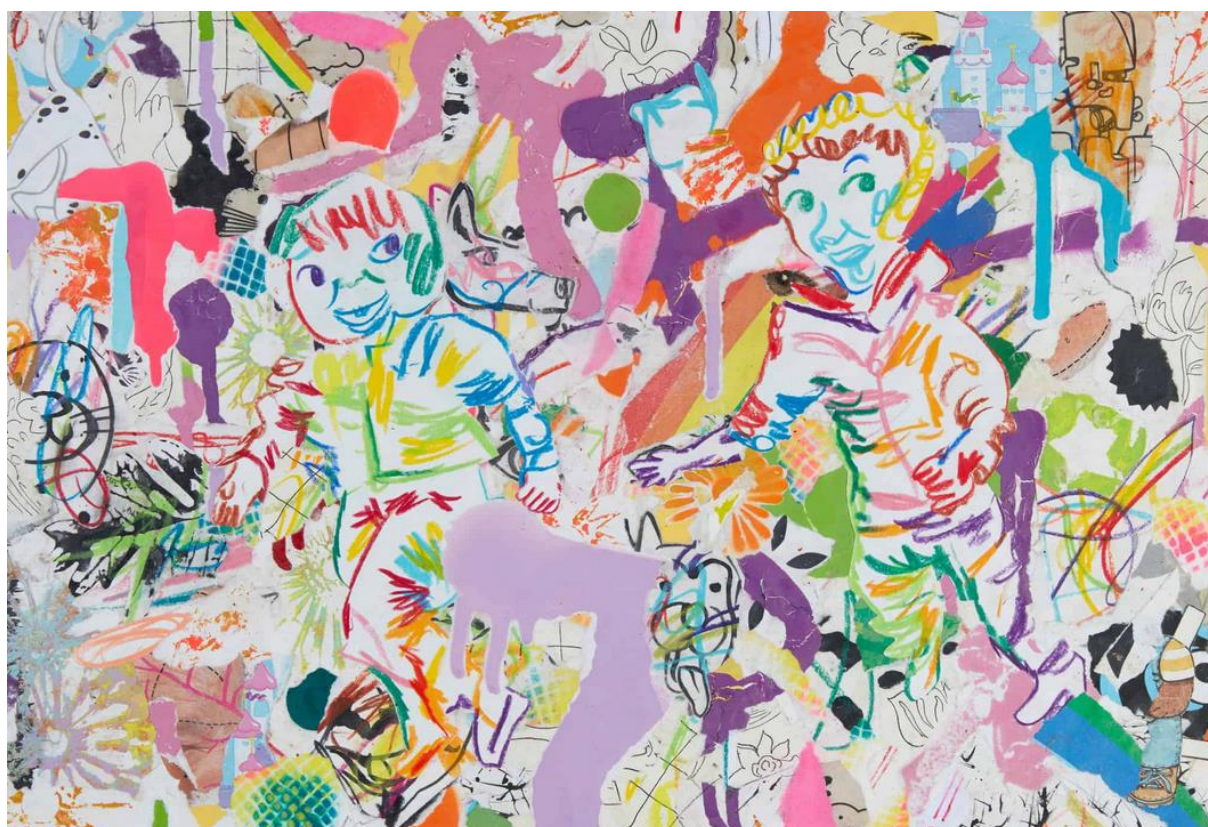


# National Profile

## Austria

ICYE Austria / Grenzenlos





Grenzenlos / Qualitätsstandards

***What about spending 6 months or a year in the heart of Europe, in Austria?  
This National Profile provides you with country information, on the ICYE  
program, and on what you may expect and what is expected from you.***

***So, after reading this profile, we hope that you take the chance to do your  
own research and find out more about Austria.***

***We'd love to meet you soon in person!***

## The ICYE Austria / Grenzenlos Team

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## General Information

### History

“Ostarrîchi” is the first mentioning of Austria in a document dating from 996. From then on it was ruled by the Babenberger dynasty, and 1278 through 1918 by the Habsburg dynasty. For a long time, the Habsburgs ruled the “German” (Holy Roman) empire as well as Spain including its overseas colonies (the Americas and Philippines).

The Habsburg Family had a relevant role in European history. With its marriage policy it gave birth to the Austro-Hungarian Empire which covered an extensive territory in Europe as well as America.

In 1918 after having been defeated in First World War, the Habsburg monarchy broke apart. Following these events Austria became a small republic ruled by a democratic government. The current official name of the country is “Republic of Austria” or “Republik Österreich” (Österreich literally means “Eastern Empire”).



Between the two World Wars, Austria struggled with its newly created economic, structural and political problems, but failed to solve them. The political parties fought vehemently without looking for a consensus. After a short civil war in 1934, the Austro-Fascists took over and led the country into tragic events. For Adolf Hitler, Führer of Nazi- Germany –

who himself was born in Austria close the German border –it was easy to occupy the Republic of Austria in 1938 without resistance. Austria became annihilated in the German "Reich". The population as well followed as endured the Nazi-politics which persecuted political opposition and members of minorities, among which especially the Jewish and Roma (“gypsy”) people, communists and others had to suffer; hundreds of thousands were killed in concentration camps.

The end of the Second World War found the Austrian cities -like most in Europe- in ruins. Although even before the end of the battles the second Republic of Austria was acknowledged by the allied forces, it kept occupied until 1955. Since then, Austria has declared itself a neutral country, which is not allied with any superpower.

During the Sixties and Seventies Austria recovered economically and brought social welfare and political stability to its people since the political parties looked for agreements across the different ideologies. This political spirit helped in the new situation between the Western and the Communist block and neutral Austria became a venue for international meetings and negotiations. In the late Seventies this made Vienna the third UN headquarters in the world.



The late Eighties saw Austria become one of the most economically stable countries in Europe, which enabled the country to manage well through various economic crises. The greater impact on our people had the breakdown of the Communist block and the opening of the borders to the East, which first welcomed turned -fostered by right-wing politicians- into mistrust and animosities against immigrants. The influence of right-wing populism led to the implementation of

restrictive laws for foreigners.

In 1995, Austria became member of the European Union, and since its beginning in 2002, it has been a member of the Euro zone. Austria is known as one of the safest countries in the world.

## Geography, Climate and Biodiversity

### Geography

Austria is one of the many landlocked countries in the heart of Europe. About 8.5 million people live in an area of 84,000sq. km. Most of Austria is shaped by the Alps range (up to almost 4000 m altitude), the north by the valley with its surrounding hills, and the eastern fringe is formed by steppe-like plains that lead into Hungary. Neighboring Countries are Germany, Czech Republic, Slovenia, Italy, Croatia and Slovakia, Switzerland, and Liechtenstein.



Austria is divided into 9 federal states: Wien, Lower Austria (Niederösterreich), Upper Austria (Oberösterreich), Burgenland, Styria (Steiermark), Carinthia (Kärnten), Salzburg, Tirol und Vorarlberg.

## Climate and Biodiversity

Due to its location, the climate is moderate, with warm summers and winters rich in snow.

**Summer** you will find warm and dry weather, with high temperatures reaching 35°C and pleasantly mild nights.



**Autumn** weather approaches in the middle of September. From then on, be prepared for rain, fog, cloudy days and rather cold, wet weather, with an average temperature between 5°C and 10°C.

**Winter** mostly brings rain and overcast weather in the plains, but heavy snowfall followed by bright sunshine in the Alps with temperatures ranging from about 0° down to -20°C on a very cold day. About half of your exchange year could be winter so it will be appropriate to wear warm clothing.



You should bring a warm jacket with you, or you can buy one upon arrival.

**Spring** usually arrives at the end of March. From then on, a moderate and mild weather with a few chilly evenings can be felt throughout the country.

## Political System

Austria is a federal parliamentary republic. Political power is practically in the hands of four institutions:

- the European Union (some fields of political decision-making are EU affairs)
- the Austrian government
- and the “social partners” like the labor unions, chamber of commerce etc. who are also involved in political decision-making.

If you want to know more about the political system, including the government, social partnership, legislation, among others, you can look into <http://www.austria.org/the-state-governments/>

## Economy

### Energy – Grist to Industry's Mills

About one-third of the Austria's energy consumption is covered by the national energy industry. Up to 70% of the energy comes from renewable sources such as water. Industry, which is still the national growth engine, is mainly made up of small and medium-sized enterprises.

### A First-Class Services Sector

The services industry is Austria's fastest growing industrial sector. About one-sixth of Austria's three million wage and salary workforce is employed in the trade and industry sectors.

### Europe's Deli Shop

7.5 million hectares of land are used for agriculture with cattle farming contributing 30% to the agricultural value-added business. Austria boasts an incredible 18,500 organic farms adding to the country's reputation as

Europe's deli shop47 % of Austria is forested. Besides water, wood plays an increasingly important role as renewable source of energy.

### **Exports: Wine & More**

Among the insiders of the wine business, and despite being only a small wine growing country, Austria has gained an excellent reputation for producing some top-scoring wines. About 32,000 wineries produce an average of 2.5 million hectolitres of wine per year.

Export is regarded as vital to Austrian economy. Main export commodities are machinery and equipment, motor vehicles and parts, paper and paperboard, metal goods, chemicals, iron and steel; textiles, foodstuffs. Austria's top ten export commodities make up two-third of the entire export volume. Most exports go to other EC countries (mainly Germany), about 15% go overseas.

## **Culture and Identity**

### **Welfare**

-Education from kindergarten to school and university is mostly free of charge for all Austrians.

- Child labour is strictly forbidden.

-Social security including healthcare, unemployment-aid, financial support for families, and pensions are covered by taxes that are to be paid throughout the time working.

-Special services help permanently unemployed, people with disabilities, families with three or more children.

-Working hours are usually between thirty-five and forty hours a week. On Saturdays, offices and schools are generally closed. Most shops are open on Saturday but close in the evening and remain closed all day Sunday, reopening on Monday morning.

If you want to read more about Welfare of Austria you can read it in <https://www.archive.austria.org/the-welfare-state>

### **Transportation**

The most common means of transport within Austria are train, car and buses. The road system is well developed with good roads to every little village (even in the mountains).

Vienna is the only city with subway but there are cities like Graz, Linz, Salzburg or Innsbruck you can find a net of busses and trams (Straßenbahn).

Also if you will be here in summer and you're planning to travel in all Austria we recommend you buy the Summer Ticket. It cost 39 euros if you're less than 26 years old and 69 euros if you're more than



26 years. With this ticket you may take all the trains in Austria during the summer (06/07/xx – 13/9/xx).

(You can look for more information about tickets of Vienna in <https://www.oebb.at/>)

## Culture

Austrian culture is about more than historical names like Mozart, Strauss, Schiele or Freud. Culture also includes food, dialects of German language and traditional customs which you will get to know when coming to Austria, rather than visiting the sites of Mozart's life or see all paintings of Klimt.

Austrian history has worldwide fame, which is why millions of tourists visit Vienna, Salzburg or other cities. This, of course, is a very superficial and a reduced perspective on the Austrian culture. The beauty of historical architecture, music, paintings or literature, are things that you can find in Austria but surely there is much more than that. Try to discover yourself what is the heartbeat of Austria.



## Food

If you are used to spicy food, then probably you'll miss all that in Austria. But otherwise, you'll enjoy the best sweet foods!



The most traditional Austrian breakfast is muesli, dark bread with butter, jam, cheese, or ham. Warm meals are usually eaten at noon and evening.

Favorite dishes are meat, vegetables, potatoes, rice, or pasta, but also heavy meals like the famous “Knödel” (dumplings) which can have different sizes and are made of flour with cheese, meat, fruits or yeast, sweet or salty. A very special delicacy for non-Austrians!

Austrians also like different soufflés or pancakes for a main dish. A particular



Austrian custom is to eat sweet things (without meat) as a main dish. Desserts are often heavy, sweet, and delicious. There are many different sorts of chocolate cakes (like the famous “Sacher Torte”) and pastries.

The most common drinks in Austria are wine, beer, and apple juice - some provinces offer their specialties to special guests. A popular habit is to mix wine or juices with sparkling mineral water to make it a lighter drink.

Generally, it can be said that Austrians like to eat and drink much, so don't be surprised if you put on some kilos! Still be aware that cooking is different from family to family.

## Family Structure

It's hard to give a concrete description of what the Austrian family looks like because like in any other country there is no typical family. To give an idea however of what you might expect we want to describe some of the main characteristics of an “average Austrian family: We distinguish between two types of families - the conservative family and the so-called modern family.

The conservative family practices Austrian traditions, cultural activities and **religious customs, such as attending church** on Sunday. The community of the family is centre of their lives and they would like to present their culture to other people. They are used to their way of living and do not easily tend to change their lifestyle and family-customs but their friendliness will help you to get along with them, even if they could be a bit narrow-minded due to their principles.

The modern family tends to be more open-minded. They are rather interested in the cultural life aside from classic opera and theatre, the free and open (alternative) education of their children, and they are open to travel around. You can have interesting discussions with these families on how to lead a good modern life...

There are some families that are vegan or vegetarian. This is common, especially in cities. So, you might get use to not eating meat as much as you do in your country.

### **Situation of Foreigners in Austria**

The biggest foreigner populations in Austria , besides, Germans are Turks and The Balkans (Serbia, Croatia, and Bosnia and Herzegovina). They are mainly centred in the bigger towns and came to Austria in 1960s, the years of big economic growth and need for foreign workers. During the last years unknown waves of some hundred-thousand refugees came to Austria from the battled territories of the Balkan and the Caucasus, but as well from the Middle East, Afghanistan, and from Africa. These immigrants, workers or refugees don't have the same social and political rights as the Austrians.

Particularly Vienna has a multi-cultural population. Beside the immigrant workers there are many foreign students and political refugees seeking asylum. Austria has been a traditional country to receive refugees from Eastern Europe. During the last decade there also came refugees from Turkey, Iran, Afghanistan, Syria, Iraq and others. Many of these refugees who seek political asylum want to emigrate further to other western countries.

# Grenzenlos and the ICYE program



Grenzenlos team in 2024

## Information on the National Committee (NC)

### About ICYE Austria / Grenzenlos

Grenzenlos (which roughly translates to English as “without borders”) is a non-profit organization active since 1949 and officially recognized by the Government of Austria. Grenzenlos is the ICYE National Committee in Austria, therefore we use here ICYE Austria and Grenzenlos interchangeably.

The official carrier of the Grenzenlos is the General Assembly (GA), which is convened once a year and consists of all the members. The GA then elects a board of managers at least four members. It has a monthly meeting and is responsible for administration and program planning as well as for important decisions that cannot be postponed until the next GA. Grenzenlos implements several international and local educational and mobility programs, with ICYE being one of them. The office of Grenzenlos is in Vienna.

Each exchange coming to Austria will have a Mentor (volunteer) who is usually a returnee from the ICYE program and they can support you with your personal adaptation. Additionally, all exchangees have a staff contact person from the office in charge of the administration and implementation of the program.

### Who is Who

Grenzenlos has currently between 10 and 13 Staff Members (full and part time) and 3-4 interns a year. Many returnees support voluntarily Grenzenlos with the planning and implementation of the yearly activities/programs. They try to enable other young people to live a similar experience through ICYE.

The board of Grenzenlos in 2025, from top left to bottom right in the picture below: Kadir (cashier), Martin (chairman), Makbule (deputy chairwoman), Michael (secretary), Angelika (member), Lena (member).



## Our support for your well-being and safety

### Being an Exchangee

You come to live for one year or for 6 months in a place where cultural patterns and family customs may be quite different from those you are familiar with. We cannot outline what your experience will be like because each of you is an individual and customs vary from place to place. Former exchangees have collected a few suggestions for exchangees coming to Austria:

Be curious and eager to learn.

Be quick to observe but slow to judge.

Do not be afraid to be corrected (Your mistakes can teach you a better understanding of your environment).

ICYE is a project, an opportunity for those willing and able to invest their initiatives, their creativity, their ideas, their patience and respect. Try to be as open minded and flexible as possible, these are characteristics that will help you during your time in Austria

You will learn to take responsibility for yourself as well as for others, to get to know yourself better, learn a new language, understand the Austrian way of living to some extent, make friends with other cultures and from other continents, be independent. You will most likely change a lot during your exchange period.

## The first days in Austria

Upon your arrival in Austria, you will be welcomed by co-workers from ICYE. You will attend the welcome day(s) with a variable duration, depending on the number of volunteers we receive.

A basic 30-hour language course will be provided during the first month in case we receive more than 5 volunteers. If this is not the case, you will be required to book your own German course and, after providing a copy of the payment confirmation, you will receive a reimbursement from Grenzenlos of up to 200 Euros.

During the welcome day(s) you will have the chance to get to know the rest of the exchangees as well as some of the ICYE Co-workers. We will share with you an overview of your volunteering time, Austrian culture and what you can expect during your time abroad, but also the “Dos and Don’ts” and how ICYE works in Austria.

After the camp you will travel to your project or host house where you will be received by a coordinator from the project or family members. They will show you your room and give you some information on the rules, customs and about the work in the project.

## German Language

### Du kannst Deutsch lernen!

Language will be one of the main (positive) challenges you will have to overcome to really live and understand Austrian culture. Although we provide a basic German course during the orientation camp, this will not be enough if you increasingly want to communicate in German in your daily life in Austria. It would be a great advantage for you to get the basic ideas of the German grammar and pronunciation before leaving your country and, after settling in your project, to continue learning German by attending a course (this is not covered by the ICYE program).



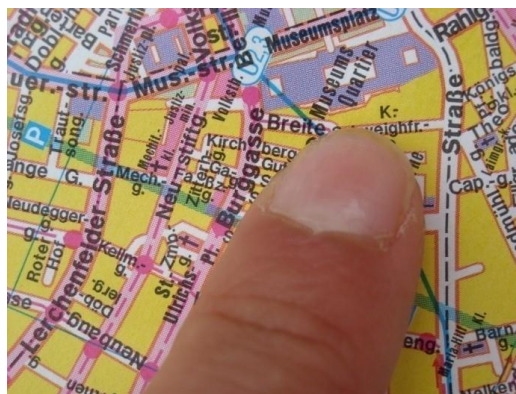
If you can get a German grammar book and a dictionary it will help you a lot, not only in the beginning, but throughout the whole year, just to look up things you forget, or didn't really understand at first. Austrian dialect is a variation of the German language and as such slightly different from the written language, especially in pronunciation. Austrian German might be sometimes hard to understand, especially in the western part of the country.

If you want to study German and take a course in Austria, you will have to look for one in your town or nearby towns. Attending German language courses counts as leisure-activity, therefore, it should not interfere with your work at the project. Costs for language – and other special courses must be paid by the exchangees themselves.

## Travel Reimbursement

Coming to a small country like Austria, you will certainly have the opportunity to visit neighbouring countries or even travel to remoter areas of Europe. Still, keep in mind that you do not come to Austria as a mere tourist but as a volunteer. Thus, traveling, though possible, should not be your main priority in your exchange-year or half-year volunteering.

Traveling, in general is limited to four weeks for 12-month exchangees and up to 2 weeks for 6 months exchanges. You can take those weeks whenever you want after agreeing the dates with your project. Let your contact person at the project know in advance (ideally at least 1 month in advance) to allow for reorganisation of the work schedule and responsibilities in the project during your absence.



Traveling across Austria can be a way of getting additional information about the host-country by meeting people of other regions of Austria. If you have a driver's license, it does not mean that you can drive within Austria. You could eventually drive only if you have a valid international license. Remember: the insurance will not cover any damages caused by the exchange while driving.

**The use of illegal drugs is prohibited in Austria and as well not be allowed while you are participating in the ICYE Austrian Program. If there is any proof that you have been using illegal drugs during your exchange period, you will be requested to return to your home country. Please refer to the ICYE Hosting Code of Conduct at the end of this document.**

## Pocket Money

The budget for ICYE Austria is based on the participation fees of Austrian exchangees. Similarly, the money you pay remains in your country and is used by your National Committee.

The Austrian committee pays for your travel and participation expenses connected with ICYE- meetings and activities.

**The pocket money amounts to 90 Euros per month.**

Approximate costs of common items in Euros	
a daily newspaper	For free to 3 Euros

ticket for the movies	14 Euros
train ticket (Wien-Salzburg, 317 km)	Starting at 30 Euros
1 liter milk	1,50 Euro
1 kg bread	1,5 Euros
trousers	50 Euros and more
a coke (in a bar/restaurant)	2.50 to 4 Euros
a coffee (in a bar/restaurant)	2.5 to 5 Euros
a coke (in a shop, 0,33 l)	1.80 cents
a single transport ticket in Vienna	2,60 Euros
a 24-hour transport ticket in Vienna	7.20 Euros

## Volunteering placements

The Austrian projects can be found on the ICYE website or in our national work profile. Please consider that changing a project can be difficult. We expect you to learn and to adapt yourself to the project you are assigned to, and to respect its rules. Even though you will have routine tasks to fulfil, you will be able to plan and take on different activities during your volunteering. The volunteering hours vary between 30 to 36 hours a week.

## What you need to know before arriving

### Medical system

Exchangees who want to come to Austria might have a different insurance than the Dr. Walter ICYE general insurance. Please contact your National Committee and/or ICYE Austria for more information regarding your case.

For Austria there is only one recommended vaccination (not mandatory): the TBE (Tick-Borne Encephalitis or FSME in German). Ticks can transmit a serious viral disease that affects the brain and nervous system. Your insurance probably will not cover the vaccination, only treatment if you already are affected. So please get the vaccination in your home country or be prepared to pay about 40 € when you get it here.

### Accommodation

Your accommodation will be provided by the host project (meaning the project will organize a Host family/accommodation) or Grenzenlos will

organize an accommodation. You may get a single room or share a room with another volunteer. Whatever your hosting situation is, you may feel that adjusting to it is quite hard. Remember, however, that this experience is just as new to the people surrounding you as it is to you.

Tips from past exchangees:

- Don't compare your accommodation with the accommodation of other volunteers. Every place is different.
- Try to integrate in the place you live and where you work
- Be tolerant!
- If you don't like something, say it on the spot and be straight forward
- Help as much as you can in the host project
- Keep your room clean
- If they give you something as a present - say thank you and take it
- Ask for the rules of the house
- If they give you responsibilities – respect them.

## What to bring

If you have special skills, it would be nice of you to share them with the people in your host-country. Please, bring information from and about your country like music, clothes, CDs, games, jokes, books, movies, etc. You will need them in the orientation-camp and during the whole year! If you know any typical dishes of your country this will also be a nice sharing experience with your host family, friends, etc.

Tip: you can bring presents for new friends and host project - something typical from your country.

## Important regulations and our policies

### Visa requirements

Due to the limitations placed by the Austrian government for potential candidates to obtain a valid visa, ICYE Austria is consequently forced to work within this framework. We are advocating with the correspondent ministries to find a viable solution for us to be able to receive more volunteers from outside Europe again.

Currently, we can only receive volunteers:

- 1) who **already have a valid Schengen Visa** for the entire volunteering period,
- 2) **hold a passport from a country belonging to the Schengen** area,
- 3) **are nationals from a country which is part of the Work and Holiday Program** (as of 2026: Argentina, Australia, Chile, Hong Kong, Israel, Japan, India, Canada, New Zealand, Republic of Korea, Chinese Taipei, United States). It

allows visa recipients to participate in educational programs in Austria (in this case in the ICYE program) for up to twelve months. For more information about the Work and Holiday program visit <https://www.bmeia.gv.at/en/travel-stay/entrance-and-residence-in-austria/working-holiday-programmes/working-holiday-application>

**4) are nationals from a country which are exempted from a Schengen Visa for stays of up to 90 days:** for example, Argentina, Australia, Brazil, Canada, Chile, Colombia, Costa Rica, Guatemala, Honduras, Israel, Japan, South Korea, Mexico, Malaysia, Nicaragua, New Zealand, Panama, Peru, Paraguay, Singapore, El Salvador, Trinidad and Tobago, United States, Uruguay, Venezuela, Vanuatu and Samoa. If this is your case, you can apply for volunteering up to 90 days within the STePs program (short term program). Please contact us for more information about the visa conditions and possibilities.

**We are looking forward to meeting you in Austria!**

## Code of Conduct – ICYE Program / Grenzenlos

The success of your exchange program will depend on your clarity of the rules and regulations but most importantly on your attitude. We all aim for a positive experience, so please read the code of conduct carefully and sign at the end.

### Terms:

\*Hosting Organization= Grenzenlos / ICYE Austria

\*Sending Organization= local ICYE organisation in the volunteer's country of origin

\*Host Placement= Host project where I do my voluntary service (in a few cases the host placement is the hosting organization).

### General Do's and Don'ts

1. I understand that I am part of an international volunteering program. I have read and agree to follow the rules and regulations of the partner organization (see National Profile) and Grenzenlos (e.g. contract and this code of conduct).
2. I will attend all compulsory events: Welcome days, Mid-Term evaluation (only for 12-month volunteers) and Final evaluation camps abroad.
3. On arrival in the host country, I should have with me:
  - a. A return air ticket to my home country.
  - b. An entry visa or the necessary documents to get the visa abroad.
4. Volunteer application acceptance by the hosting organization and ICYE Austria as well as the issuing of visa support documents is made on the basis that the volunteer has made full and complete disclosure of all the information as requested in the candidate application and health certificate forms (and other documents during the application period). Especially medical or psychological needs, the use of prescribed medications and any other needs must be shared, to enable us to provide a proper support and for the protection of the volunteer and any other person involved in the program.  
I confirm that all information provided during my application is complete and accurate, including medical, psychological, or legal background. Failure to disclose information can lead to program cancellation, expulsion, or repatriation at my own cost.
5. I will actively strive to learn and use the local language of my host country.
6. I will try to adapt, and I will respect the local culture, way of life, and customs during my exchange program.
7. I will not use ANY illegal drugs (including those for recreational purposes) during my volunteering program. If I require controlled medication, I will provide a doctor's prescription to Grenzenlos and the hosting organization
8. I will timely inform my ICYE contact person(s) of any problems between myself and the project or Host Family (or other type of accommodation) to guarantee their support.
9. I will treat the staff and co-workers from the sending and hosting organization with respect, and I will maintain an open communication with them to facilitate their work and their support to me and all the people involved in my Exchange period.

10. I will follow the conflict resolution process of the hosting and sending organizations (e.g. ICYE Grievance Procedure) in case of issues with stakeholders (e.g., host project, family, or other volunteers).
11. **In emergencies** (e.g., personal crises, local/regional crises):
  - I will follow the crisis response checklist from Grenzenlos.
  - I will stay in contact with Grenzenlos and my sending organisation follow their instructions.
  - In case of a travel warning or withdrawal decision by Grenzenlos, I will comply for my safety.
12. I am responsible for my sexual health and will follow safety recommendations. I will inform the hosting and sending organizations in case of pregnancy or contracting a dangerous sexual disease.
13. I am responsible for my mental and physical health and will avoid situations that could harm me. I will inform the hosting and sending organizations if my health is compromised and allow them to support me.
14. If I experience any form of sexual, physical, or psychological abuse, I will immediately inform the hosting (and, if needed, sending) organization for medical, psychological or legal support. My privacy will be respected.
15. I am aware that I must respect and obey my host country's laws and will avoid any trouble with authorities.
16. I will follow the rules of my host family (or accommodation), including curfews, cleaning tasks, and respectful communication.
17. I understand that changing accommodation is possible only if necessary and approved by Grenzenlos.
18. I will remember that I am a volunteer and an ambassador of my country.
19. I will not drive motorized vehicles during my program unless agreed upon by both sending and hosting organizations. I understand that my insurance will not cover damages or injuries resulting from driving.
20. Photos guidelines:
  - Always ask for consent before taking photos of others.
  - Ensure photos are dignified and respectful, avoiding representations of people as victims or vulnerable.

## Host Placement

21. I will attend my host project as scheduled (minimum 20 hours and up to 40 hours per week). I will be on time, and I will notify the project in case of sickness or absence.
22. I will respect the rules and regulations of the project for my own safety and the safety of others.
23. I accept assignments given by the project, provided they do not conflict with my ethics or religion.
24. I understand that my project might be in a rural area and not necessarily in a city.
25. Changing projects is only possible in necessary cases and with authorization from Grenzenlos.
26. I will follow mediation processes for resolving project issues and cooperate with proposed solutions. I am aware that my refusal to cooperate may lead to termination of the placement within a maximum of four weeks.
27. I understand that I may need to work on weekends, but I will receive two days off during the week if this occurs.

28. I understand that failure to attend the project without valid reasons (e.g., sickness. After three days of sickness, I understand that I need to provide the project and/or Grenzenlos a medical certificate) or engaging in non-voluntary activities (e.g., paid work) may result in visa revocation by local authorities and termination of the program participation.
29. I will treat everyone in the project (e.g. staff, children, clients, etc.) with respect, regardless of their race, gender, religion or other characteristics. I will not become physically, romantically or sexually involved with anyone from the project.
30. I will not act in ways that shame, humiliate, or belittle others, or perpetrate any type of abuse.
31. I will not discriminate against or show favouritism toward specific participants, staff, or clients.
32. I will protect the safety and privacy of children, staff, and clients by not sharing identifiable images or locations without consent.

### Working with Children and Vulnerable People

33. Be mindful of a person's vulnerabilities and recognize the responsibility of your role.
34. Be aware of situations which may present risks (taking film/photos or interviewing for work purposes/reporting).
35. Avoid being alone with children or young people. If privacy is necessary, ensure another staff member is informed and doors remain open.
36. Do not behave physically in a manner that is inappropriate (for example fondle, hold, or touch the children in a culturally insensitive way) or behave sexually.
37. Avoid any behavior that could be abusive, exploitative, or harmful, and do not place a child or young person at risk of such harm.
38. Do not condone, or participate in, behaviour of the children or young people, which is illegal or unsafe.
39. Do not use corporal punishment.
40. Do not allow a child/a young person to be systematically neglected and do not fail to protect them from any harm that you are aware of.
41. Always maintain professional boundaries and avoid personal caring roles (e.g., becoming a donor or godparent).

### Safer Together - ICYE's Policy Addressing Sexual Violence in International Volunteering

ICYE's/Grenzenlos Policy *Safer Together* aims to protect every person associated with ICYE from any form of sexual violence, including sexual harassment. Together with all the different stakeholders we want to contribute to the prevention of sexual violence and to create a safe and trustful environment. As a volunteer, you are an important actor and multiplier for ICYE's work and play a key role in helping us live up to our responsibility for ensuring that everyone feels safe from sexual violence and sexual harassment.

Our principles:

- No one has the right to sexually harass or violate anyone.
- ICYE believes that sexual violence is never too minor to be dealt with.

- ICYE will do everything to prevent sexual violence and protect survivors from any further victimization or blaming.
- ICYE will ensure that every complaint will be pursued.
- ICYE will respect the will and wish of the survivor at any step while dealing with the allegation.

We want you to join us in addressing sexual violence in all its different forms because together we can contribute to protect everyone from this form of violence. We therefore encourage you to carefully read the *Safer Together* Policy and join us in rejecting any type of behaviour that constitutes sexual violence. Please communicate any cases of sexual violence, or any concerns, allegations, and incidents to the ICYE focal person at either the hosting or sending organisation. We will support you.

By signing this document, you agree to:

- comply with the *Safer Together* Policy and adhere to its principles,
- refrain from any type of behavior which constitutes sexual violence, including sexual harassment,
- contribute as in your power to creating a safe environment for all,
- observe and comply with the laws and rules of the host country concerning this issue,
- inform yourself about the specific local risk factors and respect the unspoken rules of the host countries and adapt your behavior accordingly,
- listen to and comply with the recommendations from staff and co-workers of the hosting NC, my host family, and my host project,
- respect the wishes of the survivor and not share information you have about a case of sexual violence without their consent.

Please find the full *Safer Together* Policy at [www.icye.org/policies-and-annual-reports/](http://www.icye.org/policies-and-annual-reports/)

## Travel Time

42. I understand that ICYE is not a travel agency and that I am not supposed to travel longer than then specified time by the minimal conditions (up to 12-14 days for 6 months of volunteering: up to 30 days for 12 months of volunteerings).
43. I agree to coordinate any travel leave from my project with the hosting organization, my host project, and my host family.
44. I am aware that my vacations cannot interfere with my responsibilities within my project and ICYE official activities (e.g., compulsory camps).
45. I am aware that I should not leave the country for vacations (or any other reason) without informing my contact person at Grenzenlos (this helps us support you during any crisis).

I hereby confirm that I have read and understood the above rules and information. I also confirm that I am informed of the fact that my medical and liability insurance will expire when my exchange year comes to an end, and that from then on Grenzenlos will have no further obligations towards me.

I understand that violating these terms may lead to expulsion from the program and repatriation at my own cost.

I have read the code of conduct carefully and agree to abide by its content and conditions during my voluntary service.



First and last name of the volunteer: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of volunteer: \_\_\_\_\_

Date and Place: \_\_\_\_\_

I have received and read the ICYE's/Grenzenlos **Safer Together Policy (Addressing Sexual Violence in International Volunteering)**. By signing this Code of Conduct, I acknowledge that I will abide by the *Safer Together Policy* and the responsibilities spelt out.

Signature of volunteer: \_\_\_\_\_

I have received, read, and acknowledged ICYE's Policy on Safeguarding Children "Care to Engage".

Signature of the volunteer: \_\_\_\_\_

**ICYE AUSTRIA/GRENZENLOS**

Signature Grenzenlos: \_\_\_\_\_ Date and Place: \_\_\_\_\_