

## Information sheet for students and employees for an excursion or business trip

### Insurance for excursions

The insurance of the State Accident Insurance Fund also applies to activities outside the University of Göttingen, provided that the University has the possibility to intervene. This is the case for excursions during official program activities. Leisure activities during excursions are not insured. Internships in external companies are not insured.

### Rules of conduct

Instruction on health and safety Information on the entire excursion program and explanations of hazards and behavioral instructions during leisure time.

1. Indications of possible danger due to pregnancy.
2. Participation in an excursion requires mutual consideration. Participants must behave in such a way that others are not harmed, endangered or impaired more than is unavoidable under the circumstances.
3. The participants have to follow the instructions of the excursion leader. If preparatory events are offered, participants should attend them.
4. The participants are fully responsible for
  - 1) the necessary identity papers, vaccination certificates, entry and residence permits,
  - 2) the necessary health requirements, prophylaxis and vaccinations, whereby the specifications and recommendations of the company medical service are to be observed,
  - 3) adequate health insurance,
  - 4) compliance with customs and foreign exchange regulations,
  - 5) compliance with the laws in the excursion area
5. Participants wear clothing appropriate to the subject matter and destination of the excursion, taking into account, in particular, climatic conditions in the excursion area as well as cultural or country-specific clothing regulations or expectations.
6. The participants are not allowed to take illegal substances that affect bodily functions ("drugs"). Alcohol should only be consumed during leisure time; in doing so, self-harm or the endangerment of others is to be avoided through moderate consumption.

#### Reminder

Please take care of your personal belongings:

- Keep valuables close to your body
  - Keep bags closed
  - Do not leave anything unattended
  - Stay alert in crowded areas
- In urgent cases, please inform the excursion leader immediately.