

Safety Concept for Final Theses

Students who are gathering their own empirical data for their final theses **must** fill out Part 1 (“Risk appraisal”) of this document together with their supervisors. If only this part is filled out, self-archiving will suffice.

- If the final thesis is being written abroad or the answer to at least one of questions 2 to 8 of the risk assessment (Part 1) was “YES,” then Part 2 (“Safety concept”) must also be completed together with a risk assessment.
- By its very nature, the risk assessment will not be able to cover all the relevant points in advance and must therefore be conducted on site and adapted as required.
- This might also require the students to be briefed by their supervisors on the potential hazards to be encountered and the safety measures to be taken, e.g. if the students will be working with equipment. This briefing must be recorded appropriately in writing.
- For countries in which a compulsory occupational health checkup is required (see the document entitled “369-bn-md_Laenderliste_Arbeitsmedizinische_Maßnahmen.pdf”), lecturers are required to sign their students up for a checkup at the staff physicians office. Please be aware that the staff physicians office may be booked up for up to 12 weeks in advance.

Part 1 Risk appraisal

Locations in which students will be gathering data: _____

Activities: _____

Nota Bene

- Think about what insurance cover will be required/advisable at your destination.
- Read the [travel and safety advice issued by the Federal Foreign Office](#).
- If you take regular medication, find out about any specific rules applicable at your destination (e.g. a ban on importing or possessing certain drugs).
- Comply with customs import and export regulations.
- Add yourself to the "[ELEFAND](#)" list of German nationals currently registered abroad if this applies to you.

Assessment of potential hazards to be encountered:

1. Do you need to obtain any occupational health or general medical advice (and potentially vaccinations or other preventive measures)?

(See the risk group for your destination in Country List)

- Group 1: a compulsory occupational health checkup in accordance with the Ordinance on Preventive Occupational Health Care (*Arbeitsmedizinische Vorsorgeverordnung, ArbMedVV*) is not usually required but may become necessary based on a recent risk assessment (existing conditions, working in a remote area, pregnancy, desire to have children, etc.).
 - Occupational health checkup required.
 - Occupational health checkup not required.
- Group 2: occupational health checkup required.
- Group 3: occupational health checkup required.

Make an appointment with the [staff physicians office](#) at least three months in advance.

If you answer "yes" to one of the following questions, you will also need to complete an international risk assessment.

2. Is a current travel warning in place for your destination?

- Yes
- No

3. Are there any specific (e.g. cultural) rules at your destination (ban on photography, registering with the authorities, alcohol consumption, LGBTQ, etc.)?

- Yes
- No

4. Do any special measures need to be taken as part of everyday life (e.g. locking your car from the inside when driving)?

- Yes
- No

Part 1 Risk appraisal

5. Will you need to take any special measures with regard to your accommodation (hammock, mosquito net, etc.) and/or meals (unwashed food, etc.)?

- Yes
- No

6. Are there any hazards associated with your planned activities (e.g. digs, diving, risk of injury or infection from animals, working at height or in the mountains)?

- Yes
- No

7. Is there a particular public health situation (epidemic/pandemic) where you plan to stay?

- Yes
- No

8. Do any special entry regulations apply (vaccination status, quarantine regulations, PPE/protective masks)?

- Yes
- No

Completed by (name of student) _____

Discussed with (name of supervisor) _____

Date _____

Signature of supervisor _____

Signature of student _____

Part 2 Safety concept

Safety concept for the final thesis entitled

_____ (Title)

by

_____ (Name of Student)

Supervised by _____

Duration of empirical work _____

Partners on site _____

Work sites _____

Work and data gathering planned:

Timetable (what work is planned for what day/week?):

Part 2 Safety concept

Criteria	Description
Climate	<p>Temperatures between _____ and _____ are expected while data is being gathered.</p> <p>It will</p> <ul style="list-style-type: none"> <input type="checkbox"/> not rain <input type="checkbox"/> rain a little <input type="checkbox"/> rain heavily. <p>The following extreme weather events are generally likely: _____</p> <p>unlikely: _____</p> <p>Based on the above considerations, the hazard situation is determined as:</p>
Accommodation	<p>The accommodation is located in _____ (population: approx. _____); there is access to the _____, a main road that provides a direct route to the town/city of _____.</p> <p>Type of accommodation; mention any specific features/hazards (is there clean drinking water? Any safety/security issues to bear in mind? Etc.)</p>
Communication on site	

Part 2 Safety concept

Activities and associated risks	
Exploring	
Biological risks	
Chemical risks	
Tropical infectious diseases	

Part 2 Safety concept

Travel and safety information from the Federal Foreign Office:

Insurance cover

_____ (nominate lead personnel)

holds

- international health insurance with repatriation cover
- private accident insurance
- private liability insurance.

does not hold

- international health insurance with repatriation cover
- private accident insurance
- private liability insurance.

All candidates are strongly advised to take out the abovementioned insurance cover plus potentially global legal expense insurance.

Part 2 Safety concept

Occupational health checkup

_____ (Name of Supervisor)

has signed

_____ (Name of Student)

up for a consultation with the staff physicians office early on in order to obtain a fitness-to-travel certificate and take any necessary precautions.

Vaccinations recommended for _____ (Name of Student):

- hepatitis A/B,
- tetanus/diphtheria
- rabies
- typhoid
- meningococcal disease

Medical assistance setup on site

Options for seeking medical care where you will be staying

Nearest hospital with basic care (full address as it is written locally)

Distance from where you will be staying (journey time according to Google Maps): around ____ hour(s) and ____ minutes.

Nearest hospital with various specialist departments (full address as it is written locally)

Distance from where you will be staying (journey time according to Google Maps): around ____ hour(s) and ____ minutes.

Nearest full-service hospital (full address as it is written locally)

Distance from where you will be staying (journey time according to Google Maps): around ____ hour(s) and ____ minutes.

Part 2 Safety concept

Phone numbers:

Hospital with basic care: _____

Hospital with various specialist departments: _____

Full-service hospital: _____

Ambulance/mountain rescue: _____

Personal protective equipment

List of protective measures

The following protective measures have been agreed between the supervisor and the student on a binding basis:

Part 2 Safety concept

Important emergency numbers in _____

General emergency number: _____

Police: _____

Fire and ambulance service: _____

German Embassy in _____

Address and phone number:

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German Honorary Consulate in _____

Address and phone number:

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