



WORKSHOP 1+1= 11
ON-FIELD

Construction of Yarpakuti Culture Centre
- Chavin de Huantar, Peru -

June 15th – July 12th 2020

O F S
On-Field Safety Form

Please complete the form and send it to workshop@ea-hr.org



01. Name and address

Name _____ Surname _____
Date of birth _____ Gender _____ Nationality _____
Address _____ Postal code _____
City _____ Country _____
E-mail _____ Mobile _____
Number of valid Passport _____

02. Special dietary needs

	Y	N
<i>Vegetarian</i>		
<i>Other allergies/requirements</i>		
<i>Describe</i>		

03. Emergency contact 1

Information of the person who should be contacted first in case of emergency

<i>relationship</i>	
<i>mobile</i>	
<i>name</i>	
<i>address</i>	

N.B. All information on this form will be kept CONFIDENTIAL

Signature _____

_____ *Date*



EA-HR will refund only the cost of the bus ticket from Lima to Chavin de Huantar
 (approximately 20 euros)

04. With airplane

If you are flying to Peru because the workshop, please make sure to arrive at the location of the accommodation at least one day before the beginning of the workshop and to use the mail workshop@ea-hr.org for official communication.

Please add here your arrival and departure informations:

	Airport/Customs	Date/Time	Flight/Vessel Num.
ARRIVAL	Jorge Chávez International Airport, Lima, Peru.		

IMPORTANT: From Jorge Chávez International Airport is **mandatory to ask for a official Taxi**, also to reach the Bus Station. You can find the official taxi inside the airport. EAHR can provide a taxi driver from Lima Airport to the Bus Station but is not included in the workshop fee.

	Y	N
I need EAHR books a taxi at the time indicated here above from the airport to the bus terminal and I know that I have to pay for it.	<input type="checkbox"/>	<input type="checkbox"/>

05. With other vehicles

If you are reaching Chavin de Huantar by other vehicles, please make sure to arrive at the location of the accommodation at least one day before the beginning of the workshop and to use the mail workshop@ea-hr.org for official communication.

I am aware about the location of the Viracocha Hotel, Chavin de Huantar	<input type="checkbox"/>
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06. Touristic Visa

The fee doesn't provide the cost of the Peru Visa. Each participant has to obtain a Touristic Visa to the immigration office at the Jorge Chávez International Airport, or at all the border immigration office within the Country.

	Y	N
I need a VISA and I understood that I can do it in a immigration office in Peru	<input type="checkbox"/>	<input type="checkbox"/>

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Signature _____

_____ Date

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07. Personal conduct

EAHR staff must not engage in conduct that interferes with operations, discredits EAHR or is offensive to coworkers, donors, beneficiaries, vendors or visitors. EAHR staff must avoid conduct that may lead to their becoming a victim of a security incident. Personnel should avoid lack of sleep, poor stress management and drug or alcohol abuse since they can impair judgement and the ability to react appropriately in a potential safety or security incident.

.Local Laws

EAHR staff and volunteers should obey local laws at all times. As much as possible, staff should avoid transacting business or carrying on personal relationships with those suspected of violating local laws. Doing so can negatively affect the reputation of EAHR in the local area and increase the risk for EAHR staff.

.Alcohol

Unauthorized use, possession, sale or distribution of alcohol while on EAHR property is prohibited. Being under the influence of alcohol while working for EAHR is also prohibited. Additional restrictions may be imposed when working in certain areas.

.Substance abuse

The use, presence, sale, distribution, manufacture or possession of illegal drugs or controlled substances while on EAHR property or on EAHR business, is prohibited. In many countries, the possession or use of illegal substances, even in minute amounts, can result in immediate incarceration. The judicial system in many countries does not give the accused the right to post bail or communicate with anyone, and pre-trial detention may last for months. All prescription pharmaceuticals should be kept in their original containers with the patient's and doctor's names clearly identified.

.Transportation

Vehicle accidents are the main cause of injury and fatality among humanitarian aid workers. Seat belts front and rear, if available, will be worn at all times by all EAHR staff.

.General guidelines for traveling

EAHR staff has to communicate to the HQ (Copenhagen) when they go to the field and when they back from the field. Furthermore EAHR staff has to write a paragraph on the activities done during the day.

When traveling, send a planned itinerary to the HQ. When appropriate, photocopy passport and other documents and carry only the copy, keeping a second copy at home or office. When carrying the original, consider disguising it with a plain slip-on cover. Carry a phone card or local coins to make emergency phone calls if required. In public areas or on local transport, sit near other people and hold all belongings. Use caution when taking taxis in areas where cab drivers are known to be involved in criminal activity. When available, take licensed taxis and always settle on the fare BEFORE beginning the trip. Have the destination address written out in the local language to show the driver if necessary.

.Children

When working with children always treat them with respect and always ask the parent before to take photos and/or videos. When talking with children never doing in a place where other people cannot see you.

Signature _____

_____ Date



Emergency Architecture & Human Rights
Verdens Kultur Centret – Nørre Allé 7
2200 Copenhagen N Denmark

08. Complete release and hold harmless agreement

By signing this agreement, I acknowledge that there may be unanticipated risks involved in my participation as a volunteer for a trip to Chavin de Huantar, Peru, that may involve work with Yarpakuti Association, Emergency Architecture and Human Rights (EA-HR) and their employees, volunteers, or affiliates (together, the “Released Parties”).

These risks may include but are not limited to physical or emotional injury to myself or others, including serious injury or even death, and property damage.

On behalf of myself, my spouse, my children, heirs, estate, personal and legal representatives and assigns, I hereby acknowledge, agree, and represent that I release, waive, discharge and covenant not to sue or hold responsible the Released Parties from any responsibility or liability for loss or damage, injury or death that may be sustained while working with the Released Parties as part of a trip organized or affiliated with the Released Parties.

This includes but is not limited to any injuries sustained in connection with transport, travel, lifting, or any other activities and shall apply regardless of where such injuries are incurred.

Michele Di Marco
*CEO at
Emergency Architecture and Human Rights*

Andrea Maggiolo
*Construction Manager at
Emergency Architecture and Human Rights*

Signature _____

_____ Date

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