

UITP Training Programme

Security Risk Assessment and Emergency Preparedness & Response

8-10 December 2010, Brussels, Belgium



Wednesday, 8 December 2010

Morning Arrival of participants in Brussels (UITP can recommend some hotels if needed).

Venue: UITP Offices

How to reach UITP Offices? (See attached document 'How to reach UITP')

**The UITP General Secretariat is located in Brussels, Belgium at:
Rue Sainte-Marie 6 (Quai des Charbonnages)
B-1080 Brussels**

By metro (See attached map 'Brussels Metro Map'):

Take Metro line 1 (Gare de l'ouest/Weststation) or Line 5 (Erasmus/Erasmus) to station Comte de Flandre/Graaf van Vlaanderen. Follow the UITP signs! ('Porte de Flandre' exit) and UITP is the modern red brick building facing the canal.

By train:

From Brussels South Station (Gare du Midi/Zuidstation) (Eurostar – Thalys): take line 3 (direction Gare du Nord/Noordstation) or line 4 (direction Esplanade) to De Brouckère. From there, change over to line 1 (direction Gare de l'Ouest/ Weststation) or line 5 (direction Erasme/Erasmus) and follow the instructions of the section 'By metro'; or -take tram 51 direction Heysel, six stops to Porte de Flandre. Then cross over the canal by foot, turn right and UITP is the modern red brick building facing the canal.

Website of Brussels' public transport company: www.stib.be

By train from the airport:

A train runs every 20 minutes during normal hours from Brussels Airport to Brussels Central Station. From there take Metro line 1 (Gare de l'ouest/Weststation) or Line 5 (Erasmus/Erasmus) to station Comte de Flandre/Graaf van Vlaanderen. Follow the UITP signs! ('Porte de Flandre' exit) and UITP is the modern red brick building facing the canal.

By taxi from the airport:

Taxis with a taximeter are permanently available in front of the arrivals hall. The fare from the airport to the city centre of Brussels is normally around € 35. Licensed taxis can be recognized by the blue and yellow emblem. Travelers are advised to avoid unlicensed taxis!

In case of problem, please feel free to contact

Sarah FOULON on her mobile: +32 496 96 41 76

Wednesday, 8 December 2010

- 14:00 **Opening**
- Programme introduction
 - Get to know each other
 - What is UITP?
- SPEAKER** **[Sarah Foulon, Training Programme Manager, UITP]**
- 14:30 **Session 1: Introduction to public transport security and risk assessment**
- Public transport security fundamentals
 - The role of risk assessment
- TRAINER** **[Lindsey Barr, Manager, UITP]**
- 15:15 *Coffee break*
- 15:45 **COUNTERACT risk assessment guidelines and scenario**
- Explanation of methodology
 - Explanation of scenario
 - The exercise – how it will work
- TRAINER** **[Denis Luyten, Manager, UITP]**
- 17:15 **The example of the STIB/MIVB**
- STIB/MIVB, PT operator in Brussels and first operator to conduct the COUNTERACT security risk assessment, shares its experience
- TRAINER** **[Jean-Pierre Van Keymeulen, Director Security & Control, STIB/MIVB]**
- 18:00 *End of the first training day*
- 19:00 **Welcome cocktail**

Thursday, 9 December 2010

- 9:00 **Session 2: Conducting risk assessment (group work)**
- Initial structuring of PT system (ch 3¹)
 - Definitions (ch 4¹):
 - Threats
 - Probability of occurrence
 - Impact/severity
 - Risk categories
- 11:00 *Coffee break*
- 11:30 **Session 2: Conducting risk assessment (group work) – Continued**
Distribution of roles: editor, documenter of decisions, cross-checker, group spokesman etc (ch 6¹)
- 12:30 *Lunch break*
- 13:30 **Session 2: Conducting risk assessment (group work) – Continued**
- Fill in the matrix:
 - Threats
 - Probability of occurrence
 - Impact/severity
 - Risk categories

¹ Please refer to the COUNTERACT risk assessment guidelines' chapters

- 15:30 *Coffee break*
- 16:00 **Session 3: Vulnerability Assessment (group work)**
Conduct vulnerability assessment on one "intolerable" problem identified (ch 7¹)
- 16:30 **Group feedback on risk assessment exercise and plenary discussions**
- Presentation of matrix by group spokesperson
 - Presentation of vulnerability assessment conducted on one problem
 - Open discussion
- TRAINERS** [Denis Luyten, Manager, UITP]
[Jean-Pierre Van Keymeulen, Director Security & Control, STIB/MIVB]
[Other trainers tbc]
- 18:00 *End of the second training day*
- 19:00 **Official dinner**

Friday, 10 December 2010

- 9:00 **Session 4: Table-top exercise (group work)**
- Introduction – Distribution of scenario
 - Starting of work based on first incident report
- 11:00 *Coffee break*
- 11:30 **Session 4: Table-top exercise (group work) - Continued**
- Evolution of work according to incident reports provided
- 13:00 *Lunch break*
- 14:00 **Session 4: Table-top exercise (group work) - Continued**
- Evolution of work according to incident reports provided
- 15:30 *Coffee break*
- 16:00 **Group feedback on table-top**
- Presentation of the performed work by the group spokesperson
 - Comments of the trainers
 - Open discussion
- TRAINERS** [Denis Luyten, Manager, UITP]
[Other trainers tbc]
- 17:00 Conclusions, evaluations and graduation ceremony
- 17:30 *End of the programme²*

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¹ Please refer to the COUNTERACT risk assessment guidelines' chapters

² UITP reserves the right to make amendments to the programme or any related activity