



## Jerusalem-Beit Furik Journey Management Plan Sample

<b>Created for:</b>	<b>SAMPLE CLIENT</b>
<b>Date of Submission:</b>	10/01/2025
<b>Date of Movements:</b>	17/01/2025
<b>Destination:</b>	Amar Ben Ela'as, Jerusalem – Beit Furik, Nablus Governorate

### Executive Summary

The Project Manager, Operations Manager, and Country Representative from CLIENTX plan to travel to Beit Furik, West Bank, OPT, on January 17, 2025. Their primary objective is to conduct a meeting with local stakeholders, visit a partner organization's facility, and carry out a site assessment to evaluate conditions and determine further action plans. The team will utilize two vehicles provided by the contracted security company, XCOMPANY.

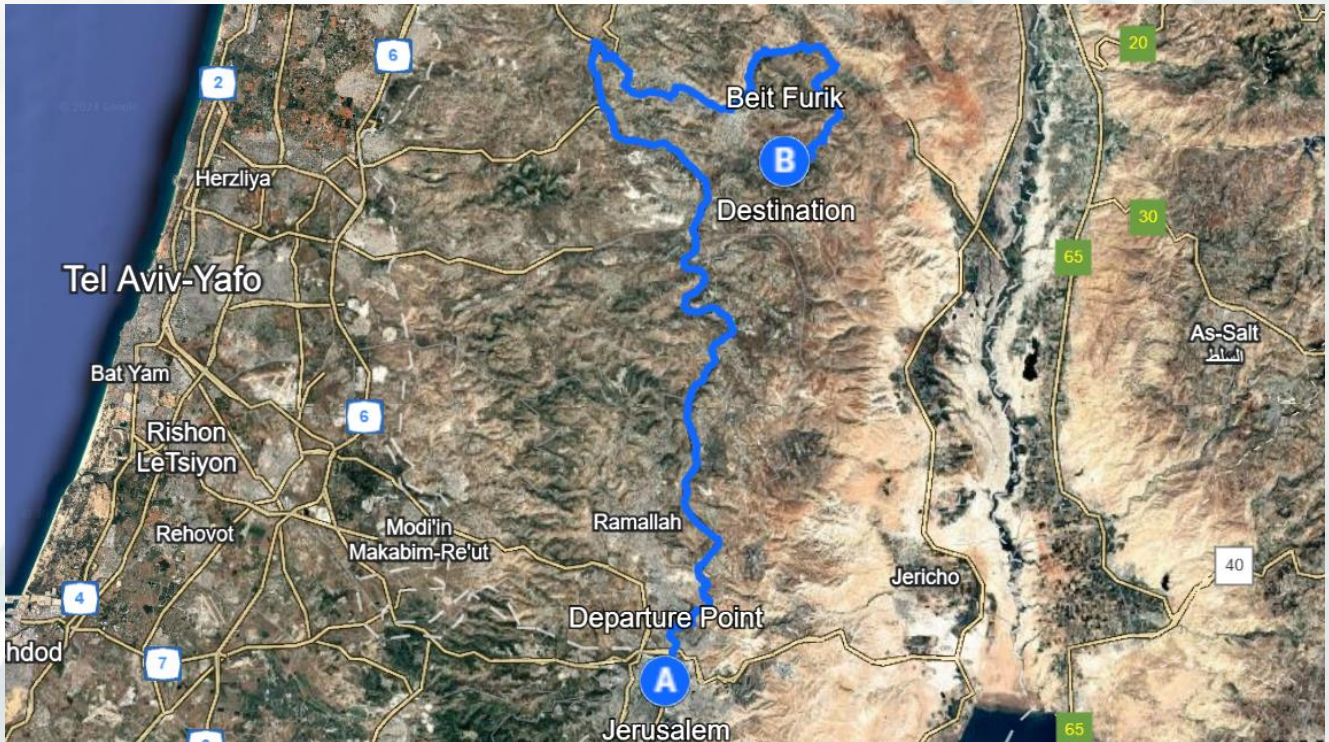
The Project Manager and Operations Manager will be seated in the rear of the first vehicle, while the Country Representative will be seated in the front passenger seat of the second vehicle. These movements should be coordinated and approved by the CLA and the UN. The journey will begin from the CLIENTX Office in Jerusalem (31.785444, 35.228693) at 08:00 AM, with an estimated travel time of two and a half hours, traffic dependent. The team has allocated one hour and forty-five minutes for the meeting, followed by a two-hour visit to the partner organization's facility.

The return journey is scheduled to start at 08:00 hrs, with an anticipated arrival at the CLIENTX Office by 17:00 hrs. During the journey, the buddy-buddy system will be employed at all times, and communications will adhere to the approved communications plan, involving hourly check-ins via the PREFERRED VOIP APP, as well as the use of the PREFERRED GPS TRACKER by all team members. All movements will be tracked and monitored by the Designated SFP and Head of Mission. Upon completing the trip, the team will reconvene at the CLIENTX Jerusalem office for a debrief session. A detailed trip report will be submitted by January 19, 2025.

<b>Time (approx.)</b>	<b>Activity</b>
<b>8:00</b>	Depart CLIENTX Office, Jerusalem
<b>10:30</b>	Arrival in Beit Furik, meet with local stakeholders
<b>10:45–12:30</b>	Stakeholder meeting / facility assessment
<b>12:30–14:30</b>	Visit partner organization's facility
<b>14:30</b>	Depart Beit Furik
<b>17:00</b>	Arrival back at CLIENTX Office, Jerusalem
<b>17:00–17:30</b>	Team debrief at CLIENTX Office



### Preferred Route



Start from Al Baraka Commercial Building, Naomi Kis Street, and head southwest to join Route 60. Follow Route 60 north through Jerusalem, entering the West Bank and passing through Ramallah and Nablus governorates. After Nablus, continue on Route 5571 and then onto the Beit Dajan Road, following signs toward Bayt Furik. The journey primarily uses main roads Route 60, Route 437, and Route 5571, crossing key areas in Ramallah and Nablus governorates. The destination is located in Bayt Furik, near Nablus.

**Total Distance:** ~102.5 km  
**Estimated Time:** ~3 hours.

### Movement Plan

#### Pre-Approvals

##### Permits for Cross-Zone Travel:

- As the route to Beit Furik involves movement across Areas A, B, and C, travelers must secure vehicle permits through COGAT for seamless passage, particularly when crossing into or out of Areas B and C, which are under Israeli security control. Additionally, ensure all required documents, such as travel itineraries and vehicle details, are submitted for approval at least 48 hours before departure.

##### Coordination with CLA and UN:

- Movement to Beit Furik must be coordinated and approved by the Coordination of Government Activities in the Territories (COGAT) and the UN.
- Submit the travel itinerary and vehicle details to both entities at least 48 hours in advance.
- Ensure acknowledgment of approval is received before departure.



# Jerusalem-Beit Furik Journey Management Plan

### Route Clearance:

- Confirm that the primary route (via Route 60) is clear of blockages or active incidents.
- Verify conditions at key checkpoints along the route.

### Security Assessment:

- The Designated SFP and Head of Mission must conduct a risk assessment and provide clearance for the travel.
- Review the latest security updates for the Nablus governorate.

### Communications Plan:

- All team members must adhere to the approved communications plan.
- Hourly check-ins via the PREFERRED VOIP APP are mandatory.
- Use of the PREFERRED GPS TRACKER by all team members.

### Vehicle and Personnel Details:

- Register vehicle license plates and personnel details with relevant authorities.
- Ensure drivers have valid permits for movement in the West Bank.

## Seating Plan

### Vehicle 1 (Primary Vehicle):

- **Driver:** Security company driver (XCOMPANY).
- **Front Passenger Seat:** Country Representative
- **Rear Seats:**
  - **Left:** Project Manager.

### Vehicle 2 (Support Vehicle):

- **Driver:** Security company driver (XCOMPANY).
- **Front Passenger Seat:** Operations Manager
- **Rear Seats:**
  - **Left:** Field Security Escort (if required).
  - **Right:** Additional team member or equipment.

Role	Name	Nationality	Blood Group	Date of Birth	Tel
Driver					
Front Passenger					
Rear Passenger 01					
Rear Passenger 02					

## Route Plan:

Start Location	ETD	Arrival Location	ETA	Travel Time	Time on Site
CLIENTX Office, Jerusalem	08:00 hrs	Beit Furik	10:30 hrs	2 hrs 30 mins	N/A
Beit Furik	10:30 hrs	Facility Visit / Meetings	14:30 hrs	N/A	4 hrs
Beit Furik	14:30	CLIENTX Office, Jerusalem	17:00 hrs	2 hrs 30 mins	End of Mission (EoM)



### Security and Communications

- **Buddy-Buddy System:** The team members will operate in pairs for safety and accountability at all times.
- **Communications Plan:**
  - Primary check-ins via preferred VOIP or GSM (where coverage permits).
  - Each team member carries an individual satellite tracking device for emergency communication.
  - Real-time monitoring by the acting Designated SFP and the Head of Mission.
- **Contingency Plans:**
  - If routes are blocked or security conditions change, the team may alter the itinerary or return to Jerusalem early.
  - In case of medical emergencies, the nearest clinic and/or safe location have been identified in advance.

### Logistical, Safety & Health Support:

#### Dress Code:

- CLIENTX team members traveling to Beit Furik will dress respectfully and in accordance with cultural norms and practices in the West Bank, OPT.
- All team members must wear, as a minimum standard, closed-toe footwear for the entirety of the mission. Open-toed footwear is strictly prohibited.
- Only removable visibility jackets and caps are permitted for use and should be removed promptly when not required. Branded CLIENTX clothing is not permitted for this assessment to maintain a neutral profile.

#### Equipment:

- Each team member is expected to carry their personal “Go-bags” at all times during the mission. Recommended equipment and documentation include:
  - **Small Backpack:** Suitable for carrying essential items.
  - **Security Cash:** A minimum of 200 USD per person for emergency use.
  - **Preferred GPS Tracker:** To enable real-time tracking throughout the mission.
  - **Charged Communication Device:** Configured with the preferred VOIP app (Signal, Whatsapp, Wire, Wickr, etc) for hourly check-ins.

#### Copy of Travel Approvals:

- Including those from COGAT, for reference if required at checkpoints. Personal Equipment:
  - A minimum of 2 liters of water per person.
  - Any personal medication.
  - Passports or a photocopy, ensuring the bio and visa entry stamps are present and valid.
  - Organization ID cards.
  - 1x mobile phone, charging accessories, and 2x local SIM cards.
  - 1x GPS Tracking Device (e.g., Garmin Communicator).

#### Vehicles Equipment:

- All vehicles used for the mission to Beit Furik will be fitted with the following equipment as a minimum standard:
  - Fully serviceable vehicle breakdown kit.



## Jerusalem-Beit Furik Journey Management Plan

- Fire safety equipment.
- Large medical trauma kit (to be kept in Vehicle 02).
- Vehicle documentation.
- Full and removable CLIENTX visibility markings (optional depending on security profile).

### Communications and Staff Tracking:

- CLIENTX team movements will be logged using the preferred VOIP app (Whatsapp, Signal, Wire, Wickr) for movement tracking during the entire mission. If this fails, GSM calls and/or satellite messaging will serve as a backup. Departure and arrival at each location will be logged accordingly.
- Real-time tracking signals transmitted from the team's GPS devices will update every 5 minutes during travel. Each team member must have their GPS device turned on and operational at all times during field activities and travel.
- All communications and tracking efforts will be monitored closely by the Designated SFP (RSA) and the Head of Mission (HoM) via the designated tracking platform.
- Vehicle 02 will serve as the designated communications hub for this mission, holding responsibility for transmitting updates on movement, including arrivals and departures, from each task location.

### Travel Coordination:

- The team must adhere to the buddy-buddy system at all times, ensuring that no individual is left alone during the mission.
- Communications will follow the approved communications plan, with regular updates provided to the Designated SFP and Head of Mission.
- All movements will be tracked and monitored in real-time, and any deviations from the plan must be immediately reported.

### Health Infrastructure

<b>Facility Name</b>	<b>Type/Ownership</b>	<b>Location</b>	<b>Distance from Beit Furik center</b>	<b>Key Services</b>
<b>Beit Furik Health Clinic</b>	Primary Health Clinic (MOH)	Within Beit Furik village	Within the village	Basic primary care, vaccinations, maternal/child health, first aid
<b>Beit Dajan Health Clinic</b>	Primary Health Clinic (MOH)	Beit Dajan (west of Beit Furik)	3–4 km	Basic primary care, referrals
<b>Rafidia Governmental Hospital (Rafidia Surgical Hospital)</b>	Governmental Hospital	Rafidia neighborhood, southwestern Nablus	~9–10 km	Surgical and emergency care, inpatient wards

Full medical infrastructure support list available in Beit Furik Area Assessment.



## Threat Assessment

Threat Type	Description	Enabling Actors	Risk Level
<b>Checkpoint Delays</b>	Checkpoints along Route 60 and near Beit Furik often impose significant delays due to strict protocols, documentation checks, and searches, disrupting timely travel.	Israeli Armed Forces	High
<b>Settler-Related Violence</b>	The route passes near settlements where settler-related violence, including harassment or intimidation, could pose a threat to the vehicles and personnel.	Settlers from nearby settlements	High
<b>Military Operations</b>	Search and arrest operations or sudden curfews in the Nablus governorate may lead to route blockages or confrontations, disrupting travel plans.	Israeli Armed Forces	High
<b>Protests and Confrontations</b>	Armed group activity, protests, or clashes near flashpoints along the route (e.g., Route 60 or Beit Furik checkpoint) could escalate tensions and delay travel.	Armed groups (e.g., Al-Aqsa Martyrs' Brigades)	High
<b>Road Conditions</b>	Narrow, deteriorated roads and steep terrain, particularly near Beit Furik, may hinder vehicle movement, especially during adverse weather conditions.	Natural barriers	Medium
<b>Environmental Risks</b>	Heavy rains during the winter season could worsen road conditions, increasing the risk of vehicle accidents or delays in reaching the destination.	Seasonal/weather factors	Medium
<b>Restricted Access to Services</b>	Limited access to advanced healthcare along the route and near Beit Furik creates vulnerabilities in the event of a medical emergency during travel.	Israeli Armed Forces (due to checkpoint restrictions)	Medium
<b>Vehicle Incidents</b>	Poor road conditions combined with the risk of collisions on the route increase the likelihood of accidents.	General road users	Medium

## Key Mitigation Measures

### Pre-Approval and Coordination:

- Secure all permits for travel through COGAT and coordinate movement with COGAT and UN (if applicable) at least 48 hours before departure.
- Confirm that checkpoints along the route are operational and free of blockages or heightened security risks.

### Route Monitoring:

- Use real-time tracking and communication systems to monitor the route for potential threats, including military operations or settler-related violence.
- Maintain situational awareness through hourly updates with the Designated SFP.

### Vehicle Safety and Preparedness:



## Jerusalem-Beit Furik Journey Management Plan

- Use 4x4 vehicles equipped with emergency kits, first aid supplies, and satellite phones.
- Drivers must be experienced and briefed on potential threats along the route.

### **Security Measures:**

- Employ a buddy-buddy system and ensure team members adhere to the approved communications plan.
- Avoid high-risk areas, including proximity to settlements, whenever possible.

### **Environmental Precautions:**

- Review weather forecasts and plan travel during daylight hours to mitigate risks from adverse weather and poor road conditions.
- Carry spare vehicle parts and equipment to address potential mechanical failures.

## Travel Immediate Actions On:

### IA Drill 01 - Road Traffic Collisions:

- Body check yourself and each other for injuries and help other colleagues to do so, if required.
- Provide immediate first aid and take steps to evacuate seriously injured from the area, if any, to the nearest medical facility once coordination is completed through UNDSS.
- Report the accident to the SFP when it is safe enough to do so.
- Wait for assistance, if available and safe enough to do so.

### IA Drill 02 - Armed Robbery on the Road:

- If you are being shot at, accelerate, and continue driving forward, if necessary, ramming obstacles to knock them out of the way.
- If your route is blocked and you think the intention is to harm you, then reverse at speed. This is dangerous, so only do this as a last resort. At a safe distance, turn around and drive away.
- DON'T zigzag the vehicle or drive too fast as you are likely to lose control of the vehicle and roll it. Drive at a fast but safe speed.
- DON'T attempt to turn your vehicle when under direct fire, as this will make you an easy target. Moving forward, where possible, will let you drive faster and stay in control, making you more difficult to hit.
- If your vehicle is immobilized or the driver has been shot, get out of the vehicle and seek cover. If you're still being shot at, run away or hide.
- If you can't escape, or if you suspect that the intention is to make you stop to rob or abduct you, rather than to kill you, then stop the vehicle and comply with their demands.
- Remain calm. Do not become angry or aggressive.
- Keep your hands visible and do not make any sudden movements.
- Stay in the vehicle unless told otherwise. Descend from the vehicle slowly if told to do so.
- Always hand over any property demanded by armed assailants. Personal security is of higher priority than the protection of assets, including vehicles, office equipment, or program materials.

### IA Drill 03 - Illegal Blockade or Occupation of Infrastructure by Hostile Protestors:

- Quickly move away from the area of unrest and seek refuge in a nearby hard location or with a willing local resident. Inform the SFP of the situation and your location.
- If confronted by an angry crowd, act passive but calm. Identify yourself as an aid worker, if appropriate, and try to diffuse the situation. Do not resist any demands.



- If in a vehicle and you see a large crowd ahead, carefully reverse, turn around, and proceed to a safe location.
- If the vehicle is confronted by an angry crowd, lock your doors, and don't get out. Let the crowd pass or drive through carefully and slowly.
- If your vehicle is stopped from leaving, remain calm. If possible, and appropriate, identify yourself as an aid worker and try to diffuse the situation.
- If the crowd becomes violent and you are forced out of your vehicle, do not resist. If necessary, abandon your vehicle and quickly move away from the area.
- If you are in a building, ensure that all gates, doors, and windows are locked. Instruct guards not to open the gate unless physically threatened.
- If the building is besieged by an angry crowd, think carefully before attempting to diffuse the situation. Do not leave the compound; instead, invite a few representatives of the crowd into the compound to discuss their grievances. Remain calm, listen attentively, be respectful, and avoid making promises.

### IA Drill 04 - Shooting / Crossfire: On Foot:

- Move into hard cover immediately, if available. If cover is not available, drop to the floor to make yourself as small as possible and wait for a lull in the situation prior to any attempt of further movements taking place.
- Try to assess where the shooting/threat is coming from; this will assist you in your next steps.
- If safe enough, stay low and crawl to a place where there is more protective cover between you and the shooting.

#### In a Vehicle:

- Stop the vehicle and leave the area via the route just traveled.
- Passengers are to drop below the window line and, if possible, into the footwell of the vehicle.
- Try to drive through with high speed, if already caught in the middle.
- If escape is possible, reverse rapidly until it is safe to turn—turning can increase exposure.
- If escape is not feasible, exit the vehicle and seek cover behind the engine block or lie flat on the ground behind the wheel hubs—do not seek cover under the vehicle.
- Escape from the affected area to safety as soon as the situation permits.
- Report the accident to the SFP when it is safe enough to do so.
- Do not move unless you are aware of the location of the shooting.

#### In a Building – Stay Inside:

- Try to put at least two walls between yourself and the likely direction of the shooting.
- Lock doors and turn off the lights unless this increases the risk of exposure.
- Stay low and away from any windowed areas, as shattering glass is known to be a major cause of injury or death.
- If you are at an RI or other partner facility, make your way to the designated safe room/location.
- Report the accident to the SFP when it is safe enough to do so.

### IA Drill 05 - Arrest/Detention of Staff by Israeli Security Forces:

- If approached by Israeli security forces, maintain a calm demeanor and avoid confrontation. Do not resist or obstruct their actions.
- Ensure that all identification documents, work permits, and relevant credentials are readily accessible. Present them upon request.
- Notify the organization's Security Focal Point (SFP) or immediate supervisor as soon as it is safe to do so.



## Jerusalem-Beit Furik Journey Management Plan

- If detained, request access to legal representation or contact details of the organization’s legal advisor.
- Do not sign any documents or make statements without legal counsel present.
- Take note of the location where the detention occurred and any witnesses who may be present.
- If detained alongside others, attempt to communicate discreetly with colleagues to ensure consistency in statements.
- If released, immediately report to the SFP, providing a detailed account of the detention, including the names of officers involved, their actions, and any questions or threats made.

### Post-Deployment

Action	Details
Debrief	The team will reconvene at the organization’s main office in Jerusalem for a post-mission debrief and follow-up session.
Reporting	An assessment report summarizing route conditions, stakeholder engagement outcomes, and facility/site observations will be drafted and submitted by the end of the following week.