

**SciencesPo**

**SCIENCES PO SECURITY  
PLAN**

## PRESENTATION

This Security plan is part of the PPMS (Plan Particulier de Mise en Sûreté) – statutory security measures to be implemented in the face of serious threat. It aims to establish a system of internal organisation within the institution to ensure the security of all persons present at the site, in the event of a major accident, global security threat or risk of attack.

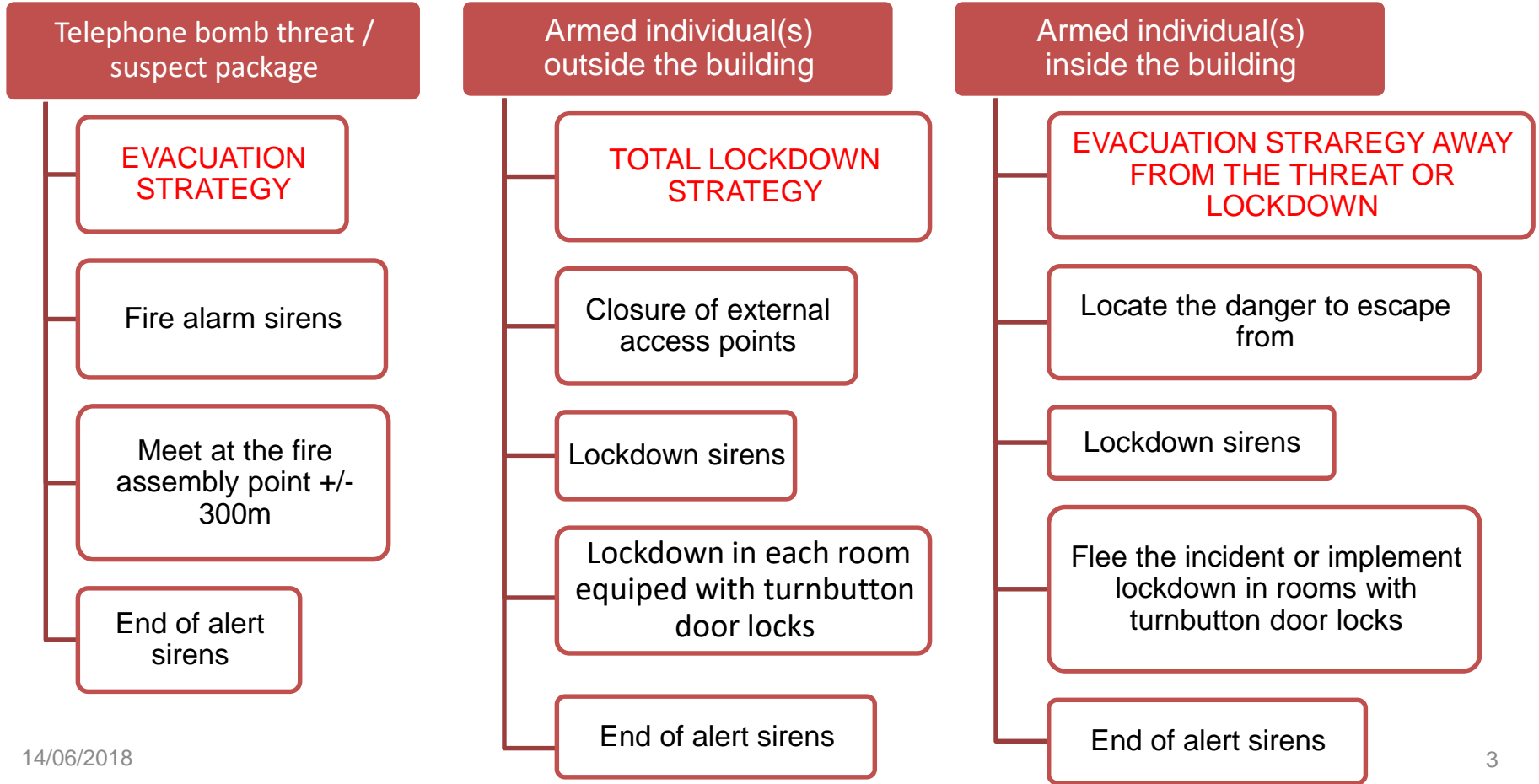
It brings together all the procedures and technical resources designed to anticipate and respond to incidents internally.

Lockdown: there are 2 types of lockdown.

- “Traditional” lockdown in the event of an accidental or chemical-related incident, requiring people to be grouped together in a specific area along with first-aid equipment.
- Security lockdown is of a different nature: escape being the first option, otherwise to hide, keep out of sight of the threat, remain silent, shelter from gunfire, stay locked in a room in order to prevent or slow down the progress of a localised threat, and monitor official alerts (as per the following advice).

Who takes the decision to implement a lockdown? The decision to implement lockdown is a matter of common sense. It is most often taken by the head of the institution but can also be taken directly by other members of staff or reception personnel.

For all questions concerning the PPMS security implementation plan Contact: [infos.securite@sciencespo.fr](mailto:infos.securite@sciencespo.fr)



## EVACUATION STRATEGY – TELEPHONE WARNING OF BOMB THREAT OR SUSPECT PACKAGE

When the fire alarm sirens are activated (the habitual alternating warning sound) or if instructed by a person in charge:

- Leave the room or office where you are, even if you do not notice anything unusual. An evacuation may be necessary for a number of reasons, it is mandatory and applies to everyone.
- Make your way to the nearest exit, do not go back unless instructed to do so.
- Do not use the lifts.
- Do not impede the evacuation of people with disabilities, instead offer assistance.
- To avoid obstructing the emergency services, do not remain in courtyard areas or in the street in front of building entrances.
- Go to the designated meeting point for your building, indicated on the evacuation plans. This location may be modified by security teams, according to the emergency (e.g. bomb threat).
- Assemble without obstructing public thoroughfares.
- Look around: if you notice a colleague is missing or know that people are trapped inside the building, report it.
- Wait for official authorisation before returning to your office or classroom.

The end of the alert will be signalled by the appropriate authority in charge of emergency procedures.

## LOCKDOWN STRATEGY / SECURITY IMPLEMENTATION PLAN (PPMS)

Carrying out lockdown drills is now compulsory in educational institutions in the same way as fire drills.

The drill establishes how to respond to a violent intrusion into the premises.

The drill involves the institution's staff, educational teams, teachers and students. Ensure you can identify:

- the warning signals (click on the icons),
- the rooms with turnbutton door locks where lockdown is possible,
- the routes leading to emergency exits in the event of escape

The message for the start of the PPMS security plan implementation and lockdown is as follows

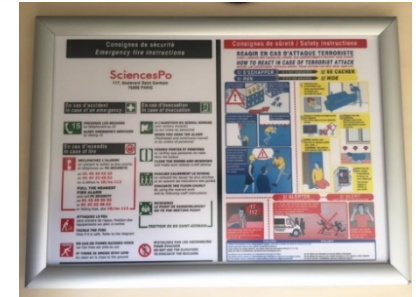


The end of lockdown message is as follows:



## IMPLEMENTATION OF THE SECURITY PLAN

- Familiarise yourself with the turnbutton door locks designed to secure rooms,
- Read the security and fire safety posters (in English and French) available in all classrooms,
- Carrying-out of ID checks at the entrance to buildings,
- Set-up of a system of lockdown warning sounds broadcasting warning messages,



## RECOMMENDATIONS TO FOLLOW WHEN THE PPMS SECURITY PLAN / LOCKDOWN IS IMPLEMENTED

### RECOMMENDATION N° 1 – FLEE:

- Locate the danger in order to escape from it
- Alert anyone wishing to enter the danger zone
- Do not stop at a door or window, or in front of an exit
- Familiarise yourself with your surroundings, emergency exits and escape routes and check how to find your way out
- Do not take refuge at the assembly point, too easily seen. Hide behind a solid obstacle, by yourself or in a small group (maximum 2-3 people) to avoid being spotted
- Before passing a doorway, listen for any noises and check that the door is not booby-trapped
- If in darkness, feel your way along the wall with one hand. Raise the other hand in front of you to detect any possible obstacles
- Avoid being alone
- Avoid gathering in large groups
- Avoid the road, instead choose areas with pavements, physical barriers, and natural obstacles to potential vehicle attacks.

## RECOMMENDATION N°2 – HIDE

- If it is impossible to escape, for example if there are attackers outside, hide
- Shut yourself in a room and block the door with the turnbutton lock and/or a piece of furniture or any other heavy object that will obstruct access
- Turn off the lights and switch your mobile phone to silent mode
- Move away from any doors and windows and lie on the ground

## END OF LOCKDOWN

- Once in a secure area, wait for the end of lockdown all-clear alert or the visible presence of the police nearby
- When the police arrive at the scene, to avoid being mistaken for terrorists, do not run towards them but make slow movements and advance with your hands up
- When you leave the site, report to members of staff to facilitate the final headcount to be submitted to the relevant authorities.



## DAY TO DAY

- Carry your badge with you at all times (student card or FNISP ID card)
- Be aware and report any abandoned packages or luggage. Never touch a suspicious package or leave your bag or luggage unattended, even for a few minutes
- Security checks of your bags, parcels or luggage may be carried out at any time. We ask you to cooperate willingly with the officers carrying out these checks
- Read the evacuation plans and instructions posted in classrooms to familiarise yourself with evacuation routes and useful secondary exits should escape be necessary
- When fire evacuation instructions are given, exit the building immediately
- Do not remain in front of the building, to avoid any flying debris
- Do not hesitate to report any unusual signs that might indicate a threat or an attack: suspicious behaviour of persons or vehicles (e.g. potential reconnaissance).
- **Who should I inform?**
- In order of priority within Sciences Po:
  - 1. The Security control post (Paris campus): 01 45 49 55 55 or 01 42 22 48 52
  - 2. A member of staff (regional campuses): building manager, office staff, management and reception desk.

## USEFUL LINKS CONCERNING ILLEGAL ONLINE CONTENT AND BEHAVIOUR

These links are made available by the Ministry of the Interior to collect information or to provide details of illegal content or behaviour (inciting hatred, advocating terrorism, etc.).

If you are a victim of an offence, you should file a complaint with the police or the gendarmerie.

*Several attacks have been prevented due to early reporting of internet content.*

**Report illegal content or behaviour:** [www.internet-signalement.gouv.fr](http://www.internet-signalement.gouv.fr)

**Prevention of radicalisation:** [www.stop-djihadisme.gouv.fr](http://www.stop-djihadisme.gouv.fr) or **0.800.005.696**

If you directly witness actions or remarks that require intervention by the authorities, do not use these links, but call 17 or 112 immediately



## REGULATORY REFERENCES

The circular relating to the PPMS Security Implementation Plan in the face of major risks falls within the scope of the security measures in schools and educational institutions following attacks, measures set out in circular n° 2015-206 dated 25th November 2015 and supplemented by the directive dated 22nd December 2015.

The development of the PPMS security implementation plan is integral to the promotion of civic responsibility and engagement, awareness-raising of risk prevention, the missions of the emergency services, first-aid training and the teaching of general security measures in accordance with articles [D.312-40, D.312-41 and D.312-42 of the Education Code](#) (decree no. 2006-583 of 23rd May 2006 and circular no. 2006-085 of 24th May 2006).

The French “Vigipirate” alert system remains at the “high security” level and the safety measures to be adopted by higher education and research institutions are outlined in the directive dated 4th December 2015.