

## **Birthright Israel Onward Safety and Security Policy Handbook**

**March, 2023**

In January 2022, Onward became part of Birthright Israel. As a result, all of our safety and security protocols are fully coordinated with Birthright Israel, and we are under the overall safety and security responsibility of Birthright Israel.

The safety and security of participants is a foremost priority of Onward. All of our programs are conducted under security supervision and involve real time adjustments to logistics and itineraries based on developments and changes in the situation in the region. These adjustments, if necessary, include changes in housing arrangements, transportation, the ability of participants to travel freely on their own and the educational program, among other elements. Onward participants are not allowed to travel into areas in the West bank (Judaea and Samaria)- Areas A and B- that, according to the Coordinator of Government Activities in the Territories, Israelis are not permitted to enter. Travel is possible to area C of the West Bank (Judaea and Samaria) under certain limitations).

This handbook outlines objectives and responsibilities of Onward Program Organizers and Onward Local Partners with regards to security.

In order to best secure the safety and security of all Onward participants, as well as the optimal implementation of the program partners and collaborators in the Onward initiative will implement a safety and security policy for the entire duration of the program, including particular provisions if an emergency security situation is declared. The objectives of this policy are as follows:

1. Safe and secure implementation of programs
2. The ability to adjust program location & curriculum itinerary in line with security updates and guidelines.
3. Providing all organizers with up-to-date security information, guidance and support.

4. Providing ongoing up to date information regarding the security situation in Israel and its implications on the Onward programs in public forums such as the website and social media platforms.
5. Providing educational and counseling support for participants and staff to react to needs which emerge as a result of security emergencies.

**To carry out these objectives:**

**The Onward Department at Birthright will:**

1. Coordinate all of its security and safety policies with the head of safety and Security at Birthright Israel.
2. Provide guidelines in Hebrew to program organizers with regards to the safety and security of Onward participants according to any applicable relevant rules as outlined in this manual.
3. Disseminate available updates and instructions from the Israeli Civil Defense authorities to all Onward programs so they can make appropriate decisions regarding their programs.
4. Create and implement an ongoing safety and security forum for all organizers throughout the entire duration of the program.
5. Inform partners and organizers of the existence of a security emergency, in accordance with decisions of the Government of Israel, Civil Defense Authorities and Municipalities.
6. In the event of a security emergency situation, Onward will:
  - a. Be part of the Birthright Israel emergency situation response efforts
  - b. Use the ongoing security and safety forum of organizers to clarify emergency security procedures and then ascertain that all organizers abide by them. The implementation of emergency security procedures is

- a pre-condition for the continued implementation of each Onward program.
- c. Create and disseminate safety and security communication materials to program organizers, partners, and participants.
- d. Participate in conference calls organized by organizers and partners for participants.
- e. Provide consultation for program organizers required to establish contingency plans in the event that emergency removal of participants is deemed necessary from their locations.
- f. Provide immediate response to organizer and partner requests to make programmatic changes in the case of a security emergency.
- g. Provide information regarding counseling services to those participants who request it both on an individual and group level.
- h. Develop and disseminate materials and resources to help staff and participants process issues connected with the security situation in Israel.

**Onward Program Organizers will:**

1. According to the contract signed with Birthright Israel (or with Masa for Masa programs) the organizer is fully responsible for the safety and security of each participant for the entire duration of the program. Organizers pledge to act according to any applicable relevant rules and The Onward instructions, covering all aspects of the program, group and individual components alike.
2. Acquire security clearance from Moked Teva for all group hikes, outings and site visits that take place in open spaces, nature sites, in Judaea and Samaria and in the Old City of Jerusalem.
3. Compile an accurate and up to date list of contact details in Israel for all participants, including an emergency number to be reached, and share this with Onward at the beginning of the program through the field app and the Taglitom.
4. Based on the security guidelines the organizer has received from Onward, prepare, present and receive agreement by each participant of having read and

understood the security guidelines in their language. These guidelines must be consistent with the overall security and safety guidelines of Onward.

5. Carry out, at the beginning of the program, a mandatory safety and security orientation with all participants. This orientation must include a physical presentation of the safe rooms\shelters at the residence, a practice drill of entering those spaces in event of an air-raid siren, instructions as how to access the safe room\shelter at the placement site of each individual participant, instructions on how to conduct oneself in the eventuality of an air raid siren while traveling on public transportation, and instructions on how to communicate with program staff and update regarding whereabouts of the participants if a siren is heard in the proximate geographic area.
6. Immediately report to Onward any event which poses a safety or security risk or danger for participants.
7. Designate one senior staff member to be responsible for safety and security and to involve that person in the safety and security forum conducted by Onward.
  - a. To participate in meetings and conversations of that safety and security forum as conducted by Onward.
  - b. To distribute to participants relevant safety and security communication as issued by Onward and any additional safety and security protocols specific to its Onward programs. Where possible this information should be distributed through the local partner.
8. In the event of a security emergency, the organizer is required to:
  - a. Request permission from Onward to implement major programmatic changes, including decisions to alter or shorten the program.
  - b. Review with participants all information that was disseminated to participants at their safety and security orientation. This review must happen in a group setting, either by person, or if conditions don't allow, through a conference call.
  - c. Review and ascertain that placement sites, places of residence and educational sites provide a safe and secure environment. Onward may issue specific provisions in this regard, in line with the security situation

on the ground. Only programs and activities which adhere to such provisions will be allowed to continue.

- d. Provide participants who choose to leave the program early with logistical and communication assistance in making travel arrangements to return home.
- e. The organizer must inform Onward and the local partner (by email) regarding any changes in the group composition within twenty-four hours of such change taking place. This communication should be in writing and include the name of the participant, reasons for early departure and scheduled departure date.

**Onward Local Partners will:**

1. Appoint in advance a specific individual within their organization to act as point person for safety and security matters.
2. Maintain database of all participants and their emergency contact information so they can be reached in real time in the event of an emergency to a specific participant.
3. Act as a liaison and create lines of communication between community members and their program organizer and Onward with regards to safety and security of Onward participants.