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## The Partnership/Volunteer/Program (PVP)

With the Batey Relief Alliance  
BRA Dominicana  
In the Dominican Republic

Organizational Policies and Rules  
**Read Carefully**

### Introduction

The Partnership/Volunteer/Program (PVP) is an opportunity created by the **Batey Relief Alliance** to provide concerned individuals, professionals or groups interested in helping to improve human conditions in the developing world to work overseas as partners/volunteers with the **BRA Dominicana**, by supporting, coordinating or implementing humanitarian projects. Review BRA's Website at [www.bateyrelief.org](http://www.bateyrelief.org) to become more familiar with our work and the environment volunteers work in the foreign State.

### Policy of Neutrality

The Batey Relief Alliance is an international relief organization and maintains a strict policy of neutrality in the carrying out of its humanitarian mission in foreign States. The organization does not involve directly or indirectly in local political affairs of any country. All persons working under the umbrella of the organization must respect and follow that policy of neutrality.

### Volunteering with the BRA in the Dominican Republic

BRA's PVP takes place inside the Dominican Republic, and welcomes short-term as well as long-term volunteers. The PVP provides volunteers with the unique opportunity to learn about, take a comparative look at, and gain an understanding of the cultural, socio-economic, and health factors affecting those who are economically disadvantaged. Through mission trips, short-term or long-term volunteer placements at the BRA, volunteers gain a wide range of experiences and knowledge. The goal of the PVP is to help volunteers fulfill their philanthropic/humanitarian or professional needs – and to help advance the organization's humanitarian mission.

**Short-term volunteers** may spend one month or more working with the organization and are responsible for all their expenses including insurances, air travel, lodging, meals and ground transportation. **Long-term volunteers** may spend one year or more with the organization and will receive from BRA's partner, the Catholic Medical Mission Board (CMMB), support in free airfares, free insurances and \$350-500 monthly stipends to cover their basic lodging, means and ground transportation in the foreign country. For more information about our volunteer program, please visit our website at [www.bateyrelief.org](http://www.bateyrelief.org) or contact us at [bra@bateyrelief.org](mailto:bra@bateyrelief.org).

Nota Bene: It is strongly recommended that partners/volunteers review their health/life/evacuation/malpractice insurance policies to determine if they have adequate coverage for the period they will be overseas with the BRA.

### Registration

Interested volunteer groups should contact BRA at [bra@bateyrelief.org](mailto:bra@bateyrelief.org) to receive a PVP information packet. Individuals wishing to volunteer must submit to BRA a letter of interest, copies of their resume and/or professional license (if applicable), and two letters of recommendations to: Ulrick Gaillard, CEO, Batey Relief alliance, P.O. Box 300565, Brooklyn, N.Y. 11230. Volunteers may also fax the same information to (809) 540-0786, attn.: Maria Virtudes Berroa, Directora Ejecutiva of BRA Dominicana.

### Orientation Program

Prior to starting work with the BRA Dominicana inside the Dominican Republic, long-term volunteers participate in a full-day orientation to prepare for the field experience. The orientation may consist of lectures, discussions and site visits. Topics may

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cover the economic, social, cultural and public health aspects of the Dominican Republic. Additional topics include BRA's humanitarian intervention targeting the Dominican Republic's poverty-stricken and most vulnerable communities, including the *bateyes*.

#### Fees and Costs

- Each partner/volunteer pays a \$100 registration fee that contributes to help BRA's program expenses.
- PVP opportunities are generally unpaid and volunteers are responsible for their own expenses, including housing (generally minimal), round-trip airfare, meals and personal needs. BRA assists volunteers in making living and working arrangements prior to their arrival in the country. All costs related to volunteering with the BRA are tax-deductible to the full extent of the law. See budget.
- BRA may assist qualified long-term volunteers (one year or more) in securing grants for health/life/evacuation insurances, round-trip airfare and monthly living stipends.

#### Acquisition of medical supplies

Each qualified volunteer traveling with the BRA on a healthcare-related mission to the Dominican Republic must secure her/his own supply of medicines. BRA suggests the medicine-boxes of Interchurch Medical Assistance ([www.ima.org](http://www.ima.org)) or the pre-packaged Travel Packs by MAP International offering an assortment of the most critically needed medicines and medical supplies ideal for short-term mission teams. Three months prior to your trip, please contact the IMA or the MAP International for processing and transportation fees. Those travel boxes are generally designed to relieve volunteers the time-consuming and lengthy process of identifying diseases common to developing countries, choosing appropriate medicines to take and attending to other details to insure safe passage of the valuable life-saving cargo. Each pack/box will provide between 500-700 treatments. The Travel Pack is securely packaged in two separate boxes, which meet the size and weight requirements for one piece of checked baggage when strapped together. Always check with your airline regarding any

restrictions for checked baggage. To secure a free Pack, contact Ruth McLeod at 800/225/8550 or [prepack@map.org](mailto:prepack@map.org). For more details, please visit MAP's website at [www.map.org](http://www.map.org) and click on the round Travel Pack logo. If you are securing your own medicines from other sources, we highly suggest that you contact BRA to obtain a Wishlist of specific medicines you will need to deliver care in the foreign State. The value of the purchased or donated medicines may be tax-deductible claimed.

#### Safety, Security and Liability

Before you accept to volunteer with the BRA, we strongly recommend that you have read our policies and contacted your government about protective/safety measures while working overseas. For your safety concerns, we also strongly encourage you to visit the United States Department's website for warnings and cautions when traveling abroad at <http://www.travel.state.gov/>

Volunteers must make every reasonable effort and take all precautionary steps to protect themselves and their lives – and are responsible for their own welfare while working under BRA's umbrella in the foreign State. BRA may provide, upon request, reasonable assistance in case of an emergency. But volunteers must always contact their local foreign embassy or consulate or the local police for emergency assistance. BRA shall not be held liable for volunteers who are victims, due to their own negligence, irresponsibility or unsafe practices, of an accident, death or serious bodily injuries while working for the organization.

#### Travel Abroad with the BRA

##### Travel Warnings to the Dominican Republic: Effective December 2004

Please be advised that the CDC has issued "Revised Recommendations for Malaria Prophylaxis" for the Dominican Republic. Several cases of Malaria in US travelers have been reported in the regions of Punta Cana, Barahona and San Francisco de Macoris. Other cases were reported in Tourists from Europe who visited Punta Cana as well. The previous recommendation was for travelers to rural areas to receive Chloroquine prophylaxis. The new recommendations include travelers to regions that include La Altagracia Province including the Punta

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Cana area and areas of Duarte Province for prophylaxis. It is recommended that all personnel traveling under BRA's hospice and who plan to visit those regions be advised of these new guidelines by visiting the CDC website at [www.cdc.gov](http://www.cdc.gov).

#### Travel Protocols

- Upon receiving an acceptance letter to join BRA on an overseas mission, we highly recommend that you make your airlines reservations and purchase your round-trip airfares immediately to avoid unnecessary charges or missing your arrival date in the Dominican Republic. You must also contact your airlines or travel agent regarding visas requirements - the types of luggage that are acceptable on the aircraft - additional fees on excess luggage - exit airport charges to and from the Dominican Republic - and all other travel requirements you may need to meet for your trip. You must subsequently notify BRA promptly of your reserved airlines and flight itineraries.
- For Group Travel arrangements, you may call American Airlines Group and Travel Desk at 1-800-221-2255. Please note that this is not an endorsement of the company. (*BRA is not connected with AA*).
- Until further notice, volunteers must meet the arrival date and time of a program - land at the Dominican's capital airport, *Las Americas*, in Santo Domingo on the earliest arrival flight. Upon your arrival in the Dominican Republic, BRA will arrange for your transport to your reserved lodging destination. If for any uncontrollable circumstances you are not able to make the expected arrival date, you must let us know so that other arrangements can be made timely for your airport pick up. You must however make every reasonable effort to avoid missing your arrival date.
- Some airlines may allow you to bring on board boxes or suitcases to carry medicine supplies or equipment. Please contact them in advance for details about customs requirements. Remember that BRA is not connected with any airlines you may wish to do business with, nor is it responsible for

any losses of or delays in retrieving luggage materials. However BRA will provide reasonable assistance in resolving travel-related problems that you may encounter in the Dominican Republic.

- Upon your entering the Dominican customs, you may encounter some delays questioning the reasons for [example, carrying medicine supplies] into the country. You must always tell them that you are on a humanitarian mission with BRA Dominicana and have official documents we have sent you handy. You must also have with you specific documents (medical license) qualifying you to travel with the medical materials. Please do not bring with you hazardous or expired medicines or medical products.
- To help you enjoy the full benefits of your lodging in the Dominican Republic, if you are part of a group, BRA will arrange for you to be paired in double-rooms with one of your mission's colleagues. The pairing selections will be done randomly. You are welcome, however, to choose your own roommate, a single room, a triple room, or other lodging arrangements that may suit your needs. Please note that your room-colleague may not arrive on the same date that you check in. As a result, you may have to pay extra for a temporary single room - or choose alternative plans. Whatever decision you make, you must let us know promptly.

#### Emergency and General Inquiries

- Should you have any emergency or work-related questions while working for BRA in the Dominican Republic, you must speak to BRA Dominicana's Executive Director, Maria Virtudes Berroa, immediately at 809-540-4947. Active partners/volunteers working for BRA may use the organization's office to receive mailing from home or as a point of professional reference.

**BRA Dominicana, Inc.**  
Maria Virtudes Berroa  
Directora Ejecutiva

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- For addresses and telephone numbers of embassy missions to the Dominican Republic, please contact your country's state government offices for more details.

#### Volunteers support the Batey Relief Alliance

Please help BRA continue its humanitarian and save lives by making a tax-exempt gift online through our Donate Now! Button at [www.bateyrelief.org](http://www.bateyrelief.org). You may also mail your check payable to Batey Relief Alliance, P.O. Box 300565, Brooklyn, N.Y. 11230.

#### Acquisition of funds

The BRA highly recommends volunteers or groups, prior to traveling to the Dominican Republic, do fundraising within their communities to help support their work overseas. Donors may claim tax-deductible credits with the US-Internal Revenue Service (IRS) for gifts made to volunteers strictly to advance their work with the BRA. Tax-deductible credits will apply only for gifts/checks made payable to Batey Relief Alliance.

#### Folders for Privacy Initiative

The BRA invites volunteers to be part of its new [Folders for Privacy](#) Initiative. Our goal is to collect 12,000 (8x11 manila) folders annually. Patient privacy in rural Dominican Republic is often a challenge. BRA has always made it a top priority to run its health clinics with the strictest privacy protocols. This is why for each of our patients, we have a folder file. However, we have a great need for folders to file patients' health records. Those folders are extremely expensive in the DR and yet relatively cheap in the US. We would like to invite each person traveling from overseas to work with BRA to make space in his/her suitcase and bring 50+ folders. The donation is tax-deductible. I thank you in advance for joining us in this simple yet very important campaign. [Privacy Counts in Healthcare](#).

#### General Rules and Policies of the Batey Relief Alliance/BRA Dominicana (BRA)

BRA shall collaborate with or seek the support of all lawful parties to help advance its charitable and lawful purpose, by seeking solutions to the socio-economic ills affecting *all mankind*, including those living in extreme poverty in the Dominican Republic. For that we thank all for their contribution and support. The collaboration, however, does not in any form or manner, whether legal or non-legal, subject BRA and its officials, staff, general members, members of the Board, or any entities legally connected with BRA, to any liability resulting from the actions or inaction, conduct or misconduct, practice or malpractice (medical or non-medical, legal or non-legal), behavior or misbehavior, of said parties that have, capable of having or potentially having direct or indirect, immediate or latent, adverse, harmful, or fatal results on the recipient batey populations or any other entities directly or indirectly involved with BRA; does not, in any form or manner, whether legal or non-legal, connect BRA and its officials, staff, general members, members of the Board, or any entities legally connected with BRA to the philosophy, political or religious affiliations of said parties.

Due to the heightened sensitivity relating to the *batey and the Haitian immigrant population*, BRA shall caution all collaborating parties from engaging into any activities capable of adversely affecting the organization's humanitarian goals and objectives. Such activities may include, but not limited to, making open statements with tones reflecting human rights violations vis-à-vis the Haitian batey population; engaging in open political discussions with the general public about the bateyes' socio-economic ills; taking pictures or making videos of the recipient populations and/in their habitat, except under BRA's direction; or publishing materials that may be detrimental or harmful to BRA's charitable endeavors, its relations with interested parties, or the recipient populations. Those who shall act directly to violate this prohibition clause; indirectly by helping or inducing others to violate the said clause; display the malicious will or tendency to undermine the charitable and lawful purpose of this organization shall not be qualified to become or remain involved with BRA - and may be held liable

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for any harm caused to the existence of the organization. BRA and its Board of Directors strongly count on your cooperation in this vital matter.

By working under BRA's umbrella, you agree that you have read carefully and agreed to abide by all of the organization's rules and policies. Likewise you have agreed that all results produced while working or operating under the organization's umbrella become the property of BRA [except for journalistic work where BRA may have consented editorial powers over all pre-published materials] and may be used at its discretion to advance its charitable and lawful purpose. You have also agreed that it is in the BRA's utmost interests to prohibit all activities by collaborating parties that could be detrimental to its future work. In that context, all collaborating parties must be conscious of the sensitive relations that may exist between BRA and other interested parties, and to keep this fact in mind in order to cause no harm or detriment to any future humanitarian endeavors BRA may undertake - and must strongly adhere to not causing harm to the recipient populations.

To help maintain a productive and healthy environment during a BRA's health intervention, it is recommended that collaborating parties be courteous, professional and culturally sensitive to persons or entities dealing with the organization in the foreign State; volunteer medical personnel follow dress codes similar to the ones found in regular professional medical facilities in the business of providing medical care. Please do not forget to bring the instruments necessary for you to work in the clinic, i.e. stethoscope, blood pressure cuffs (pediatric and adult, if you own one), pocket ophthalmoscope/otoscope (if you own one), and other small instruments that pertain to your specialty we may have failed to mention. During mission trips, armed security personnel may be present to 1) protect equipment and medical materials against vandalism, 2) to provide crowd control, 3) and to help create a safe environment for you and the recipient population.

BRA advises volunteer health care professionals to follow reasonable standard of care - and to use reasonable health precautions - during the treatment of or contact with the recipient population. For more

information about the types of health related precautions you must take for your trip to the Dominican Republic, please consult with your physician. Information on vaccinations and other health precautions may be obtained from the Centers for Disease Control and Prevention's hotline for international travelers at 1-877-FYI-TRIP (1-877-394-8747); fax 1-888-CDC-FAXX (1-888-232-3299), or via the CDC Internet Site at <http://www.cdc.gov>.

If you wish to be immunized before traveling to the Dominican Republic, you may take the DT (Diphtheria/Tetanus) and Hepatitis B vaccination, and it must be up to date. In addition, Hepatitis A vaccination is recommended if you were not already exposed or immunized. It is strongly recommended, however, that you take Malaria Prophylaxis with Mefloquine (Lariam) 250 mg once a week starting 2 weeks before the trip and ending four weeks after (a total of 7 doses) unless there is a contraindication. This section is only a recommendation and not a medical advice. You must always consult with your physician first before taking any of these medications.

Only persons registered with BRA to work as volunteer licensed health care providers shall have access to and use or direct the use of BRA's non-hazardous donated medicines, medical supplies and equipment during a BRA's health intervention. All medical directions have to be authorized, screened and approved first by the BRA's medical director before taking effect. All donated medicines, medical supplies and equipment are the property of the BRA and must be used solely to provide affordable medical assistance to those living in extreme poverty regardless of race, sex, creed, religion, national origin or political affiliations. In compliance with U.S Federal Law [Section 503(b)] and BRA's rules [Donation & Disclaimer], BRA's collaborating parties must not, under any circumstances, exchange, sold or re-import [in U.S. markets] BRA's donated medicines, medical supplies or equipment. Any donations of BRA's donated medicines, medical supplies and equipment to other parties shall be made only to help advance the organization's charitable and lawful purpose, *and be made only* by the organization's Executive Director.

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Upon completion of a [medical] mission, each health care provider (not nurses or assistants) must submit three weeks to the last day of the mission to BRA in New York a medical report detailing out the medical experience in the batey. The purpose is for the mission medical director to create an-all-inclusive final medical report to help BRA advance its health care goals and objectives in the bateyes.

While BRA shall act faithfully to acknowledge internally the contribution and support of all collaborating parties, it has however no obligation, and reserves the right, to acknowledge externally such contribution and support or parties by name, title, expertise or organization. BRA shall not be held responsible for no-credit recognition of parties, externally, after submission that is of no fault of the organization or its immediate personnel. The contribution and support, while they may be *pro bono*, they are voluntary and incidental to the organization's global efforts to realize its long-term goals and objectives. Any act to help promote BRA, externally, shall gear primarily towards educating the general public about the plight of the target population and BRA's humanitarian efforts to provide alleviation.

#### Prohibitive activities during mission work with BRA

Involving in acts that may be dangerous, hazardous or cause severe injuries or bodily harm to you or others – or that may be detrimental to the work of the organization. Activities may include, but not limited to, horseback riding, motorcycling or bicycling, etc. Drinking alcoholic beverages – or working while intoxicated.

#### Local Collaborating Partners to the BRA Alliance

In carrying out its humanitarian health work inside the Dominican Republic, BRA works closely with the country's Ministry of Health (SESPAS). Other Dominican-based grassroots/health organizations or government entities are actively involved with the BRA Dominicana in bringing relief to the needy. BRA supports them by donating supplies to and placing volunteers to work at their facilities raising their capacity to deliver improved services to other populations around the country. In doing so, BRA expands its humanitarian effort.

#### BRA's Medical Facilities in the Dominican Republic

##### Medical Center Complex

Batey Cinco Casas  
Municipal District of Don Juan  
Province of Monte Plata

##### Medical Clinic

Batey Cojobal  
District of Sabana Grande de Boya  
Province of Monte Plata

#### Optional Activities

Visit the Dominican Republic's first Haitian art gallery where you will be exposed to some of the Caribbean's greatest paintings and sculptures by some of the most talented artists, and purchase at Batey Relief Alliance's low discount price privilege.

#### GALERIA DE ARTE AJOUPA

Calle Las Mercedes # 255 (entre Jode Reyes y 19 de Marzo), Zona Colonial, Santo Domingo, Rep.  
Dom. Tel.: (809) 682-9134 / Cel.: (809) 864-3498 / Fax.: (809)688-1766

For those of you who wish to visit the other side of the *Hispaniola Island*, [also known historically as *Ayiti, Quisqueya or Bohio*] BRA may help coordinate a two-day excursion to **HAITI** – the world's first independent Black Republic. During your short exciting journey to the Haitian Kreyol and French-speaking country, you will explore its capital, Port-au-Prince, its mystical culture and rich history, its captivating artistic flavors that have for decades attracted world curiosity, and the gentleness of the people. BRA will help arrange your transportation to and from Haiti and your tourist visas. You will be responsible for your travel expenses. The activity is optional, and will take place only if there is a majority interest and it is logistically feasible.

#### Contact

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