

Global Village International Volunteering

2012



- Give a few days to help renovate or build homes with communities around the world
- No previous construction experience required



Visit www.habitatforhumanity.org.uk, call us on **01295 264240**

Global Village International Volunteering 2012

‘Be the change you want
to see in the world’

Mahatma Gandhi

Poverty housing is a home without hope

Over 1.6 billion people worldwide live in poverty housing, from dusty, insect-infested cramped mud shacks in Mozambique to crumbling, damp, freezing cold apartment blocks in Romania.

Living in poverty housing is unsafe and unhealthy. It robs families of the ability to earn a living, and leaves them with impossible choices to make about how to stretch their finances to cover essential needs – food, clothing, healthcare, an education for their children.

In short, living in poverty housing keeps people trapped in poverty, vulnerable and dependent, for generation after generation. A child born into poverty housing is unlikely to get a chance to fulfil their potential.

We fight poverty through housing

Habitat for Humanity is an international Christian charity serving people in need. We aim to break the cycle of poverty by eliminating poverty housing and homelessness. We believe that having a safe, decent place to live is as much of a human right as having access to clean water and food. We champion that right, and seek to make poverty housing a matter for conscience and action.

But we do more than champion rights, we take practical action. We partner with communities in housing need to find appropriate, permanent, long-term solutions to their particular housing needs.

We help to build their capacity and capabilities, so that they are active participants in the solution to their housing problems and not passive recipients of aid. They emerge from the process not just with homes, but with the skills

and assets to be able to make further positive community-focused changes in their neighbourhood.

Across communities around the world including Great Britain and Northern Ireland, Habitat for Humanity has assisted more than 2 million people to have a safe, decent place to live since we were formed in 1976.

We invite you to join with us, and be part of the solution to poverty housing.

Come and build, come and learn

One way you can help is to join one of our short-term Global Village trips, where an overseas community invites you and others to help them renovate or build homes over 1-2 weeks. You don't need any special skills as it's mainly manual labour: digging foundations, laying concrete floors, building walls, simple carpentry, mixing cement. The pace is quite relaxed by British standards, with lots of time to chat, joke and exchange stories with your hosts as you work side by side. Laughter is a universal language, and there is lots of it on a Global Village trip!

But you will also get a first hand insight into the obstacles that people living in poverty have to contend with on a daily basis, how they deal with them, and their hopes for the future. It's our hope that you will return home enriched by your experience, and better equipped and more motivated than ever to help us make poverty housing a thing of the past.



Ian Walkden

National Director, Habitat for Humanity Great Britain



Important points to note

- A Global Village trip is a unique and special opportunity for you to participate in the regular programme of Habitat for Humanity overseas. Our volunteering trips are not holidays, and there are always some obstacles inherent in development work. You need to be flexible and come with an open mind, ready to face any challenges of the project. Please consider this before booking with us.
- You will be covered by our specialist travel insurance for the duration of your trip. Please see the Frequently Asked Questions at the back of this brochure for more details.
- Participants need to be relatively fit and aged between 18 and 80 (or if aged 16 and 17, must be accompanied by an adult).
- In accordance with The Package Travel, Package Holidays and Package Tours Regulations 1992 all passengers booking with Habitat for Humanity are fully protected for the initial deposit and subsequently the balance of all monies paid to us, including repatriation if required, arising from cancellation or curtailment of your travel arrangements due to the insolvency of Habitat for Humanity. We hold Air Travel Organiser's Licence Number 10443 issued by the Civil Aviation Authority which provides for your financial protection in the event of our insolvency and, if applicable, repatriation. For further information visit the ATOL website at www.atol.org.uk.

What to do next:

The following pages outline our Global Village destinations for 2012.

If you are travelling as an individual or with a small group of friends or colleagues, look for destinations with 'Open Team'. These are trips of fixed duration at fixed dates, with around 10-15 volunteers in total. You'll find details of our special Big Build events in the middle of the brochure.

If you want to put together your own team of family, friends and/or work colleagues, look for destinations with 'Private Group'. Taking a private group gives you a wider choice of destinations, times of year, and duration. You usually need 10-15 people, but we can sometimes accommodate bigger teams.

Then look through the back pages for the next steps.

Go to the website for further information.





AFRICA



ETHIOPIA

(Open Team, 23rd June – 5th July 2012, £2,550 or Private Groups)

Life expectancy in Ethiopia is just 55 years, and yet it is home to the oldest traces of mankind on earth. It's a country that ranks right at the bottom of the Human Development Index; where people have suffered and continue to suffer drought, floods and displacement. If Ethiopia was a village of ten people, nine would have no access to decent sanitation, seven would have no access to safe drinking water and one would rely on foreign aid for their food.

Most people in Ethiopia live in poorly constructed homes. People live in cramped homes with dirt floor, leaking roofs and no windows or doors. They are vulnerable to adverse weather, to insect infestations and rodents. Living in homes like this has a negative impact on families' health, education and job performance. Most people living in conditions like these have little chance of improving their situation without assistance, and life is a daily battle for most. For families already made vulnerable by diseases such as leprosy there is an even more pressing need for decent housing.

Habitat for Humanity works within 13 communities in Ethiopia, mostly in the vicinity of the capital Addis Ababa. Currently Habitat for Humanity builds predominantly 'improved chika' homes, which are based on traditional construction methods. They are affordable, quick and easy to build and use locally available materials.

KENYA

(Private Groups)

Kenya is dramatic and scenic, home to abundant wildlife and warm, welcoming people. Historically, it is one of Africa's most politically stable countries, but in 2008, post-election ethnic violence erupted, leaving thousands homeless. Habitat for Humanity is working to rehome these displaced people.

Rural poverty and urbanisation are lower profile but ultimately bigger and more ongoing challenges. Nearly 60% of Kenyans are rural subsistence farmers who struggle to live on less than \$2 a day, especially if they live in areas prone to increasing drought due to climate change. Many people from rural areas migrate to the cities in search of work, and end up living in slums. Disease is rife, unemployment is high, and there is a widening gap between the rich and poor.

Homes in rural areas are typically small mud and wood constructions with thatch roof, dirt floor and little ventilation. Slum dwellings are made of whatever comes to hand, and overcrowding and lack of sanitation spreads disease including malaria, amoebic disorders and respiratory conditions.

In addition to building of new homes and home renovations, Habitat for Humanity provides access to microfinance, and works with community groups in slum areas to help them solve their very particular housing needs.





Liben: Respect and new life

Liben and his wife Belaynesh are both ex-leprosy patients. They used to live in a house made from plastic sheets before they became Habitat homepartners five years ago. In the past Liben only had the money he would receive from begging to support him, his wife and their five children. Now, he is employed as a guard by the local Affiliate and they also grow crops and rear sheep. He says the new house earned him respect – he even received a nickname in the community that

signifies that respect: Aba Shehu.

Liben says: 'Although I am 61 years old, I will only celebrate my fifth birthday this year, as I have only really started living since we have moved into our Habitat home'.

NB: This is an example of a Habitat for Humanity project. It is likely that you will be working on a different project to this one.



AFRICA



MALAWI

(Private Groups)

Malawi is a country of extremes. Immense natural beauty softens the hard face of poverty in this, one of the least developed countries in the world.

90% of the population lives in rural areas. 75% live on less than \$2 a day and typically live in huts comprising mud and daub walls with a dirt floor, thatch roof and poor ventilation. Living in such conditions causes widespread disease, especially during the annual rains when leaking roofs, mud floors and damp conditions attract disease-carrying insects. Malaria, respiratory illnesses and intestinal parasites are rife.

Habitat for Humanity houses comprise kiln-fired clay bricks on a solid foundation, glass windows, air vents for good ventilation and cement tile roofs. To spread the financial burden, homes are built in stages: a one room house can be paid off in 3-5 years, at which point further loans for extensions can be taken out. Such 'building in stages' makes homes affordable, and encourages good repayment rates.

For those less well off, Habitat for Humanity offers home improvement loans, to make modest improvements to an existing home, such as termite treatment, a solid floor, or a new roof.

MOZAMBIQUE

(Private Groups or Big School Build, 28th July - 5th August 2012, £2,200)

Mozambique has been a very popular destination for the past few years, largely because our programme there supports orphans and vulnerable children. There are over 1.5 million orphans and vulnerable children in Mozambique, many of them having lost a parent or parents to HIV/AIDS. The adult population has been decimated – there are few local adult volunteers available, and so we need your strength, willing hands and good heart!

We build homes for the orphans, as most are too young and vulnerable to help. We apprentice some of the older orphans, training them in construction skills to help with immediate needs, but also enabling them to earn a living afterwards.

The needs of orphans and vulnerable children are complex, and our bespoke programme is designed to meet those needs. We work with other non-profit organisations to provide not just housing, but a holistic solution. This might include inheritance planning where a parent is still living but HIV/AIDS infected, grants for food and clothing, education and apprenticeships, health training and health solutions including ventilated pit latrines, mosquito nets and water purification.

In spite of the sad situation, you will be amazed at how much of the time you will spend laughing with the children and local people – your visit will be a real tonic to them as well as a practical help, and we suspect that you will receive back much more than you give.



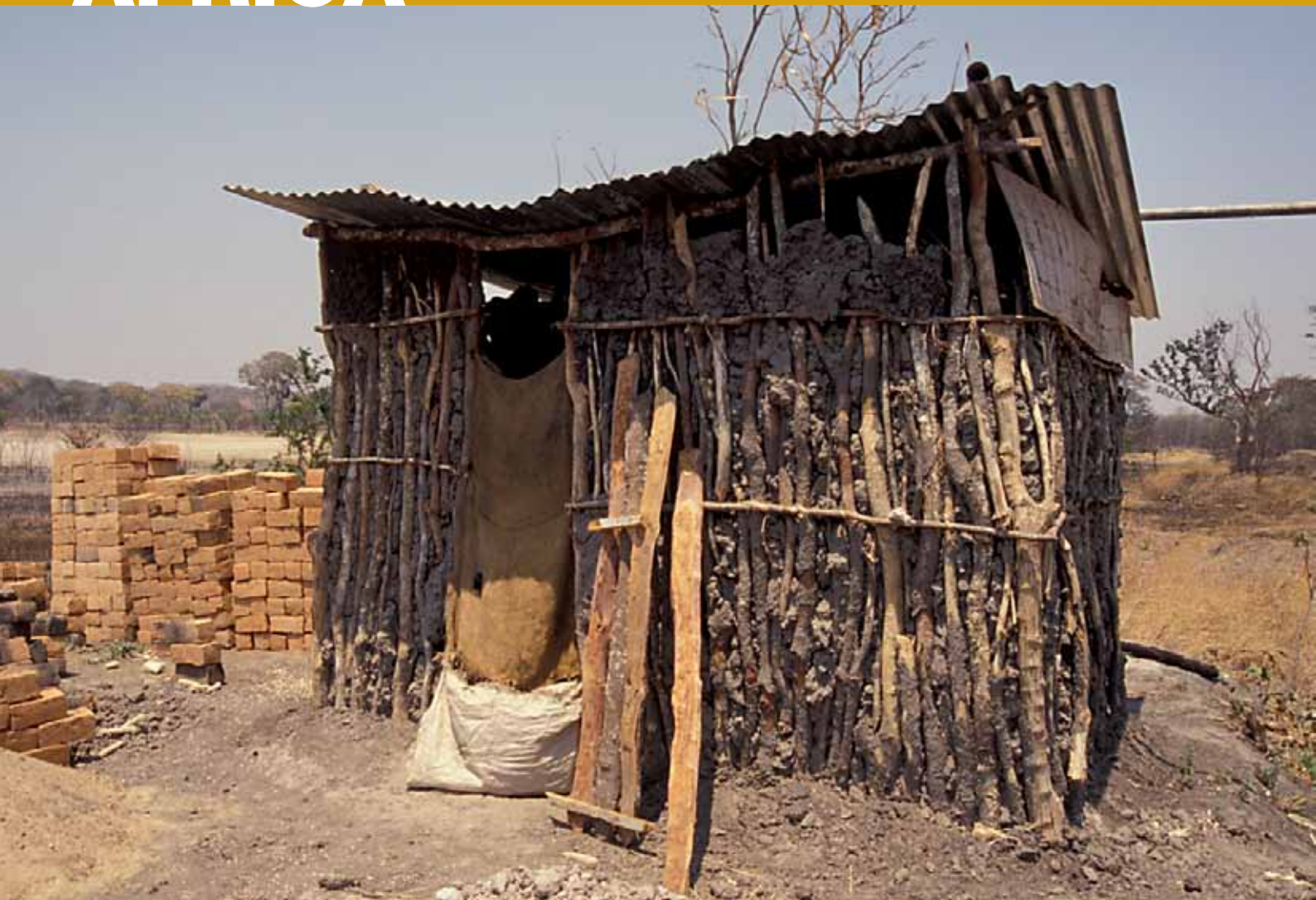
Azeaz: No more holes or cracks

Azeaz is willing to show visitors through his old home in Jordan – the home that has cracks in the walls, a crumbling foundation and holes in the ceiling. But he would much rather invite guests to see the new house that he is building next door – the one that will soon be home for him, his wife Asma and their four children. “I want to move into our new house as soon as possible,” he says. “I want us to move into a safe, healthy place.”

Azeaz began working on a new house two years ago,

but progress was slow. Last winter, he turned to Habitat for Humanity. A Global Village team recently helped him build his walls. Now, the roof is finished too. He’s proud of the work he’s done and happy it’s happening quickly. Once his family moves in, Azeaz has plans for the old house. He wants to knock it down and plant some trees and a small garden there instead.

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ZAMBIA

(Private Groups)

Formerly Northern Rhodesia, Zambia is named after the mighty Zambezi River that flows 1600 miles south east from its source to the Indian Ocean. Zambia is home to a rich abundance of animal and birdlife, and the spectacular Victoria Falls.

In the late 1960's, Zambia was the third largest copper producer in the world. But in the 1980's the copper market collapsed and Zambia has never really recovered. More than 60% of the population live on less than \$1 a day, and just cannot afford a decent home. Commonly, houses are wattle and mud with grass thatch, and need constant repair to keep out rodents and insects which can spread disease. Families crowd into one room which usually serves as kitchen, bedroom and living area combined.

Since 1984, Habitat for Humanity has worked here with communities. A typical house design involves burnt bricks with a corrugated tin roof, with separate living, sleeping and cooking areas.

Taking part in a Global Village trip to Zambia is a joyful, colourful experience. The warmth of the people and the welcome they give is always memorable!



Alice: No more sleepless nights

Alice is a grandmother to 5-year-old Isabelle. She has been looking after Isabelle since she was 10 months old, ever since her father died and mother left.

Alice has done her best to raise Isabelle as her own child; to look after her and provide for her. It has been difficult for them both. Alice lived in a small, run-down shack and both she and little Isabelle were often sick. When it was cold and rainy the hut quickly became very wet and took a long time to dry out. In these conditions it was impossible to sleep at night. Isabelle hates the rain.

Having no source of income other than the cassava and maize she grows mainly for food, Alice found it impossible to improve their living conditions. And so Alice was absolutely delighted to become a Habitat for Humanity homepartner in 2011. With the help of a Global Village team, she now has a home that won't let the rain in. There'll be no more sleepless nights in the new home.

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CENTRAL ASIA



TAJIKISTAN

(Open Team, 19th – 30th May 2012, £2,125, or Private Groups)

Once part of the Persian Empire, Tajikistan is a mountainous country nestled in central Asia between Kyrgyzstan, Afghanistan and China. Tajikistan gained its independence from the Soviet Union in 1991, yet the transition from communism to independent market economy has been one fraught with difficulty. A civil war in the 1990s destroyed infrastructure and caused high unemployment, and the people are still recovering.

Tajikistan is now the poorest of the former Soviet states. Most of the population lives on less than \$2 a day.

As the country struggles to lift itself out of poverty, the existing housing stock deteriorates because families simply cannot afford the repairs they need to make. Building costs are increasing by as much as 20% a year in some areas, and the availability of housing loans is limited. Decent housing is rapidly becoming inaccessible for most of the population. Access to safe drinking water has also severely decreased due to the rising levels of poverty.

Habitat for Humanity has been working with communities in Tajikistan since 1999, helping families with new builds or completing half-built homes; with house reinforcement and earthquake damage mitigation; winterisation of homes; relocation from landslide risk zones and condominium renovations. In addition to this, Habitat for Humanity has been helping to provide families with bio-sand water filters so that there is increased access to safe drinking water.



Zebo: A winter-proof home

Zebo teaches Tajik literature at the local high school, and lives with her husband in Kumsangir, Tajikistan. Together they have six children.

Tajikistan experiences frequent earthquakes, and homes such as Zebo's often cannot withstand the tremors. In 2006 two earthquakes measuring 4.5 on the Richter Scale struck the region where Zebo and her family live and damaged to their home. This left the family vulnerable to the harsh Tajik winter, when the average temperature can drop to well below freezing for months on end. Home should at the very

least provide safe shelter from the elements, but this was not the case for Zebo and her family.

However, with a micro-loan from Habitat for Humanity, Zebo has been able to renovate and repair the family home. They were able to winter-proof their home, ensuring that it provides the protection they need from harsh winters and the biting cold.

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CAMBODIA

(Open Team, 15th January – 26th January 2012, £2,400, or Private Groups)

Cambodia is a country of various legacies: the kingdom of Khmer and the French rule both left their architectural marks, and the beautiful 12th Century Khmer temple of Angkor Wat is one of the Cambodia's landmarks. But the legacy of Cambodia's more recent past is a human one: the crushing of her people under the extremist rule of Pol Pot and the Khmer Rouge. Thousands of Cambodians (then Kampuchians) were forced to migrate to rural areas, where over 1 million died from overwork, starvation and disease.

After Pol Pot's demise, there was a massive influx from rural areas back to the cities, leading to urban slums and rural poverty. The influx continues today, and 20% of Phnom Penh's population live in squatter camps. Few people here or in rural areas have access to piped water or decent sanitation. Homes are typically constructed of bamboo or wood with a thatch roof.

Habitat for Humanity aims to help 10,000 low-income families have a safe, decent place to live over the next five years, with projects incorporating land rights, the provision of water, sanitation and services, and income generation training. Come and build alongside local Cambodians and be part of the story of hope.



INDIA

(Private Groups only)

With over 1 billion people, India is the second most populous country in the world. Although the country is developing on the back of industry and IT, many do not experience the benefits: over 500 million people (more than the entire population of the United States) live on less than \$1.25 a day, and 50-60 million units of adequate housing are needed.

Three quarters of the population live in rural areas where poverty is extensive. Access to sanitation and clean water is poor. A typical home is made of mud, thatch, grass or other easily degraded natural materials. In the cities, the poor live in crowded slums that run for miles, or under bridges, by railway tracks or canals.

Habitat for Humanity aims to help 500,000 people in India by 2015 with housing and sanitation solutions, both directly and through partner organisations to whom we offer our expertise. Across India we operate Habitat Resource Centres offering finance, construction and design services, and building materials to local people.

This is a very exciting time to visit India and take part in a Habitat for Humanity build – we are sure that you will have a warm welcome and an amazing time here.





SRI LANKA

(Open Team, 21st – 29th April, £1,880; Big Build, 4th – 12th August 2012, £2,500; or Private Groups)

For the tropical island of Sri Lanka, the last decade has been one of great change marked by the devastating Indian Ocean tsunami in 2004 and the end of 26 years of civil conflict in 2009. It is now a time for rebuilding. The government estimates that there is a shortage of 650,000 homes, excluding those still needed for tsunami-affected families.

The majority of Sri Lanka's population live in rural areas, many of them in makeshift shacks, cobbled together from mud and other discarded materials. Those who have moved to urban areas hardly fare better. The shortage of affordable low-cost housing for low income families has led to the growth of slums so much to the extent that half the population of the capital city live in overcrowded slums without decent sanitation or land rights.

Habitat for Humanity works through Habitat Resource Centres to help low-income families to build cost-effective and environmentally-friendly homes. At the Habitat Resource Centres, homepartners are trained to make their own soil bricks, concrete columns, door and window frames, and in general construction techniques. Many homepartners are provided with solar cookers and assisted with setting up a home garden. Habitat for Humanity has so far served over 12,000 families in Sri Lanka, and invites you to help serve even more!



Choeurn: New house, new life

Choeurn was born in Kompong Spue Province in Cambodia. He has been married for nearly 30 years and has eight children. Because of the great need for and resultant shortage of agricultural land, his whole family decided to move from Kompong Spue Province to Phnom Penh fifteen years ago. From then they have lived in a rented house near to the Steong Meanchey dump-site.

The whole family worked very hard to earn enough money to support their rented house, their water supply, their electricity and their son's education. Despite all their hard work they were still not able to earn enough money to afford to buy a new house. In addition, Choeurn's wife Phar explained, it was very hard living in the rented house as their expenses were so high.

They had very little space and the area often flooded during the rainy season or even when the drains blocked. They always dreamed that one day they would have a decent house in which to live.

When the family found out about Habitat for Humanity's house-building programme they were very excited and asked for more information straight away. In 2010 a Global Village team helped Choeurn and his family to realise their dream of a new house.

Phar said "If we have a new house we will have a new life".

NB: This is an example of a Habitat for Humanity project. It is likely that you will be working on a different project to this one.

We invite you to take up our Big Build challenge in 2012

Could you raise £2,500* to help Habitat for Humanity to eradicate poverty housing?

Raise £2,500* and join us in one of our landmark Big Builds. Working hand in hand with our homepartners and volunteers from around the world you can learn more about how Habitat for Humanity, in conjunction with local families, helps them to change their lives forever. The culmination of your fundraising will be a chance to see the change literally rise from the ground during a week-long building project.



Sri Lanka: **Reconciliation Build -** **Build peace by building** **homes and community**

Dates: 4th – 12th August 2012

Location: Western Province - Negombo
(23 miles from Colombo)

Target communities: Tamils, Sinhalese, Muslims. These will be people who have been affected by the 30 year civil war and either were displaced and returned or relocated to the area. This is your opportunity to join in the reconciliation efforts in Sri Lanka and build a community of peace.

Construction technology: Local building styles - using cost effective and environmentally friendly materials and methods.

Target number of houses: 22
Expected volunteers: 300

Nepal: **Everest Build II - Return to** **the majestic Himalayas to help** **more families change their lives.**

Dates: 6th – 14th October 2012

Location: Dhulikhel, Kavre
(around 80 miles from Kathmandu)

Target communities: The indigenous groups of Dhanwar, Pariyar and Sarti who are part of a community saving group scheme. Nepal is one of the poorest countries in the world, where around 430,000 families live in sub-standard housing. This is the second Big Build working with these communities so it will be a chance to see the huge amounts of progress being made.

Construction technology: Eco-friendly bamboo and adobe housing technologies

Target number of houses: 40
Expected volunteers: 500





Bangladesh: **Friendship Build - Build hope with families determined to break out of poverty**

Dates: 1st – 9th December 2012

Location: Sylhet area
(around 150 miles from Dhaka)

Target communities: The Sylhet community in north Bangladesh. The families living in this community have been blighted by poverty and poverty housing for generations. Now is your chance to extend the hand of friendship towards them and work alongside them as they break out of poverty and begin new lives of opportunity.

Construction technology: Building in the local style but using cost effective and environmentally friendly materials and methods.

Target number of houses: 20

Expected volunteers: 200



BIG SCHOOL BUILD

Dates: 28th July – 5th August 2012

Location: Mozambique

In 2012 we've got a fantastic Big Youth Build and Fundraising Challenge for groups of young people aged 16 – 19. This is your opportunity to join young people from across Great Britain in raising £2,200 each and then travelling to Mozambique to work with local families to build safe, decent homes. At the end of the week there'll be a big celebration as the keys to the new homes are handed over. It's an experience that is emotional, educational, uplifting and utterly unforgettable.

This special challenge and build is open to groups from schools and youth organisations.

Expected volunteers: 50

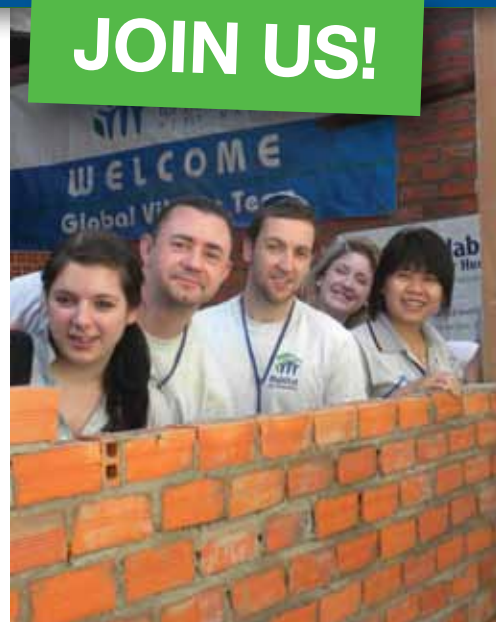
Be part of the movement against the blight of poverty housing

The price includes:

- Donation to the work of Habitat for Humanity in the country you visit
- Donation to the work of Habitat for Humanity Great Britain
- Return flights from London
- Accommodation in shared twin rooms
- All food water and transport in country
- Habitat for Humanity Team Leader and Habitat for Humanity in-country staff to look after you throughout
- Specialist travel insurance to cover volunteer work on a building site

* Please note the price includes a registration fee of £300 which cannot be fundraised.
The cost for the Big School Build is £2,200

JOIN US!



or email [**supporterservices@habitatforhumanity.org.uk**](mailto:supporterservices@habitatforhumanity.org.uk)



IF YOU WANT TO BOOK AS AN INDIVIDUAL:

1. Choose your trip from the options below:

OPEN TEAMS and Big Builds 2012 – for individuals and small groups

Country	Dates 2012	Duration	Registration fee	Balance of costs	Donation	Total Costs
Cambodia	15th – 26th January	12 days	£300	£1,700	£400	£2,400
Sri Lanka	21st – 29th April	9 days	£300	£980	£600	£1,880
Tajikistan	19th – 30th May	12 days	£300	£1,225	£600	£2,125
Ethiopia	23rd June – 5th July	13 days	£300	£1,650	£600	£2,550
Big School Build: Mozambique	28th July – 5th August	9 days	£300	£1,500	£400	£2,200
Big Build: Sri Lanka	4th – 12th August	9 days	£300	£1,600	£600	£2,500
Big Build: Nepal	6th – 14th October	9 days	£300	£1,600	£600	£2,500
Big Build: Bangladesh	1st – 9th December	9 days	£300	£1,600	£600	£2,500

(1) You will need approximately £60 on your trip to pay for any scheduled excursions or local cultural activity (Cambodia only).

An initial registration fee of £300 is payable when you apply to join the trip, the balance payable comprises the Donation and Balance of Costs identified in the table above. Half of these costs must be paid to us at least 12 weeks before departure and the remaining half at least 8 weeks before the departure date.

We will retain the Donation identified in the table above (as well as additional donations you make or raise for us) as a donation to the charity. Donations are not protected by our ATOL License no 10443.

For further information see our website www.habitatforhumanity.org.uk



2. Got lots of questions?

Please read the FAQs at the back of the brochure and see if your question is answered. If not, please do call us on **01295 264240** or email us at supporterservices@habitatforhumanity.org.uk

3. Want to book?

Sign up for an Open Team or Big Build on www.habitatforhumanity.org.uk and pay your £300 registration fee online.

The registration fee is non-refundable and it cannot be fundraised, nor is it eligible for Gift Aid.

We will then send you an ATOL confirmation invoice and a Confirmation Pack which contains your Fundraising Toolkit, permission to fundraise and some information about your destination to help you prepare for your trip. You can then fundraise the balance of the trip costs, pay them yourself or combine the two.



or email supporterservices@habitatforhumanity.org.uk

IF YOU WANT TO FORM YOUR OWN PRIVATE GROUP:

1. Choose your destination from the options below

PRIVATE GROUP DESTINATION SUMMARY 2012 - For those wanting to form their own group

Country	Time of year
Cambodia	All year except April, Sept and Oct
Ethiopia	All year
Kenya	January to October
Malawi	April to October
Mozambique	March to October
Nepal	All year except July and August
Romania	March to November
South Africa	All year except Dec, Jan Feb
Sri Lanka	All year
Tajikistan	March to October
Zambia	January to November
Big School Build: Mozambique	28th July – 5th August



Team size: Our average team size is normally 10 to 15 people and our minimum team size is 10 or occasionally 12 depending on location.

Cost: Private Teams cost from £1,800 to £3,500 depending on duration and location

Content: The approximate costs above are based on standardised content. The lowest cost represents a basic 9 day trip without a Habitat for Humanity Team Leader and the highest cost a 13 day trip with a Habitat for Humanity Team Leader. Please note from January 2012 all teams will be accompanied by an experienced Habitat for Humanity team leader.

Duration: Private Group trips are either 9 days (Saturday to following Sunday) or 12/13 days (Saturday to a week Wednesday/Thursday).

Leadtimes: We strongly recommend that you allow an absolute minimum of 9 months to plan and fundraise for your trip.

2. Got lots of questions?

Please consult the FAQ pages at the back of this brochure. If your question isn't answered there, please contact us.

What happens next

Stage 1:

Please contact us to discuss possibilities in more detail.

Stage 2:

Once the initial framework of your trip has been agreed, we will provide you with a Memorandum of Understanding (MOU) to sign and return. This enables both parties to understand our respective roles and responsibilities.

Stage 3:

Each of your team members will need to complete their online application form and pay their registration fee.

We will then send each registered team member an ATOL confirmation invoice, their Confirmation Pack which contains the Fundraising Toolkit, permission to fundraise and some information about the destination.

Stage 4:

If you can get together the members of your team around 1-2 months ahead of your trip, we can run an orientation session at a central location. This will cover logistical and background information. We strongly advise you to do this.



Visit www.habitatforhumanity.org.uk, call us on **01295 264240**

Money Matters

Costs

Costs include: Flights and accommodation, transfers in the host country, meals, water, specialist travel insurance, the services of an English speaking Habitat for Humanity team leader and some cultural activities during your trip.

Costs exclude: Visa and other travel documents, vaccinations, travel to and from UK airport, personal protective equipment (e.g. hard hat, boots etc – allow around £50), arrival or departure tax where required, spending money, and any allowance specified towards excursions.

Donation

The total sum includes a minimum donation of £400 which increases to £600 from February 2012. However, we would love you to raise more – every penny counts in the fight to help people out of poverty housing!

Bear in mind that the cost of a typical Habitat for Humanity home in the developing world is just £1,235. Could you take on the challenge to raise this much donation? You'll be helping a family escape poverty housing for good!

If you raise over the minimum donation of £400 / £600, we will use these funds where there is greatest need.

Fundraising

Once you have paid your registration fee, you can choose to fundraise the remaining balance. Please ensure that your sponsors understand that they are helping to pay for costs and that it is not just a donation that they are making. You can choose to fundraise for everything except the £300 registration fee – although many people also choose to put their own money towards the trip costs. If you are organising a company team, a company may also put money towards the trip costs.

When you pay your registration fee online you will then be able to set up your own fundraising page on our website. We will give you permission to start fundraising and send you:

- Your personal fundraising code
- Your Confirmation Pack which includes your Fundraising Toolkit, permission to fundraise and some information about your destination to help you prepare for your trip



Fundraising online

If you choose to fundraise through your page on our website, the whole amount (minus Gift Aid) will count towards your fundraising total. You could also use JustGiving, but please note that they will deduct around 7.5% from the total by way of fees. These charges will be taken from the Gift Aid where it is claimable but from the gift itself where no Gift Aid can be claimed.

Gift Aid

We encourage you to ask your sponsors to Gift Aid their donations, but please note that Gift Aid does not count towards the minimum sum required. Gift Aid is a vital source of revenue for Habitat for Humanity which allows us to continue our work against the blight of poverty housing.

Please visit the website for more information on money matters.

FREQUENTLY ASKED QUESTIONS



Frequently asked questions

If your question isn't answered here, please contact our Supporter Services team on 01295 264240 or email supporterservices@habitatforhumanity.org.uk

General questions

Why volunteer – why not just send the money?

To see for yourself: By volunteering you can experience poverty housing for yourself. It's an opportunity to become a passionate advocate for change in this world.

To understand: This is your opportunity to be personally and practically involved in international development, through which you'll get a better understanding of the complex issues and impacts of housing poverty.

To provide funding: The donation part of your costs will help more families to have decent homes.

To raise awareness of poverty housing: Raising funds for your trip gives you the perfect excuse to tell others about the issue of poverty housing and get them involved.

To provide encouragement: The excitement of your being there and your willingness to give up your time, money and energy will lift the spirits of the local community and give them fresh motivation

To provide practical support: In many of the places where we work, there are few machines and manual labour is a key element of a build. You will help us to build or renovate homes faster.

To pass it on: When you return from volunteering, you'll be able to show photos and videos of your trip to your sponsors to spread the message about poverty housing and what can be done about it.





Practicalities and limitations

Do I need experience of building or DIY?

No – most of the work is manual labour. Our homes and renovations are all designed to be volunteer friendly. You'll be shown what to do and supervised by an experienced local construction worker. All you need to do is arrive ready to get dirty, work up a sweat and have a great time.

Is there a minimum age?

We usually require people to be between 18 and 80 and of general good health. We can take 16/ 17 year old volunteers if accompanied by a parent or adult acting in loco parentis.

How fit do I need to be?

You will need to be relatively fit. The pace tends to be relaxed, but you are undertaking manual labour which by its nature is physical. If there are certain activities you cannot do because of a health limitation (e.g. lifting because of a bad back), you can do something else instead. It's about teamwork!

If you have health concerns, seek your doctor's advice. We are unable to accept applications from volunteers who are travelling against the advice of their doctor.

How many people are on a team?

Generally 10-15. Selected destinations can take larger teams.

Who leads the team?

For all teams we provide a specially trained Team Leader as part of the cost. Their role is to look after your welfare and sort out any minor hiccups. In the unlikely case of a crisis, they will also implement our Emergency Plan.

FREQUENTLY ASKED QUESTIONS



About the build

A standard nine day Global Village trip might look like this

You'll meet your team and Habitat for Humanity team leader at a UK airport on Saturday and travel to your destination, often arriving on the Sunday. When arriving at your host affiliate site you'll be welcomed by members of the in-country Habitat for Humanity team for a briefing. Work commences the next day! Monday to Friday you'll be on site with your team, local skilled builders and often alongside partner family members building, digging, painting, fixing, laughing...

You'll get to spend time with your team in the evenings, and this could include cultural activities or dinners. On Friday afternoon there may be a time of celebration with the local community as they rejoice in the fact that another family has a safe, decent home.

There's often a chance to learn more about the work of Habitat for Humanity with a visit to a finished project to see for yourself the impact of our work and maybe also a place of cultural interest on Saturday, before departing your host community. Teams usually fly back to the UK over Saturday night, arriving in the UK Sunday morning.

A twelve or thirteen day itinerary would see you staying an extra weekend with your hosts. You may spend Saturday morning on site and then have time to relax on Saturday afternoon. We'd generally try to find some local community or cultural activities for you on Sunday to give you a deeper understanding of the area and community.



What will the accommodation be like?

You will stay in simple, clean accommodation which can vary from school or church halls to hostels, guesthouses or hotels, depending on what is available at the location of your work-site. You will be advised if you will be sleeping on the floor of a school/ church as you will also need to bring sleeping bags and/or mosquito nets.

What is the food and drink like?

You will eat simple but satisfying local food. Fresh drinking water is provided on site. In the evenings, you will go to selected restaurants or eat at your accommodation.

Will I get the chance to do any sightseeing?

Our trips are about your involvement with the work of Habitat for Humanity, rather than hitting the tourist trail. Itineraries may include a little local sightseeing, and/or some local cultural activities involving the community. We are unable to organise any more general sightseeing for you at the end of your trip.



FREQUENTLY ASKED QUESTIONS

Trip Preparation

What about health and safety/insurance?

Personal travel insurance which also covers your time on the work site is included.

Health and safety in most countries where we work is not up to UK standards. We ensure that sites are as safe as possible for you to work on. We provide safety briefings for you on site, and require that you comply with these, even if the local people do not.

Your team leader is trained in appropriate first aid and will be given information on any pre-existing medical conditions of team members in case of emergency.

We have an established emergency procedure, with a member of Habitat for Humanity staff on standby both in the UK and locally in case of emergency. Habitat for Humanity has full third party liability insurance.

What about visas and vaccinations?

We will provide a health brief as part of your confirmation pack which outlines recommended and optional vaccinations and medication for your destination. However, we require all volunteers to take advice from a medical practitioner before travel as we are not able to provide such advice.

We will also provide information on how to obtain your visa if necessary.

Please visit the website for more information on trip preparation.



If Global Village isn't for you

Our Global Village volunteering programme is just one way in which you can support us. However, if Global Village isn't for you but you want to help people in the developing world to have a safe, decent place to live then go to our website, www.habitatforhumanity.org.uk or call 01295 264240.

Visit www.habitatforhumanity.org.uk, call us on **01295 264240**



TERMS AND CONDITIONS

Introduction

Your contract is with Habitat for Humanity Great Britain (HFHGB), registered charity no. 1043641, company limited by guarantee no. 3102626. We accept bookings subject to you agreeing the conditions set out below, please read these booking conditions carefully as they set out our respective rights and obligations. Your participation on a HFHGB international volunteer team (Global Village Project) plays an important part in furthering the HFHGB vision of a world where everyone has a decent place to live. People who join a Project (Participants) not only bring their labour and their fundraising, but more importantly they bring laughter, motivation and a powerful message that the poor are not forgotten. We want Participants to complete their Project as advocates for the work of Habitat for Humanity, and to work with us to help eradicate poverty housing.

HFHGB has a Christian ethos yet works with people of all faiths and no faiths. HFHGB expresses its Christian ethos through practical action and the quality of its relationships. Decisions on HFHGB beneficiaries are made on the basis of need and their ability to participate in the programme. As such there is no place within a Project for proselytising or other activities that could bring Habitat for Humanity into disrepute.

Financial Protection

In accordance with The Package Travel, Package Holidays and Package Tours Regulations 1992 all passengers booking with HFHGB are fully protected for the initial registration fee and subsequently the balance of all monies paid to us, including repatriation if required, arising from cancellation or curtailment of your travel arrangements due to the insolvency of HFHGB. We hold Air Travel Organiser's Licence Number 10443 issued by the Civil Aviation Authority which provides for your financial protection in the event of our insolvency and, if applicable, repatriation. For further information visit the ATOL website at www.atol.org.uk. Where we arrange a project which includes travel by air, the price of our flight inclusive arrangements includes the amount of £2.50 per person as part of the ATOL Protection Contribution (APC) we pay to the CAA. This charge is included in our advertised prices. Please note that ATOL bonding only applies to bookings that include international flights organised by HFHGB and that originate in the UK.

Not all travel services offered and sold by us will be protected by the ATOL Scheme. For all non-flight inclusive packages your monies will be financially secure. Your monies are protected by way of a Trust Account held with Natwest PLC .

Participation

Participants must be a minimum of 18 years old and in suitable physical condition to undertake the project as set out in the itinerary. Participants should be fully aware of the possible risks inherent in adventure travel. 16-17yr olds may also participate in certain projects with the agreement of their parent or guardian and when accompanied by a parent or guardian on the project.

Disabilities and Medical Problems

Our projects are open to participants of all backgrounds.

We are not a specialist disabled project company, but we will do our best to cater for any special requirements you may have. If you have any medical problem or disability which may affect your involvement in the project you must provide us with full details on the online Booking Form (such information will be dealt with in a confidential manner.) Before we confirm your booking we will advise as to the suitability of your chosen arrangements if possible, and we will endeavour to assist. The challenging nature of the projects we operate mean that where a participant's involvement needs specific medical, social or cultural assistance we request that they travel with a companion. If we reasonably feel unable to properly accommodate the particular needs of the person(s) concerned, we will not confirm your booking or, if full details are not given at the time of booking we reserve the right to cancel (imposing applicable cancellation charges) where relevant.

Assumption of Risk

The Project may include activities that may be hazardous, including, but not limited to, construction activities, loading and unloading of heavy equipment and materials, and local transportation to and from the work sites. The Project may involve travelling to and from locations which pose risks from terrorism, war, insurrection, or criminal activities. In order to protect its employees and volunteers in all countries around the world, it is the policy of HFHGB and its affiliates that it and they will not pay ransom or make any other payments in order to secure the release of hostages

Our Liability

We will accept responsibility for the arrangements we agree to provide for you as "organiser" under the Package Travel, Package Holiday and Package Tours Regulations 1992 as set out below. Subject to these booking conditions, if we or our suppliers perform or arrange your contracted project arrangements negligently, taking into account all relevant factors, we will pay you reasonable compensation. Please note that it is your responsibility to show that we or our supplier(s) have been negligent if you wish to make a claim against us.

We will not be responsible or pay you compensation for any injury, illness, death, loss, damage or expense, cost or other claim of any description if it results from:-

1. The act(s) and/or omission(s) of the person(s) affected;
2. The act(s) and/or omission(s) of a third party unconnected with the provision of the services contracted for and which were unforeseeable or unavoidable; or
3. Unusual or unforeseeable circumstances beyond our control, the consequences of which could not have been avoided even if all due care had been exercised, or,
4. An event which either ourselves or suppliers could not, even with all due care, have foreseen or forestalled.
5. We limit the amount of compensation we may have to pay you if we are found liable under this clause:
 - (a) loss of and/or damage to any luggage or personal possessions and money. The maximum amount we will have to pay you is the excess of your insurance policy total

because you are assumed to have adequate insurance in place to cover any losses of this kind.

(b) Claims not falling under (a) above or involving injury, illness or death

6. The maximum amount we will have to pay you is twice the price paid by or on behalf of the person(s) affected in total. This maximum amount will only be payable where everything has gone wrong and you or your party has not received any benefit at all from your booking.

7. Claims in respect of international travel by air, sea and rail, or any stay in a hotel

i) The extent of our liability will in all cases be limited as if we were carriers under the appropriate Conventions, which include The Warsaw/Montreal Convention (international travel by air); The Athens Convention (with respect to sea travel); The Berne/Cotif Convention (with respect to rail travel) and The Paris Convention (with respect to hotel arrangements). You can ask for copies of these Conventions from our offices. Please contact us. In addition, you agree that the operating carrier or transport company's own 'Conditions of Carriage' will apply to you on that journey. When arranging transportation for you, we rely on the terms and conditions contained within these international conventions and those 'Conditions of Carriage'. You acknowledge that all of the terms and conditions contained in those 'Conditions of Carriage' form part of your contract with us, as well as with the transport company and that those 'Conditions of Carriage' shall be deemed to be included by reference into this contract.

ii) In any circumstances in which a carrier is liable to you by virtue of the Denied Boarding Regulation 2004, any liability we may have to you under our contract with you, arising out of the same facts, is limited to the remedies provided under the Regulation as if (for this purpose only) we were a carrier.

iii) When making any payment, we are entitled to deduct any money which you have received or are entitled to receive from the transport provider or hotelier for the complaint or claim in question.

8. It is a condition of our acceptance of liability under this clause that you notify any claim to ourselves and our supplier(s) strictly in accordance with the complaints procedure set out in these conditions.

9. Where any payment is made, the person(s) receiving it (and their parent or guardian if under 18 years) must also assign to ourselves or our insurers any rights they may have to pursue any third party and must provide ourselves and our insurers with all assistance we may reasonably require.

A Global Village Project consists of two parts:

Building Project: joining a team of a dozen or so Participants led by a trained and experienced Team Leader. Participants will work with Habitat for Humanity home-partners in the host country to build/renovate safe and decent homes. There will be some cultural activities and an opportunity for rest and relaxation to reflect on the experience before returning home. The emphasis is on teamwork and the expectation of

Participants is that they will fully participate in team activities and not use the Project to engage in personal agendas.

Fundraising Project: raising funds for, or making a donation to HFHGB to enable HFHGB to send funds to the country in which you are working and to support the wider work of HFHGB in its vision of a world where everyone has a decent place to live.

Being open to the Building and the Fundraising Project is essential to your participation.

What to expect

Your booking is accepted on the understanding that, given the nature of the Project, you will need to be flexible as some aspects of the Project could change at short notice. You will not be asked to do anything you do not feel comfortable with and if there is any such activity it is your responsibility to inform the Team Leader.

Depending on the particular Project, accommodation may be in the form of a shared room, a guesthouse, or even a tent! You may be eating local food. There will always be a plentiful supply of clean drinking water and we try to cater for specific dietary requirements.

Construction and Renovation

You could be digging foundations, mixing concrete or mortar, laying blocks, making window frames, plastering, painting, or gardening. The work will depend on the nature of the country programme and the stage that the building/renovation programme has reached at the time of your participation on the Project.

Your acceptance on the Global Village Project

No contract will come into force between you and HFHGB in connection with the Project until HFHGB has all the information needed to process your application, has received your registration fee and has confirmed your place in writing.

A booking is made with us when a) you complete the online booking form b) you accept our verbal or written quotation c) pay us a registration fee and d) we issue you with a booking confirmation and/ or ATOL Receipt for flight inclusive bookings. A binding contract will come into existence as soon as we have issued you with a booking confirmation and/or ATOL receipt. These booking conditions form the entire agreement between us.

In circumstances where we reasonably decide that you cannot participate in the Project for whatever reason, your registration fee (and if applicable) insurance premium will be refunded to you in full.

The confirmation of a place on the Project remains subject to the provisions of the insurance requirements and any new information that would make your position untenable on the Project, in which case HFHGB may add some restrictions to the activities permitted to you or withdraw its offer of a place on the Project prior to the departure date.

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The costs

Costs are made up of a registration fee, Balance of Costs and the minimum Donation. All of these are separately identified in the brochure.

The following items are NOT included in the costs of your Project: transfer to and from your airport of departure, visas,* personal spending money, vaccinations and anti-malarial tablets,* additional drinks, meals,* personal protection equipment, optional excursions, airport taxes, border taxes.

*You will be advised beforehand if any of these apply.

The registration fee is required at the time of your application.

Half of the remaining costs must be paid to HFHGB at least 12 weeks before the advertised departure date and the remaining half must be paid to HFHGB at least 8 weeks before the advertised departure.

The Fundraising Challenge

We are challenging you to fundraise or make a personal donation to HFHGB to enable it to achieve its vision of a world where everyone has a decent place to live. You are required to raise or donate an amount as specified in your acceptance letter.

Once HFHGB has given you permission to fundraise in writing you are free to begin fundraising in accordance with the following requirements:

You must comply with any fundraising and health and safety guidelines issued by HFHGB.

You must only use lawful means to fundraise for HFHGB and must not do anything which harms or is likely to harm HFHGB's reputation. If in doubt, ask.

You agree to pay all money collected on behalf of HFHGB to HFHGB by cheque payable to "Habitat for Humanity Great Britain".

You agree to send in any money you collect within 28 days of you receiving the money.

You agree to send an accompanying breakdown of how the money was raised along with your payment (normally this will be your sponsorship sheet).

If you decide to fundraise for some or all of the costs you agree that when you ask for money you will make a clear statement explaining that the cost of your participating in the Project will be paid out of the money raised.

You agree that HFHGB can terminate your authority to fundraise at any time by sending written notice to the address you provided when you applied to join the Project.

To assist you in reaching your fundraising target, we have a 'toolbox' of fundraising ideas and will send this to you when we accept your application.

Please note, where any monies are refunded to you from HFHGB and /or the CAA it is your obligation to return any money to the appropriate sponsor.

Accuracy

We endeavour to ensure that all the information and prices both on our website and in our marketing literature are accurate; however occasionally changes and errors occur and we reserve the right to correct prices. You must check the current price and all other details relating to the arrangements that you wish to book before your booking is confirmed.

We reserve the right to amend the price of unsold itinerary at any time and correct errors in the prices of confirmed itineraries.

Pricing and Surcharges

The price of your confirmed itinerary is subject at all times to changes in transport costs such as fuel, to cost changes arising from government action such as changes in VAT or any other government imposed changes; and to changes in currency exchange rates and to dues, taxes any or all of which may result in a variation of your itinerary price. We will absorb and you will not be charged for any increase equivalent to 2% of the price of your travel arrangements, which excludes insurance premiums and any amendment charges and/or additional services or travel arrangements. You will be charged for the amount over and above that, plus an administration charge of £1.00 per person. If this means that you have to pay an increase of more than 10% of the price of your confirmed travel arrangements (excluding any amendment charges and/or additional services or travel arrangements), you will have the option of accepting a change to another itinerary if we are able to offer one (if this is of equivalent or higher quality you will not have to pay more but if it is of lower quality you will be refunded the difference in price), or cancelling and receiving a full refund of all monies paid to us, except for any insurance premiums and any amendment charges and/or additional services or travel arrangements. Should you decide to cancel for this reason, you must exercise your right to do so within 14 days from the issue date printed on your final invoice. There will be no change made to the price of your confirmed itinerary within 30 days of your departure nor will refunds be paid during this period.

Should the price of your itinerary go down due to the changes mentioned above, by more than 2% of your confirmed itinerary cost, then any refund due will be paid to you. However, please note that travel arrangements are not always purchased in local currency and some apparent changes have no impact on the price of your travel due to contractual and other protection in place.

Insurance

HFHGB provides third party liability coverage for employees and volunteers of HFHGB for negligent acts which cause bodily injury or property damage to a third party arising out of acts within the scope of activities and direction of HFHGB. This coverage is provided by Chubb and the policy has a limit of USD\$1,000,000 per occurrence.

HFHGB provides travel insurance for all Participants that provides cover for work on a Habitat for Humanity construction site. This is through our policy with MasterPolicy ACE Guardian for land/flight activities. A summary of the policy will be supplied when your application is accepted and

a copy of the full policy can be provided on request.

If, at the time, you feel that because of your individual circumstances, more comprehensive protection is required, it will be your responsibility to effect separate travel insurance to cover this. ACE Guardian is able to cover anyone up to age 80.

ACE Guardian will not cover anyone travelling against the advice of a qualified medical practitioner. In the event of such advice it is your responsibility to inform HFHGB in writing.

If the travel is to a country that is a member of the European Union, you are required to take a European Health and Insurance Card with you.

Extending your trip

If you decide to extend your trip for a period of independent travel, HFHGB may be able to extend your flights and your travel insurance cover under our policy for up to a period of 1 month. You will be liable for any additional costs incurred by the flight extension and for a £40 charge to cover administrative costs. You must check the policy to ensure it covers your proposed activity. If you are unclear please check with HFHGB.

Health & fitness

Building Projects are physically demanding. Physical disability or a medical condition should not prevent you from taking part – we will go out of our way to accommodate you. If there is likely to be a problem we will let you know and may suggest an alternative (e.g. another Project where medical facilities are more easily accessible). It is your responsibility to complete the medical questionnaire accurately and to inform HFHGB of any pre-existing medical condition, or condition that arises subsequently to your completing the application form that may adversely affect your involvement on the Building Project, or the involvement of other Participants.

Safety & first aid

You understand fully that taking part in the Project is not without risk. You therefore take part entirely at your own risk and agree to indemnify us, our employees, agents, sub-contractors and suppliers against claims for loss or damage to personal property or for loss or consequential losses or claims through your participation in this project arising from your own actions.

Participant safety is of paramount importance. Building sites are dangerous places and accidents can happen. The HFHGB priority is to minimise the risk of any accident happening, both on and off the building site. A risk assessment is in place for building/renovation Projects and regular site inspections will be made. Information on Health and Safety (H&S) will be provided to Participants in the confirmation pack, on signage at building sites and in H&S briefings. It is your responsibility to take heed of this information and also to use your common sense. If in doubt you should always ask the Team Leader. You should not, and are not required to, do anything you feel uncomfortable doing.

Should there be an accident and you require first aid, there will be a qualified outdoor first aider as part of the team together with first aid supplies. We encourage Participants to also bring a small personal first aid kit with them.

You will be asked to wear safety equipment by the Team Leader. When such requests are made, it is essential for your safety and that of others that you comply with the request. If you fail to comply, the Team Leader may deny you access to the site, limit your activities on the Project or terminate your involvement on the Project without any liability on the part of HFHGB.

All Participants will be sent a kit list in the confirmation pack, which includes the following mandatory items which must be worn as directed by the Team Leader: steel toe-capped boots, a hard hat, safety glasses, a dust mask and gloves, all of which must meet the standards required for workers on a UK building site. If in doubt, please ask.

The Team Leader

The Team Leader is there to help Participants form a coherent team and to ensure that the team remains healthy and works in a safe manner. When the Team Leader makes a request it is essential that you abide by the request.

If you commit an illegal act while on the Project or in the reasonable opinion of the Team Leader your behaviour is likely to cause danger, distress or annoyance to other Participants, the Team Leader may deny access to the site, limit your activities on the Project or terminate your involvement on the Project without any liability on the part of HFHGB.

Transfer of Booking

Transfer of Booking becomes increasingly difficult closer to the date of departure and will only be accepted where possible and in the event of exceptional circumstances. Please email supporterservices@habitatforhumanity.org.uk. If you wish to transfer your booking. We will fully consider your application to transfer and will endeavour to assist however in certain circumstances the transfer of booking is simply not possible. We will advise you of the costs of transferring the booking after considering your application.

Media

You agree that any photography or media taken prior to, during, or after the project, which may include you in it, may be used in publicity material connected with the project, and that we will retain all rights, title and interest in such photography or media made by us including but not limited to any royalties, proceeds, or other benefits derived from such material.

Cancellations by you

If you need to cancel, your cancellation must be made in writing, either by email, post or fax. If you cancel HFHGB will retain your Registration Fee.

If your cancellation is made earlier than 12 weeks before the Departure Date HFHGB will retain the registration fee and return other funds paid in except that any funds that have been raised by donations from third parties shall be dealt with as specified in clause.

If your cancellation is made between 12 weeks to 30 days before the Departure Date HFHGB will return any of the outstanding Travel Costs that are not at that point paid or owed to third party suppliers, except that any costs that

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have been raised by donations from third parties shall be dealt with as specified below.

If your cancellation is made within 30 days of the Departure Date HFHGB will not be liable to make any refunds, except that any costs that have been raised by donations from third parties shall be dealt with as specified in clause 16.6.

Your booking is accepted on the basis that the refund decision of HFHGB is final.

10.1. Within one week of cancellation you must send to HFHGB any money held by you that is donated by third parties together with details of the donors. Unless third party donations are expressly conditional on you completing the Project, they will be treated as unconditional donations to HFHGB and retained by HFHGB. For any donations that are expressly conditional on you completing the Project, HFHGB will, so far as reasonably practical, seek the permission of the relevant donors to retain the donations, despite cancellation. If such a donor does not give permission, HFHGB shall return the donation to the donor. If a donor cannot be contacted after making reasonable efforts, HFHGB shall retain the donation.

Cancellation by HFHGB

If circumstances outside the control of HFHGB make the Project unviable, we will as far as possible seek to reschedule the Project to another country and/or another time. HFHGB may cancel a Project at any time for any reason. HFHGB may cancel for example due to:

The UK government or Habitat for Humanity International issues an adverse travel advisory.

If HFHGB cancels a Project because the UK government or Habitat for Humanity International issues an adverse travel advisory you may accept any substitute Project that we are able to offer or receive a refund of any costs paid except that any monies that have been raised by donations from third parties shall be dealt as specified in clause 10.1. HFHGB will assist you to make an insurance claim for any losses you may incur.

Fewer than ten team places have been filled by the 12 weeks before the Departure Date or for any other reason the Project becomes unviable as determined solely by HFHGB.

If HFHGB cancels a Project because fewer than ten team places have been filled by the 12 weeks before the Departure Date or for any other reason the Project becomes unviable as determined solely by HFHGB you may accept any substitute Project that we are able to offer or receive a full refund, (Registration fee and Costs paid) except that any monies that have been raised by donations from third parties shall be dealt as specified in clause 10.1.

We reserve the right in any circumstance to cancel the project. However in no case will we cancel your project less than six weeks before the scheduled departure date unless it is for reasons outside of our control. If we have to cancel your project before the date of departure (other than where Force Majeure) we will offer you either (i) an alternative project of comparable type, or (ii) a full refund.

Passports and Visas

It is your responsibility to fulfil the passport, visa and other immigration requirements applicable to your itinerary. We can provide general information about the passport and visa requirements for your trip. Your specific passport and visa requirements and other immigration requirements for you and your party are your responsibility and you should confirm these with the relevant Embassies and/or Consulates. We can provide general information about any health formalities required for your trip but you should check with your own doctor for your own specific circumstances. We do not accept any responsibility if you cannot travel, or incur any other loss because you have not complied with any passport, visa, immigration requirements or health formalities. You agree to indemnify us in relation to any costs which we incur as a result of your failure to comply with any passport, visa, immigration requirements or health formalities. Most countries now require passports to be valid for at least 6 months after your return date. If your passport is in its final year, you should check with the Embassy of the country you are visiting. For further information contact the Passport Office on 0870 5210410 or visit www.passport.gov.uk It is your responsibility to check visa requirements for your destination. Up to date travel advice can be obtained from the Foreign and Commonwealth Office, visit www.fco.gov.uk. The Foreign and Commonwealth Office (FCO) provide up to date information on safety issues worldwide, visit www.fco.gov.uk/knowbeforeyougo. Non British Citizens, including other EU nationals, should contact the Embassy, High Commission or Consulate of your destination, for up to date advice on passport requirements.

Data Protection

We may use the personal data you provide to us in order to meet our obligations to you in relation to the Project. In particular, we may use your personal data for the purposes of:

- Accepting you onto a team
- Managing the team
- Providing work and activities that are appropriate
- Managing an emergency situation.

Behaviour

You must comply with the laws and regulations of the countries visited and comply with all reasonable instructions of the project leader relating to the safety and organisation of the project. If in our opinion, any airline pilot, accommodation manager or other person in authority feels that you are behaving in such a manner as to cause danger, distress or annoyance to others or cause damage to property, your project arrangements may be terminated by us or the supplier concerned. In such an event, we shall have no liability to you and will not be responsible for making any refunds, paying any compensation or meeting any costs or expenses you incur as a result. Furthermore, you must meet any expenses we incur as a result of your behaviour.

Force Majeure

Except where otherwise expressly stated in these booking conditions we will not be liable or pay you compensation if our contractual obligations to you are affected by any event which we or the supplier(s) of the service(s) in question could

not, even with all due care, foresee or avoid. These events can include, but are not limited to war, threat of war, civil strife terrorist activity and its consequences or the threat of such activity, riot, the act of any government or other national or local authority including port or river authorities, industrial dispute, lock closure, natural or nuclear disaster, fire, chemical or biological disaster and adverse weather, sea, ice and river conditions and all similar events outside our or the supplier(s) concerned's control. Advice from the Foreign Office to avoid or leave a particular country may constitute Force Majeure. We will follow the advice given by the Foreign Office.

Complaints

If you have a complaint which cannot be resolved by the Team Leader, you should address your complaint in writing to: The Operations Manager - Volunteer Programme , Habitat for Humanity Great Britain, 46 West Bar Street, Banbury, Oxon OX16 9RZ.

You will receive a reply within one month of our receiving the complaint, allowing some time for investigation and evaluation. The decision of the Volunteer Programme Manager will be final.

Severability

In the event that any provision or part of any provision of these Terms and Conditions is declared by any judicial or other competent authority to be void, voidable or illegal that provision or part-provision shall, to the extent required, not form part of these Terms and Conditions, and the validity and enforceability of the remaining Terms and Conditions shall not be affected.

Governing Law

These Terms and Conditions shall be governed by the Law of England and Wales and subject to the exclusive jurisdiction of the Courts in England and Wales.

Documentation

Please contact us immediately if any of the information you receive from us appears to be incorrect or incomplete, as it may not be possible to make changes later. We regret that we cannot accept responsibility if you do not tell us about any mistake in any document within ten days of our sending it out. We will do our best to rectify any mistake notified to us outside these time limits but you must meet any costs in doing so. The only exception to this requirement to meet any costs is where the mistake was made by us.

Accommodation

The availability or provision of accommodation is subject to the 'house rules' of the accommodation or site. Your project will be taking place in a country where travel and accommodation standards are less developed than you are used to in the UK. Standards of accommodation will vary from extremely basic to adequate and in some locations, you may have to do without essential services. The project is based on using twin or triple accommodation (where applicable), and if you join a project alone, you will be partnered with another member of the same sex to share accommodation.





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