

Travel Safety Policy

The Travel Safety Policy applies to all EWB-DK missions. It covers all volunteers and staff traveling on behalf of EWB-DK and funded by EWB-DK. Companions who are not part of the EWB-DK team and are not responsible against the Terms of Reference for the mission are not subject to the Duty of Care of EWB-DK and hence are not covered by this policy.

The Travel Safety Policy sets out concrete measures and procedures of EWB-DK, which everyone traveling on behalf of EWB-DK, volunteers as well as employees, must understand and follow during travel. Specific measures apply when traveling to countries where conditions differ significantly from Denmark in terms of personal safety, political stability, infection risk and treatment options or countries affected by natural disasters.

Principles for the Travel Safety Policy

The EWB-DK Travel Safety Policy relies upon a number of key principles, which ensure transparency and clearly assign responsibilities.

Duty of Care

EWB-DK commits itself to ensuring security during travel at the best possible level, to preventing volunteers from being exposed to unnecessary risks, and ensuring that travel is carried out in a safe manner. EWB-DK, in accordance with instructions from the Danish Ministry of Foreign Affairs¹ (MoFA), evaluates the security situation within the given country and follows advice provided by MoFA and assists volunteers in establishing necessary local security and safety measures. EWB-DK ensures coverage under the corporate insurance for all volunteers. EWB-DK will handle any crises in accordance with the EWB-DK Emergency Plan.

However, during the journey itself, EWB-DK can neither guarantee nor take direct responsibility for the safety of travellers. Safety on the journey itself is the responsibility of the individual traveller.

EWB-DK has no commitments towards safety of other fellow travellers (consultants, journalists, local volunteers, donors and other guests) during travel. External people travel on their own responsibility and personal insurance. EWB-DK is ready to share information about the security situation in a given country, also with external travellers, nevertheless it is the responsibility of the external person to initiate necessary security measures and otherwise ensure security during their journey.

Informed Consent

Any mission on behalf of EWB-DK is conducted on a voluntary basis and it is possible at all times to refrain from traveling to places or areas where the volunteer or staff identifies a potential risk. The security policy, including the EWB-DK Duty of Care, is based upon informed consent from the person travelling. EWB-DK further advises that the family of the

¹ For countries where the Danish MoFA (<http://um.dk/da/rejse-og-ophold/rejse-til-udlandet/rejsevejledninger/>) does not provide up-to-date travel guidance, kindly refer to the British MoFA (<https://www.gov.uk/foreign-travel-advice>).

person travelling is informed and has given its consent prior to travel. Please refer to the EWB-DK Travel Guide. It is the responsibility of EWB-DK and the volunteer or staff to gather information about the security conditions within the country in question and to analyse the information. It is also the responsibility of the volunteer or staff to share travel safety information with accompanying external persons and to give them a realistic and fair view of the situation in the area visited.

Right and Duty to Withdraw from a Mission

All travellers have the right to withdraw from a situation or the whole journey at any time if they consider that the situation or journey poses an unnecessary risk. A withdrawal from a trip must not lead to disciplinary proceedings or have any other influence on the volunteer's terms of the future engagement and work. No EWB-DK staff or volunteer is entitled to order another volunteer to participate in missions to risk areas against their will. EWB-DK may interrupt a mission or part of a mission at any time if safety and security are considered insufficient. Anyone who decides to stay against the instruction, is no longer EWB-DK's responsibility. Anyone on a mission under the EWB-DK has an obligation to withdraw when required by EWB-DK management.

In the preparation of mission, the volunteer of EWB-DK is to obtain relevant information about the security situation in the given country and the volunteer must attend to all items on the EWB-DK checklist of preparations. Volunteers traveling with external companions are responsible for passing on the information and checklist to their fellow travellers.

Travel Safety – Information and Decision

EWB-DK follows the security situation via the Danish Ministry of Foreign Affairs travel guidance and equivalent official authorities (UK Gov., EU, WHO, UN etc.). In circumstances where the authorities advice to "avoid any travel" or advice to "avoid unnecessary journeys", the mission to the area or country cannot be conducted.

EWB-DK requests that the volunteer or staff acquires knowledge about the security situation at the destination. Prior to travel it is compulsory for volunteer or staff to complete the following online security course: "Basic Security in The Field".²

EWB-DK stipulates the importance of registering at the Ministry of Foreign Affairs list of Danes abroad, called "Danskerlisten". The list relates to a service offered by the Ministry of Foreign Affairs for Danes abroad and is aimed at facilitating contact in cases of crisis and security risks.

EWB-DK aligns itself with the Danish and international practices concerning hostage and kidnapping situations, which explains why EWB-DK does not subscribe to any insurance related to situations of kidnapping and hostage-taking and will not negotiate or pay any ransom.

² <https://training.dss.un.org/course/detail/19928>

Local Security Measures

EWB-DK works in partnership with local organisations at most project destinations. Whenever a possible local partner is involved in planning of mission travel, the local partner is involved in assessing safety and security risks in the local context.

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