CODE OF CONDUCT

Introduction

When you travel with Livingstone, you're a visitor of local organisations. A good visitor knows their place and knows how to find a balance between their own norms and values and showing respect to their host(ess) and the local culture. This code of conduct will help you to respect the other. In case you have any problem, please talk to your team leader.

Respect

... authorities

The Netherlands is a liberal country. At many of our projects, it is expected that you have respect for the authorities and leaders without question, even though you might not always agree with them. We ask you to respect the project leaders and their workers and to follow their instructions.

... local government

Each country has its own government. Many of them are organised differently than the Dutch government. Sometimes it is prohibited to criticize the government publicly. Please do not mingle in discussions about the government and do not bring up the subject.

... local culture

When you get to know different culture, you will be surprised about all the beautiful things and differences you will notice. Most of these habits and customs have a long history and that there is a reason for its existence. Livingstone asks you to adjust to the culture and not criticize it

… different views

Everybody is welcome with Livingstone. You will meet people with different visions on life. Livingstone asks you to be respectful of everybody's beliefs, especially with the host communities. The Livingstone network is Christian. We are used to pray regularly and attend church services.

… sensitivities

When you are a visitor it is important to have guest-like behaviour. Therefore, avoid extraordinary behaviour, screaming, load music, excessive smart phone, etc. and be careful not to demonstrate strong opinions about politics, racism, gender issues, faith issues, etc. Please be gentle.

Do´s and don´ts

Safety first

Several projects are in areas where you need to pay extra attention to your safety. Our project leaders will inform you about the safety rules and the precautions they have taken. If you fail to follow these rules, you will be immediately excluded from further participation.

Careful with media

Taking photos or videos of people is only allowed if they have given their permission. In many countries it is forbidden to take pictures of military bases/objects, soldiers and police officers.

No valuables

When it comes to valuable items, bring as few as possible. This lowers the possibility of jealousy and theft.

Decent clothing

In churches and at official occasions, dress in an appropriate manner. We ask women to wear long skirts or pants and to cover their shoulders. We ask men to wear clean long pants and a decent polo or dress shirt. Make sure you do not wear tight clothes in traditional areas and make sure your body is covered from your shoulders to your knees.

Smoking, alcohol

On trips with under-age participants, the consumption of alcohol is not allowed. Please read the description of the project to see if smoking or drinking alcohol is allowed. You are not allowed to ask your project leader to make an exception. This will only make them feel embarrassed.

Sex, drugs

Sex, sexual expressions or acts are explicitly forbidden during the trip. With one mistake, you can cause a lot of harm to the project, the locals, the team, yourself and Livingstone. Men and woman sleep separately on the projects. It is strictly forbidden to use and/or to carry drugs with you (this includes XTC, weed, etc.). In many countries the possession of drugs is punished with long prison sentences.

Unacceptable behaviour

Personal limits, whether they are mentally, physically or materially, will be respected and guarded as much as possible. Behaviour that crosses these limits is not allowed. If any form of unacceptable behaviour does happen, you need to contact your team leader(s) or the 24/7 emergency service.

No hugging

Do not hug children in independent positions: you are not their father / mother and you will only be there for a short time. Children need to detach after you have left.

(Close) relationships

The effect of travelling can be that you open up quite much. It is possible that you get easily too close with a local person. Remember: cultural, financial, educational, relational, normative differences are very big. Therefore, you have to keep a healthy, respectful distance. Getting into a relationship with a local person is explicitly forbidden during a Livingstone-trip.

No donations

Money can do a lot of harm. Only give donations through the team leader and project leader. Never give money directly to local persons. You will spoil the position of the project easily. When a project leader does not approve with a certain donation, it is strictly forbidden to give it.

Promises / contacts

Do not promise anything, if you cannot realize it directly. Someone that cannot keep promises is unreliable. Never give your personal contact details, only when you have spent a lot of time with a person, at least one week, and you have developed a real friendship you can think about exchanging contacts.

Travelling

Stay together, agree

When you travel, stay together and keep an eye on each other. When you have to split up, never leave without reporting to your team leader, do not go alone. Always agree where and when you will meet again. Agree whom to contact in case you are lost.

Obvious behaviour

As a Western you easily ‘stand out in the crowd’. Pickpockets and robbers are focussed on those ones, especially on airports, markets, borders, etc. The more obvious you behave and the more

you show expensive smart phones and travel accessories, the more you attract this kind of people.

Pushy sale / assistance

In many countries with poverty you may have to deal with pushy sale or pushy assistance. One of the tricks is to keep the conversation going or to carry your suitcase for you. Therefore: always carry your own luggage and do not argue, but simply neglect pushy conversations.

Travel documentation

Do not give your passport to any others and do not allow people to make copies of it. This is forbidden by law. There is an increase in identity fraud with copied passports.

Airports and stations

Strictly follow the instructions of your team leader at airport and stations. When travelling, stay together as a group and follow the team leader. In case of a check/control, be cooperative and stay friendly. Keep your travel documents with you.

Transport

Pay attention to the rules of traffic and transport personnel. When available, use safety belts and use one seat per person. Do not use vehicles that are not made for transporting people or that you are not licensed to use. Do not use motors and mopeds in cities. Do not use vehicles in bad conditions.

Stay

Accommodation

Never allow local adults or children in the sleeping area. Do not leave the accommodation once it is dark. Close your rooms during the night. Make sure you can leave the room in case of emergency. Ensure that you know the emergency exits. Respect the guards of the compound. Never leave without reporting to your team leader, do not go alone. Always agree where and when you will meet again. Agree whom to contact in case you are lost.

Valuables / documents

The partner has indicated where to keep valuables and travel documents safe. Follow this instruction carefully. Remember you are in a country with poverty. On the way, carry these items under your closes in a safe wallet. Do not leave them unattended, since then you provoke theft.

Food & health

Do not eat raw vegetables, except for a good hotel or restaurant. Only drink water that is drinkable (see project information). Do not eat ice cream, except when it is factory wrapped per piece. Do not buy / eat (filled) sandwiches on the road. You can get seriously ill from that. Eat only fresh and cooked food and well- baked eggs and meat. Eat, while travelling, at decent restaurants. Wash your hands before and after a meal and after you have had contact with a lot of local people.

Program activities

Practical work

Use your common sense, never do work which we would mark as `dangerous` in Holland, do not work in dangerous positions (e.g. above 2 meters high without safety precautions), in dangerous conditions (noise, heat, splashing materials, uncovered electricity) and don't use dangerous tools. Do not work with dangerous materials as asbestos. Pay attention to the instructions of your supervisor and work together. Use strong shoes and appropriate work clothes. In case of hot weather: Protect yourself from the sun and make sure you drink enough (at least 1,5 litre a day). Respect the work- and resting hours of the country. If you have any questions concerning the work, please talk to your team leader.

Social work / encounters

Be a good guest and a good employee (You are not the boss). Be friendly with local people and at the same time keep a healthy distance. Keep in mind that you will leave again. Be sincerely interested, take time to meet people: introduce yourself, ask for somebody's name and ask extra questions. After a meeting, always greet friendly, do not just walk away. Everything you do, do it with a smile, because when you lose your smile, you lose your value. Be objective, do not have any favourite people. With sport and games, reward all the children equally.

Excursions

Please make sure you are well in time at the mentioned place for your excursion. Pay attention to all the rules and regulations concerning safety and making pictures and videos. Do not climb on (safari-) vehicles where you are supposed to sit in them. In game / event parks, follow traffic rules including the speed limits.

In case of problems

Unacceptable behaviour

We strive for a good atmosphere during the mission trips. When you meet unacceptable behaviour, please report it to the team leader. In the unlikely event that it is the team leader which shows unacceptable behaviour, please report to the 24-7 service with Livingstone.

Confrontation

When you meet a confrontation on the street. Do not stand up. Be calm, do not seek eye contact, stay together, walk away. Do not play a hero, you can seriously bring yourself and others in danger.

Accidents

When you meet an accident. Do not stay there. Continue immediately. The surrounding of an accident can be a dangerous location. People can become angry or violent, you can be arrested without being asked questions or people can blame you for the accident because you are Western.

Loss of goods

When you loose goods, report to your team leader. When you want to claim any loss to your insurance, you will have to report to the police and bring a police report.

After your journey

Don’t go back

A mission trip or a voluntary stay is a well-organized set up. It is not allowed to visit the project afterwards on your own. To ensure that partners will be able to manage their time well, Livingstone coordinates all visits and volunteer work from the Netherlands to the project. Livingstone and the project leader will arrange for the programs, accommodation, transport, safety and health.

Donations after ...

After your journey, you can give donations through the Dutch organisation of the project or through Livingstone. Please call the Livingstone relations manager when you need advice.

I have read this code of conduct and agree with it.
In case needed I will point my other team members to it.