

Safety Planning Record Summary

Before you can submit, you must ensure all required info is provided. Please edit any sections indicating missing information.

Personal Details

First Name: Jane

Last Name: Doe

ID Number: 10000001

Address: 99 University Avenue

Kingston Address:

Queen's Email Address: jane.doe@queensu.ca

Telephone Number: 613-123-4567

Date of Birth: 1994-01-01

University Status: Student - Undergraduate

Academic Year of Your Activity: 2018 - 2019

Visiting or Exchange Student: No

Make sure you enter the correct academic year you are travelling in. An academic year goes from Sept. 1 to Aug. 31 of the following year (i.e. 2018-2019).

Activity Details

I am undertaking an Academic Exchange

Host Institution: SKEMA Business School

Short Description of Activity: I am going on exchange for 4 months.

Will you be travelling outside of Canada?: Yes

Aware of Contact Requirements: Yes

Choose the correct Activity type as this determines where your record is sent for approval. Are you going on an actual Queen's undergraduate exchange program? Or an International Letter of Permission, QHO or QPID?

If none of the above, you need to select the 4th bullet. Be sure to select the correct department or group responsible for your activity (i.e. Career Services is responsible for students participating in a Queen's undergraduate internship program - QUIP).

Are you a citizen of or do you have travel documents for the country in which you are undertaking this activity?: No

Citizenship under which you are travelling:

Passport Number under which you are travelling:

Country of Activity: France

Geographical Site or Institution for Activity:

Setting for Activity: Urban

City or Nearest City to Activity Location: Nice

Distance to Nearest City (km): 5

Pre-Departure Training

Fulfilled

Itinerary

Departure Date: 2017-12-27

Return Date: 2018-05-01

Itinerary

Make sure you enter the departure and return dates for your activity and include all of the steps in your journey. Make each step a separate entry in the itinerary, including your return travel. If your travel plans are not yet confirmed, enter the dates you expect to travel.

Dates	Type	Description
2017-12-27 - 2017-12-28	Flight Paris	Fly from Toronto to Paris
2018-05-01 - 2018-05-01	Flight	Flight home, Paris to Toronto

Hazards/Risks

Hazards and risks related to your activity

Hazard: A portion of my activity in France will include a required component where I will be scuba diving in the Port de Nice.

Risk: I could be injured while scuba diving.

Plan: I will be accompanied by local certified divers on all dives and will follow all of their safety protocols. Dives will also be limited to less than 30m water depth.

Add hazards/risks related to your actual activities while abroad (i.e. scuba diving, working on a dig site).

DFAIT/Global Affairs Canada (GAC)

Country Alerts

Hazard: France - Exercise a high degree of caution. You should exercise a high degree of caution due to the current elevated threat of terrorism.

Risk: I could be hurt in a terrorist attack.

Plan: I will stay vigilant in highly populated areas (Paris) and make sure to have all necessary health/travel documents in case of emergency.

In this section do a full risk assessment for the country you will be traveling to. Use the Government of Canada country profile for your research. Be sure to include a detailed risk management plan appropriate for your specific circumstances for each hazard/risk you identified. We need to see that you have contemplated how you plan on mitigating these hazards/risks.

Advisories

Hazard: France - Exercise a high degree of caution. You should exercise a high degree of caution due to the current elevated threat of terrorism.

Risk: I could be hurt in a terrorist attack. Despite all the precautionary steps the government has taken, this hazard can occur at any time or any place.

Plan: I will stay vigilant in highly populated areas (Paris) and make sure to have all necessary health/travel documents in case of emergency.

Safety and Security

Hazard: State of Emergency Following the November 13, 2015, attacks in Paris, French authorities declared a country-wide state of emergency. Controls were reinstated at points of entry into the country and enhanced security measures were put in place at airports. During the state of emergency, French authorities could impose curfews in certain areas and restrict traffic in some neighbourhoods, causing disruptions to public transportation (particularly in Île-de-France). The state of emergency also heightens the potential for police raids to take place. Targets could include: government buildings, including schools places of worship airports and other transportation hubs and networks public areas such as tourist attractions.

Risk: I could be hurt in a terrorist attack. Despite all the precautionary steps the government has taken, this hazard can occur at any time or any place

Plan: If I am in an area where a police raid is being conducted, I will remain indoors, close all windows and blinds, and stay away from windows. I will remain vigilant at all times, monitor local news and follow the instructions of local authorities. Always be aware of your surroundings when in public places. Be particularly vigilant if attending sporting events and during religious holidays and other public celebrations, as terrorists have used such occasions to mount attacks. Vigipirate alert system - Vigipirate is a French Government threat alert system. The system is in place to protect the country's population, infrastructure and institutions, and to prepare response measures in the case of attack. The SAIP (système d'alerte et d'information des populations) app is available in English and French on iOS and Android platforms.

Entry and Exit Requirements

Hazard: Passport France is a Schengen area country. Upon arrival, Canadians are required to present a passport that must be valid for at least three months beyond the date of expected departure from the Schengen area. Prior to travelling, ask your transportation company about its requirements related to passport validity, which may be more stringent than the country's entry rules. Temporary passport holders may be subject to different entry requirements. Check with diplomatic representatives for up-to-date information. Official (special and diplomatic) passport holders must consult the Official Travel page, as they may be subject to different entry requirements.

Risk: Risk that my passport may not be valid.

Plan: I took the steps to renew my passport recently to ensure it would be valid for long after my date of expected departure from France.

DFAIT Section 5: Government Contacts

Street Address

35 Montaigne Avenue, 75008 Paris, France

Telephone

33 (0)1 44 43 29 00 / Consular services: 33 (0)1 44 43 29 02

Fax

33 (0)1 44 43 29 86

Email

paris-consulaire@international.gc.ca

Internet

www.france.gc.ca

Enter the contact information for the Canadian Embassy nearest to you in your host country.

If you are travelling on a non-Canadian passport, enter the contact information for the Embassy of your home country nearest to you.

Health

Hazard: Chikungunya in France Updated: August 30, 2017 The World Health Organization has confirmed local transmission of chikungunya in south eastern France. As of August 23, four cases of chikungunya were diagnosed in the Provence-Alpes-Côte d'Azur.

Risk: I could contract this disease while abroad.

Plan: If I plan to travel to Provence-Alpes-Côte d'Azur, I will follow strict insect bite prevention measures.

Currency

Hazard: The currency of France is the euro (EUR). Credit cards and traveller's cheques are widely accepted and automated banking machines are widely available. When crossing one of the external border control points of the European Union (EU), you must make a declaration to customs upon entry or exit if you have at least €10,000 or the equivalent in other currencies. The sum can be in cash, cheques, money orders, traveller's cheques or any other convertible assets. This does not apply if you are travelling within the EU or in transit to a non-EU country.

Risk: I might not be able to access some of my funds at certain locations using my Canadian bank account/credit cards. I might get charged a lot of fees.

Plan: I will notify my bank to let them know I am travelling abroad so they don't freeze my assets. I will research the fees so I am aware of how much it costs to convert currency/withdraw funds overseas.

Laws and Culture

Hazard: I am subject to local laws. Identification You must carry your passport at all times. Keep a photocopy of your passport in case of loss or seizure. You are strongly advised to keep photocopies of

the identification page of your passport, as well as of your birth certificate, Canadian citizenship card, driver's licence, train or plane tickets and credit cards. Keep originals and copies in a safe but separate location. If possible, consider scanning these documents and saving the files in your email account. It is illegal to cover your face in public places in France. Failure to comply can lead to heavy fines. Illegal drugs Penalties for possession, use or trafficking of illegal drugs are strict. Convicted offenders can expect jail sentences and heavy fines. Public transportation When using public transportation throughout France, you must retain your validated ticket until you exit the system. Failure to produce a validated ticket will result in fines. Failing to cooperate with inspectors could result in you being arrested.

Risk: Failure to abide by these laws may lead to fines or jail time.

Plan: I will be aware of all the laws and comply accordingly.

Road Travel

Hazard: Road safety Roads in France are well maintained. Drive defensively and obey traffic regulations. Excessive speeding poses a risk. Public transportation Major cities have an effective public transportation system and are served by an extensive intercity rail network. Use only officially marked taxis and do not share them with strangers. Occasional strike action and migrant activity in and around Calais can cause delays when using cross-channel services to travel to and from the United Kingdom. Drivers are often tricked into stopping their cars by thieves who either obstruct the road or distract the driver (for example, by flashing their headlights). They may also pretend that you have a flat tire (which they sometimes puncture themselves). Once the vehicle is stopped, the thieves seize the opportunity to steal a bag or other valuable objects. Aggravated thefts sometimes occur at isolated rest stops along highways.

Risk: An accident could occur while on the road. If I am driving, I could get a ticket/fine or be in an accident.

Plan: I will not drive and I will only take public transportation or official taxis. Be especially vigilant when stopped at traffic lights, as bags are often snatched from the front passenger seat by thieves travelling on scooters. Keep windows closed and doors locked at all times.

Disasters and Climate

Hazard: Floods sometimes occur. The French government maintains a water level forecast service, Vigicrues. Remain vigilant, follow the instructions of local authorities and monitor local media. Forest fires Forest fires often occur during the summer months, particularly on the Mediterranean coast and in Corsica. In case of a major fire, stay away from affected areas, follow the advice of local emergency services personnel and monitor local media for up-to-date information. The air quality in areas near active fires may deteriorate due to heavy smoke and affect travellers with respiratory ailments. Avalanches In mountainous regions, avalanches present a risk and have resulted in fatalities.

Risk: I could be susceptible to damage caused by weather, loss of personal items, potential health and safety concerns.

Plan: If I am planning on mountaineering or skiing, I will consult ANENA (in French) for information on weather and safety conditions, and follow the advice carefully. I will pay close attention to weather reports and avoid areas with poor weather.

Travel Documents/Work Permits/Visas

Hazard: Student visa: Required for stays longer than 90 days

Risk: If I don't have a visa, I won't be able to stay longer than 90 days and complete my exchange.

Plan: My passport is valid until 2027. I have already applied for my student visa at the Consulate General of France in Toronto and have all the necessary documents to get it approved.

Additional Information (if required)

Hazard: N/A

Risk: N/A

Plan: N/A

World Health Organization

Hazard: breaks and emergencies Yellow fever – France – French Guiana 30 August 2017 Chikungunya – France 25 August 2017

Risk: I could be susceptible to any disease/virus which will require medical treatment and lead to high expenses.

Plan: If I plan to travel to Provence-Alpes-Côte d'Azur, I will follow strict insect bite prevention measures. I will have health insurance to cover all the necessary medical expenses and I will ensure that I have all my vaccinations prior to travelling.

In addition to the Government of Canada country profile webpage you should consult with other sources when determining risk (i.e. World Health Organization, Public Health Agency of Canada).

Public Health Agency of Canada

Hazard: Outbreaks and emergencies Yellow fever – France – French Guiana 30 August 2017 Chikungunya – France 25 August 2017

Risk: I could be susceptible to any disease/virus which will require medical treatment and lead to high expenses.

Plan: If I plan to travel to Provence-Alpes-Côte d'Azur, I will follow strict insect bite prevention measures. I will have health insurance to cover all the necessary medical expenses and I will ensure that I have all my vaccinations prior to travelling.

Immigration Canada: Re-entry into Canada

Hazard: Returning to Canada means a stop at a Canada Border Services Agency check point where I declare what I have brought back to Canada.

Risk: Embarrassment, time lost, frustration, and possible seizure of goods purchased abroad.

Plan: I will ensure that I have properly read and filled out my declaration form.

If you will be re-entering Canada on a non-Canadian passport there are certain documents you will need. Check them out via the hover-over help icon in this section. Make sure to list them and tell us you will have them with you when you are re-entering Canada.

Immunizations

Aware of Immunization Requirements: Yes

Disabilities, Special Needs, or Life-threatening Health Conditions

Not Applicable

Emergency Response

Local Emergency Contact Information

- Agency: Local 911 Equivalent
- Tel. Number: 112

Local Emergency Contact – list your host county's equivalent to our 911. If your host country does not have a 911 equivalent enter the numbers for Police, Fire and Ambulance. We need to know you are aware of these numbers.

How will we contact you in the event of an emergency?

- Agency: International Office at SKEMA University
- Tel. Number: 33 (0)1 00 11 22 00
- Comment:

Emergency Evacuation Plan: N/A

In this section list the contact information for your host school's international centre, host organization, hotel etc. How will we contact you if we cannot reach you by your email or your phone? Do not include the contact information for your roommate or friend.

Program Overseeing Activity: Arts and Science – Exchange and International Letter of Permission

Primary:

- First Name: Bob
- Last Name: Doe
- Address: 99 University Avenue
- City: Kingston
- Province: ON
- Postal Code: K7L 3N6
- Day Time Contact No.: 613-533-6000
- Evening Contact No.:
- Cell Contact No.:
- Fax Contact No.:
- Email Address:

Program Overseeing Activity – If you are going on an undergraduate exchange program then you would need to select your Faculty + “Exchange and ILOP” (i.e. Arts and Science – Exchange and ILOP).

If you are going on any other type of program you need to select the Department or group that is responsible for your activity (i.e. Faculty of Education – Practicum Office).

Secondary:

- First Name: Mary
- Last Name: Doe
- Address: 99 University Avenue
- City: Kingston
- Province: ON
- Postal Code: K7L 3N6
- Day Time Contact No.: 613-222-3333
- Evening Contact No.:
- Cell Contact No.:
- Fax Contact No.: