

Security Department Guidelines and Updates

To: Faculty Members and Students

We would like to bring to your attention several rules and guidelines, and request your alertness and assistance regarding the following:

1. **Suspicious Objects - Definition:** An object that seems to be out of place and doesn't seem to have an owner.
What you should do:
 1. If you have identified a suspicious object (bag, box, plastic bag or other items) in a public place: **Do not touch, open, look closely at or attempt to move the suspicious object. It could explode at any moment!**
 2. Don't ignore it or hesitate – act immediately!
 3. Do not get close to the suspicious object or stand near it.
 4. Move back from the suspicious object, warn passersby, and ask them to move away from the suspicious object.
 5. Call BGU security on 08-64**61555** or 08-64**61888** or call the police – dial 100.

2. **Suspicious person or person with suspicious behavior - Definition:** A person who for one reason or another evokes suspicion because of his behavior, his heavy dress, and whose behavior is clearly not appropriate and/ or not appropriate for his surroundings.

- Reasons for suspicion:**
1. The suspicious person shows signs of excitement and nervousness.
 2. His/her appearance is unusual and does not seem in line with his personality or is dressed inappropriately for the weather (for example, someone wearing a heavy jacket in extremely hot weather).
 3. His/her behavior indicates that he could be violent to another person (he swears, shouts, etc.).

What you should do:

If you have identified a suspicious person, maintain eye contact with the suspect, call BGU security on 08-64**61555** or 08-64**61888** or call the police – dial 100.

Do not create contact with the suspect on your own. Wait for security to arrive on the scene!

3. **Fire:**
Rules of conduct during a fire:

Call BGU security on 08-64**61555** or 08-64**61888**, call for a fire engine – dial 102 or call the police – dial 100.

- Please keep onlookers at a distance and wait for security to arrive.
- Do not under any circumstances try to put the fire out.

If the fire is in a building, do not use an elevator

4. **Earthquake:**

Rules of conduct during an earthquake:

If an earthquake begins while you are on campus, please act in accordance with the following:

If you are in a building:

- If possible, leave the building immediately to an open space.
- If impossible to leave quickly, please enter a protected space (mamad) and leave the door open
- If you cannot leave the building quickly and there is no protected space, please enter the stairwell, and if possible continue to go down the stairs to an exit from the building. You should protect your head and neck with your hands.
- Only if possible, you should seek shelter under heavy furniture, or sit on the floor close to an internal wall.
- Outside a building: Move far away to an open space with no trees or power lines

If there is an earthquake, do not use an elevator

5. **Missiles fired on the city:**

As soon as you hear the siren, please enter a protected space

It is highly recommended that each student and staff member should be aware of their surroundings and know which protected spaces are close to their classes and/ or offices, and places where they usually spend time.

1. For a list of protected spaces on the Marcus Family Campus – [please click here](#)
2. All buildings are signposted with arrows to the closest protected space.
3. If there is no protected space nearby, you should act according to the principle – "the safest place there is."

To those in a building – You should choose protection as follows:

- a) "Mamak" - Enter the protected space on the same level and close the steel window and door.
- b) Internal area (such as a corridor) that has no windows and no exterior wall, under two heavy ceilings.
- c) In stairwells under two thick ceilings, and with no west-facing wall.
- d) A room with a minimum number of windows with no west-facing wall.

- e) Under two heavy ceilings, and at the sound of an explosion/ alarm you should crouch down, keeping your head down (below windowsill level).

Wherever you are you should close the door and windows, sit on the floor (below windowsill level) and lean against an interior wall. Do not sit in front of windows.

To those not in a building:

- a) In a built-up area, if possible, enter the nearest building and act according to the instructions for persons taking shelter indoors.
- b) In an exposed area – lie on the ground face-down and cover your head with your hands.

Following The Event:

- a) After 10 minutes, you may leave the protected area, unless otherwise instructed.
- b) Stay clear of unidentified objects and/ or electrical wires. Should you see a rocket lying on the ground, prevent the gathering of bystanders and inform the University Security Department on 08-64**61555/888/444**

6. To those with bicycles, scooters etc.:

- 1. Riding is allowed only on roads and with a helmet!
- 2. Only lock the vehicle in a designated spot and do not block spaces for the disabled.
The owners of vehicles left in spots not designated will be fined.
- 3. Do not bring vehicles inside University buildings.

7. Guidelines Pertaining to Smoking:

- 1. Smoking is forbidden on campus, except in designated places.
- 2. We ask that smokers use only these designated spaces to protect everyone's health. A map outlining the designated spaces can be found by clicking [here](#)
- 3. Enforcement in this matter will be carried out in accordance with the law and in accordance with the various disciplinary regulations.

8. Medicine and Medical Equipment:

Defibrillators are located throughout the University. In the case of medical emergencies, please call MADA – dial 101, and BGU security on 08-64**61555** or 08-64**61888**
A list of medical equipment on campus can be found by clicking [here](#)

9. BGU App:

We recommend that you download and use the BGU app, to receive messages and to report problems.

For Android users: keywords - BGU, CTCONNECT

For I-Phone users: Go to Apple store, keywords BGU, CTCONNECT LTD

Vigilance prevents disaster!
Thank you for your cooperation.
We wish you a successful semester.

The Security Department