

Short-Term Programs Volunteer Application Form



In order to apply for a placement on a short-term volunteering program, please provide us with the information set out on this form. Please either type into this form (an expandable Word format version is available to download from www.madagascar.co.uk) or simply complete clearly by hand. Please use as much space as you need.

Please note that we do not pass on your private information to any other person or organisation not directly associated with Azafady management. We will use the information provided on this form to assess your suitability for the program for which you are applying and this may include us obtaining a medical opinion from the Azafady team doctor. We will use this information to contact you with information relating to your volunteering experience and/or to contact your friends and/or family in an emergency. By completing this form you are giving us your permission to use the information that you provide for the purposes mentioned above. If you do not wish us to use your personal information for the reasons set out above, please do not continue to complete the form.

When complete, please send a signed hard copy to:

Volunteering, Azafady, Suite 7, 1a Beethoven Street, London W10 4LG U.K.

Please ensure that you answer all questions fully as gaps in information may delay the processing of your application.

General Information:

1. Family name (Last Name)
2. Other names (First Name)
3. Occupation
4. Date of birth
5. Male / Female
6. Nationality
7. Address for correspondence

8. Day telephone (please include international codes)
9. Evening telephone
10. Fax number
11. Email address
12. Permanent address (if different to above)

13. Have you been convicted of any criminal offence in the last 5 years? **Criminal convictions can have a bearing on your ability to obtain a visa. Please note that the Rehabilitation Act of 1974 (Exceptions) Order 1975 (as amended) states that you do not generally have to disclose details of spent convictions. Please note we may request you to undertake a Criminal Background Check if accepted.**

14. Do you have any criminal proceedings pending?

15. Give details if yes to 13 or 14 above

16. We welcome applications from disabled people. If disabled give details.

17. For which program(s) are you applying? **Please give program choice (e.g. English Teaching or Community Construction School-building) and dates.** If possible, please give a first and second choice as programs fill quickly.

Programme Choice:

Dates:

- Community Construction
- English Teaching

1st choice:
2nd choice:

18. Have you ever applied to us before for a volunteer placement?

Education/Work Experience/etc.:

19. Explain briefly why you are applying for this placement.

20. Do you have any particular education/relevant experience/practical skills that will be useful during the placement?

21. Is there any work that you would not be prepared to do?

22. Please provide the name, address & contact telephone number of two character witnesses who are not your relatives.

i)

ii)

23. Health Information:

Before filling out the following section, please read the following excerpt from the Memorandum of Understanding that you will be expected to sign to confirm your place:

Malaria is a serious problem in Madagascar and in some cases it can be life-threatening. The villages where Azafady work are pathogen-rich environments and there is potential to contract various illnesses when working in them. These villages are isolated and it may take up to 24 hours before you can receive medical attention. The regional hospital in Fort Dauphin is basic and if more complicated treatments are required it will be necessary to be evacuated. We recommend you consider these facts when deciding which immunisations to undertake or medication to bring.

By confirming my place on one of Azafady's short-term volunteer programs, I agree to follow health protection advice that I have gained from a qualified travel health professional. This will include a vaccination programme and a malarial prophylaxis regime:

The malarial prophylaxis I will take will comply with World Health Organisation guidelines. I understand that alternative or homeopathic prophylaxis regimes are unacceptable whilst I am working with Azafady in Madagascar. N.B. It is Azafady's experience that over 40% of volunteers who choose to take Doxycycline suffer unacceptable sun-sensitivity which affects their ability to work.

All volunteers must be vaccinated against Tetanus to participate in a volunteer program. We also advise you to be vaccinated against Typhoid, Meningitis, Hepatitis A & B, Rabies and Polio but up to date professional advice must be sort.

We may disclose any health or medical information provided to us to our insurers to ensure continued cover on your behalf. Please note that if you take out additional cover, it is your responsibility to inform your insurance company of any pre-existing medical conditions or your insurance may be found to be invalid.

Please answer all the questions in Table 1. For every question you answer yes to, please complete a separate copy of **Form A** to provide details.

Table 1

Do you currently or have you ever suffered from			
1.1	Asthma	Yes	No
1.2	Tuberculosis	Yes	No
1.3	Any disease/ problems affecting your breathing/ ear/ nose/ throat	Yes	No
1.4	Hypertension (high blood pressure)	Yes	No
1.5	Heart disease, heart failure, rheumatic or valvular disease	Yes	No
1.6	Heart attacks or angina	Yes	No
1.7	Arrhythmia, palpitations or any disease/ problems affecting the heart	Yes	No
1.8	Epilepsy	Yes	No
1.9	Migraine	Yes	No
1.10	Vertigo or dizziness	Yes	No
1.11	Strokes, mini strokes, blackouts or any neurological disease/ problems	Yes	No
1.12	Anaemia or other blood disorder	Yes	No
1.13	Diabetes, hypothyroidism or any other endocrine disease/ problems	Yes	No
1.14	Arthritis, rheumatism or gout	Yes	No
1.15	Back pain, lumbago, sciatica or neck pain	Yes	No
1.16	Any other joint, bone or muscle disease/ problems	Yes	No
1.17	Eczema or psoriasis	Yes	No
1.18	Hay fever	Yes	No
1.19	Hives, urticaria or any other disease/ problems affecting the skin	Yes	No
1.20	Gynaecological disorder/ problems	Yes	No
1.21	Emotional difficulties including depression, anxiety or panic attacks	Yes	No
1.22	Mental illness	Yes	No
1.23	Behavioural difficulties including ADHD, hyperactivity	Yes	No
1.24	Any other major illnesses	Yes	No
1.25	Any operations	Yes	No
1.26	Any other conditions needing hospital, general practitioner or other care	Yes	No
1.27	Have you needed to attend A&E in the last 3 years	Yes	No
1.28	Any allergy to any medicine	Yes	No
1.29	Any allergy to insect bites	Yes	No
1.30	Any other allergy	Yes	No

Form A

Please ensure you have completed a **separate** form A for every question for which you answered **yes** in Table 1. Give as much detail as possible and attach additional information if necessary.

Name of condition/diagnosis:	
When did it start/ get diagnosed:	
Is it an ongoing problem? <i>If yes, please explain how often you are affected by this condition.</i>	Yes No
If not, then when did it last affect you/ stop?	
Please explain in as much detail as possible the symptoms of your condition and how it manifests itself?	
Have you ever been admitted to hospital for this condition? <i>If yes, please give details and dates.</i>	Yes No
Have you ever attended A&E or needed emergency treatment for this condition? <i>If yes, please give details and dates.</i>	Yes No
Is your condition exacerbated by any other factors? (e.g. exercise, stress, other illnesses etc.) <i>If yes please give as much detail as possible.</i>	Yes No
Do you need to take any precautions because of your condition? <i>If yes please give as much detail as possible.</i>	Yes No
Will Azafady need to make any special arrangements in relation to your condition during your time in Madagascar? (e.g. medical access, medication availability etc.) <i>If yes please give as much detail as possible.</i>	Yes No
Are you taking any medicine for this condition?	Yes No
Have you ever taken any medicine for it?	Yes No
<i>If you have answered yes to either of the last two questions, please give details:</i> Name of medicine: Type of medicine (e.g. anti-inflammatory, pain killer etc.): Dosage: Can you take a 90 day supply of this medication with you?	Yes No

Table 3

Please note that **every applicant** must answer **all** below questions: 3.1 to 3.7

3.1	Can you manage being isolated from your usual family and friends while working with a small group of people for up to 3 weeks in remote and basic conditions?	Yes	No
3.2	Can you walk up to 10 km over the course of a day in hot tropical conditions?	Yes	No
3.3	Can you live on a basic but nutritionally balanced diet often consisting of rice and beans for up to 3 weeks?	Yes	No
3.4	Can you manage with being 24 hours away from the nearest medical care or doctor with only the most basic facilities?	Yes	No
	<i>If you have answered no to any of questions 3.1 – 3.4, please give further details.</i>		
3.5	Do you have any objection to Azafady contacting your doctor?	Yes	No
3.6	Do you have any objection to Azafady contacting your next of kin?	Yes	No
3.7	Is there any other medical or health information you wish to inform us of?	Yes	No
	<i>If you have answered yes to any of questions 3.5 – 3.7, please give further details.</i>		

Doctor's Contact Details	
Doctor's Name:	
Name & Address of Medical Practice:	
Telephone Number:	
Fax Number:	
How long have you been registered at this Practice:	

Other:

24. Do you have any special dietary requirements? Please give details. If vegetarian, please indicate what sort of vegetarian. For example, do you eat fish?

25. Is there anything else that you would like to tell us?

26. How did you hear about Azafady? Please select all relevant boxes and give details:

Advertising – eg Big Issue, The Guardian, poster, other publication

Please state which:

Word of mouth – eg previous volunteer/ other contact (please give name)

Please give their name:

University – eg careers fair, e-mail, careers office

Please state how:

Internet search – eg GVI, Changing Worlds, African Impact, Career Break Site, Responsible Travel, Google search

Please state which website/organisation:

Other

Please specify:

27. In an emergency, apart from your insurer, whom would we contact? Please provide as many details as possible including email address and telephone / fax numbers for day and night.

Please now sign the following declaration and post this entire application form to our address below. We suggest you keep a copy of your application as you will need it for your visa. Applications can also be e-mailed to info@azafady.org However, we will need a signed, hard copy of your application prior to your arrival in Madagascar.

Thank you for completing this application.

Send to:

Volunteering, Azafady, Suite 7, 1a Beethoven Street, London W10 4LG U.K.

Declaration

I declare that to the best of my knowledge the information I have given in this application form is correct.

- I declare that I have never been convicted of a sexual offence, or dismissed from a post working with children, the elderly or disabled for malpractice.
- I will not hold Azafady liable in any way for any accidental or medical emergency that occurs. I understand that I am covered as part of the Azafady Company Travel Insurance Policy arranged by Insurance Linx Limited and underwritten by Lloyd's and will, in due course, read the details of this policy and undertake to purchase additional cover should I require.
- I understand that once I arrive in Fort Dauphin then Azafady may only cancel the program in the case of an act of god or civil disturbance which would cause danger to my or other persons' security if the program were to continue. I understand that I may be required to pay additional costs to repatriate myself and confirm that I will obtain insurance to cover such costs.
- I agree to behave appropriately with cultural sensitivity and due consideration for other volunteers, Azafady staff and local communities. I understand that I will be asked to leave the program if my behaviour is regarded as: repeatedly inappropriate or anti-social, a gross misconduct, bringing the organisation into disrepute or the personnel and/or other volunteers into danger.
- I agree to action medical advice gained from a qualified travel health professional with respect to an appropriate vaccination program and W.H.O. recommended malaria prophylaxis.
- I understand that Azafady is not in anyway responsible for providing me with meals, accommodation or assistance should I choose to remain in Madagascar after the end of my volunteer program.

I understand that, if accepted, Azafady has the right to ask me to leave the program at any time, without any course to compensation or refund of any monies paid or donated, if I fail to comply with these and any other conditions detailed on the Memorandum of Understanding that I will be required to sign to confirm my place. I understand that if I am asked to leave the program then Azafady may choose to contact the Malagasy authorities and my visa to remain in Madagascar may be withdrawn without notice.

Signature:

Date: