



IFRC Security Welcome Brief Updated 1st January 2019

Applicable to all staff of the IFRC deployed or visiting Port of Spain, Trinidad and Tobago.

INTERNATIONAL FEDERATION OF RED CROSS AND RED CRESCENT SOCIETIES

The International Federation of Red Cross and Red Crescent Societies (IFRC) is the world's largest humanitarian network that reaches 150 million people through the activities of 190 National Societies that are supported by over 17 million volunteers.

Together, we act before, during and after disasters and health emergencies to meet the needs and improve the lives of vulnerable people. We do so without discrimination as to nationality, race, religious beliefs, class or political opinions.

Guided by Strategy 2020 – our collective plan of action to tackle the major humanitarian and development challenges of this decade – we are committed, in this fast-changing world, to ‘saving lives and changing minds’.

Our strength is in our volunteer network, our community-based expertise and our ability to give a global voice to vulnerable people. By improving humanitarian standards, working as partners in development, responding to disasters, supporting healthier and safer communities, we help reduce vulnerabilities, strengthen resilience and foster a culture of peace around the world.¹

ABOUT TRINIDAD AND TOBAGO

Trinidad and Tobago: two very different islands, one inviting destination.

The Republic of Trinidad and Tobago is the southernmost island in the Caribbean archipelago. Located just off the north-eastern coast of the South America mainland, the twin island Republic is home to international greats such as Miss Universe 1998, Wendy Fitzwilliam; Cricket Legend, Brian Charles Lara; and Carnival, the Greatest Show on Earth. The larger of the two islands, Trinidad, has a boot-like shape, measures 37 miles (80km) by 50 miles (60 km), and is noted for having an ecological and geographical diversity that is unmatched in the region. The capital city, Port of Spain, is the business centre of the Caribbean, housing the headquarters for many local businesses, a myriad of restaurants and nightlife entertainment like no other. The sister isle of Tobago is a stark contrast to Trinidad. Considerably smaller in size, Tobago is well-known for its coral reefs, pristine blue waters and white sandy beaches, the smaller island is perfect for leisure activities and an immersive experience with nature. An abundance of reserves in oil and natural gas has made significant contributions to the strength of the Trinidad & Tobago economy - making it one of the strongest economies in the region.

¹ <http://www.ifrc.org/en/who-we-are/>



Culture & Customs

Trinidad and Tobago was nicknamed "The Rainbow Country" by Bishop Desmond Tutu for its abundance of flowers and the diversity of its population. Many 'Trinbagonians' can trace their history to African, Indian, European, Chinese and Middle Eastern ancestry. Though the official language is English, it is spoken with many different accents or in the local dialect of "Trinibagianese".

YOUR ARRIVAL INTO TRINIDAD

AIRPORTS & SEA PORTS AND TRAVELING IN TRINIDAD and TOBAGO

Trinidad and Tobago has two international airports; the Piarco International Airport located in Trinidad (Airport Code: POS) and the Arthur Napoleon Raymond Robinson Airport located in Tobago. (Airport Code: TAB)

Airports Website: <http://www.tntairports.com/piarco/index.html>.

Bus Services

Trinidad and Tobago Public Service Corporation (PTSC) Airport Bus Schedule:



From	Destination	Frequency	Times
Piarco International Airport (Bus location – Arrival Area)	South Quay, Port of Spain (City Gate)	Monday – Friday	6:30 a.m., 7:15 a.m. ...Continuing every 15 minutes after the hour until 8:15 p.m.
South Quay, Port of Spain (Bus location – Bay # 4, City Gate)	Piarco International Airport	Monday – Friday	5:45 a.m., 6:30 a.m., 7:05 a.m. ...Continuing every 5 minutes after the hour until 7:05 p.m.
A.N.R. International Airport TAB	Scarborough PTSC Terminal	Monday – Friday	6:30 a.m., 7:15 a.m. ...Continuing every 15 minutes after the hour until 8:15 p.m.
Scarborough PTSC Terminal	A.N.R. International Airport TAB	Monday – Friday	5:45 a.m., 6:30 a.m., 7:05 a.m. ...Continuing every 5 minutes after the hour until 7:05 p.m.

Trinidad Bus Fare: TTD 4.00

Tobago Bus Fare: TT2.00

Taxi Services Trinidad and Tobago

Piarco Airport Taxi Cooperative Society

Bookings for taxi service should be made with the Dispatcher at the Custom's Exit or with a Taxi Driver.

Taxi Drivers are uniformed in white shirt jackets, black or blue trousers with yellow photo identification passes to take you to any destination of choice. Taxi services are 24 hours daily and Tariff Board information is available from the Dispatcher.

- **Piarco Airport Taxi Cooperative Society: 868-669-1689**
- **Dispatcher Contact Number: 868-669-0282**

At the A.N.R. International Airport taxis are available outside Arrivals Terminal and the drivers similarly dressed as in Trinidad. The journey time into Scarborough is about 20 to 30 minutes. In Tobago, most hotels provide shuttle service, please ask upon reserving rooms to ensure you are services properly.

DOING BUSINESS IN TRINIDAD and TOBAGO

When transacting business within Trinidad and Tobago the typical dress code for men is a long-sleeved shirt and tie with a tailored pant for men or a business suit for more formal settings, and conservative and stylish corporate wear for women or a business suit for more formal settings.

For meetings with government officials, it is advisable to use formal titles such as Mr. Ms. Mrs. Etc. and surnames until advised to do differently.

There is no specific ritual surrounding the giving of business cards although it is advisable to treat the card with respect once received.

The usual International American/English Business protocol applies when conducting meetings within Trinidad and Tobago.

HOW TO PAY

The currency on Trinidad and Tobago is the Trinidad and Tobago dollar, also known as the TT dollar (pronounced *teetee*). US dollars are also generally accepted. Visa and Mastercard credit cards are accepted at many stores. American Express, Diners' Club, Discover, JCB and others are only accepted in a few places. ATM (ABM) cards using Cirrus and Plus networks will work in local ATMs and will allow you to make withdrawals in TT dollars converted from your home currency.

N. B. Cash is widely used and accepted for transactions

For all financial transactions, banking hours are as follows: Mon-Thurs 08:00-14:00, Fri 09:00-12:00 and 15:00-17:00.

KEEPING IN TOUCH IN TRINIDAD AND TOBAGO

Telephone:

The international dialing code is + 1 868. Within the country, local and international telephone calls can be made from the communications providers Telecommunications Services of Trinidad & Tobago (TSTT), Flow Trinidad and Tobago, B Mobile and Digicel Trinidad.

Mobile phone:

Roaming agreements exist with most international mobile phone companies and coverage is available in most areas of the islands. The two providers of mobile service within the country are Telecommunications Services of Trinidad & Tobago (TSTT), B Mobile and Digicel.

Internet:

Wi-Fi is easily accessible throughout the island, upon entering Trinidad at the Piarco International Airport and the A.N.R International Airport. There are also free zones throughout the island from FLOW or TSTT. Many merchants and hotels also offer free WIFI and this is usually displayed within the store for your convenience.

PLACES & THINGS TO EAT

1. Local foods:

Trinidad and Tobago has a widely diverse cuisine. Local dishes include Bake & Shark, Doubles, Roti and Curried crab & dumplings.



For the world famous Bake & Shark, take a 40 min drive to Maracas Bay. Maracas is most popular on Sundays and public holidays however many sellers can be found at their stalls every day of the week. The most popular of these is Richard's Bake and Shark. After ordering and paying for your delicious sandwich, feel free to top it with any of these endless toppings that are offered at no additional cost. As the drive to Maracas beach is winding along a mountainous road, we suggest a driver is hired for the trip.



Doubles can be considered the most famous street food in Trinidad. It is available throughout the day from roadside vendors but is most popular as a breakfast dish. Doubles consists of a fried light dough filled with curried chick peas and optional sauces that vary from seller to seller. We suggest you try one with "sweet sauce" and "cucumber" and for the more adventurous "with slight pepper!" The cost is \$4/\$5 each.



Curry crab and dumplings are synonymous with our sister isle Tobago. To try this mouth-watering treat, take a short trip to Tobago and visit the beautiful Store Bay where many vendors offer this dish for sale.



Roti may not have been invented here but the flavours of the local version are distinctive and sumptuous. This East Indian influenced meal is available locally from many restaurants and street side vendors. To try this dish, feel free to try Shiann's or Dopsons, both located close to IFRC.

Restaurants in North West Trinidad: These restaurants are each within a 5- 20 mins drive of the IFRC office.

Arabic food:

Joseph's Restaurant - Rookery Nook, Maraval - 622-5557

Italian cuisine:

Angelo's - Ariapita Ave, Woodbrook - 628-5551

Aioli - Eilerslie Plaze, Maraval - 222-3291

Creole/Local

Veni Mange - Ariapita Avenue, Woodbrook, Trinidad; (868) 624-4597

Bakeries

Linda's Bakery - 55 Western Main Rd, St James/23-25 Saddle Road, Maraval

Adam's Bagels - 15A Saddle Road, Maraval 622-2435

Chinese

Tiki Village - Cotton Hill Rd, Kapok Hotel - 622-5765

Towne Restaurant - 51 Cipriani Blvd - 627-8696

Jenny's on the Boulevard - Cipriani Blvd - 625-1807

Indian

Apsara - Queen's Park East - 623-7659

Svaada - One Woodbrook Place - 628-5674

Popular Brunch Spots:

Chaud Cafe - One Woodbrook Place - 628-9845

Diane's Tea Shop - 119 Long Circular Road -223-3832



WHERE TO STAY

<p>TRINIDAD</p> <p>Hilton Trinidad & Conference Centre Lady Young Road Port of Spain, Trinidad Tel: (868) 624-3211 Fax: (868) 624-4485 Email: reservations.trinidad@hilton.com Website: www.hiltontrinidadhotel.com</p> <p>Hyatt Regency Trinidad #1 Wrightson Road Port of Spain, Trinidad Tel: (868) 623-2222 Fax: (868) 821-6401 Email: trinidad.reservation@hyattintl.com Website: www.trinidad.hyatt.com</p> <p>Radisson Hotel Wrightson Road Port of Spain, Trinidad Tel: (868) 625-4531 Fax: (868) 624-4677 Email: reservations@rposthotel.com Website: www.radisson.com/hotel_url</p> <p>Courtyard by Marriott Invader's Bay Audrey Jeffers Highway, Port of Spain, Trinidad Tel: (868) 627-5555 Fax: (868) 627- 6317 Website: www.courtyard.com</p> <p>Cara Suites Southern Main Road Claxton Bay, Trinidad Tel: (868) 659-2271 Fax: (868) 659-2202 Email: carasuitespap@carahotels.com Website: www.carahotels.com</p>	<p>Paria Suites Limited South Trunk Road La Romain, Trinidad Tel: (868) 697-1442 Fax: (868) 697-1445 Email: info@pariasuites.com Website: www.pariasuites.com</p> <p>Tradewinds Hotel 36-38 London Street St. Joseph Village San Fernando, Trinidad Tel/Fax: (868) 652-9463 Email: delia@tradewindshotel.net Website: www.tradewindshotel.net</p> <p>TOBAGO</p> <p>Magdalena Grand Beach Resort Lowlands Scarborough, Tobago Tel: (868) 660-8800 Fax: (868) 660-8503 Email: info@magdalenagrand.com Website: www.magdalenagrand.com</p> <p>Coco Reef Crown Point Tobago Tel: (868) 639-8571 Fax: (868) 637-8574 Email: cocoreef-tobago@trinidad.net Website: www.cocoreef.com</p> <p>Kariwak Village Hotel Store Bay Local Road Crown Point, Tobago Tel: (868) 639-8442 Fax: (868) 639-8441 Email: info@kariwak.com Website: www.kariwak.com</p>
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THREAT ASSESSMENT

Security incidents can appear anywhere and at any time and security problems tend to appear when least expected. Therefore, RC Personnel must never let down their guard, and must always keep a high security awareness both individually and collectively. All RC Personnel should take care of their own security and take all possible measures to minimize or eliminate potential risks. Always share security information with your colleagues.

When on foot, do not carry valuables in an open way, especially mobile phones, money or bags. If on official business, tell colleagues where you are going and when you expect to return. If an incident of violence occurs near you do not get involved! **Walk away. If stopped, do not resist, give up everything but your life.**

These days, the main risk/threats to RC Personnel in Trinidad & Tobago are:



- **Road Accidents**

Generally, drivers in Trinidad and Tobago are polite, letting each other out of side streets and allowing them to make turns across traffic. However, there are exceptions to these rules, and these are usually drivers of taxis and mini-buses (known as 'maxi taxis'). In Port of Spain, the volume of vehicles means that traffic jams are an almost daily occurrence, particularly during morning and evening rush hours. On the main highways, cars moving in excess of the speed limit of 80 kilometres per hour are common – as are the subsequent accidents. Driving at night can be especially hazardous due to the number of persons driving under the influence of alcohol.

- **Crime**

As in many countries there is always a threat of opportunistic theft. While pickpockets do operate, there has been an increase in the numbers of home invasions, robbery and vehicle theft. All RC personnel are therefore recommended to secure their personal belongings and to be mindful when carrying wallets, cellular phones and other valuables.

The current security phase in Port of Spain is WHITE

General Conduct

All RC Personnel are bound by the Code of Conduct and the Fundamental Principles of the Red Cross and Red Crescent, 24 hours a day, 7 days a week, with no exceptions.

To act in a coherent manner within the given environment, non-Trinidad nationals must understand and respect the local culture and traditions. It is everyone's duty to be aware of the political, social, religious and cultural specificity of the environment and try to adapt to the society in which he/she lives and works. Adaptation requires common sense, feeling and respect for local sensitivities and determines the way we are perceived, i.e. our institutional image.

Honour system

Dress is generally casual on both Trinidad & Tobago, but skimpy clothing should be restricted to the beach. When visiting communities with strong ethnic identities, be sensitive to local traditions and customs.

Relationships

As in other delegations, intimate relationships between delegates and local employed staff are strongly discouraged. Such relationships can be interpreted as an "abuse of power". The Federation's Code of Conduct states that abuse of power includes all forms of exploitation, including sexual. The Code states that acts that will be considered an abuse of power include:

- a) Any act which could be considered harassment, discriminatory or racist.
- b) All forms of exploitation, abuse, neglect or violence.
- c) All forms of sexual activity with children (persons under the age of 18), including contact and non-contact sexual abuse, regardless of the age of majority or age of consent locally (Mistaken belief of the age of a child is not a defence).
- d) Exchange of money, employment, goods, or services for sex, including sexual favours or other forms of humiliating, degrading, compromising or exploitative behaviour.
- e) Sexual relationships with those who look to the Federation for protection or assistance.
- f) Not reporting concerns or suspicions regarding power abuse, for example sexual abuse or exploitation, by a fellow worker, whether or not in the same agency.

Under no circumstances is there to be any sexual relations/contact of any kind between Federation personnel and those who look to the Federation for protection or assistance. This includes beneficiaries, children, and vulnerable local people. Sexual relations/contact with commercial sex workers is also strictly forbidden. Any breach of these rules may result in summary dismissal, or even criminal prosecution.



Curfew

There is no official or unofficial curfew in Trinidad & Tobago. However, it should be noted that in the past, temporary curfews have been implemented for various reasons. The most recent of these was between August 22, 2011 and November 7, 2011 and was intended to reduce serious crime and allow the seizure of illegal weapons. Prior to this, the last curfew was imposed in 1990 and was associated with the attempted coup staged by the Jamaat al Muslimeen.

Federation Residences

Federation delegates will be provided with accommodation in Port of Spain or its immediate environs. These residences will be approved by the Head CCST, based on location and cost.

Personal Documents

At all times, non-Trinidad nationals must carry:

- Copy of passport
- Federation ID card
- ID card issued by the Ministry of Foreign Affairs
- Federation badge (must be worn during all field activities, and when representing the Federation)
- International and national drivers' license.
- List of key addresses and phone numbers.
- Some local currency and USD in case of unforeseen expenses.

Cameras

Common sense must be used when carrying a camera. Never take pictures of military, police or security people. Always ask before taking pictures of persons or areas, even for professional purposes, if in doubt - do not take pictures and put away your camera.

GUIDELINES IN AN EMERGENCY

The Caribbean is prone to a high number of disasters such as floods, hurricanes, volcanoes, earthquakes and landslides. The following provides some general guidelines which should always be followed:

Before the event:

1. Listen to radio or television for the latest information.
2. Plan and practice an evacuation route. This plan should include information on the safest routes to shelters, roads in and out of the vicinity may be blocked, so pick more than one evacuation route.
3. Know the location of the nearest hospital or health post.
4. Agree on a regrouping point in a safe area, and make sure this is known to all delegates.
5. Make sure you have the following emergency equipment in store:
 - Flashlight and extra batteries
 - Hand-held radios and extra batteries
 - First aid kit and manual
 - Emergency food and water
 - Essential medicines
 - Basic tools (spade, axe, rope, nails hammer etc.)
 - Maps of the area

During the event:

1. Keep yourself updated. If possible, listen to radio or television for the latest information.
2. Stay out of damaged buildings.

After the event:

1. Inform your colleagues of your whereabouts and your condition AS SOON AS POSSIBLE.



2. Regroup in the safe area (112-114 Picton Street), and conduct a head count. Make sure that all staff are accounted for, or their whereabouts and condition are known.
3. Inform the Secretariat immediately after an incident.
4. Stay out of damaged buildings.
5. Look out for fire hazards, flammable or explosive materials.
6. Check for gas leaks. If you smell gas or hear a blowing or hissing noise, quickly leave the area! Warn others!
7. Look for electrical system damage. If you see sparks, broken or frayed wires, or if you smell hot insulation, turn off the electricity at the main fuse box or circuit breaker – BUT ONLY IF YOU CONSIDER IT SAFE TO DO SO! Do not attempt to do so if there is a possibility that you will have to step in water. Carefully leave the area and call for professional advice.
8. Keep yourself updated. If possible, listen to radio or television for the latest information.

Office Medical Safety and Security:

First Aid Kits

- A First Aid Kit is fixed to the wall outside the bathrooms of the CCST office.
- All Federation vehicles must have a First Aid kit.
- All Federation residences must have a First Aid kit.

First Aid training for RC Personnel is organised on an annual basis through the Trinidad & Tobago Red Cross. The Administrative Assistant will be responsible for arranging same.

PEP-Kit

The PEP KIT will be located within the First Aid Station in the Main Bathroom of the CCST Office. If any additional PEP Kits are needed (might be found with ICRC health delegate, UN clinic and at the National Hospital.) PEP Kits will be administered by a qualified physician and/or emergency room nurse ONLY. IF, none of these can be contacted quickly, the PEP Kit may be started by contacting International SOS.

EMERGENCY CONTACT NUMBERS

GENERAL FAMILY PRACTICE	
Dr. Ryan J. Abraham Serpentine Family Medical Center 4 Serpentine Road, St. Clair Phone: 622-7340	Dr. Michael A. Moses/Jacqueline Sabga 105 Regents Towers, Westmoorings Phone: 633-3579/632-3554
DENTISTRY	
Andary Dentistry 6 Rapsey St, Port of Spain Phone: 222-9812	Relax Dental- Dr. Young 57 Ana Street, Woodbrook Phone: 225-6050
OPHTHALMOLOGY	
Dr. Shivanand Ramdeen 119 Western Main Road, St. James Phone: 622-6865/622-1578	
PEDIATRICS	
Dr. David Bratt 36 Ranjit Kumar Street, St. James Phone: 622-9146	Dr. Alison Murphy 3 Adam Smith Square, Woodbrook Phone: 625-6060
GYNECOLOGY	
Dr. Ajit Kuruvilla 75 Luis Street, Woodbrook Phone: 622-0695	Dr. Christina Serrao 1 Adam Smith Square, Trinidad, Phone: 624-4963

**Emergency Contact Information****IFRC staff:**

Contact	Position	Office Number	Cell Number	Email
Kwan Ho Timothy Lam	Head of Country Cluster Support Team (Acting)	(868) 622- 4700 or (868) 628- 2439 ext. 31	(868)461 3639	Timothy.lam@ifrc.org
Kanner Renee Peters	Senior Finance and Administration Officer	(868) 622- 4700 or (868) 628- 2439 ext. 34	(868) 755- 2556	kanner.peters@ifrc.org
Arshad Mandol	Finance Officer	(868) 622- 4700 or (868) 628- 2439 ext. 34	(868) 755- 2556	arshad.mandol@ifrc.org
Karen Prince	Accounting Assistant	(868) 622- 4700 or (868) 628- 2439 ext. 34	(868) 355- 5546	karen.prince@ifrc.org
Cecile Clarke Marshall	Resilience Coordinator	(868) 622- 4700 or (868) 628- 2439 ext. 29	(868) 722- 3545	cecile.clarkemarshall@ifrc.org
Cheryl Lewis	Senior Officer, Planning, Monitoring, Evaluation and Reporting, Caribbean Zika Project	(868) 622- 4700 or (868) 628- 2439	(868) 722- 3853	cheryl.lewis@ifrc.org
Chantal Braithwaite	Senior Officer, Public Health, Caribbean ZIKA Project	(868) 622- 4700 or (868) 628- 2439	(868) 759- 4970	chantal.braithwaite@ifrc.org
Nicole Williams	Co-ordinator, Early Warning Systems	(868) 622- 4700 or (868) 628- 2439	TBC	Nicole.WILLIAMS@ifrc.org
Kathleen Sarkar	Senior Officer Community Engagement,	(868) 622- 4700 or (868) 628- 2439	TBC	Kathleen.SARKAR@ifrc.org



	Caribbean ZIKA Project			
Abdul Nasir Khan	Project Manager, ZIKA			nasir.khan@ifrc.org
Tamara Lovell (based in Barbados)	Disaster Risk Coordinator	(246) 417- 2727	(246) 242- 0820	tamara.lovell@ifrc.org
	Administrative Assistant			

Office Information:

Office Address: 111 Picton Street, Port of Spain, Trinidad and Tobago.

Office Phones: +1868-628-2439/7289

Office Hours: Monday through Friday – 0830 to 1630 HRS.

Weekends and Holidays – Closed unless disaster, crisis or emergency.

Additional contact information:

Police Service: 999

St Clair Police Station: 622-1343

St James Police station: 622-9169

Fire and Ambulance: 990

First Aid Assistance: 511

DISCLAIMER: The International Federation of Red Cross and Red Crescent Societies in Port of Spain, Trinidad & Tobago assumes no responsibility or liability for the professional ability or reputation of, or the quality of services provided by, the medical professionals whose names appear on the following list. Inclusion on this list is in no way an endorsement by the IFRC. You may, and the organization suggests, that you receive additional information about the individuals and facilities on the list by contacting the local medical board or local licensing authorities.



**ACKNOWLEDGEMENT
OF
FEDERATION SECURITY RULES & REGULATIONS
For Trinidad and Tobago**

I _____, declare that I have received, read and understood the Federation Security Rules & Regulations for Trinidad and Tobago and agree to abide by them.

Signature: _____

Place: _____

Date: _____



Acknowledgement of risk: security in the field

In accordance with the mandate of the International Federation of Red Cross and Red Crescent Societies (IFRC), you may be asked to work in complex political or social environments, or in countries in which you might encounter dangerous conditions. Although the degree of risk will vary from country to country, security incidents can occur in all delegations.

Please read the information below carefully. This document must be signed by all IFRC Staff and personnel under the IFRC security umbrella².

Risks

You may be exposed not only to the risks associated with armed conflict but also to crime, abduction, illness, natural disasters and accidents. Unfortunately, physical and psychological harm, with possibly fatal results, are part of the possible risks associated with humanitarian work.

You should also be aware that the IFRC's policy in the event of abduction is not to pay any ransom. However, the IFRC has established Critical Incident Management (CIM) procedures and will work closely with other components of the International Red Cross and Red Crescent movement to assist in the resolution of any such event to the best of its ability.

Neither the National Society in country nor the IFRC accept any liability for any loss, injury or death sustained by IFRC personnel.

Duty of Care and support provided by IFRC to all personnel:

- Training on personal security including e-learning courses on the IFRC Learning Platform;
- Appropriate security briefing at the start of your mission, and during your mission if required, including country-specific security plans and emergency procedures for the delegation / sub office / team;
- Regular information on security issues, including weekly Security Unit Hot Spots updates sent via email, and access to the Security pages on FedNet containing various security support tools;
- 24/7 security advice
- Access to stress counsellors;
- Repatriation support (if required).

Security is a personal responsibility and IFRC personnel are responsible to take adequate security measures to ensure their own personal security.

All IFRC personnel are required to:

- Successfully complete the "Stay safe – IFRC Personal Security" e-learning course and familiarise themselves with the security guidelines in "Stay Safe: The International Federation's guide to a safer mission". Personnel with managerial responsibilities must also successfully complete the "Stay safe – IFRC Security Management" e-learning course;
- Be aware of and fully comply with the country-specific security plans and emergency procedures for the delegation / sub office / team they are working with;
- Ensure they are aware of the security context in their environment, any changes therein and report such information to their manager;

² This shall include IFRC Staff: IFRC contracted national and international staff and seconded staff, as well as those under IFRC security umbrella: consultants of IFRC, official visitors of the IFRC, IFRC interns, IFRC volunteers, personnel of integrated Partner National Societies, family members of IFRC employees and integrated Partner National Societies.



- Raise any concerns regarding the security information they have been provided with and/or security in the delegation immediately with the head of delegation.

Deliberate breach of security procedures or instructions is considered as gross misconduct. Personnel found to have breached security procedures may be subject to disciplinary action.

If you have any doubts about the risks you are prepared to accept, you should seek the support and advice of your manager. You are also entitled to ask to be repatriated at any time.

For the IFRC Staff, in the event of a serious incident, the IFRC reserves the right to communicate only with the contact persons named by the IFRC staff at the time of your engagement. It is the responsibility of the employee to update your contact information in MyHR or relevant form as indicated by relevant delegation.

For individuals, other than IFRC Staff falling under the security umbrella of the IFRC, please provide below the contact information of the person to be contacted in case of an emergency.

Any dispute with respect to or in connection with this Acknowledgement of risk shall be exclusively and finally settled by means of arbitration, to the exclusion of national jurisdiction.

Acknowledgement

I confirm that I have been informed of the potential security risks associated with working with the IFRC, as well as the support I may obtain and the security requirements identified above. I also acknowledge the risks inherent to humanitarian work.

Read and accepted,

.....(signed)..... (name)

..... (place)(date)

Emergency contact information of personnel under IFRC umbrella other than IFRC Staff:

Name:

Relationship:

Contact Number:

Address:

Email: