**Request travelling to risk area Orange – for Students – Thesis/Internship[[1]](#footnote-2)**

The travel policy of Wageningen University & Research states that travelling to risk areas is only allowed with the approval of WUR. Please, submit this form between two months and two weeks before the scheduled departure date. Please note:

* WUR’s decisions on student travel are binding. If your request is rejected, you cannot object to it.
* All travel requests are assessed individually and you cannot derive any rights from other decisions.
* If the colour code changes from orange to red before your departure, you are not allowed to leave. WUR will not reimburse the expenses incurred. This also applies if, on the departure date, you no longer meet the conditions for any other reason.

1. **Traveller’s personal data**

|  |  |
| --- | --- |
| Surname |  |
| Given name(s) |  |
| Nationality |  |
| Study programme |  |
| WUR supervisor | Name:  Sciences group:  Chair group: |
| In case a staff member or student of WUR travels with you, please mention the person’s name(s)[[2]](#footnote-3) |  |

1. **Destination and travel advice**

|  |  |
| --- | --- |
| Country and location (city/area) of your travel |  |
| Period of your stay (departure date and return date) |  |
| What is the reason for your travel? | □ MSc thesis/internship Disaster Studies[[3]](#footnote-4) □ Thesis/internship in my home country  □ Thesis/internship, but not for Disaster studies or in my home country □ Other reason: |
| Is the colour code of the destination orange only because of Corona? | Yes/no  Please add a screenshot of the explanation of the area’s colour code on [www.nederlandwereldwijd.nl](http://www.nederlandwereldwijd.nl). |
| [Security risk level](https://www.travelriskmap.com/#/planner/map/security) SOS International | □ 1. Insignificant □ 2. Low □ 3. Medium  □ 4. High □ 5. Extreme |
| [Medical risk level](https://www.travelriskmap.com/#/planner/map/medical) SOS International | □ 1. Low □ 2. Medium □ 3. Variable risk  □ 4. High □ 5. Very high |
| Is the destination safe? Please substantiate. You can make use of the website [www.nederlandwereldwijd.nl](http://www.nederlandwereldwijd.nl) and the risk maps at [www.travelriskmap.com](http://www.travelriskmap.com) |  |
| Do you stay at one organisation/institution? | Yes/no |
| Describe your travel plan including, travel dates, ways of travel, travel party (who is travelling with you), address(es) of all accommodation(s) to stay.  Please pay special attention on the transportation from the airport to the local destination. |  |
| Type of activities/brief description of your stay and the research location(s): what, when, where? |  |
| Add written information from the host institution that you are welcome for the activity in question, and information about the corona policy of the institution in question, including how incoming international students are cared for. |  |

1. **Health and safety aspects[[4]](#footnote-5)**

|  |  |
| --- | --- |
| I took/will take the applicable [safety course](https://www.wur.nl/en/Education-Programmes/Current-Students/Preparation-for-travel-abroad.htm) that prepares students for their stay in high(er) risk areas.  Online module ZSS-06300 ‘Travel Safety’  Workshop ‘Student Travel Safety’  Three-day ‘Hostile Environment Awareness Training’ (HEAT) | Yes/no  Yes/no  Yes/no/not applicable (depends on the risks)   Yes/no/not applicable (depends on the risks) |
| Describe the health risks mentioned on [the GGD website](http://www.ggdreisvaccinaties.nl/). What are the recommended vaccinations? Describe other prevention measures you could take. |  |
| Only for the [SOS International security risk levels medium and high](https://www.travelriskmap.com/#/planner/map/security):  Elaborate on the safety risks and the measures you take to minimize them during your stay. Think about risks related to:   * The location   + Physical factors like weather, traffic and causes for natural disasters.   + Political factors.   + Biological factors like pathogens/ viruses. * The type of work like working in enclosed spaces, heights, around water, animals, biological or chemical substances, visiting locals, etc. * Your personal risk profile. |  |
| Indicate which of the following actions you have taken:   * For Dutch travellers: confirm your awareness of the 24/7 [BZ Informatieservice](https://informatieservice.nederlandwereldwijd.nl/). * For non-Dutch travellers: confirm that you will contact your embassy/consulate as soon as you arrive. * Is your health insurance combined with the WUR travel insurance sufficient for your trip? * Are you aware of the visa requirements for the area you’re planning to visit (like the validity of your passport at the end of your stay)? | Yes/no  Yes/no  Yes/no  Yes/no |

1. **Preparations**

|  |  |  |
| --- | --- | --- |
| Please motivate why the specific risk area has to be visited. Is a non-risk area possible for the research? | |  |
| Describe the importance of the activities for you, for WUR and for the counterparts in the area. | |  |
| Are you hosted by an organisation? Are contacts formalised? Who is your contact person? Will you get/are you introduced to the area? How? | |  |
| **Risk identification** | | |
| Reflect on what the travel advice means for the specific situation and activities proposed and discuss additional, specific risks that may derive from the research/ travel plans. For example, health risks, terrorism, criminal violence, communal and political violence. |  | |
| Reflect on personal aspects of being in the risk area: previous experiences, cultural awareness, etc. |  | |
| **Risk management** | | |
| Describe what (prevention) measures you took/will take to mitigate possible risks for yourself, research contacts, and data. |  | |
| Describe how and how often/when you will contact your WUR supervisor for frequent updates. |  | |
| Describe the measures you take in case of unforeseen financial problems or needs. How do you obtain cash or other access to financial means? |  | |
| Describe a possible evacuation/emergency plan. Including how you handle collected data, valuables, extra cash and copies of your passport. |  | |

1. **Preparations due to Covid-19**

|  |  |
| --- | --- |
| Describe the situation concerning Covid-19 in the area to be visited. |  |
| What are the guidelines for social distancing and hygienic behaviour during your activities and during your stay? How do you comply? |  |
| What are the entrance requirements for the area to be visited set by the national / local government? (e.g. vaccination, quarantine) |  |
| What are the applicable rules if you or someone you work or live with shows Covid-19-related symptoms? How do you comply and who can provide you with the necessary help? |  |
| What are the possibilities to test for Covid-19 in the area? |  |

1. **Are you fit to travel?**

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| --- | --- |
| Given the foregoing questions, do you feel prepared and are you physically and emotionally fit for this trip? | Yes/no |

1. **Signatures**

|  |  |
| --- | --- |
| Name & signature student:  Place & date: | I declare that the information above is complete and truthful, including the declaration that I will take all required (Corona)precautions (medical insurance, vaccination, quarantine, testing, social distancing, hygiene, etc.). |
| Name & signature supervisor:  Place & date: | *The supervisor sends the form to* [*student.safety@wur.nl*](mailto:student.safety@wur.nl) *for advice. If the safety expert gives a positive opinion, the supervisor sends the form to the Chair holder for further decision-making.* |

|  |  |
| --- | --- |
| Safety expert ESA:    Place & date: | Advice: |
| Mandatory [safety course](https://www.wur.nl/en/Education-Programmes/Current-Students/Preparation-for-travel-abroad.htm):  □ Online module ZSS-06300 ‘Travel Safety’ □ Workshop ‘Student Travel Safety’  □ Three-day ‘Hostile Environment Awareness Training’ (HEAT) |

|  |  |
| --- | --- |
| Name & signature Chair holder:  Place & date: |  |
| Name & signature Director Operations:  Place & date: |  |
| Name & signature representative Advisory Committee / Executive Board  Place & date: |  |

1. Instructions within in the framework of the General Data Protection Regulation (GDPR): The personal data contained in this form are only processed for the purpose of processing the request for travelling to risk area(s), and to enable WUR to get in contact with the travellers contact persons in case of an unforeseen event or emergency situation. All copies of this form have to be deleted as soon as possible after the return date of the traveller. Information contained in this form may not be shared with third parties, except to the extent necessary for processing the request. The Data Protection Regulations of Wageningen University & Research apply to the processing of personal data provided by this form. These regulations can be found [here](https://www.wur.nl/upload_mm/7/1/6/d773c3d6-ba4f-4a52-8346-9376376cf53a_Regulations%20for%20the%20protection%20of%20personal%20data%20WUR.pdf). [↑](#footnote-ref-2)
2. Please note: if you are travelling with other WUR students, the questionnaire must be filled out by every person separately. [↑](#footnote-ref-3)
3. SDC80724 / SDC80736 / SDC70824 [↑](#footnote-ref-4)
4. You may answer these questions briefly if the destination is orange only because of Corona. [↑](#footnote-ref-5)