinds Comm. College Off Campus Facility--Informant Management
1060 Commercial Park Drive 2 November, 2011 08:00-17:00
Pearl, MS 39208 (Fax to Training Coordinator 601-933-9042)

GC HIDTA Training Unit Use Only	
Your request has been:	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Denied (class is full)
<input type="checkbox"/>	Denied (agency cap met)

STUDENT INFORMATION:						
Title (Mr. Ms. Mrs.)			Rank (or Job Title)			
First Name		Middle Initial		Last Name		
Date of Birth-MM/DD/YYYY		Last 4 digits of Social Security Number		HIDTA Initiative Member	Arrest Powers	
				Yes No	Yes No	
Email Address						
JOB MAILING ADDRESS (Please spell out):			CONTACT NUMBERS: MUST INCLUDE FAX			
Agency Name: _____			Voice Phone:			
Address: _____			() _____ -- _____ ext _____			
City: _____ ST: _____ ZIP: _____			Fax Phone:			
			() _____ -- _____ ext _____			
			Other Phone: () _____ -- _____			
HIDTA NAME:						
INITIATIVE NAME :						
PARENT AGENCY NAME:				(Ex: Federal Bureau of Investigation, Miami Beach Police Department, etc.)		
(What agency signs your check? Please spell out)						
YOUR PARENT AGENCY IS:		Federal	State	Local	Military	Other

APPROVAL

APPROVED BY (Please print clearly):		SUPERVISOR'S SIGNATURE:	
First Name	Last Name		
SUPERVISOR'S MAILING ADDRESS:		CONTACT NUMBERS:	
Agency Name: _____		Voice Phone:	
Address: _____		() _____ -- _____ ext _____	
City: _____ ST: _____ ZIP: _____		Fax Phone:	
		() _____ -- _____ ext _____	
		Other Phone: () _____ -- _____	

THIS FORM WILL BE FAXED TO YOU AS CONFIRMATION OF YOUR ENROLLMENT STATUS
GULF COAST HIDTA

ON-LINE REGISTRATION INSTRUCTIONS

On-line registration requirements:

1. A valid e-mail address which will be used to provide confirmation of enrollment or other important information for your enrollment. Future correspondence will be sent using this e-mail address.
2. Internet Access
3. You must be employed with a Law Enforcement agency or be member of the military.

NOTE: If one individual or agency enters on-line registrations for multiple students, the confirmation(s) will be returned to the e-mail address entered during the on-line registration. The record created for a new student will contain all the data used in the on-line registration, including the email address used when registering online.

The confirmation of enrollment will NOT contain a name. You may want to consider using the student's email address so they will receive the confirmation notice. Also the confirmation e-mail may not be immediately returned. It may take several days to receive a confirmation.

Enrollment for the Gulf Coast HIDTA course may be completed on-line by following these instructions.

Register on-line at <https://74.120.45.66>

INSTRUCTIONS FOR ACCESS:

When you attempt to access this site, you will receive the error message **'There is a problem with this website's security certificate'**. Please select the option to **'Continue to this website'**.

You will receive a log-on screen asking for a Username and Password. Enter the word **'Class'** (without the quotation marks) in both fields. (Username and Password are case sensitive so be sure the C is uppercase but the rest is lower case). Do not attempt to change the 'GROUP' field.

Select **'Online Registration'**, then select **'Gulf Coast HIDTA'** to view a list of courses being offered for on-line registration. Be sure to select the appropriate Course Name and corresponding date that you are registering for. (The same course may be offered in different locations and on different dates.)

If you do not see the specific course that you are wanting to register for, it may be that this particular course is not offering on-line registration. If the course is listed on our web-site (<http://training.gchidta.org>) but not on the On-Line Registration site, you must register for that class by completing the registration form and faxing the form to (601) 933-9042, or by e-mailing completed form to training@gchidta.org.

Once the correct course has been selected, fill in the Application and select **'Complete Registration'** which will forward your registration request to Gulf Coast HIDTA. You will automatically be furnished an Application Number which you must retain in the event you must cancel or withdraw from this course.

You are NOT enrolled until you receive an e-mail confirming that you are ENROLLED. Be sure to register from a valid e-mail address that you want associated with your HIDTA information, preferably a departmental e-mail address or one that you want permanently stored with you HIDTA record.

On-line registration is a new process we are implementing to help improve the enrollment process. Please feel free to furnish you comments and/or suggestions on this process.

If you have any questions during your enrollment process, please contact the Gulf Coast HIDTA Training Office by telephone (601) 933-9431 or via e-mail (training@gchidta.org).