### **RISK ASSESSMENT FOR RSIC - 2019**

# "Sarvodaya: The world we wish to see"

# The Emerald Heights International School, Indore

Country	Assessment Date	Written By	
India	27 August 2019	Team RSIC	
Note to FUIC Staff. This Dial, Assessment should be considered in conjunction with the spherical trips and fire evacuation procedured terms the computer			

Note to EHIS Staff: This Risk Assessment should be considered in conjunction with the school's residential trips and fire evacuation procedures. In procedural terms the campus will be viewed as a residential centre for the duration of the conference

The Emerald Heights International School, Indore, India (EHIS)			
Nature of Risk	Assessment of Risk	Advance Action / Cautions	Action in case of incident
Flights Lost Luggage	Low/ Medium	Indian Airports are crowded and care of luggage is required. Ensure all luggage is labelled, both outside and inside the bag. Keep valuables, a change and all emergency medication and basic personal effects in handluggage.  Carry contact information of Travel Insurance company. Have your mobile EMIE Number and complete details of camera/valuables available in case you are required to lodge a complaint.  Try and have a ribbon/mark for quick identification of your luggage.  Keep luggage tags issued by the airlines safely.  Note: Restrictions on liquids in hand luggage apply in domestic as well as international flights throughout India.	Contact airline with luggage label detail.  Delegates are responsible for collection of their entire luggage on arrival in India at their port of entry (Mumbai/Delhi).  You may have luggage check in directly for Indore if the airline permits.
Missed Flights	Low	Ensure that conference organisers are aware of your situation. Do not book onward journey tickets with very low time margins. A minimum margin of 4-5 hrs is recommended.	Adult leadership team and RS Representative to advise parents/guardians and organise accommodation for further flights as necessary. Keep the host school updated.
DVT (Deep venous thrombosis)	Low	Wear protective socks during the flight and move around often to exercise legs. Ensure adequate water intake. Do not consume alcohol.	Reps to monitor on arrival and seek medical treatment if required.

Loss of vital Documents(Passport)	Low	Schools to adopt own policy during travel. Leaders to safeguard and only issue to students when absolutely essential. All participants to carry photocopies of passport and passport size photographs in separate location to passport. Please carry soft copy passport of Email/USB. Lockable spaces will be provided for secure storage of passports for each delegation, to be controlled by RS Reps.	Reps to monitor on arrival and seek medical treatment if required.
Airline Tickets	Low	Leaders to safeguard, if paper tickets are issued. Only issue to students when absolutely essential.  Good practice to mail a copy of flight tickets to yourself.  Also carry the names and contact numbers of your booking agent, insurance company and airlines.  Details can be stored on your mobile.	Contact insurance company and airline. Purchase new tickets.
Travel Mumbai/Delhi & Indore	Low	The flight from Mumbai/Delhi and Indore airport is approximately is 1.5 hrs.  Ensure you have sufficient time between connecting flights. Keep one additional hour for transfers between domestic airports. Keep at least four hours lay over between international and domestic onward flights.	Staff to monitor and report to transport in charge if necessary.
Travel sickness/diarrhoea/other illness/dehydration	Low	Delegates who suffer from travel sickness or other similar conditions should inform EHIS staff of their condition and self-medicate at sufficient time prior to travel. Delegates should ensure that they drink sufficient water during the journey. Water will be available on buses. RS Rep to carry ORS(Oral Rehydration Solution) sachet for administering in case of an emergency during flights.  Mini first aid box to be carried by each delegation.	Staff to monitor and report on arrival at EHIS. The Government of India has provided a special Ambulance Service on call in all cities of India (24 x 7). On the number 108 in case of an emergency before you reach Indore. (International Code of India is 0091)
Vehicle Safety(seat belts)	Medium	The vast majority of coaches in India do not have seat belts. Delegates must be made aware that we cannot guarantee the availability of seat belts on any of the vehicles contracted for use during the conference. We will book only AC Deluxe coaches with RTO Clearances, Insurance papers, necessary permits and fitness certification.  All vehicular transport will be by chartered buses for service and adventure say or by cabs for adults as required. Drivers on duty will be checked for safety records, valid licences and training.	Contact numbers of service stations and mechanics will be kept readily available. Where available delegates must wear seat belts provided and follow any requests made by transport monitors. Contact numbers of hospitals will be kept available for immediate action if required.

Traffic Accidents	Low	The driving license, experience and the track record of the drivers will be checked in advance. All drivers are advised to use chauffeured cars or the catered busses as provided by the schools. Delegates are not permitted to drive as the rules and habits may be different from other places. Locate emergency exits and fire extinguishers before starting the journey. The risk of traffic accidents and mechanical failures/breakdown cannot negate altogether. Pedestrians may the risk of collision due to negligence and rash driving by local people and you should be careful while crossing the roads. Chaperons will accompany groups and be positioned in front and behind the group. While crossing the road you are advised to look-Right then left and Right again before crossing. Kindly restrict the use of earphones/Mobile	First – aid and/or hospitalization as required.
Exhaustion Lack of Fitness	Low/Medium	Phones whilst on the streets.  RS reps to monitor well – being of the delegates to ensure they are getting sufficient rest. Delegates should recognise the conference will be challenging and should ensure they are sufficiently rested before departure and during travel to India. In case of mi nor ailments, delegates should carry their entire course of medicines as the same may not be available in India.	Reps to monitor, and adjust the level of involvement/ advise medical staff if delegate is not fit enough/unwell. The school has a well-equipped hospital headed by doctors from CHL hospital.
Tired after long flight	Low/Medium	Opportunities exist on the arrival day for the rest and quiet if the delegates are jet legged and fatigued.	RS reps to monitor.
Indore City Dangers	Low	Indore is a peaceful and safe city and incidents of foreigners facing problems is rare. Delegates will not spend any significant time in Indore city during the conference. In case you plan to stay overnight in the city prior to the conference, please inform us and we shall make adequate arrangements for your stay and transport.	EHIS is not responsible for groups prior to registration but we are happy to advise on suitable accommodation, transport etc.
Communal Discord	Low	Not a significant issue. Indore city is an amalgamation of different religions and people coexist peacefully. Do not venture out alone though. Inform EHIS in case you choose to go out and we will advise you regarding any safety measures you need to take. Carry the word list of the local language provided to you by EHIS on the conference website.	Contact EHIS help line in case there is any Communal outburst. Contacts: Siddharth Singh: +91 98260 49180 Nisha Ahmad: +91 98933 47019 Sarweshwari Singh: +91 6262045359 Rudra Pratap Singh: +91 6262045305

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Lost person	Medium	People of Indore are friendly and helpful and will help if asked. Carry road map and school names and numbers in local script. Go out in mixed-gender groups of no less than 3. Do not stray into areas that have been put off-limits by leaders. Obey curfew instructions if any. Carry phone numbers of Leaders and accommodation details as provided by the host school. Chaperones will accompany groups and be positioned in front and behind the group. Regular headcounts will be taken	Lost person to move back to school/hotel, and call leader. Students should have all important help line and contact numbers of EHIS and try to inform the host school. Student NOT to call home. Record incident and RS Rep to discuss with group how this can be avoided. Report loss of passports or other items of value to police and embassy if necessary and get a police report and crime numbers for insurance claims.
Pick-pocketing	Low	Do not wear jewellery or show obvious signs of wealth. Take out only the money you need, and split between pockets and money-belts. Do not get large amounts of money out when paying for items. Be aware while in crowds. Use of Travel Cards is recommended.	
Fast-moving traffic	Low/Medium	Look both ways when crossings roads. Watch out for bicycles, animals and cars that may not stop at lights or crossings. Extreme care must be taken when alighting from any transport or walking near/crossing any roads. As road users can act unpredictably. Be particularly aware of the large number of motorbikes used locally. Note that local traffic may not drive on the same side of the road as you are used to at home. You may also find stay animals on the streets in India.	Record incident as appropriate.
Inappropriate local taxis and transport		For any travelling around Indore you are advised to only go through the Travel Desk set up during the conference.	Record incident as appropriate.
Political Threat	Low/Medium	Delegates should check Embassy advice before departure and seek advice from Conference staff if applicable. Indore is well removed from the metros and is not affected by disturbances. Problems are unlikely, but the school will continue to monitor the situation and offer advice. Where necessary the campus buildings can be quickly evacuated to open ground or the airport via a by-pass road without entering the city before international evacuation. Contact individual Embassies for advice	Embassy to be made aware of presence of individual's in-country. Individuals should ensure they register with their Embassy before departure to Indore. Embassy Contact List uploaded separately.

Security Threats	Low	Indians are tolerant and welcoming by nature and physical threats to individuals are highly unlikely. The gulf between rich and poor does not generate the levels of theft and crime found in some other countries, but some theft does occur. The school campus is well guarded with a permanent security staff and a fully enclosed campus perimeter. Follow school evacuation plan where applicable. Terrorism is not considered as a threat in this area. Kindly refer to your country's travel advisory before coming to India as an additional measure.	The school campus is well outside the city and provides a secure and protected environment. Should major security threats arise we will liaise with District Government and Embassies and initiate evacuation plans as necessary.
Accommodation Off Campus	Low	The hotels used for adult delegates, Radisson Blu , Marriott (about 30 minutes' drive from the school) are reputed for their safety standards. The property has been checked for fire precautions and security.	Any concerns with the hotel accommodation should be addressed directly to the hotel or EHIS Staff at Help Desk The Marriott, Indore Phone: +91 731 477 7777 Radisson: Phone: +91 731 473 8888
Accommodation On Campus Security of Possessions	Low/Medium	Personal possessions are the responsibilities of individual delegates-please do not bring laptops or expensive personal items, and if you do, keep it with you at all times. The dormitory accommodation on campus is basic. Each delegate will be provided with space to store personal belongings, and lock-away space for each delegate. Rooms will not be lockable, but security cameras will cover all corridor areas and security staff will be on duty 24 hours a day. There will be no access to boarding areas for non-residents. Padlocks will be available for purchase or delegates are advised to bring their own.	Theft and missing items should be reported to the relevant wardens and /or the lost property desk. Additional security will be in place during the conference but delegates are urged to understand that all items of value are brought to the conference at the owner's risk. Travel insurance must be taken by all delegates.
Fire Precautions	Low	Fire alarms, extinguishers and blankets are clearly identified within the boarding accommodation and around campus. Delegates will be briefed on Fire assembly points and Evacuation procedures. Exit routes will be clearly signed and school evacuation plan to be followed in case of fire alarm. Suitable support from the District Administration is promised. There will be fire Brigade stationed in school 24 x 7.	EHIS Fire and Emergency evacuation procedures will be followed should have an evacuation be initiated.

Personal Safety	Low	All student delegates will be housed in single-sex accommodation, with adequate washing and toilet facilities and will remain strictly single gender throughout the conference. Some EHIS educators will be housed in basic accommodation attached to appropriate boarding houses and students will be informed as to which room their Rep is staying in. Adult teaching staff of EHIS already have criminal record checks, but no circumstances should students return to accommodation alone or without informing EHIS staff and/or RS reps.	Any incidents or matters of concern should be addressed immediately to the boarding house duty supervisor or RS Representative.
Power Supply	Low	Though the campus has power back-up, there might be occasional power cuts that the delegates might have to face on campus. Electricity of 220V and 2 and 3 point sockets (5 AMP) with round holes will be available at the conference shop. Delegates are advised to carry adaptors of required voltage. And delegates are advised to carry plugs suited for Indian sockets	Plug and adaptors may be bought from the Help Desk for charging mobiles and laptops if required.
Home Sickness	Low/Medium	Delegation should use a buddy-system while in country so students can keep an eye on each other. Have an open communication policy and talk to your RS Rep/leader if you are concerned.	Group leader to talk to students and contact with parents/home will be arranged if thought appropriate. Conference staff/Barazza leaders to monitor delegates on an informal level. Wi-Fi and computers are available on campus to email parents.
Health and Hygiene (see also disease below)	Low	Clean, Spartan and comfortable accommodation provided on campus which is regularly sprayed, fogged and fumigated. It is likely to be warm and pleasant during the conference – delegates must shower daily and most will prefer to do so more than once. A shop is available on campus to provide toiletries. RS Reps are asked to stress the importance of personal hygiene to avoid risks of fungal infection. Use of talcum powder helps reduce sweating and keeps the skin dry. You should wash your hands and use sanitizers where required, especially before eating. Because of the need to conserve water delegates must limit themselves to three minute shower. Toilet paper should be used sparingly. All delegates must ensure that they have full medical insurance.	Students should be advised by Reps to attend the school hospital should any rash or symptoms of illness occur. Students exhibiting signs of illness may be sent to the onsite hospital and possibly from there to a private hospital in Indore.

Allergic Reactions	Low/Medium	Declaration on medical form. Students must ensure airline and conference organisers know of food allergies or any other type of allergy. All delegates to bring own medication for serious known allergies and ensure leaders know how to use this.	First-aid and/or hospitalisation as appropriate.
Bites and Stings Snakes	Low	If snakes are encountered move away slowly and quietly. Report sightings at once to conference office or site security – under no circumstances attempt to capture snakes. Don't go out in the dark without a torch. The campus does not have any reports till date of any snake bite though. Do not cut across fields-Use walkways	Immediate hospitalisation, but first-aid as advised by Resident Medical Officer. Do not attempt to catch the snake to identify it! If no risk is involved taking a photo will help staff to identify the species for suitable treatment.  ICU on wheels on campus and evacuation to hospital.
Mammals	Low	Bites from dogs, cats, squirrels, bats etc. are all potentially very serious matters. Do not approach any animals encountered on campus though all dogs on campus are vaccinated and will not be free. On service or adventure days, keep away from any stray animals. Participants will be briefed that dogs on street are not pets and should be kept at a distance. Students might consider a Rabies inoculation if advised by your doctor.	First aid to Anti Rabies Injection.
Mosquitoes	High	Keep covered up at dawn and dusk. Use repellent. Indore is not designated as malarial area, but delegates should seek advice from medical practitioners in their home country regarding use of prophylaxis. Dengue fever has been recorded in Indore. Only real safeguard is to avoid getting bitten by wearing full sleeved clothes, application of Odomos (Mosquito repellent cream which we will provide). We will also fumigate and fog the campus as required before the conference. Foggers and disinfectants will also be used for wasps, bees and mosquitoes.	From no action to first aid to hospitalisation.  Seek Indore hospital advice as appropriate. Immediate effects may require minor attention but see "diseases". All participants advised to see their doctor on return to their home if they feel unwell. Will not become apparent during conference.  Hospitalisation, but may occur weeks after conference.
Spiders and scorpions	Low risk of serious bites Medium risk of minor bites	Don't put hands or fingers in holes in the ground. Be careful when picking up rocks or handling wood. Check clothing and/or shoes before putting them on. Hand gloves to be provided while on service site as required.	None of India's species are deadly but some spiders and scorpions can inflict a very painful sting/bite. Students who exhibit severe reactions to be hospitalised.

Wasps and Bees	Low risk of serious bites  Medium risk of minor bites	Bees occasionally swarm on school buildings and trees but are rarely aggressive- sightings should be reported to the conference office as soon as possible. Be cautious when walking near monuments Mandu in less frequented areas as hornets and wasps can be very aggressive in defending territory. Look out for paper or mud nests. All existing nests will be removed prior to conference.	It is important to confirm the nature of the sting-bees will usually leave a sting in place which should be removed at once to further toxins-hornet and wasp stings can be very painful but are typically short term.
Eating and Drinking Contaminated food	Low	All on-site food for the conference will be prepared using high standards of kitchen hygiene by professional caterers. Non Vegetarian (Halal), Vegetarian and non-spicy options will be available at all mealtimes. Any dietary restrictions/requirements must be noted during conference registration. During service days lunches may be organised off site and some of these may be very basic in nature. Use the buddy system to ensure all delegates eat well.	Monitor throughout conference. Any suspected cases of water contamination investigated immediately. Any delegate feeling unwell should report to the conference sick bay as soon as possible, or the EHIS representative if on a service or adventure day. Adequate water refill points will be provided at all service sites.
Contaminated water	Low	All delegates will receive personal water bottles in their welcome packs. Use buddy-system to ensure intake of water. Check colour of urine (should be light). Delegates should refrain from drinking running water from the tap. Do not share water bottles and avoid cross contamination.(labels to be provided)	Monitor throughout conference any suspected cases of water contamination investigated immediately. Any delegate feeling unwell should report to the conference sick bay as soon as possible, or the EHIS representative if on a service/adventure day. Adequate water refill points will be provided at all service sites.
Illness Upset tummies/nausea	Medium/High	Tap water in India is not safe for drinking. Arrangements will be made during the conference to provide water bottles and/or bottled water as appropriate. Do not drink water out of other people's bottle. Do not buy food from the roadside stalls.  Delegates should pay scrupulous attention to personal cleanliness and always wash hands after toilet visits and after playing with local children, traveling etc. You may use tap water for cleansing teeth, brushes and washing hands.	Referral initially to on-campus medical staff if situation not rectified in48 hours, then referral to hospital, or sooner if symptoms dictate. A conference sick bay will be available throughout the conference, with beds, qualified nursing staff from Indore Hospital and ambulance on standby.
Heat, sunburn, dehydration	Low/Medium	Regular daily briefing: wear caps during Mandu, Maheshwar and community service visits, sunglasses and long sleeves. Use sun block. Drink lots of water (at least 2 litres per day). Don't overdo it. Beware of windy/overcast weather in particular. Sensible attire at all times.	Rest and fluid intake. Hospitalisation in serious cases.

Transmissible diseases: STD's	Low/Medium	Whilst risks of transmission are extremely low, group leaders should be aware of the following: To reduce generic transmission of any illness or disease delegates are encouraged to maintain high levels of personal hygiene: hand-gel dispensers are available at many points around the campus. Student delegates will not be allowed off campus without strict supervision during the conference and "sexual activity is strictly prohibited during the conference."	Students should be briefed by party leaders to see their doctors on return to their home if they feel unwell. Hospitalization, but may occur weeks after conference. Urgent Hospitalisation.
Dengue Fever	Low	Protection against mosquito bites by wearing full sleeved clothes and applying mosquito repellent.(will be provided)	Urgent Hospitalisation
Hepatitis	Low/Medium	Vaccination. Ensuring food and water hygiene. Wash hands properly before and after eating. Clean and hygienic food and drinking water will be available to all delegates on campus. Avoid eatables from any other source.	Urgent Hospitalisation
Malaria	Low/Medium	Protection against mosquito bites by use of mosquito repellent and wear clothing that cover the body.  Prophylactic anti malaria pills.	Referral to on campus staff. Further action as advised Administering of Anti Rabies vaccines Hospitalization.
Rabies	Low	Vaccination. Avoid animal bites. Discourage contact with street/stray dogs and cats.( see Bites and Stings above)Low incidence in area.	
Typhoid	Low	Vaccination	Hospitalization
Adverse Weather	Low	Local weather conditions checked and broadcast daily	Suitable back up plans will be kept ready. Some events may need to be cancelled/ rescheduled due to bad weather.
Heat	Low/Medium	Alternatives venues in place as contingency for heavy rain disrupting programme.  See 'illnesses' above. Shaded areas in [place around campus to provide cover from sun.	Rest and fluids. Hospitalisation in serious cases.
Service Day Skin rash, minor injuries	Low	Gloves will be provided. Frist aid kit will be carried. Students will be demonstrated the correct technique required for the activity.	First aid as required and dressing of wound.
Infection	Low	All centres will be informed in advance of the visit and given a request for maintaining cleanliness and hygiene in all places. The medical records of children and old people at various centres will be checked for any infectious diseases.	Check up at hospitals in case the need arises.

Depression/Anxiety	Low	Visit to Service Centres may disturb some delegates as they have never seen such condition as are with differently abled children or in the deaf and dumb institutes. Delegates will be informed in advance of the centres and what they are to expect.	Counselling
Theft En route to and from India	Low	Carry all valuables in hand-luggage. Put your destination address both inside and outside your hold luggage. If leaders have all the valuables and they get robbed, then everyone has lost everything, rather than one person losing their stuff. Difficult call.	Contact airline and insurance company.
In Indore	Low	Briefing. Exercise vigilance when carrying money, credit cards or valuable documents. Only take money in small amounts, and keep in different locations so if some gets stolen, you haven't lost it all.	See RS Rep for advice
On Service Days	Low	Recommend vigilant care of personal belongings, although incidence of theft in most Indian institutes and communities is very low.	See Project Leaders for advice.
On Campus	Low/Medium	Give valuables to leaders for safekeeping on campus if applicable. Use deposit boxes for valuables. Keep cameras etc. in locked bags	See project leaders/registration staff for advice. Comprehensive Travel insurance must be taken by all delegates.
Nature of Risk	Assessment of Risk	Advance Action/Cautions	Action in case of incidents
Adventure Day  Mandu	Low	It is fairly hot outdoors during October. There will be an ambulance and a doctor and nurses team travelling with the delegates. However delegates should avoid mingling with the local population and avoid taking photographs with them.	Treatment as required. Rest in shade. Information will be sent to the concerned school Rep.
Exhaustion/Fatigue		Delegates should were hats/caps and drink adequate water for avoiding dehydration or heat strokes.  The party will carry the First Aid Kit and ICU on wheels will accompany.  Delegates are advised to wear comfortable shoes/footwear/sports shoes	

Exposure to sun/Sun burn/stroke	Low	Delegates should carry a sunscreen.	Treatment as required. Rest in shade.
		Wearing caps/hats and drinking adequate water will reduce the possibility of a sun stroke.	school Rep.
Minor Injury, Accidental fall whilst walking-tripping	Low	Delegate may trip or fall whilst walking. All delegates will be requested to be responsible for both themselves and others. Crowding will be discouraged to avoid stumbling. Group sizes will be limited as smaller groups are easier to monitor.	First – Aid as required. Information to RS Rep of the school.
Maheshwar	Low	All delegates should wear caps, use sun screens.	Frist –Aid as required. All necessary treatment by the doctors team.
Visiting the Handlooms On the banks of river Narmada		All delegates should keep away from the banks of River Narmada. All delegates will be requested to be responsible for themselves and others. Crowding will be discouraged to avoid stumbling. Group sizes will be limited as smaller groups are easier to monitor. The EHIS team of adults will be distributed at short distances on the banks of Narmada. There will be an ambulance and a doctors and nurses team travelling with the delegates. However delegates should avoid mingling with the local population and avoid taking photographs with them.	Information to RS Rep of school.
Adventure Activity	Low	The delegates will be running over a stretch of three kilometres part of it will be National Highway. The general traffic on this road will be stopped with the help of local Government administration. The EHIS team will be spread all around the route. There will be school buses plying on the route with the delegates running; any delegate can board the bus at any time during the run. The clothes should be appropriate to safeguard against injuries. Instructions about safety and monitoring at every level will negate any risk associated with adventure activities.	Ambulance and mobile emergency van will be available at site of adventure sport in case of any accident. Information to RS Rep and medical aid as required will be given.

### Annex A – Swine Flu Precautions

its spread internationally. WHO does not believe entry and exit screenings would work to reduce the spread of this disease.	Swine Flu (Now not on WHO Pandemic List)	Low/Medium	exit screenings would work to reduce the spread of this	Immediate medical attention on sign of symptoms. Seek medical attention for rest of team and obtain preventative medication as necessary for all who have been in contact with a possible suspected case. Keep good records and on departure, brief team to seek medical advice at home if they become ill.  Continue to follow protocol of EHIS School swine Flu action plan.
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### Symptoms of Swine Flu are very similar to many other types of flu, or disease:

- Sudden onset of fever
- Cough
- · Shortness of breath
- · Other symptoms can include headache, sore throat, tiredness, aching muscles, chills, sneezing, runny nose and loss of appetite

#### The moderate assessment reflects that:

- Most people recover from infection without the need for hospitalization or medical care.
- Overall, national levels of severe illness from H1N1 appear similar to levels seen during local seasonal influenza periods, although high levels of disease have occurred in some local areas and institutions.
- · Overall, hospitals and health care systems in most countries have been able to cope with the numbers of people seeking care, although some facilities and systems have been stressed in some localities.

## Preventative measures to avoid the spread of infection:

- · Carry a good supply of tissues
- · Cover nose and mouth with a tissue when sneezing or coughing, and try to cough into your arm/elbow rather than your hands
- Dispose of tissues after only one use.
- If you become ill, try to avoid all contact with other people to avoid infecting them.
- · Wash hands with soap and hot water, and use hand-sanitizer and anti-bacterial hand-wash/wipes at all times.