



## Volunteer guidelines

A volunteer is a person appointed by MAVUNO to perform a certain task identified in the needs assessments carried out by MAVUNO and a partner organization in collaboration.

We hope the guideline will inspire you to go to Tanzania and be useful once you are there, regardless of whether you are a volunteer or a visitor.

### **Preparing for the trip**

#### **Vaccination**

There are different opinions which vaccinations are necessary. Check with health authorities or your doctor at home what they recommend. The recommendations might include:

- Yellow Fever (this you need if you want to travel around East Africa)
- Thyphoid
- Polio / Diphtherie / Tetanus
- Rabies
- Cholera
- Hepatits type A & B

#### **Malaria**

Karagwe is located very high (about 1500 meters) so there are less mosquitos than for example in other areas. Nevertheless, there is the risk of being infected with malaria. So it's necessary to protect yourself sufficient. You should protect yourself by a medical prophylaxe (e.g. 'Malarone', 'Doxycycline', 'Lariam') especially if you only stay for a short time. But you should be aware of the side effects seek advice from a doctor. Read them carefully and decide which one will be the best for you. You may have to start using them while you are still at home to figure out if you act to the side effects. The medicine can't give you a 100 % security, so you have to use a mosquito net (they are available in Tanzania) and enough mosquito-repellents as it is difficult to buy near MAVUNO.

#### **Allergies**

If you have any allergies, please inform MAVUNO before your departure.

#### **Visa**

You need a visa for visiting Tanzania. The visa can be made in advance or can be bought directly at the airport/border when you arrive here. Since May 2012 every working

Volunteer needs a working permit for Tanzania! You can get into the country with the normal tourist Visa and MAVUNO will help you to process the work permit. For up to 3 month the permit costs 250 USD. The tourist visa costs 50 USD.

### **How to get here from Europe**

Check with your travel agency. From Europe the closest airports to Karagwe would be Entebbe airport in Kampala (Uganda) or Kigali (Rwanda) or Nairobi (Kenya) for these you should be prepared to arrange for a long bus drive. Alternatively arrive in Kilimanjaro airport (Tanzania) or Dar es Salaam (Tanzania). From Dar es Salaam there are local flights Dar es Salaam-Arusha-Mwanza-Bukoba with Precision Air. Just note that the luggage limit often is 23 kg when flying domestic. From Bukoba there is a 2-hours bus or car journey up to Karagwe district. Its good to use Bukoba airport as its closer and you should arrange in advance to be picked up by MAVUNO driver.

### **Things to bring.**

- Travel pharmacy – Bring all the medicines you might need for your stay in Karagwe. You should avoid to buy local medicine as it can be of bad quality.
- First Aid kit
- Moskito oil and suncream (can not be bought here or nearby)
- Flashlight
- Electricity adapter. Usually the British standard is used in Tanzania, but also Swedish/German standard can be found. Make sure you have an adapter that can handle these.
- Memory-stick / USB-stick
- Laptop
- Powerbanks are very useful due to the many powercuts
- Mobile phone (You can get a very cheap pre-paid card here. VodaCom, Halotel and Airtel seem to have good connection in most part of Karagwe.)
- Swahili Dictionary

## **Money**

In major cities there are ATM machines that will accept VISA cards and MasterCard. However it is recommended to bring a mix of cash, and VISA/ MasterCard. US Dollars and Euros can be changed everywhere and must be used for paying directly when buying Visa at the border and to pay Safari companies. The currency in Tanzania is Tanzanian Shilling. You **can't** change Travel Cheques in Karagwe anymore. At CRDB Bank and NMB Bank in Kayanga (20 km from the MAVUNO hostel in Chonyonyo) you can use the ATM with your VISA/MasterCard.

Food is approximately 10 times cheaper than in Europe.

## **Culture in the rural areas**

MAVUNO office is located in Ihanda Village in Karagwe district and the hostel is located in Chonyonyo about 9 km from the office. This is a rural area, which means people in general are quite conservative and follow traditions. They speak their local language, which is called Kinyambo but most people can speak Kiswahili as a national language. Do not expect people to know English; many people know a few words but not more. However, by knowing a few words in Kiswahili, using sign language and English, most situations can be sorted out.

Please be aware that you are not only representing yourself and the organisation that you come from, but also MAVUNO. This counts for work time as well as leisure time. In most matters in the community, people will consider you as a representative of MAVUNO. If misbehaving you might hence violate the reputation and the trust of MAVUNO among community members.

## **Respect**

Age in Tanzania matters a lot. Someone who is older than oneself is seen as a person which you need to show respect. It is important not to underestimate the great importance of the age in Tanzania! To greet an older person politely, you should therefore say "Shikamoo" instead of "habari".

It is custom to shake hands when introduced to new people or introducing yourself to new people.

Always use the right hand to greet, to eat, to give and to take things.

Religion plays an important role in many people's lives. Different religions live side by side without problems. If you are not religious respect prayers before eating etc.

## **Greetings**

When entering into a building, house or a room, you ask for permission to enter by saying "hodi". The person inside replies "karibu" meaning welcome. People are welcoming others to their homes as a phrase of politeness. If somebody tells you

“karibu nyumbani” (Welcome to my home) it does not mean that you should follow him or her immediately. Consider it as an invitation if someone tries to agree on a specific day and time for this.

In Tanzania to welcome somebody is more important than in Europe. You need to do it very detailed and you have to follow some rules. The way you welcome or greet somebody depends on the age of the person you are faced with.

*For younger and same-aged persons*

- Mambo (How are things?) - Poa / safi (good)
- Hujambo (How are you?) – Sijambo (Fine)

*For elderly people - IMPORTANT!*

- Shikamoo – Marahaba. *This is the only accepted way to greet elderly people.*

Because it's usual to greet in a longer way you go on asking “Habaris” (news).

- Habari (news)
- Habari yako (your news)
- Habari gani (which news)
- Habari za kazi (news from work)
- Habari za nyumbani (news from home)
- Habari za watoto (news from the children)
- Habari za leo (today's news)

You always answer with “nzuri” (good), “njema” (good), “safi” (great) or “salama” (peaceful).

### **Food and drink**

Some typical food and drinks you will be served in Tanzania. Good to learn some of the word so you know what you order in a restaurant... =)

- Ugali = Maize flower mixed and boiled in water.
- Pilau = Rice cooked with spices, sometimes vegetables and meat.
- Wali = Rice (unboiled rice is called: mchele!)
- Viazi (ulaya or mviringo) = Potatoes
- Ndizi = cooking bananas
- Ndizi sucari = sweet banana
- Kuku = chicken
- Nyama ya Ng`ombe = cow meat
- Samaki = fish
- Maharage = beans
- Mahindi = mais
- Mbogamboga = vegetables
- Matunda = fruits

- Maandasi = deep fried cookies
- Karanga = ground nuts / peanuts
- Mkate = bread
- Chapati = a kind of pancakes
- Sambusa/ Shalifu- meat- stuffed pastries
- Banana wine (can be tasted without problems)
- Banana beer (Not recommended. Might cause stomach problems...)
- Banana Gongo (Illegally, totally prohibited drink that shall not be tried.)
- Soda – Fanta or Coca Cola is always available even in the remote areas.

### **Couples**

It is an absolute taboo to show any kind of tenderness (eg holding hands, kisses) in the public between two partners even if you are married. If you are not married to your partner you might better not say that, as it is contradictive to Tanzanian customs. If considering entering into a relationship finds someone in the office who can help you.

### **Clothes**

In rural areas, it's important to look neat and tidy, which means you should wear culture-adapted clothes during the day and dressier clothes for festivals (lessons, church etc.). At all times the clothing should be clean and without any holes.

#### *For men:*

- Long trousers that are not tight (shorts are only worn by pupils)
- Shirts or t-shirts
- Sweater. Nights can become cool and it is also recommended to wear long sleeves after dawn to protect from mosquito bites.

#### *For women:*

- Long and loosely fitted skirts (at least over knee)
- Loosely fitted trousers (In rural areas it is not very common for women to wear trousers. When wearing trouser some people may think that you are not decent, but acceptance for different customs is increasing and nowadays there are more and more Tanzanian women wearing trousers.)
- Sweater. Nights can become cool and it is also recommended to wear long sleeves after dawn to protect from mosquito bites.
- For every kind of shirt the stomach has to be covered.
- Be conservative when showing shoulders and your décolleté.

#### Shoes, men & women:

- Sandals
- Closed shoes, like sneakers, for walking in high grass
- Flip flops are available locally

To protect yourself from the sun you can wear a hat.

Under no circumstances is it ok to wear short skirts or shorts, shirts showing the stomach, no shirt, regardless of gender and regardless of activity.

### **Female sanitary articles**

Sanitary pads are available in the closest town, but might be a little tricky to get a hold of as menstruation is a very private issue and taboo to talk about. Tampons are not available. It is advisable to bring the sanitary articles you may need during your stay from home. Be aware that also the disposal of sanitary articles should be very discrete.

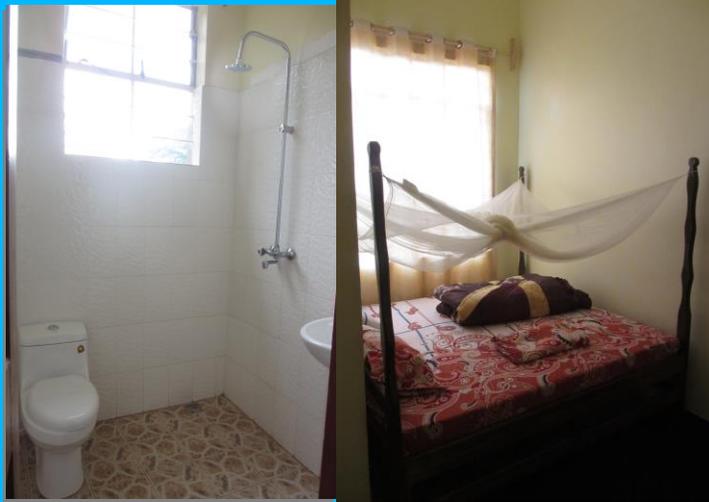
### **Working**

The volunteers need to be in good contact with the MAVUNO manager, the supervisor, working team and other staff members. The office opens 8:00 am to 5:00 pm. If the volunteer is ill or has holidays the MAVUNO office should be informed. If the volunteer is using MAVUNO equipment it should be used according to MAVUNO regulations.

## **Living at the hostel at the MAVUNO Girls Secondary School**

The hostel is located next to the Girls Secondary School in Chonyonyo, about 9 km away from the office. There are 6 bedrooms each including a bathroom. For very tall persons there are two large beds in the common room. There is a person responsible for some cooking, cleaning and washing clothes. Depending on how many persons that are staying in the hostel she might work most of the days or only a few days in a week. Volunteers cook themselves in the kitchen and the hostel some of the meals. Clothes can be washed but everybody needs to wash their own underwear and dry them in their rooms. Even wifi is available most of the time, but it is not as powerful as in most other places outside Tanzania. The house is connected to the national electricity grid and there are frequent and sometimes long power cuts. You can stay here for 45 000 TSH per day, including accommodation, food and service.

Please observe that the hostel is meant for volunteers. If a volunteer wants to have friends or family visiting or earlier volunteers want to visit during their holidays there might not be rooms for everyone. Volunteers working with MAVUNO have priority to the rooms. Please respect that the volunteers have a routine of a working person and need to rest and get up early in the morning.



*Pictures showing the guest house at MAVUNO girls secondary school*

### **Traffic safety**

It is very dangerous walking or taking public transport in Karagwe. Pedestrians walk to the side of the road and step outside the road if possible once a car comes, so take care when walking along the road.

The most common used kind of transport for people living in Karagwe is dalla dalla (minibuses) but most of time are crowded so it is better to use shared taxi which may be available at same costs. It is not advisable to travel by motorcycle and some partner organizations of MAVUNO prohibit their volunteers to travel by motorbike and dalla dalla unless emergency incidents, so check with your sending organization and follow the rules for your own safety and in respect of the risk. Safety of these public transports is not very good.

## Hygiene and Safety

Read carefully the briefing on health and safety prepared by MAVUNO and follow recommendations.

It is good to take precautions to hygiene and safety issues, it is not advisable to eat everything in the street and it is good to be careful with drinking water. Water for drinking should be boiled or bought on bottles.

The volunteer hostel located at the MAVUNO Girls Modal Secondary school has guards 24/7 and a fence. It feels very safe nevertheless it is not safe to walk in or near long grass since there are dangerous snakes that may harm your health and cause death. So be careful and take precautions.

Generally speaking people are not walking outside when dark. It is not considered safe to do so and should not be done.

To reduce risk of malaria, you should use mosquito net when sleeping and repellent in the evenings if you stay outside, which is however not the custom.

The district local hospital is nearby, about 20 km from the hostel, for emergencies. Each volunteer must have a travel and health insurance that covers treatments and emergency transport during the stay with MAVUNO.

Signature.....

CHARLES BAHATI  
MAVUNO PROJECT MANAGER

Date.....

28/09/2018

Signature.....

DAMIAN FRANCIS  
BOARD CHAIRPERSON

Date.....

28/09/2018