

# AETAP Certification Threat Management Organizations



AETAP is a European association for threat management experts, certified experts, institutions and enterprises. The European quality standards were drawn up in accordance with the Canadian, the US American, and the Asian-Australian associations and are acknowledged on an international level. The detailed certification requirements are listed in the document "Certification of European Individual Professionals and Organizations in Threat Assessment and Management."

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## Course of the certification

- 1) Submission of all necessary documents to a chosen audit group
  - 2) Examination of the documents by the audit group
  - 3) Interview and possible ascertainties and required late submissions
  - 4) Examination of results by the audit group
  - 5) Presentation of certificate
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## Certification fees

Category enterprises:

1) Small charitable organizations	(<20 staff)
Certification fee for AETAP	Euro 750
Certification fee for audit group	Euro 3.300
2) Small and medium sized organizations	(<250 staff)
Certification fee for AETAP	Euro 2.500
Certification fee for audit group	Euro 3.300
3) Big organizations	(>249 staff)
Certification fee for AETAP	Euro 7.500
Certification fee for audit group	Euro 3.300

The fees include the complete certification process and will be invoiced directly by AETAP. After successful approval (examination of submitted documents) a certification agreement will be delivered for signature, which describes the certification process and the payment terms.

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## License criteria

A license for the certification process requires the submission of the following documents:

### Name and description of every member of the current TAM team

- Name, position in the organization (e.g. HR, social institutions, security)
- How long has the TAM been a member of the organization?

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- Which tasks/duties does the member of the TAM team fulfill?
- How many and which kind of cases (e.g. violence threats, stalking) has the member worked on? Please list three short anonymous case vignettes on which the participation of the TAM member is clearly shown on exact cases.
- Are there any other relevant activities that the TAM has been involved in (e.g. concept development, publications)?
- Which TAM trainings/seminars following International TAM quality standards were visited (title and location of the event/speaker's name/content/participation certificate)?
- Confirmation of the organization that this specific TAM member has never been convicted

## Written submission of the development of the TAM

- Chronological description of the beginning and development of the TAM process: When was TAM founded? Has TAM been operating for at least one year? By whom? Was there a reason for the founding? What steps were used to build up TAM? Was the TAM team consulted and trained during the setup? If so, by which experts? What were the difficulties? What were the success factors? What is the situation today?

## Internal manual/process description for TAM

- How are the development, structure, and course of action for TAM documented so that in case of a change in personnel on the team, the new member will know how to continue? Which forms of threatening and problematic behavior are seen as relevant for TAM and how will these be worked out? Please submit relevant documents.

## Management commitment

- Written documentation of the organization's leadership

## Internal awareness

- Presentation of which communication channels TAM uses to make the ongoing process known.
- Submission of relevant documentation such as Intranet entries

## Internal documentation of the TAM cases

- Submission of internal copies for documentation
- How is it guaranteed that current case-relevant information and evaluations are added to the documents?
- How is the question of data protection/confidentiality of personal data guaranteed?

## Case evaluation, threat analysis, and case management

- Which screening instruments will be used, e.g. JACA model, protection factor model from Calhoun & Weston? Presentation of the particular screening instruments, their expertise backgrounds, and their use in the organization by means of tangible anonymous case analysis

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- Which structured instruments will be implemented? For example, WAVR-21, DyRiAS, Stalking Risk Profile, SAM. Presentation of each of the instruments, their backgrounds, their use in the organization by means of exact anonymous case analysis
- Which case management strategies will be implemented? Present case management strategies by means of exact anonymous examples
- How are the TAM members, the risk analyses, and the case management performances qualified for these tasks?
- Is there an internal or external TAM expert, whose expertise criterion fulfills the AETAP quality standards and can consult the organization if necessary, e.g. in case work?

## **Guarantee of current expertise**

- Membership in relevant TAM association
- Visits to conferences and seminars relevant to TAM
- Literature of expert publications relevant to TAM

## **External and internal network partners of TAM**

- Internal network partners: name, position/role of TAM for the internal TAM network partner (people in the organization who work outside of the TAM team, e.g. communication) Have they assisted on specific TAM activities or cases? If yes, please describe these activities/cases.
- External network partners: name, position/role of TAM for the external TAM network partner (e.g. police, psychiatrists, or social institutions) Have they assisted on specific TAM activities or cases? If yes, please describe these activities/cases.