



Borneo
Nature
Foundation

GENERAL VISITOR



SEBANGAU

WELCOME PACK



SEBANGAU

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Thank you for choosing to visit Borneo Nature Foundation's Sebangau Programme and learn more about the research and conservation work we carry out in the forest!

Our team is looking forward to your visit. Hopefully you will find this information helpful to prepare for your trip to Kalimantan and visiting the Sebangau Forest. Please read the document, and if you have any questions please don't hesitate to email the BNF-International Visits Coordinator, Jennifer Brousseau (j.brousseau@borneonature.org). I will keep in close contact with you as you prepare for your visit to camp.

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INTRODUCTION TO BNF AND CIMTROP

Borneo Nature Foundation (BNF) and the Sebangau Programme

Borneo Nature Foundation is a not-for-profit conservation and research organisation. We work to protect some of the most important areas of tropical rainforest, and to safeguard the wildlife, environment and indigenous culture of Borneo.

Our longest running programme is the Sebangau Programme, which was founded in 1999. We identified the Sebangau Forest as home to the largest orangutan population in the world, bringing the region to the forefront of orangutan conservation efforts and resulting in the award of National Park status in 2004. Here we carry out long-term ecological research, contribute to peatland restoration efforts and support local initiatives to manage and protect peat-swamp forest habitat. BNF's core research is in primate density, distribution and behaviour, felids and other large mammals, biodiversity monitoring, peat-swamp forest ecology, dynamics, studies of regeneration processes and

long-term conservation supported through sound scientific fieldwork and feedback. We are proud to support, advise and fundraise for the TSA Kalteng Community Patrol Team and other fire-fighting units in Central Kalimantan, who put their lives on the line to stop fires and save forest.

Centre for International Co-operation in Sustainable Management of Tropical Peatland (CIMTROP)

UPT LLG-CIMTROP at the University of Palangka Raya was established in 1997, to coordinate Indonesian and international research, conservation, education and capacity-building programmes in tropical peat-swamp forest. CIMTROP established and manages the Laboratorium Alam Hutan Gambut (LAHG) and camp, Patrol Unit Team Sebangau (PUTS), fire fighting team (TSA) and herbarium. It has also initiated community development projects in the towns of Kereng Bangkirai and Kalamangan to improve local livelihoods.

PRE-ARRIVAL

a. Visit Coordination

The International Visits Coordinator will correspond with you prior to your visit to discuss the proposed activities for your visit, coordinate your schedule and logistics and ensure all the required documents are prepared (detailed below). If you have any concerns/queries during the time leading up to your visit, don't hesitate to ask!

b. Hazard Awareness Form and Passport/Visa Scans

Several weeks prior to your visit, you will need to email scanned copies of passports and visas for you and any other members of your group to the International Visits Coordinator. Upon your arrival to camp, BNF will go through the Hazard Awareness form in detail with you and any other members of your group. Any members of the group who are not 18 years of age and older will need a parent or guardian to read over the form before the visit

and sign on their behalf. Upon your arrival to camp, BNF will go through the Hazard Awareness form in detail with the whole group and those who are 18 years of age and older will then need to sign the forms before going into the forest.

c. Visa Application Process

For all international visitors, we will guide you through the visa application process. Please check your inbox regularly for correspondence from us. Please ensure at least four empty pages and at least 6 months validity on all passports.

When passports have their visa stamp, please scan the visa page and email to us. It is a good idea to make a couple of photocopies of passports and other important documents and keep these with you, stored separately from the originals, and/or to save electronic copies somewhere accessible, in case passports are lost while you are travelling.



ON ARRIVAL IN INDONESIA

A. DRESS CODE

Indonesia, including the area of Palangka Raya, is a tolerant but socially conservative, religious country, so we ask visitors to respect the social and cultural practices while visiting. When in Jakarta, Palangka Raya and Kereng Bangkirai (the local fishing village near base camp), we ask women to please cover cleavage, shoulders, upper arms, stomach and legs above the knees and to avoid figure-hugging clothes. Men should wear long shorts or trousers and shirts/T-shirts to avoid being bare-chested. When flying in to Jakarta or Palangka Raya, please respect these cultural preferences when planning what to wear on the plane.

At camp, the dress code is more relaxed. Vest tops and shorts (not short-shorts or figure-hugging) are acceptable for both sexes but please avoid overly revealing clothes. Please remember that your behaviour and other members of your group's behaviour will reflect on BNF and CIMTROP so it is very important to remind everyone of this.

B. INDONESIAN CULTURE

We ask all our visitors to be aware of and learn about Indonesian culture prior to their arrival, including aspects of Muslim culture that may not apply in other countries (see some aspects below).

- Be respectful to members of local communities by greeting people warmly and politely.
- Be aware of your body language; actions can speak louder than words.
- Please try to only accept or give something with your right hand and, wherever possible, try not to point or put your hands on your hips.
- Please don't put your feet on a table or chair, especially when talking to another person, and avoid using your feet to point at anything.
- Please don't touch people on the head, as this is considered a sacred part of the body.
- People are very friendly here, keen to practice their English and may wish to take photos with foreigners, so if you are approached please be polite.

C. CURRENCY

Exchange rates fluctuate regularly. At the time of writing (January 2019), you can expect to get about 18,000 rupiah (Rp) to the pound; 14,000 Rp to the US Dollar and 16,000 Rp to the Euro. (Check www.xe.com for up to date exchange rates.) If you bring foreign cash, you should change it while you are in Jakarta (there are many Bureau de Change desks in the airport). It is almost impossible to exchange foreign currency in Palangka Raya. There are lots of ATMs (cash machines) in Palangka Raya from which you can withdraw money using your normal Switch/Visa/Maestro debit or credit cards.

D. MOBILE PHONES

The phone signal in Palangka Raya is very good. The cheapest communication option during your visit, other than WhatsApp, is to purchase an Indonesian SIM card (Kartu SIM) for your mobile phone as soon as you get to Jakarta or upon arrival in Palangka Raya. Simpati/Telkomsel is the recommended network. There is phone signal in camp and sometimes there is internet signal (depending on weather conditions), so it is possible to send emails/Whatsapp when the signal is adequate.

AN INTRODUCTION TO THE LAHG BASE CAMP: WELCOME TO THE SEBANGAU PEAT-SWAMP FOREST

THE FOREST

Indonesia is situated on the equator and has a tropical climate consisting of a wet and dry season. In Borneo, the wet season is usually October to April, and the dry season May to September, but this can vary a lot from year to year. The dry season is usually (but definitely not exclusively) a little hotter than the wet season, and obviously not as wet. Both the wet season and the dry season can last longer than expected. Sudden downpours and tropical storms are to be expected, even during the dry season.

The LAHG Camp and Sebangau forest where you will be staying is about a 1-hour journey from Palangka Raya via road, a short boat ride and (during the dry season) a 1km ride on the “lori” which runs on railway-type tracks from the Patrol Post on the river to base camp.

Sebangau is a peat-swamp forest and is flooded throughout the wet season. The standing water can be waist deep in many places and hummocks, tree roots and hidden holes mean that walking can be a challenge at times, but it’s all part of the adventure! Both humidity and temperatures are high, with typical daytime shade temperatures of 32°C at base camp or in town, 27°C in the forest. In the late evenings the temperature can drop by up to 7°C in the forest so it can feel quite cool compared to town.

To move around the forest there is a grid of transects (trails) some of which have single plank boardwalks which make walking easier. The rest of the time is spent walking on the forest floor which can be very muddy and wet (particularly during the wet season). Upon your arrival, you will go on an introductory forest walk with BNF staff members to get orientated and get a taste of what the forest has to offer.

SEBANGAU BASE CAMP

BNF’s base camp is situated in the LAHG which is managed by our Indonesian counterparts, UPT LLG-CIMTROP UPR. There is accommodation for our Indonesian field team and cooks, researchers, students, interns, volunteers and visitors. There is a kitchen, dining room, office, lab, communal seating/working area and, probably most importantly, a badminton court. There are several local style squat toilets and shower rooms using water pumped from below ground, and there is an area for washing clothes and boots.

Electricity can be random (see details below), but living conditions at camp are pretty good, the food is tasty and we are not too far from town in the event of an emergency or if you run short of personal supplies. There is a no alcohol policy at camp.



GETTING TO AND FROM CAMP

Project Car or Bemo Transport

Prior to going to camp, you will visit CIMTROP's office for a short welcome meeting after which you will head straight to camp. BNF will arrange transport to and from CIMTROP's office and to Kereng Bangkirai (the village bordering Sabangau forest), either in local minibus (bemo) or the project car. When the BNF project car is not available to use, there are the local minibuses to transport everyone to the local village. This will be included in the cost of your visit.

Klotoks

Travel to and from camp is by klotok (a small wooden boat). When boarding a klotok, step in one person at a time, ensure the person in front of you is sitting securely before you step on. Place your foot in the centre of the boat first and keep your weight balanced in the middle of the boat. Once moving, always keep your hands inside the boat. If you or any members of your group are unable to swim, please inform BNF staff before going to camp so we can supply life vests. We recommend wearing comfortable clothing, sunscreen and a hat on the ride into camp.

Lori

During the dry season, we are only able to get to a patrol post approximately 1 km from camp by boat. From there, we use a "lori" (a small train), which travels along an elevated railway. Keep your hands and feet inside the lori, and avoid the wheels and the engine, which has fast moving parts and gets very hot. Hold on securely and maintain your balance.

CAMP FACILITIES

Base camp consists of bedrooms, kitchen, dining area, washing facilities (mandis), toilets, clothes washing area, meeting and communal areas, a basic research laboratory and office. Water, for washing and cooking, is pumped from an aquifer below the peat. Bedrooms consist of two same-sex dorm style large rooms with mattresses on the floor, which can each sleep six comfortably. There are additional bedrooms that can accommodate two people in each room. All bedrooms are same-sex and private, unless a couple is married. BNF provides all guests with a mattress and pillow, but expects visitors to bring their own mosquito net and sleeping bag.

Meals are served buffet style in the dining area at around 07:00 (breakfast), 12:00 (lunch) and 18:00 (dinner). Any snacks taken to camp for your visit should be kept in plastic boxes near to the kitchen to avoid unwanted forest critters from snacking on the food in the bedrooms.

Coffee and tea-making facilities are available all day, as is drinking water. Leisure facilities include badminton, books and games that are available for general use.

We live in a close community at camp so we try to work together to keep camp tidy, and by taking the following guidelines into consideration, you will help ensure a safe and enjoyable visit:

- When moving between your room and the mandis, please wear either a sarong or be fully clothed.
- We recommend wearing flip flops or sandals around camp to prevent injuries,

- but shoes and sandals should be removed before entering any rooms.
- We try to respect quiet time before 7am and after 9pm. The generator goes off at 10pm.
- Please wash your dishes and cups after you are finished eating.
- Waste management: all waste produced at camp is separated into appropriate bins:
 - Non-burnable waste - metal, aerosols, wire, glass
 - Burnable waste - paper, cardboard, non-hard plastics, cigarette butts
 - Batteries - disposed of separately
 - Toilet paper - disposed of in the bins in the bathrooms and then burned once full or before you leave camp
- Smoking is only permitted in the open communal areas and please dispose of cigarette butts in either ash trays or bins provided.
- Washing clothes takes place near the mandi area, and we ask visitors to wash their boots/shoes off once they return from the forest and keep the mandi area clean.
- Before leaving camp to return to Palangka Raya, please sweep the rooms, roll up your mattresses, burn trash from the bathrooms and tidy up in the communal areas.

ELECTRICITY

Power supply is 220V, with a 2 prong round plug. Take care around cables, as rats/wildlife are known to eat cable insulation, and take care when plugging in or unplugging electrical devices.

The generator is turned on for a few hours each evening and you can recharge computers, phones and other devices. Power surges when the generator is turned on and off and may damage electrical equipment, so do not leave anything on charge when you have gone to bed.

There are solar panels at camp but we often have technical difficulties with these and cannot guarantee that they will be working during your visit. If solar power is available it can be turned on for a few hours during the day to charge electrical appliances with a lower voltage.





HEALTH AND SAFETY

A. TRAVEL INSURANCE

BNF requires that all visitors to camp have their own travel insurance and will request your policy information prior to your arrival.

B. VACCINATIONS

It is essential that you discuss vaccination and prophylactic requirements with your doctor or professional travel clinic prior to departure, and follow their professional advice. The following website contains useful medical information for travel to Indonesia area: [http://www.fitfortravel.nhs.uk/destinations/asia-\(east\)/indonesia.aspx](http://www.fitfortravel.nhs.uk/destinations/asia-(east)/indonesia.aspx).

C. DEHYDRATION

Always make sure you drink plenty of clean fluids (at least 3 litres a day) and avoid prolonged sun exposure. If in the sun for an extended period of time, we advise you apply high SPF sun screen and wear a hat. If you are feeling dehydrated, rehydrate with rehydration sachets.

D. AVOIDING MOSQUITO AND OTHER INSECT BITES

The peat-swamp forest has a large population of mosquitoes, although these rarely carry malaria or dengue fever because of the lack of people in the area. However, the risk increases

in populated areas, so it is essential to take precautions to avoid being bitten, especially in the evenings in Palangka Raya. In addition to malaria and dengue, mosquitoes can transmit other diseases, including chikungunya fever. The best prevention from all of these diseases is to avoid being bitten. If you react badly to mosquito bites, ensure you have a good supply of anti-histamine tablets and cream.

- Repellents – Chemical repellents are best. Most contain diethyltoluamide (commonly known as DEET). Warning: DEET is harmful to some hard plastics and paint, and should not be used near the eyes or mouth. DEET makes mosquitoes fly away, it does not kill them. Keep a bottle of repellent with you at all times. Repellent can be bought cheaply locally (Soffell) which contains DEET and provides decent protection.
- Clothing – Wear long sleeved shirts and long trousers in the forest, and in the evenings.
- Mosquito nets – Everyone must have a mosquito net. Make sure the one you buy is big enough; box shaped nets are recommended (this can also be purchased in Palangka Raya). Your accommodation at camp will be single-bed size.

E. RABIES AND ANIMAL-BORNE DISEASES

We strongly advise against approaching any animal, domestic or wild, within the forest or in Palangka Raya during your visit. Rabies is endemic in Indonesia and there have been several outbreaks in Bali in the past. We recommend again to consult your GP on the need and options available for the rabies vaccine.

F. TYPHOID FEVER

There is a risk of typhoid even for those vaccinated, so please practice meticulous food, water and personal hygiene. Most cases are not severe and can be treated in Palangka Raya.

G. CUTS AND GRAZES AND MORE SERIOUS INJURIES

If you are cut during your visit, we advise applying an anti-bacterial treatment (e.g. Betadine) immediately and cover with an adhesive bandage or dressing. In the event of more serious injuries in the field, BNF-Sebangau Programme has an emergency protocol for evacuating casualties from the field and this will be fully explained to you when you arrive at camp.

H. FOOD AND DRINK HAZARDS

Diarrhea is a common affliction in Indonesia, especially among new arrivals, though most cases are only minor and clear up without medication. How to avoid: Do not drink or eat food that has a high risk of contamination (see below for details), and ensure hands and cutlery are clean before eating. If the symptoms do persist, we advise going to see a doctor who will probably prescribe a course of antibiotics. These are readily available in Palangka Raya. Anti-diarrhoeal agents may give some measure of relief but should only be used if absolutely necessary.

It is best to avoid the following:

- Shellfish / sea food – even if well cooked.
- Salad and fresh fruit prepared by others; unpeeled fruit e.g. grapes.
- Food on which flies have settled.
- Rare/raw meat or fish.
- Food left out in warm temperatures.
- Cooked food that has been stored, then re-heated.
- Tap water – even for brushing teeth. Always use bottled water. Ice and fruit juices from street vendors are generally made from boiled or mineral water and are delicious, but if you are unsure you may wish to err on the safe side and avoid these.

The following are usually safe:

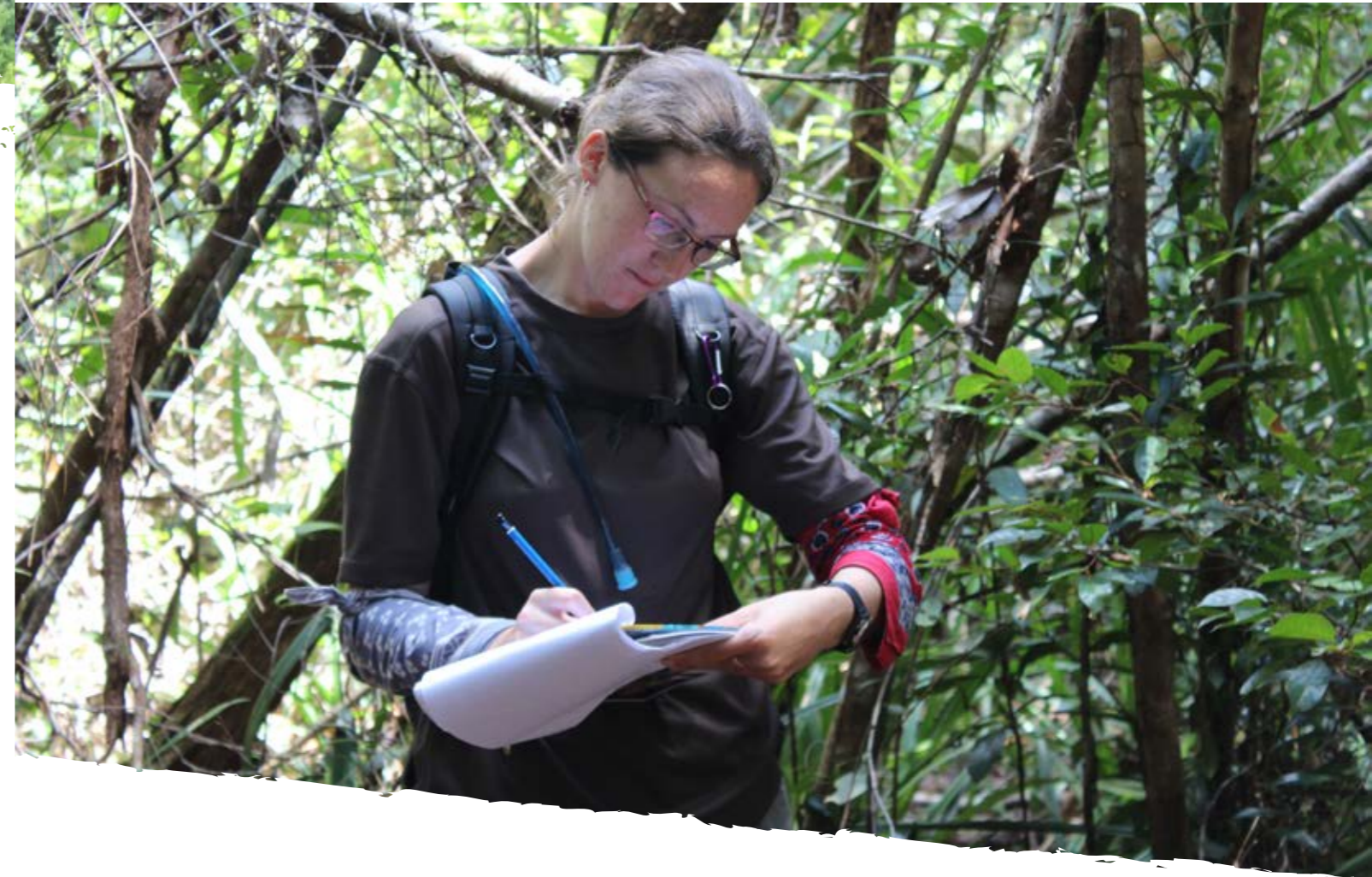
- Food freshly cooked and served hot.
- Fruit you can peel easily.
- Freshly baked bread.
- Food in sealed packaging or canned.
- Boiled water, tea or coffee.
- Bottled water (check seal on top is not broken).
- Canned or bottled drinks – but try to use a straw if possible.

Water for washing at base camp is obtained by a pump from deep underneath the peat. It is clean and drinkable but due to the acidity of this water, we provide mineral water for everyone to drink/clean their teeth with.

Vegetarians/Vegans: We make every effort to accommodate these dietary preferences at base camp, however, this is may be more difficult in town, especially for vegans.

I. FOREST FIRES + SMOKE

During the dry season forest fires can sometimes be a problem, but the UPT LLG-CIMTROP Community Patrol Team work closely with BNF to protect the forest and camp from any threat from fire, and our camp emergency protocols in the event of fire at or near camp will be fully explained to you.



ADDRESSES + CONTACT INFORMATION

BNF Project Office:

Jalan Bukit Raya No. 17, Palangka Raya 73112, Kalimantan Tengah

BNF-Sebangau Programme

Indonesian Sponsor
UPT LLG-CIMTROP

Kampus UNPAR, Tunjung Nyaho
Universitas Palangkaraya, Jl. Yos Sudarso, Palangkaraya 73111, Kalimantan Tengah

Your Primary BNF Contact in Indonesia:

Contact for general queries, pre-arrival information and anything involved with coordinating your visit

BNF-International Visits Coordinator:

Jennifer Brousseau
Telephone: +62 (0) 81294136140
Email: j.brousseau@borneonature.org

Additional BNF Contact: BNF-Sebangau Programme Manager:

Karen Jeffers
Telephone: +62 (0) 812 50734598
Email: k.jeffers@borneonature.org

APPENDIX 1:

BNF RECOMMENDED HOSPITALS AND DOCTORS IN PALANGKA RAYA

NAME	GENDER	ADDRESS	ENGLISH SPOKEN?	CONTACT NUMBER
Dr Sasongko	Male	Kimia Farma at the Bundaran Kecil (corner of Jl. Diponegoro)	Yes	0812 5168 633
Dr Ina	Female	Jalan Tjilik Riwut No 17 Blok G (in Apotik Bunda)	Yes	0536 322 3258

From experience we recommend Kimia Farma as the best pharmacy in the area

BLOOD TESTS

At any hospital or at Dr. Tony's Lab (Jl. Soeprapto no. 6-7).
Tel: 0536 3228993.

Prodia Lab

(Jl. Diponegoro opposite Bank Indonesia and near to Coffee Toffee) is more specialist.
Tel: 0536 3235399.

HOSPITALS IN PALANGKA RAYA

- Rumah Sakit Muhammadiyah (about a 1hr journey from camp via short boat ride, ride on the lori in the dry season only and car ride)-this hospital is private and much less busy**
Jl. RTA Milono
Tel: 0536 323 9444
Don't have snake anti-venom
- Dr Doris Sylvanus Public Hospital (about a 1hr journey from camp via short boat ride, ride on the lori in the dry season only and car ride)- this hospital is public, therefore busier than Muhammadiyah. If Muhammadiyah cannot accommodate the patient, this would usually be the second option.**
Jl. Tambun Bungai No.4
Tel: 0536 3237353
Do have snake anti-venom: only one type of serum for any kind of snake bites, the serum name is SABU (Serum Anti Bisa Ular), you can see the detail of the serum on this link <http://www.biofarma.co.id/index.php/details/items/682.html>; plus see "Snake anti-venom" in Dr Doris Hospital file

APPENDIX 2: FIELD KIT LIST

FIELD KIT LIST FOR INTERNATIONAL VISITORS

Clothing Recommendations

Field clothes, rain jackets and field bags should be in forest colours (greens/browns), as bright colours disturb wildlife. The best field clothes are long trousers and loose long-sleeved shirts made of light weight, quick drying material (such as cotton) and long socks. Short sleeves are not recommended because they offer little protection from thorns, hairy caterpillars and other annoyances. Field clothes are also available in Palangka Raya should you need replacements.

We don't recommend bringing hiking boots as the acidity of the peat water quickly erodes the fabric and glue. It is also very difficult to get them dry. Most people prefer to wear Wellington boots or trainers which can be bought cheaply in Palangka Raya.

Glasses and Contact Lens Wearers

If you wear contact lenses normally there should be no reason why you shouldn't continue to do so during your stay, as long as you practice normal high levels of hygiene. However, we suggest you bring a pair of glasses in case your contacts trap dirt during a field day or when you change them. It will also let you give your eyes a rest. We recommend you bring a spare pair with you. Although there are many decent opticians in Palangka Raya, we recommend that you bring everything with you that you expect to need on arrival.

The starred items can be replaced in Palangka Raya. Some of the Recommended Items are only recommended to bring if you already own them (i.e. no need to go out and buy specifically for this trip).

1. Essential

- Mosquito net
- Head torch with batteries. AA and AAA batteries are readily available in Palangka Raya. Large square batteries are harder to find. We recommend LED head torches, available from any camping shop *
- Personal medical/first aid kit (see below-the school should bring at least one first aid kit for the group)
- Long, high socks * (can get football socks in Palangka)
- Long sleeved shirts and long trousers (for the field that you don't mind getting dirty!)
- Sleeping bag and/or sheet sleeping bag (cotton). It can be cold at night, especially when staying in the jungle and once you have acclimatised

- Water bottles (you can use empty mineral water/soda bottles bought locally - ideally 2L bottle)*
- Wellington boots or trainers (Kodaci badminton shoes work well), which can be bought in Palangka Raya*
- Light weight trousers and short-sleeved shirts for wearing around camp
- Light weight sandals/flip-flops for wearing around camp
- Day pack in a dark colour with no reflector strips*
- Photocopies and electronic copies of all documents (including passport, visa page, insurance policy and flight tickets-teachers collect from students and keep)
- Towel/sarong*
- Toiletries*
- Mosquito repellent* (can buy Soffell or mosquito coils in Palangka)
- Notebook, pen and pencils*
- Rain jacket or poncho (again in dark colours)*
- Whistle* (you will always carry this with you in the forest in case of an emergency)
- Compass* (you will always carry this with you in the forest)

2. Recommended

- Sunglasses
- Digital watch (if already own)
- Binoculars (if already own)
- Sun-hat/bandana
- Camera (if already own)
- Books/games, etc.
- USB flash drive (to exchange pictures, music or other media)

APPENDIX 3:

PERSONAL FIRST AID/MEDICAL KIT – ESSENTIAL

BNF has a full First Aid Kit on hand, but visitors are expected to bring the essential kit listed below. The starred items can be replaced in Palangka Raya.

Personal First Aid/Medical Kit – Essential

- Any specialist personal medication that you take regularly (e.g. asthma inhaler, etc.). Please bring extra. (Ventolin inhalers can be bought locally)
- Sachets of rehydration powders such as Diarolyte (essential for replacing lost minerals from excessive perspiration) *
- For female team members, tampons and, if prone to cystitis or thrush, at least one course of preferred treatment
- Painkillers (aspirin/paracetamol/ibuprofen) *
- Antihistamine tablets for treatment of insect bites and other allergic reactions *
- Fungicidal cream/antifungal dusting powder *
- Adhesive band-aids *
- Eye drops *
- Ear drops *
- Antiseptic wipes, cream or spray *
- Anti-diarrhoeal tablets
- Insect bite cream *
- Nail scissors *
- Tweezers *
- Talcum powder (recommended for sweat rash) *
- Sun screen of a high SPF (we are less than 20 from the equator)

Optional

- Epi pen for those with strong allergies to stings/bites/food stuffs etc. Please consult your GP.

The following are the **Standard Terms and Conditions** relating to the Borneo Nature Foundation.

1. DEFINITIONS

In these Standard Terms and Conditions, the following expressions shall have the meanings set out below:

- (a) **BNF** shall mean the Borneo Nature Foundation, Company number 06761511 and persons authorised to act in the Company's name.
- (b) **Visitor(s)** shall mean the person(s) who are joining the Visit.
- (c) **Visits** shall mean the programme organised by BNF upon which the Visitor will be joining.
- (d) **Project Leaders** shall mean the Leaders of the Visit appointed by BNF and who represent BNF on the Visit.
- (e) **Visitor's Fee** shall mean the total sum payable by the group for the Visit.

2. ACKNOWLEDGEMENT OF NATURE OF VISITS

(a) The Visitor hereby acknowledges and accepts that there is a significant element of personal risk and potential hazard involved in undertaking a Visit of the nature organised by BNF and whilst BNF aims to safeguard the Visitor's safety, it cannot be held responsible for damage or injury caused by risks of hazards beyond its control.

3. FORCE MAJEURE

BNF will incur no liability for any loss which a Visitor may suffer through cancellation or variation of a Visit or a flight or flights due to fire, Acts of God, war, riot or civil commotion, strikes, quarantine, government or other official intervention or due to any reason whatsoever outside the control of BNF. Visitors will be required to read and sign a Hazards Awareness form after safety training once they arrive in base camp.

4. PAYMENT

- (a) A Deposit of 20% of the total payment shall be paid to BNF two months prior to the Visit, which is non-refundable.
- (b) The Visitor agrees to pay the balance of the Visit Fee by the dates specified in the Welcome Pack.
- (c) Failure to pay the Deposit and/or the

balance of the Visit Fee by the due date(s) entitles BNF to cancel the participation of the Visitors on the Visit.

5. CANCELLATION BY VISITOR

Cancellation of a booking must be in writing. The date of cancellation for the purposes of the cancellation provisions shall be the date of the receipt of notification. Refunds of the Visit Fee will be made as follows:

- (a) Cancellation more than two weeks but less than two months before the Visit start date: a full refund of all monies paid towards the Visit Fee, apart from the 20% deposit paid to encompass administrative fees.
- (b) Cancellation less than two weeks before the start-date of the Visit or after the Visit has started: no refund, with the exceptions provided for in clause 6 below.

6. CANCELLATION BY BNF

(a) BNF reserves the right to cancel the Visit at any time and agrees to inform the Visitor in writing to the address supplied on the Welcome Pack. If such cancellation is due to circumstances totally within the control of BNF, BNF agrees to refund the Visitor all monies paid by the Visitor towards his/her Visit Fee only and the Visitor agrees to accept such refund as being in full and final settlement of all and any of BNF's liability to the Visitor.

(b) The Visitor acknowledges that certain medical and/or mental health conditions as declared by the Visitor on all medical forms submitted to BNF by the Visitor may be contradictory to safe participation in the Visits by the Visitor and BNF reserves the right to cancel a Visitor's participation in the Visit based upon the medical advice of BNF's appointed Medical Advisor(s). If BNF cancels a Visitor's participation in the Visit in the event of (i) a visa application being rejected or (ii) based upon medical advice received by the BNF Medical Advisor(s), BNF agrees to refund all monies paid by the Visitor towards his/her Visit Fee only and the Visitor agrees to accept such refund as being in full and final settlement of all and any of BNF's liability to the Visitor.

(c) In the event of termination of the Visit

by BNF, or in the event of serious illness or injury suffered during a Visit by the Visitor which requires BNF to terminate the participation of a Visitor on the Visit, BNF agrees to refund the Visitor monies paid by the Visitor towards his/her Visit Fee on a pro-rata basis to be determined by BNF which takes into account all expenses incurred by BNF in respect of the Visitor's participation on the Visit to that point in time, including expenses incurred in treatment of the aforementioned illness or injury; and the Visitor agrees to accept such refund as being in full and final settlement of all and any of BNF's liability to the Visitor.

(d) Once the Visit has commenced, if the Visitor is found to have a pre-existing medical condition not declared on the submitted medical form, which is deemed by the Projects Leader(s) to pose a risk to the Visitor, and/or the running of the Visit and its remit, BNF reserve the right to suspend the Visitors participation in the Visit and if necessary asked to leave the Visit. There will be no refund of any part of the Visit Fee in this instance.

7. BEHAVIOUR ON VISIT

(a) The Visitor acknowledges that the Visit aims to obtain useful information to assist the preservation of the natural environment under observation during the Visit and that therefore the Visitor is expected to work under the supervision of the Project Leaders in a conscientious manner in order to assist in the compilation of this information.

(b) The Visitor agrees to abide by the authority of the Project Leaders and to follow all of their reasonable instructions.

(c) If the Visitor commits any illegal act on the Visit or if in the opinion of the Project Leaders the Visitor's behaviour is detrimental to the aims of the Visit or the safety or welfare of other persons, he/she may require the Visitor to leave the Visit within 24 hours' notice and no liability on the part of BNF shall arise whatsoever.

(d) If the Visitor wilfully or negligently damages, destroys or loses any item of equipment owned by BNF, the Visitor will be held liable for any costs not

recovered by any insurance held by BNF at that time.

8. COMPLIANCE WITH LEGAL REQUIREMENTS

(a) The Visitor will comply with all legislation, visa, immigration, customs and foreign exchange regulations in the countries visited on the Visit. In the event of a contravention by a Volunteer of the laws of the country in which the Visit operates, the Project Leaders shall have the right to require the Visitor to leave the Visit immediately and no liability on the part of BNF shall arise whatsoever.

9. COMPLAINTS

If a Visitor wishes to make a complaint and/or claim in relation to the Visit, the Visitor agrees to abide by the following procedure:

(i) The Visitor will ensure that the matter has been brought to the attention of the Project Leaders at the Visit site who will seek to resolve the claim and the Visitor will give BNF a reasonable time within which to resolve the claim before proceeding further.

(ii) If due to an unresolved serious complaint the Visitor decides to leave the Visit before its completion the Visitor agrees to provide written evidence of the extent of the complaint to the Project Leaders before departure from the Visit.

(iii) In the event of a claim for compensation the Visitor agrees to lodge such a claim with the Project Leaders before the Visit's scheduled completion date and to provide written evidence of the extent of the complaint to the Project Leaders.

(iv) The Visitor agrees that under no circumstances shall BNF be liable for damages or compensation arising from that part of any claim related to the individual's assessment of inconvenience, discomfort, disappointment or loss of enjoyment.

10. INSURANCE

(a) The Visitor agrees to affect personal travel and medical insurance and agrees to be responsible for ensuring that such insurance cover fully meets their personal requirements and the minimum requirements as specified by BNF.

(b) The Visitor acknowledges the importance of insurance provision in respect of their spouse, dependent

children and/or relatives and accepts responsibility for assessing their own personal circumstances and arranging additional insurance cover that they personally deem to be necessary.

(c) The Visitor further agrees to ensure that their insurers are aware of the type of travel and activities to be undertaken during the Visit and accepts the insurance proposal upon such basis.

(d) The Visitor acknowledges and accepts that there is a significant element of personal risk and potential hazard involved in the use of watercraft during the course of the Visit and accepts that should they be placed in charge of a watercraft during the course of the Visit they do so voluntarily and entirely at their own discretion. Furthermore, the Visitor agrees to waive all rights of action against BNF and the Project Leaders thereof in the event of death and/or personal injury and/or property damage caused to them or by them and arising out of the use of watercraft, and agrees to indemnify BNF and the Project Leaders thereof in relation to any claim which may be made against them arising out of any act or omission by the Volunteer.

11. WAIVER

No person save with the express authority in writing of two or more Directors of BNF has authority or is empowered to waive or vary any of these conditions.

12. INFORMATION

All the information contained in any information published by BNF relating to the Visit is, as far as BNF is aware, true and accurate at the time of writing. If any material alterations have to be made or in BNF's view need to be made before departure in order to maintain the quality of the Visit, the Visitor will be informed.

13. VISIT DATES AND TRAVEL

(a) The Visit starts at the moment they are met by a BNF representative at their point of arrival in Palangka Raya, on the date specified in the Welcome Pack. The Visit ends at the moment they are delivered by a BNF representative to their point of departure from Palangka Raya, on the date specified in the Welcome Pack.

(b) Visitors are required to arrange their own transportation to/from Palangka

Raya in order to arrive/depart on the specified dates. BNF may provide advice and/or assistance in booking this transport, but it is the responsibility of the Visitor to ensure that he/she arrives/departs on the correct day and that sufficient time is allowed to make any connecting flights, including transfers between terminals. It is the Visitor's responsibility to ensure they do not overstay the validity of their visa in Indonesia.

14. PASSPORT, VISAS, VACCINATIONS, ETC.

The Visitor must be in possession of a valid passport and all visas and permits required for the entire duration of the Visit and must also arrange to obtain whatever vaccinations are normally recommended for the countries through which the Visit is scheduled to travel. Any information given by BNF about healthcare, vaccinations, flights, visas, climate, clothing, baggage, special equipment and other matters is given in good faith but without responsibility on the part of BNF.

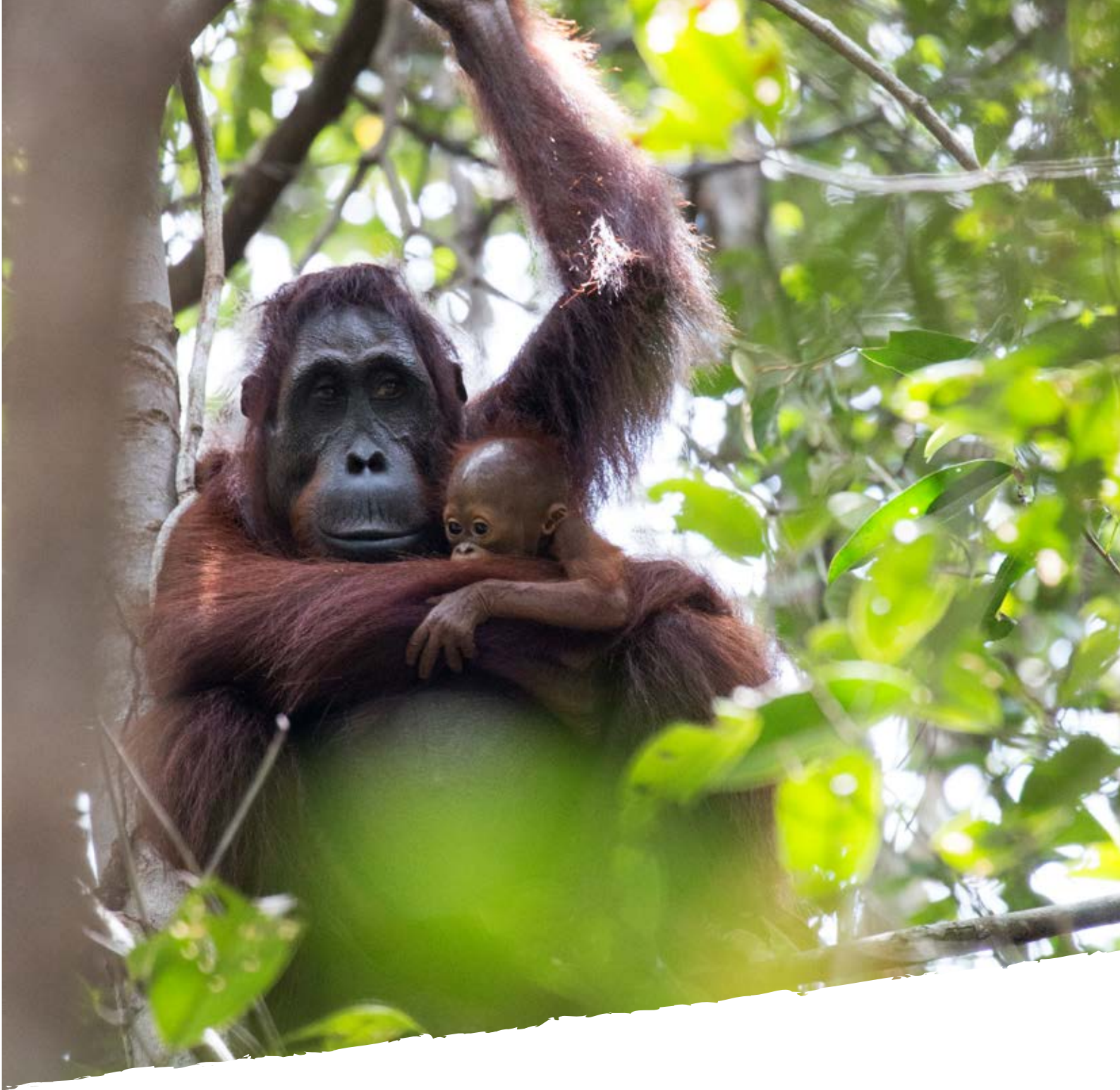
15. INTELLECTUAL PROPERTY

(a) All scientific data collected during the Visit remains the property of BNF and may be analysed, published and otherwise distributed by BNF with no prior consultation with the Visitor. BNF agrees to acknowledge the contribution by the Visitor in the collection of scientific data and subsequent analysis if appropriate.

(b) The Visitor agrees to provide BNF with copies of reports, articles or other written material arising from the Visit and produced by them. No information, reports or other materials whether written or photographic may be published or otherwise distributed without prior consultation with and consent of BNF. The Visitor shall retain intellectual copyright over any report or article written by them but must acknowledge the role of BNF in producing such material.

16. DEFAMATION

The Visitor agrees not to defame the Project Leaders or any other members of the Visit by any means, whether in print or verbally, at any time during or after the Visit.



**Borneo
Nature
Foundation**

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