**TTX11 Security Guidance Note**

## Introduction

Simulation exercises often aim to replicate emergency situations, with varying degrees of realism. It is therefore essential that due consideration is given to managing actual and potential risks. The nature of a given risk could require that the exercise is adapted, measures are put in place to manage the risk, or that the activity is moved to a safer venue, cancelled or postponed.

**As the body organising the event, the exercise management team is responsible for the safety of all involved in the exercise.**

## Purpose

To ensure that the exercise is conducted in a safe learning environment, and that exercise activities do not endanger any of the exercise management team, participants or members of the public.

**2. Considerations/guiding questions?**

* **Is it safe to run the exercise at the date, time and location planned?**
* **“Am I safe, are the participants safe?”**
  + Are there any threats or risks that need to be considered in running this exercise?
  + What is the best agency/organisation and/or person to evaluate the security and risk context (e.g. lab, UNDSS, security focal point, etc.)?
  + Will any activities endanger any of the participants, the exercise management team or members of the public?
  + Is there a threshold for postponing, cancelling or ending the exercise?
* **In case of emergency** 
  + What are the emergency management procedures for the location (e.g. for fire, accidental exposure, terrorist attack, evacuation, etc.)?
  + What is the nearest and most appropriate source of emergency support and what are its location, contact details and safest route?
  + What is the expected response time?
  + What transport route is recommended?
  + What is required in terms of a public alert and messaging system?
* **Being prepared**
  + Should a safety officer be designated for the exercise?
  + Is an appropriate first-aid kit in place? What is its location?
  + What is the safe word to end the exercise?
  + Does each exercise location/venue have its own security considerations, risk profile and emergency procedures?
  + Has a site visit been conducted to the exercise location?
  + Have the necessary meetings taken place with the venue security focal point and UNDSS, to ensure all information is current?
  + Have the participants and the exercise management team been briefed on the emergency procedures and safe word?

Remember: the exercise should be a safe learning environment. Our job is to ensure that everyone is safe.