



TRAINING PLAN SAMPLE



The skillsets are perishable so having frequent training is highly recommended. Here is a sample bi-monthly training plan that focuses on sections of the curriculum you've learned at the NHGA. Help your team learn and grow by rotating the lead person and supporting them to plan for and throughout the training session.

MONTH	TRAINING TOPIC
January xx Lead:	Vigil, Casket Watch and Movements (Chapter 7 & 9) Vigil procedures, casket watch approach, placement, and movements Location: TBD
March xx Lead:	Flag Etiquette and Folding (Chapter 6 & 10) Flag protocol, placement (with ladder trucks), flag folding positions, and proper folds of the flag Location: TBD
May Lead:	Ceremonial Firing Detail and Color Guard Drill (Chapter 11 & 3) Firing detail positions, commands, and movements, and Color Guard drill Location: TBD
July xx Lead:	Funeral Planning & Coordination (Chapter 5) Tabletop exercise through reviewing draft SOGs and IAP/EAP development Location: TBD
September xx Lead:	NHGA Class, Alumni Refresher Class and Chief's Inspection Hold a refresher class for alumni (in full Class A) and invite the Chief of each agency to be in attendance for inspection and evaluation Location: TBD
November xx Lead:	Drill and Ceremony (Chapter 3) Commands, stationary drill, movements, and Color Guard drill This is a great time to develop your goals & objectives for the following year too! Location: TBD