

# Standard Travel Risk Form

## 1. Contact details

### Student Contact Details

Full name	CRSid	Contact number while away	Email address while away

### Emergency Contact

Please note that your emergency contact may be called or emailed if you do not respond to contact.

Name of emergency contact	Contact number (include local area code)	Email address	Language spoken

### Local Contact e.g. onsite Supervisor

Name	Contact number (include local area code)	Email address	Language spoken

## 2. Travel Itinerary

If you are planning to visit more than one country then you should complete separate risk assessments

<b>Travel start date</b>	July 22nd 2018
<b>Travel end date</b>	December 22nd 2018
<b>Location of working away (<i>town and country</i>)</b>	Buenos Aires, Argentina
<b>Address</b>	

<b>Type of working away</b>	Year Abroad
<b>Detailed description of proposed activities including sites you will work across (if there are multiple)</b>	CII Teach Argentina – English language facilitator in a school or language institute, occasionally running English immersion camps for children:  [Details redacted]
<b>Lone working</b>	No
<b>Supervised</b>	Yes – intermittently

## 3. Foreign and Commonwealth Office Travel advice rating

Please indicate below the FCO rating for the area that you will be **staying and working in**

No specific rating given	See our travel advice before travelling
X	

Please select the date that you checked the FCO rating	02/02/2018
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You can sign up to Foreign and Commonwealth Office travel alerts by following the link below; select your destination and subscribe to the email alerts for the country you propose to visit.

<https://www.gov.uk/foreign-travel-advice>

*By signing here I agree that I will subscribe to and monitor Foreign and Commonwealth Office travel alerts for my proposed destination*

<b>Sign</b>	<b>Date</b>
	02/02/2018

#### **4. Personal Vulnerabilities, Local Laws and Customs**

Please sign here to indicate that you have read and understood advice about the local laws and customs of the area you are visiting and that you will seek advice on matters relating to your personal wellbeing from your Supervisor and/or College Tutor.

<b>Sign</b>	<b>Date</b>
	02/02/2018

#### **5. Insurance**

In order to ensure that your work away is fully authorised you <b>MUST</b> purchase travel insurance if leaving the UK (and not visiting your home country). Please agree that you will buy insurance if applicable and include details of policy e.g. University insurance	[policy details redacted]
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## 6. Hazard Table

The table has been pre-filled with examples of hazards that may be present during your proposed working away – you must **amend**, **remove** or **add** hazards as appropriate. Control measures should be specific to you and the work you are proposing.

More detailed descriptions of the hazard and suggested control measures can be found through clicking on the hazard or through visiting the Safeguarding site at <http://staging.safeguarding.admin.cam.ac.uk/>

<b>Hazard</b> specific factors in the environment which may cause you harm	<b>Hazard Description and Personal Vulnerabilities</b> If known: include frequency of such incidents, when the threat may occur, for example, when travelling, visiting a remote region, during religious festival, in a crowded space etc.	<b>Control Measures (actions to reduce risk level)</b> Include action that may be taken to eliminate risk entirely
Crime	Robberies including the use of weapons and violence Loss of important documents/laptop etc.	Keep a close eye on personal possessions at all times, don't carry all valuables in one place. Don't carry large amounts of cash or jewellery. Avoid isolated or poorly lit areas at night. Refuse help if mustard or ketchup is 'accidentally' sprayed on me. Keep belongings close in restaurants or bars. Don't hang bags on the back of chairs. Avoid using ATMs at night and be aware of your surroundings when taking out money.  Hand over cash and valuables without resistance  Will take measures to keep identification documents and laptop secure in and out of accommodation. I will provide family with a copy of travel itinerary, and make a copy of important travel and identification documents.
Travel	Booking taxis	I will book taxis in advance and if I do hail a taxi in the street, I will only use a 'radio taxi' as directed by FCO. These have a clearly visible company logo on the rear passenger doors. Some popular ride hailing apps are not regulated by the government of Argentina so I will not use these. The City of Buenos Aires' government site holds a downloadable list of registered taxi companies with their contact details. For transport to and from airports, the Aeropuertos Argentina 2000 site lists the options available at each airport in the country (select Our Airports). I will use one from this list.
Kidnappings	Will check before departure and on arrival whether my ethnicity or nationality makes me a higher target. The FCO does not specify.	Avoid isolated or poorly lit areas at night. Try to remain inconspicuous – will take advice from local host about this.
Terrorism	Terrorist attacks – low risk, although a number of small explosions have taken place in Buenos Aires, mainly in banks	Follow media reporting, be vigilant and aware of my surroundings as well as of any significant religious occasions and public holidays. Will carry a charged mobile phone with me, be discreet on social media about travel plans, tell trusted individuals about my travel plans and minimise time spent in public areas in airports.

		I have signed up to receive FCO alerts.  Be vigilant at all times, report anything suspicious
Civil unrest	Protests and strikes. Protests can occur occasionally in city centres over various political and socio-economic grievances.	Monitor the media. Avoid protests and large crowds gathering.
Health – contagious diseases	Diphtheria, Hepatitis A, Hepatitis B, Tetanus  Zika virus/Malaria/Dengue fever  Yellow fever	I will ensure that I have all the necessary vaccinations up to date as there are no courses or boosters which are advised. I have already received the MMR vaccine. I have checked that my EHIC card is up to date (and have renewed it this year) as well as having taken out specific medical and travel insurance for the period of time that I am on my Year Abroad.
Pre-existing medical condition	Not fully disclosed to department – college aware.	Have checked whether my medication is available local and it is. I have identified a couple of pharmacies that I can obtain this from. I will need a prescription to purchase this – my doctor will be providing this in advance. I will also be taking sufficient supplies to last 3 months which 1 month less than the maximum specified amount I can take into the country. It is not anticipated that my work or the environment will exacerbate my condition in any way. I will seek guidance from a medical professional if my condition worsens and return home if necessary. My insurance cover personal medical care.
Food and drink	General illness/upset stomach from poorly prepared food.	Will take local recommendations.
Housing	Accommodation organized through CII Teach Argentina with a host family close to my placement	Listen to and observe family's advice with regards to safety in local area
Climate	Seasonal flooding  Copahue volcano eruptions	Monitor local media and follow any instructions given by the local authorities both as a precautionary measure but also to understand emergency procedures and evacuation plan.
Local laws and customs	FCO: Argentine society is open and diverse. Same-sex marriage is legal; rights are protected by the Constitution and by legislation tackling all kinds of discrimination. Argentina is signatory to international and regional agreements protecting LGBT rights.	I have noted this.

**Person working away: I am signing to indicate that I have read and will abide by the statements above and will carry out additional risk assessment where necessary.**

Name: ██████████	Date: 03/05/2018	Signature: ██████████ ██████████
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**Department/Faculty: I am signing to indicate that this constitutes a suitable and sufficient assessment of the level of risk identified.**

<p>Name: [REDACTED]</p> <p>Role: Year Abroad Coordinator</p>	<p>Signature: [REDACTED]</p> <p>Date: 04/04/2018</p>
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