



Risk Assessment – International Travel Work/Field Study Risk

Please email a soft copy to Jacqueline G. Toering (Director, Risk and Safety) and to the applicable Dean.

Date of Assessment:

* If emerging issues arise, there may be the need for the trip to be re-assessed closer to departure

Name(s) and Department(s):

Country and Cities to be visited:

Date of Departure:

Date of Return:

Purpose of Visit:

Signature(s) of Traveller(s):

Date:

Signature of Department Head:

Date:

Signature of Dean:

Date:

Have you travelled to this country before?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Please specify if you have extensive knowledge of the country you are visiting (gained from residence, citizenship or work experience there)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

What are the current risks for the country being visited?

Please copy and paste the bullet-pointed travel summary from the DFAIT webpage for the country being visited:

- Go to <http://travel.gc.ca/travelling/advisories>
- Select the country you are visiting

Category		Measures taken to reduce risk
Crime street crime, local scams, theft, hotel room security and pickpocketing		
Terrorism bombings, security alerts, terror attacks		
Conflict / Political localised tensions that could result in outbreak of hostilities, civil unrest , strikes, riots, political demonstrations, upcoming elections or significant events		
Kidnap		
Infrastructure	Transportation airport collection, local driving standards, hazardous terrain, roadworthiness, safety belts	
	Medical capabilities hospital proximity and standards, methods of payment for treatment, access to local doctor	

	<p>Contaminated food</p>	
	<p>Contaminated water</p>	
	<p>Utilities compatibility of equipment, power cuts , voltage, safety standards</p>	
Natural Risks	<p>Climate conditions extreme heat or cold, high humidity, altitude</p>	
	<p>Natural disasters typhoon, tsunami, avalanche, earthquake, flood, monsoon, storms etc.</p>	
	<p>Contact with insects bites/stings, malaria, yellow fever</p>	
	<p>Contact with animals bird flu, bites, rabies, stings</p>	
Cultural Risks	<p>Local Culture customs, dress, religion, behaviour, Sexual Orientation</p>	

	<p>Legal differences</p> <p>local codes/guidance, local statute</p>	
Hazardous activities	<p>Activities</p> <p>skiing, white water rafting, bungee jumping, diving etc.</p>	
	<p>Hazardous substances/chemicals</p> <p>available antidotes, transport requirements, spillage</p>	
	<p>Research</p> <p>permits to work, safe systems, tides/water conditions, medical back- up, remoteness of work site</p>	
Money	Fraudulent Credit Cards	
Other		

Please DO NOT copy and paste these notes in their entirety. The purpose of this exercise is to consider the risks specific to your trip as identified in the DFAIT report and the measures required to combat these risks. Please select the measures accordingly.

Category Issues to consider	Examples of measures to reduce risk – please use those relevant to your trip
Crime street crime, local scams, theft, hotel room security	<ul style="list-style-type: none"> - Be aware of credit card fraud – do not allow waiters/shop assistants to take it out of your sight - Never resist a mugger - Do not wear expensive jewellery - Ensure that your office & emergency contact person have copies of your itinerary & passport/visa - Make yourself aware of any common scams and think about how to react if you are approached - Use the safe in your hotel room and use the security chain while you are in your room - Ensure you have the numbers required to cancel credit cards and travellers cheques - Carry a dummy wallet (suggested for travel to South America in particular)
Terrorism bombings, security alerts, terror attacks	<ul style="list-style-type: none"> - Be fully aware of the current security situation in the cities you are visiting - Ensure you follow the recommendations for local transport (below) - Check dates of trip against public holidays or days of special recognition - Avoid foreign Embassies and hotels next door/nearby
Conflict/Political localised tensions that could result in outbreak of hostilities, civil unrest , strikes, riots, political demonstrations, upcoming elections or significant events	<ul style="list-style-type: none"> - Be fully aware of the current security situation in the cities you are visiting - Avoid all demonstrations/large gatherings - Prepare an alternate travel plan if strikes are anticipated - Check dates of trip against local elections, major sporting events and public holidays
Kidnap	<ul style="list-style-type: none"> - Maintain a low public profile - Do not publicise your itinerary

		<ul style="list-style-type: none"> - Be alert to suspicious persons, vehicles and activity, particularly in the vicinity of your accommodation - Pre-programme your mobile phone to the emergency services - Employ a trained driver where necessary
Infrastructure	Transportation airport collection, local driving standards, hazardous terrain, roadworthiness, safety belts	<ul style="list-style-type: none"> - Arrange a hotel transfer or reliable local contact to collect you from the airport on arrival - Use hotel cars or recommended taxi companies - If driving yourself, ensure that you have the correct insurance, licence and permits and are fully aware of local driving regulations - If using rickshaws/tuk-tuks/jeepneys, choose carefully and always agree a price before getting in - If using local buses, be wary of the roadworthiness of the vehicle and safeguard your belongings - wear your seat belt, even if the locals do not
	Medical capabilities hospital proximity and standards, methods of payment for treatment, access to local doctor	<ul style="list-style-type: none"> - Check the DFAIT site for medical advisories - Check if cash payment up front is required for medical attention (even in an emergency) - Ensure you pack a sufficient amount of any prescribed medication for your trip plus 7 days extra - Do not engage in unsafe sexual activities or drug-taking - Take a First Aid Kit including syringes and needles – available from Occupational Health
	Contaminated food	<ul style="list-style-type: none"> - Eat only recently prepared food that has been thoroughly cooked - Busier restaurants may be safer as they are more likely to serve freshly cooked food - Be cautious with pork products, fish/seafood and dairy products - Be cautious of buffets (is the food properly covered & how long has it been standing?) - Be wary of drink-spiking and do not leave consumables unattended
	Contaminated water & drinking water	<ul style="list-style-type: none"> - Drink bottled water only - Use bottled water to brush your teeth - Avoid ice in drinks

		<ul style="list-style-type: none"> - Check beaches/ivers for warning signs
	<p>Utilities</p> <p>compatibility of equipment, voltage, safety standards, power cuts</p>	<ul style="list-style-type: none"> - Check compatibility of all electrical equipment being taken - Pack sufficient torches, batteries and travel plugs - Charge your mobile phone frequently - If a wall socket looks damaged or there is water damage nearby, DO NOT USE IT
Natural Risks	<p>Climate conditions</p> <p>extreme heat or cold, high humidity, altitude</p>	<ul style="list-style-type: none"> - Be aware of the weather forecasts for the dates of your trip and pack appropriate clothing - Use high-factor sunscreen and carry a bottle of water in hot conditions - Avoid strenuous activity during the hottest part of the day - Drink sufficient liquids to prevent dehydration
	<p>Natural disasters</p> <p>typhoon, tornado, tsunامي, avalanche, earthquake, flood, monsoon/storms</p>	<ul style="list-style-type: none"> - Read the emergency procedures on the back of your hotel room door - Make a note of the contact details for your local Embassy - Ensure that your office & emergency contact person have copies of your itinerary & passport/visa
	<p>Contact with insects</p> <p>bites/stings, Lyme's disease, malaria, yellow fever</p>	<ul style="list-style-type: none"> - Ensure that you have the required inoculations before travelling and your tetanus & polio are up-to-date - Check whether the country you are visiting requires a yellow fever inoculation certificate for entry (e.g. you cannot enter Ghana without this) - Consult your GP for malaria advice. Use insect repellents safely - Be aware of local medical provision
	<p>Contact with animals</p> <p>bird flu, bites, rabies, dermatitis, stings</p>	<ul style="list-style-type: none"> - Do not approach animals, even if they appear domesticated - Avoid markets where live animals and poultry are sold
Cultural Risks	<p>Local Culture</p> <p>customs, dress, religion, behaviour</p>	<ul style="list-style-type: none"> - Ensure that you are aware of and respect local religious restrictions and festivals - Dress appropriately at all times - Be aware of causing offence when taking photographs of local people and DO NOT take photographs near police or military establishments - Please check Travel Guard for information

		-In some cultures open displays of affection between same sex partners may be frowned upon
	<p>Legal differences</p> <p>local codes/guidance, local statute</p>	<ul style="list-style-type: none"> - Be aware of any local laws that are different to the UK - please check Travel Guard for information - Take a copy of your prescription in your hand luggage (some medications which are legal in the UK are not legal overseas – check the embassy website of the country being visited)
Hazardous activities	<p>Activities</p> <p>Skiing, white water rafting, bungee jumping, diving etc.</p>	<ul style="list-style-type: none"> - Use recommended companies with fully-trained instructors - Check UoP insurance policy coverage for the activity to be undertaken - Check beaches/rivers for warning signs
	<p>Hazardous substances/chemicals</p> <p>available antidotes, transport requirements, spillage</p>	<ul style="list-style-type: none"> - Check all safety procedures and legislation with the organisers in-country - Wear appropriate protective clothing
	<p>Research</p> <p>permits to work, safe systems, tides/water conditions, medical back-up, remoteness of work site</p>	<ul style="list-style-type: none"> - Ensure that you have all the required up-to-date permits - Check all safety procedures and legislation with the organisers in-country - Be aware of the location of any man-made hazards (mine shafts etc) - Make yourself aware of local animal/reptile species and the level of threat - Ensure that work sites have appropriate first-aid provision and evacuation procedures - Wear appropriate protective clothing - Be aware of local medical provision - Ensure you have good quality wet-weather gear and obtain tide tables
Other	Use this section if there is a specific issue affecting you personally/medically or affecting the city you are travelling to	