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## **Training and Onboarding Plan**

#### Iecusoft<sup>™</sup> Training and Onboarding Plan Federal Mission Familiarity, Trauma-Informed Readiness, and Rapid Role Competence

lecusoft<sup>™</sup> delivers comprehensive training and onboarding protocols designed to meet and exceed federal compliance, safety, and mission-readiness standards. As a Service-Disabled Veteran-Owned Small Business (SDVOSB) and Tribal Economic Development Partner, we recognize that effective onboarding is not a formality—it's a mission-critical gateway to operational integrity, federal alignment, and long-term veteran healing. Our training protocols are built to deliver immediate role competency, real-time audit visibility, and trauma-informed care at every level.

### **Initial Onboarding Protocols**

All new hires undergo a **multi-stage onboarding process** within the first 10 business days of award:

Module		Description	
Contract-Specific Orientation		Mission scope, VA agency expectations, compliance rules, CO engagement, and federal decorum.	
Security Readiness Training		Federal physical access protocols, NIST 800-171 data handling, CMMC 2.0 cyber hygiene, and facility safety SOPs.	
Code of Conduct & Ethics		Federal ethics, no-retaliation clauses, anti-harassment policies, and clear reporting hierarchy.	
Emergency Response & Reporting		Role-based responsibilities in incident command, escalation protocols, VA-specific trauma responses.	
Workforce App Setup		All staff are issued access credentials to our proprietary <b>Iecusoft<sup>TM</sup> Guard App</b> , enabling shift tracking, SOP checklists, incident logging, and two-way secure communication.	
127 West Berry Street	✓ CAGE Code:	8K8S7 ✓ Licensed Armed Security Agency (Indiana: SG22400020)	
Suite LL:03 Fort Wayne IN 46802	✓ UEI: DC5CJM5	5A5EM6 ✓ OST Tribal Security License: WLCC-ASG-00001	
	✓ SDVOSB Verified	on SAM.gov ✓ Trusted by: NASA, DOJ, CBP, VA, FEMA	



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## **Ongoing Training and Federal Certifications**

We do not stop at Day One. lecusoft<sup>™</sup> embeds a **recurring training cycle** across all federal contracts, designed for workforce resilience, role sustainability, and compliance readiness:

Frequency	Training Topic	Delivery Mode
Monthly	Contract Refreshers, Post Updates, System Changes	Digital modules + On-Site Briefings
Quarterly	Supervisor-Led Coaching, CALM Conversations (trauma-informed communication)	Small Group In-Person
Annual	Full Compliance Re-Certification, Role Simulation, Emergency Drills	Online + Live Practicals

Each training cycle concludes with electronic certification, auto-audited via our AI engine, and attached to the individual's personnel file.

## Embedded Partnerships & Trauma-Informed Credentialing

Our training system is strengthened through strategic alliances with the following institutions and federal veteran initiatives:

- **TAP (Transition Assistance Program)** We work directly with TAP to onboard separating service members into secure employment pipelines.
- **INVets & Indiana Department of Veterans Affairs (IDVA)** Partnered to build role transition plans for Indiana veterans into federal guard positions.
- VA Whole Health Initiative Integrated into our training briefings for guards stationed at VA facilities.

#### Trauma-Informed National Certifications:

All lecusoft<sup>™</sup> guards and site supervisors are certified in the following evidence-based, federally respected training programs:



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- **CALM Conversations (VA + Bowen Center)** Required quarterly for all team leads to maintain emotional de-escalation readiness.
- **QPR (Question, Persuade, Refer)** Suicide prevention training by Bowen Health certified trainers.
- **ASIST (Applied Suicide Intervention Skills Training)** Annual certification for all staff, reinforcing veteran crisis response preparedness.
- SAVE (Suicide Awareness for Everyone) VA-issued training mandatory for all federal-facing staff.

This is not box-checking. This is **mission-based prevention**. Every certification is integrated into our personnel files, uploaded into our ERP system, and **visible to COs** at any time.

## Iecusoft<sup>™</sup> Guard App: Command and Control at the Fingertips

Our proprietary **lecusoft™ Guard App**—developed in-house—is installed on each team member's device and offers the following:

- Daily SOP checklists and time-stamped duty logs
- Live incident reporting with photo/video upload
- Geofencing for on-post compliance
- In-app access to Code of Conduct, escalation protocols, and contract-specific documents
- Push alerts for policy changes, command-level announcements, or federal compliance updates

The system ensures that **every guard action is logged, validated, and exportable**, ready for inspection or audit.

## CO Visibility and Audit Trail

Contracting Officers receive read-only dashboard access to our full training logs,

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- Time-stamped onboarding modules per individual
- Certification records for SAVE, ASIST, QPR, CALM
- Guard App activity logs
- Drill participation records
- Incident response histories

This ensures complete transparency and **100% audit readiness**.

#### Summary

At lecusoft<sup>™</sup>, training is the foundation of performance, ethics, and federal trust. Our onboarding and continuing education structure is not only PMBOK-aligned—it is **designed for human readiness, federal compliance, and veteran dignity**. We train to serve, protect, and uplift—because every post we fill is more than a contract: it is a federal mission.

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