

TOOL

CONSIDERATIONS AND CHECKLIST BEFORE TRAVELLING

DECEMBER 2021

WHY

It is useful to be well-prepared for a project stay or project visit, as the local context in the project country might be very different from your home country. By being well-prepared, you are more likely to avoid different hurdles or potential stressful situations.

WHEN

Before leaving for a project visit, a monitoring trip, a youth leader exchange etc. it can be beneficial to go through the lists below well in advance, for example a month before departure.

HOW

The list of considerations and the checklist are helpful suggestions for you to think about or bring on your journey. Go through them by yourself or together with your project group if more of you are travelling together.

CONSIDERATIONS BEFORE LEAVING HOME:

- Are you being picked up from the airport upon arrival and do you have contact information on the person picking you up?
- Do you need to bring an extra phone (e.g. a non-smart phone) and a special or an extra credit card?
- Are there any religious holidays, bank holidays or events such as national elections during your stay, which you should consider?
- How is the weather? Do the weather patterns change across the country?
- Are there any local requirements, customs, or norms regarding dress code?
- Who knows where you are during your stay and how can they reach you?
- Are there anything you need to prepare in terms of applying for visa? (e.g. do you need to bring passport photos or money in a specific currency?)
- If you have any doubts about visa, we advise you contact the relevant embassy or consulate well in advance before your departure.

We encourage you to download the phone application “Rejseklar” from the Danish Foreign Ministry and “My SafeTravel” before departure. Additionally, we recommend that you sign up on Danskerlisten via the Rejseklar application or via [this link](#). This will enable you to receive urgent information about the country you are visiting.

CHECKLIST:

- Find contact information for local emergency contacts, such as the local ambulance and police.
- Find information about the nearest hospital (also private hospital) and emergency room.
- Find contact information of the responsible Danish embassy or consulate.
- Make a copy of your passport, insurance information and visa, if possible.
- Pack a small belt bag or purse.
- Buy all medicine needed for the whole stay if you take medicine regularly.
- Pack all medicine (incl. patient