NOTES



Team Handbook

FLIGHTS

Flight routes out of Australia will vary depending on location of project and availability of carriers.

Flights from Darwin to Kupang/Dili on Air North have a restricted passenger weight allowance of 4kg for hand luggage and 13kg for stowed luggage.

Any excess luggage will only be taken if there is room, and may come on the next or subsequent flight (only twice weekly) so you may not get it in time.

So, please limit personal gear.

Flights via Denpasar with Qantas or Jetstar or one of the Indonesian airlines will have usual weight allowances of 7kg for hand luggage and 20kg for stowed luggage. However, travelling light for personal luggage allows us some extra weight allowance for medical equipment / supplies and means less to keep track of once you are there.

PERSONAL GEAR GUIDE

This is a guide only but should cover the essentials.

Most equipment and necessities need to be brought from Australia. Some sophisticated items are available in Denpasar or Kupang but elsewhere only basic living requirements can be found (e.g. soap, flyspray etc).

Travel Documents

- Passport (you need a minimum of 6 months validity to enter Indonesia).
- Visa depends on which team you are travelling with. You may need to obtain one ahead of time

- (allow 3 weeks) or it may be possible to obtain a tourist visa on arrival in Indonesia (approx US\$25).
- Separate passport photos (keep two with your Documents, you never know when you may need them)
- Flight details + copies

Insurance

- Personal travel insurance is mandatory (take copies and give details to group leader prior to departure).
- Professional indemnity if you are carrying out clinical duties (this is not needed if you will only be teaching or supervising).
- Copies of current medical / nursing / allied health registration certificates must be supplied to the group leader.

Health

- Mosquito net with a sturdy string and cup hook (to attach the net to the ceiling).
- Doxycycline malaria medication. Start the
- medication two days before arriving in Indonesia and continue for four weeks after return to Australia.
 Falciparum malaria is a real risk.
- Sunscreen, hat, sungasses for sun protection as medication increases photosensitivity
- Mosquito repellent Rid/DEET or similar tropical strength spray. Pump spray, lotion or roll-on is best, avoid aerosols.
- Vaccinations get these done at a travel clinic at least six weeks before your first trip.
- Motion sickness medication if prone. The trip from Kupang to Kefamananu is five hours by car along a winding road with an average speed of 50km/hr.

Personal Medication

You may wish to take a personal medication kit that includes:

- Antibiotics (such as amxycillian, cephalexin).
- Antihistamine or pseudoephedrine/cold & flu tablets.
- Paracetamol and a non-steroidal anti-inflammatory drug such as ibuprofen.
- Medication to treat constipation and diarrhea.
- Antiemetic.
- Anti-malarial prophylaxis.

It is best to consider all your possible needs and discuss these with your GP. Make sure you obtain professional assessment of overall immunisation needs from a travel specialist at least 8 weeks prior to departure.

Electrical Equipment

- A mobile phone. It is best to SMS rather than phone as it is expensive. Alternatively, you can buy an Indonesian Simcard on arrival which is cheaper.
- Camera.
- Torch (preferably headlight with LEDs if in operating theatre).
- Entertainment equipment (walkman, iPod, MP3 player) for after hours.
- Indonesian two round pin power-point converter.
- Surge protector for vulnerable electrical equipment (e.g. computer). Voltage is nominally 220V but can vary from 0 to 500V. An unprotected surge will destroy vulnerable items.
- Battery charger (if taking rechargeable batteries e.g. for camera) and mobile phone charger.

Money

The Indonesian currency is Rupia. It is best to change AUD to Rupia in Australia or Denpasar as it is difficult to change in Kupang as they tend to only accept USD. Not a lot of money is required once in West Timor.

- Money belt or similar for valuables.
- You may want some Rupia for a SIMcard for a mobile phone, local handicrafts, cheap CDs etc.
- Donations for the Nuns and Priests who provide accommodation or for an orphanage that may be visited.

Clothes

Casual attire in a light fabric that is not revealing is best. No ties or jumpers will be required and remember that it is unlikely you will be able to find an iron.

- One set of smart clothes (for meeting with Government / University officials).
- Light colours are best as mosquitoes are attracted to dark objects (e.g. black socks).
- Trousers or slacks shorts only at hotel or if in group after hours.
- Light weight shirts long sleeves best. (Singlets, bare midriffs etc. are not culturally acceptable or advisable in the climate.)
- Footwear shoes / sandals that can easily be taken on and off as removing shoes at the door to enter houses, hospital wards etc is required.

Other

- Toiletries and towel bring everything you will need.
- Toilet paper /tissues best to carry personal supply.

- Washing powder (small amount for hand washing), possibility of negotiating laundry at hospital.
- Packing tape and pens.
- Personal medications.
- Sweets/nibbles/little rewards either for the children or yourself. Western food is popular (dried fruit, nuts, biscuits). Indonesian food includes rice with every meal and may be spicy. You will need own tea/coffee/powdered milk/sugar and hot water infuser if tea / coffee as hotel does not provide.

MEDICAL EQUIPMENT GUIDE

General

- Stethoscope.
- Pocket torch.
- Pocket text book or hand book.
- Pens.
- Auroscope / ophthalmoscope as needed.
- Calculator.
- All boxes of equipment / supplies etc. need an inventory placed inside, and to be sealed and labeled e.g. to: Dr Hartono, c/o Kefamenanu Hospital, as well as copies of inventory for Customs and personal use once at hospital.

For Operating Theatre / Labour Ward

- Theatre thongs or clogs (e.g. crocs) or non-return sneakers.
- Eye protection.
- Day sack.
- Tapes or CDs to listen to if desired.
- May need one set of theatre clothes (light colours) but check before leaving.

PERSONAL SAFETY GUIDE

Travelling in motor vehicles is probably the riskiest part of the trip, but the government/hospital drivers who drive the groups know the roads very well. Seatbelts are uncommon.

Malaria prevention is best. It is uncommon in dry season (April to October) but it is still worth being protected.

Do not drink any water other than bottled or designated drinking water. Drinking water can be bought there.

Be conscious of drinking adequate amounts of fluids as dehydration is deceptive in the tropics.

Fatigue can be a problem for some due to the different environment, weather (may have air conditioners that may or may not work). Notify the rest of the team if you need a rest.

Security is unlikely to be an issue as the groups are usually cared for by Government (as official guests) and the Nuns. The local people are very friendly.

For the latest travel updates on Indonesia please visit www.smartraveller.gov.au

WHERE TO GET HELP

If you need emergency consular assistance you can also contact the Consular Emergency Centre in Canberra (24 hours a day) via +61 2 6261 3305.

Australian Embassy Jalan H R Rasuna Said Kav C 15-16 Jakarta Selatan 12940 Indonesia Telephone +62 21 2550 5555 Facsimile +62 21 526 1690 Website <u>www.austembjak.or.id</u>

In Bali, you can obtain consular assistance from:
Australian Consulate General
Jalan Hayam Wuruk, Nos 88B,
Tanjung Bungkak,
Denpasar, Bali, 80234 Indonesia
Telephone +62 361 241 118
Facsimile +62 361 221 195.
Email bali.congen@dfat.gov.au

If you are travelling to Indonesia, whatever the reason and for however long you'll be there, it is wise to register with the Department of Foreign Affairs and Trade. This can be done online or in person at any Australian Embassy, High Commission or Consulate.

The information you provide will help them contact you in an emergency whether it is a natural disaster, civil disturbance or a family issue.

In Australia, the Department of Foreign Affairs and Trade in Canberra may be contacted on (02) 6261 3305.

CULTURAL TIPS

- Do always keep smiling.
- Do expect delays, inefficiencies and some Misunderstandings / inexplicable decisions.
- Do accept food and drink politely- but you don't necessarily have to eat it all.
- Wait until your host indicates for you to start eating

or drinking.

- Your right hand is pre-eminent.
- Do try to have a few words of Indonesian before you leave Australia. This is very useful in communicating and everyone will appreciate your trying. Expect to get a few mutual laughs.
- Don't lose your temper / raise your voice.
- Don't directly (particularly in front of others) reprimand or criticise anyone, local or western.

See basic Indonesian words and phrases at bottom of page or a good book to read is "Instant Indonesian" Stuart Robinson and Julian Mille

INDONESIAN

Siapa nama? (to ask somebody's name)

Bapak (Pak) father/sir/Mr Baik Baik dan anda Fine and you?

Salamat Pagi Good morning (6am-11am)
Salamat Siang Good afternoon (11am-3pm)
Salamat Sore Good afternoon (3pm - 7pm)
Salamat Malam Good evening (7pm - 6am)

Apa Kabar How are you?

Sehat-sehaj saja l'm well
Ibu (Bu) Mother/Mrs
Saya Nama My name is
Sampai nanti See you later
Sampai Jumpa Lagi
Sampai besok See you tomorrow

Minuman a drink Sedikit a little

Sudah selesai already finished

Besar big

Anak child Kopi coffee

Enak delicious (food)

Makan eat

Salamat Makan enjoy your meal
Permisi excuse me
Habis finished
Pisang goring fried banana
Bagus good (used a lot)

Senang happy

Salamat Tidur Have a good sleep.

Saya lapar I am hungry
Saya tidak tahu I don't know
Saya Lupa I forget
Saya mau I want
Sedikit sedikit saja just a little

Jalan jalan saja Just going for a walk.

Saya boleh May I? Susu milk

Tidak no (to negate an adjective /verb)
Bukan no (to negate noun / pronoun)

Tidak ke mana mana No where in particular.

Belum not yet
Perawat nurse
Orang people
Kecil small
Maaf sorry
Gula sugar
The sea
Torima Kasib

Terima Kasih thank you Minum to drink

Suka to like something

Tidur to sleep Kamar Kecil toilet

Jam Berapa What is the time?

Di Mana? Where?

Bedarah bleeding Darah blood Rumah Sakit hospital

Obat medicine or treatment

Sakit sick/ill/pain

NUMBERS

1 - satur	11 - sebelas
2 - dua	12 - dua belas
3 - tiga	13 - tiga belas
4 - empat	14 - empat belas
5 - lima	15 - lima belas
6 - enam	16 - enam belas
7 - tujah	17 - tujuh belas
8 - delapan	18 - delapan belas
9 - sembilan	19 - sembilan belas
10 - sepuluh	20 - dua puluh