Pay a trip, Warm a heart

Voluntourism with Chiheng Foundation

Dec 25-29
Yunnan, CHINA

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I. About Chiheng Voluntourism

Founded in 1998, the Chi Heng Foundation (CHF) is a charity registered and based in Hong Kong with offices in Beijing, Shanghai, Guangzhou, Anhui and Henan. “Chi Heng” means “wisdom in action”, and at CHF we believe we must use our knowledge to help people in need. With this in mind, CHF promises commitment to AIDS-impacted children not only in completing their educations but also to receiving dependable and comprehensive support in a long-term.

Chi Heng Voluntourism is designed to promote awareness of the plight of AIDS-impacted children, to facilitate interactivity between people from different backgrounds, while generating funds to finance CHF’s scholarship programs and developing local employment in the long-term.

II. All about the Trip

a. Where we go – Trip Destination

About Yunnan: Yunnan is a province of the People's Republic of China, located in the far southwest of the country spanning approximately 394,000 square kilometers (152,000 sq mi) and with a population of 45.7 million (2009). The capital of the province is Kunming. The province borders Myanmar, Laos, and Vietnam.

About Kunming: Kunming is the capital and largest city of Yunnan Province. A prefecture-level city, it is the political, economic, communications and cultural centre of Yunnan, and is the seat of the provincial government. It is also home to several universities, museums, galleries and other important economic, cultural, and educational institutions.

About Lincang: Lincang, of Southwest China’s Yunnan province, is renowned worldwide as the “the home of Yunnan’s black tea and Wa ethnic culture”, as well as for being an overland shortcut from Kunming to Yangon, Burma.
b. What we do – Trip Schedule

<table>
<thead>
<tr>
<th>Day</th>
<th>City</th>
<th>Tour Brief</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Kunming Arrival</td>
<td>Green Lake Park, Charity activity, Lake Dian</td>
</tr>
<tr>
<td>2</td>
<td>Kunming</td>
<td>The Stone Forest, The Dragon Gate on Xishan, Yuan tong Temple</td>
</tr>
<tr>
<td>3</td>
<td>Kunming-Cangyuan</td>
<td>Fly to Lincang City, drive to Cangyuan County</td>
</tr>
<tr>
<td>4</td>
<td>Cangyuan</td>
<td>Wending Wa ethnic village, home visits</td>
</tr>
<tr>
<td>5</td>
<td>Cangyuan</td>
<td>Charity Day</td>
</tr>
<tr>
<td>6</td>
<td>Cangyuan-Kunming</td>
<td>Cangyuan Rock Cliff Painting, Tea garden, back to Kunming</td>
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<tr>
<td>Day 1</td>
<td></td>
<td>Day 2</td>
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</tr>
<tr>
<td><strong>09:00</strong> Pickup from hotel to Green Park next to Yunnan University</td>
<td><strong>07:40-08:30</strong> Flight from Kunming to Lincang city</td>
<td><strong>09:00-15:30</strong> Drive from Lincang city to Cangyuan county</td>
</tr>
<tr>
<td><strong>09:30</strong> Meet Chiheng sponsored university students at Green Park</td>
<td>(12:30-13:30 lunch in the village) It is a long drive but very beautiful scenery on the way. Firstly drive to Shuangjiang Lahu, Va, Blang and Dai Autonomous County, visit the Dai, Va, Lahu and Bulang ethnic villages on the way</td>
<td><strong>16:00</strong> Arrival &amp; check-in at hotel in Cangyuan Wa Autonomous County</td>
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<tr>
<td><strong>09:30-12:00</strong> Half-day Charity Activity (details to be confirmed based on number of participants)</td>
<td><strong>18:00-19:00</strong> Dinner</td>
<td><strong>20:00</strong> Bonfire Night Carnival in Monihei Square in the downtown</td>
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<tr>
<td><strong>12:00-13:00</strong> Lunch</td>
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<tr>
<td><strong>13:00-15:00</strong> Visit Lake Dian</td>
<td></td>
<td><strong>16:00</strong> Arrival &amp; check-in at hotel in Cangyuan Wa Autonomous County</td>
</tr>
<tr>
<td><strong>15:00-17:00</strong> Charity Activity (details to be confirmed based on number of participants)</td>
<td></td>
<td><strong>18:00-19:00</strong> Dinner</td>
</tr>
<tr>
<td><strong>17:00-19:00</strong> Drive back to Kunming</td>
<td></td>
<td><strong>20:00</strong> Bonfire Night Carnival in Monihei Square in the downtown</td>
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<tr>
<td><strong>19:00-20:00</strong> Dinner with Chiheng sponsored students</td>
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</tbody>
</table>
### Day 3

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>09:00-11:30</td>
<td>Visit Wending Wa Ethnic Village in the morning, enjoy the Wooden Drum Dance of Wa ethnic group in the village and experience the ethnic life with local people</td>
</tr>
<tr>
<td>12:00-13:00</td>
<td>Lunch in the village</td>
</tr>
<tr>
<td>13:30-17:00</td>
<td>Home visits with Chieng local staff: All participants together will visit two to four CHF-sponsored families with local CHF staff. It is an opportunity to exchange and better understand the day-to-day difficulties of these families.</td>
</tr>
<tr>
<td>18:00-19:00</td>
<td>Dinner &amp; Evening of Sharing: All participants get together after dinner to share the feelings and feedback of the day</td>
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### Day 4

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<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Full day Charity activity (activity to be confirmed based on number of participants)</td>
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</table>

### Day 5

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<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>09:00-11:30</td>
<td>Drive to and visit Cangyuan Rock Cliff Painting</td>
</tr>
<tr>
<td>11:30-16:30</td>
<td>Drive to Lincang city, visit Tea Garden on the way (12:30-12:30 lunch in the village)</td>
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<tr>
<td>17:15-18:00</td>
<td>Flight from Lincang city to Kunming</td>
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</table>
c. Where we get – The Outcome

- Understand local living conditions and poverty in rural China
- Interact with children and families affected by HIV/AIDS
- Get inspired by the children’s resilience and drive for a better tomorrow
- Witness Chi Heng Foundation’s work on the ground
- Give joy to the sponsored children and further relief to their families
- Show care and bring hope to families facing stigma and discrimination
- Exchange thoughts and share meaningful team moments with other socially minded participants
- Contribute to Chi Heng Foundation’s mission of creating a harmonious, equal and healthy society

d. What we give – The contribution

Price for:
- 4 participants: 8,078RMB/person
- 5 participants: 7,187RMB/person
- 6 participants: 6,594RMB/person
- 7 participants: 6,170RMB/person
- 8 participants: 5,852RMB/person
- 9 participants: 5,604RMB/person
- 10 participants: 5,406RMB/person

Service included

A. Hotels (2-3 star, share twin) of Day 1-6
B. Flight on Day 3&6
C. Transportation of Day 1-6
D. Meals of Day 1-6 (3 meals/day)
E. Charity Activity materials & tools
F. Home visits gifts

Service not included

A. Flight between Kunming and Hongkong
B. Single Room Supplement
C. Personal Expenses
D. Meals besides the 3 meals
E.
F.

Price may vary depending on the special requirement for the room type and other individual requests. Details and breakdown can be provided upon request.
a. Conditions

COMFORT
While the organizers will make every effort to provide an adequate level of comfort, please bear in mind that local standards are low compared to coastal Chinese cities, and that there are practically no tourists or tourist industry in the region. In the city (hotel, meals), facilities will be clean but basic. In the villages, the roads may be bumpy or muddy, the toilets are extremely basic. We therefore ask you to come with an open mind and be ready for some inconveniences. To make your stay easier, feel free to bring your own daily necessities (hand sanitizer, tissue wipes...) and comfort food (snacks, coffee...).

HEALTH AND SAFETY
There is no particular health or safety concern for tourists in Yunan. Chiheng staff will carry a First Aid Travel Kit with us at all times in case of any incident or illness. In any case feel free to bring your own basic medication. Traffic is somewhat chaotic, so be extremely careful while crossing the street.

Concerning HIV/AIDS, Chiheng remind you that HIV is transmitted through blood transfusion, mother-to-child, unprotected sex, or shared use of needles (see “HIV Facts at a Glance” in Section 6). As HIV cannot survive outside the human body, you cannot be infected through normal interaction with HIV-positive people, i.e. you cannot be infected by shaking someone's hand, by hugging someone, by using the same toilet or drinking from the same glass, playing sports with or by being exposed to coughing or sneezing by anyone living with HIV.

In case of injury with open wound, basic hygiene rules (wearing protective gloves, treating the wound for infections) should apply. Please note that even if the person treating the wound had cuts and sores, this person would not normally get infected, as blood flows outwards.

HIV-infected people have a weaker immune system which may result in complications when contracting common illnesses such as colds, flu, etc. In order to avoid spreading germs, we will be using serving chopsticks during meals.

b. What to bring? What to prepare?

DON'T FORGET!
- Your ID card / passport
- Casual clothes for the painting workshop
- An umbrella and a raincoat
- Warm clothes (scarf, clothes, cap...)
- Lip balm / hand moisturizing cream
- Toilet paper / tissue paper
- Your own towel
- Your own flip-flops for the hotel
- Hand sanitizer
- Instant coffee, or your favourite tea, for breakfast
- Snacks
- Common medicine for headaches, indigestion, flu

**GIFTS**
The children will be very happy if you bring gifts, but are not expecting any. If you do bring some, please make sure they can be shared. We favour stationery (special pens, colourful notebooks, etc). Board games or books can also be donated to the Chi Heng reading room (books with illustrations, particularly related to science, geography, world discoveries, medicine, arts etc, are particularly appreciated by the children).

In any case, visitors should not give any money, any expensive present, or make any promise of financial aid to the children or their families, during their trip. Should you wish to help a particular child or family, please talk directly to Chi Heng staff so that they can help you assess the situation and arrange for appropriate assistance in line with CHF’s policy of providing transparent, long-term support.

During the home visits, any gift exchange, if at all, should be first checked with Chi Heng staff and handled by them.

If you can, do feel free to bring photos of your hometown or of your family members. It’s a great way to engage conversation with the children. You could also prepare simple games (joke, riddles, magic tricks, brain teasers, origami…) or a few songs, to be shared during home visits or group activities.

**c. Liability**

Participants are encouraged to provide Emergency contact information, and are requested to sign agreements (see part IV.) waiving, releasing and discharging the organizers and other participants from any and all claims and damages for personal injury, death, property loss, or property damage which they may sustain or which may occur as a result of their participation in the trip.

Participants are recommended to have a proper medical and evacuation insurance prior to the trip.

**d. Guidelines**

**Privacy Issues concerning AIDS-impacted children**

In order to respect the AIDS-impacted children’s privacy, you will be asked, in accordance with Chinese law, to sign a Memorandum of Understanding (part 4), agreeing not to disclose any child’s personal information or share any photographs showing children who may be identified.

The core purpose of the Chi Heng Foundation is to help people in need, and in particular, to help and support AIDS orphans or children who have been impacted by AIDS in China. With this in mind, one
must remember that whilst we are helping these children, it is equally important to protect the privacy of these children.

One of the most distressing and detrimental issues to a child impacted by AIDS is the stigma and isolation that the child is subjected to. People impacted with AIDS are still widely discriminated against in China. There are many stories of how AIDS impacted children have been shunned at school by their classmates, or even of how they are rejected by their village. It is therefore imperative that, in conducting its work, Chi Heng protects the children’s identities and does not expose them to any such further dangers.

Everyone involved with the Chi Heng Foundation, whether it be staff, sponsors, volunteers or other assistants, is likely to come into contact with confidential information about the identity of the children. Keeping information about AIDS impacted children confidential is essential for safeguarding the children’s interests, and is also required by the laws of China. This section is to assist you in identifying what types of information you may come across and how to keep it confidential.

**Legal background**

In addition to the practical implications mentioned above, keeping certain information about AIDS impacted children confidential is required by Chinese law. Article 39 of the Regulation on the Prevention and Treatment of HIV/AIDS of the People’s Republic of China states that: "Any institute or individual shall not, without the personal consent or the consent of guardians, release such information as the name, address, work unit, portrait, case history or other information that may identify HIV/AIDS carriers, AIDS patient and their relatives."

This essentially means that any type of information which may lead to a third person identifying the child as an AIDS orphan, or a child of an AIDS carrier, is covered under the Regulations and must be kept confidential and cannot be disclosed without the consent of the child’s guardian (or the child himself if he is over 18).

In 2006, law courts in China found The China Times, a Chinese newspaper, guilty of infringing the privacy of an AIDS orphan, “Xiaoli”, in its article published in December 2005 and of violating Article 39 of the Regulation on the Prevention and Treatment of HIV/AIDS. The newspaper was fined 20,000RMB and ordered to publish a public apology. In 2005, a reporter at The China Times learnt about the tragic story of Xiaoli and how she overcame many hardships in order to be able to attend school. As the reporter was interviewing Xiaoli for the article, Xiaoli and her guardian repeatedly asked and implored the reporter to keep Xiaoli’s real name and photos confidential, and not to publish them in the newspaper under any circumstances. Despite such repeated requests, the final article printed Xiaoli and her brother’s full names, together with photographs showing Xiaoli’s face. Xiaoli’s guardian filed a lawsuit against The China Times for violating Xiaoli’s privacy. The China Times had violated the Regulation despite the fact that the reporter bore good intentions and only meant to publish the article as a means of helping Xiaoli.
As part of its judgment, the court said that, as discrimination against AIDS orphans is still in existence, disclosing private information about the child has an adverse effect on her daily life and also violates social policy.

**What constitutes confidential information?**

It is therefore essential, in order both to protect the children and to adhere to China’s Regulation on the Prevention and Treatment of HIV/AIDS, that people involved with Chi Heng are able to identify and keep confidential any relevant information. Types of confidential information include:

- **Names**: This includes the name of the AIDS impacted child, or names of the child’s parents, siblings, relatives or guardians.

- **Contact Information**: This includes the child’s home address, school address, study program specifics, emails or telephone numbers, or those contact information of the child’s parents, siblings, relatives or guardians.

- **Portraits**: This includes photographs, videos or slideshow presentation materials showing the child’s face, or images from which the child or his parents or siblings or relatives can be identified, or village name/school names (watch out for event banners/building names, etc) as background of the images.

- **Medical history**: This includes the medical history of any child, whether the child is HIV positive, or has developed AIDS, or HIV negative.

- **Any other information that might lead to disclosure of such information**: This captures any other information which could potentially result in other people being able to identify the child as an AIDS impacted child. Practically speaking, this category is ambiguous, so common sense must be used in determining whether a certain piece of information is specific enough to lead to the identification of a child.

**Do-s and Don’t-s with confidential information**

If you possess any confidential information relating to an AIDS impacted child, please bear in mind that you should not pass it on to any third party in a manner which would enable the recipient (or the wider public) to identify the child. It may be easy to pass photos, or to send emails to a friend describing your experiences on a sponsor trip and describing an AIDS impacted child. However, if such emails or photos are subsequently spread around the internet or otherwise disseminated to the wider public, there is a real danger that the same child can be identified as an AIDS orphan to otherwise unknowing fellow students, and potentially subject the child to adverse consequences. The rule of thumb should therefore be to remain prudent with all confidential information that you have in relation to AIDS impacted children. Set out below are a few do-s and don’t-s when it comes to confidential information:
- Do share your experience and insight with your friends and family. It is through your personal touch that will bring attention and help to those in need.

- When speaking with friends, either face to face or via the computer, or sending emails or letters which contain information about an AIDS impacted child, remember to use aliases instead of real names and do not give out information which is too specific, e.g. the name of the school that the child attends; the village name (it may be acceptable to reveal province name or at most county names only).

- If you have photographs of the children, please refrain from handing out copies or emailing them as attachments to other people. If you would like to show your friends, please do so in person and refrain from passing the photos on. Always keep the photos with you and do not leave them unattended.

- If you write articles or post blog updates about experiences with Chi Heng, again, please remember to use aliases for the children’s names. In the first instance, you should not publish or post up pictures of the children, unless they cannot be identified from the photos (e.g. where the faces have been irreversibly blurred out, or where the faces are not visible). Specific information such as addresses, emails, phone numbers, school names, should not be included in such articles or blogs.

- If you want to send a message to specific children, you are welcomed to submit it to Chi Heng’s office. Our village staff team would be glad to help forward it on your behalf upon their next home visit or any other best possible mean available.
V. The Agreement
协议

By signing this agreement, both parties agree on the dates, price, schedule and all terms and conditions mentioned in this offer. Should one party cancel the trip, the cancellation notice should be given to the other party in written no later than 14 working days before the departure day. All costs due to late cancellation notice shall be borne by the party who cancels the trip.

通过签署此协议，甲乙双方就上述有关探访的时间、报价、行程及所有条款达成一致。任何一方若单方面取消行程，需在行程开始前不少于14个工作日内以书面形式告知另一方，否则由此产生的费用由取消方承担。

The trip cost is agreed as ____ RMB. To secure the trip, individuals shall transfer the total payment of ____ to Chiheng’s account listed below, 14 days before the departure day.

此次行程费用总计____元。为保证行程运作，志愿者需在行程开始前14天将____元转入智行下述账户。

All rights reserved for Chiheng Foundation.
智行基金会拥有此次探访的最终解释权。

开户名 Account Name：上海慈智文化传播有限公司 Shanghai Cizhi Culture Communication Co. Ltd
开户行 Deposit Bank：招行银行股份有限公司上海天目支行 China Merchants Bank – Shanghai TianMu Branch
开户行账户 Account Number：218082258210001

双方于下列时间签署本合同，以此证明。
Both parties agree all terms and conditions mentioned in this contract at the following date.

甲方 Party A：上海慈智文化传播有限公司 Party B 乙方：

签署日期 Date： 签署日期 Date：

签署人 Representative： 签署人 Representative：
职务 Title： 职务 Title：
EMERGENCY CONTACT INFORMATION

All information will be held in confidence and will be released only to the appropriate individuals.

[Please fill in this section if known or applicable]

Blood Type: __________ Name of physician: ______________________________

Physician’s emergency phone and address: ______________________________

Health Insurance company: __________________ Policy Number: __________

IN THE EVENT OF AN EMERGENCY, THE PERSON TO NOTIFY IS:

Name: ___________________________ Relationship: ___________________________

Address: ________________________________

Phone: Home: __________ Office: __________ Mobile: __________

DECLARATION

I, the undersigned, confirm and agree that I take part in “the Christmas 2013 Trip” (“the Trip”) entirely at my own risk and that I will not hold Chi Heng Foundation or any sponsor/support organization, responsible for any damage to or loss or destruction of property, or any economic loss, or death, or personal injury suffered by me, resulting from my taking part in or arising from, or otherwise connected with the Trip, whether before, during or after the Trip.

I also agree to indemnify or reimburse the organizer in respect of any unexpected expenses or costs incurred by the organizer arising from or in connection with my participation in this event.

Signature __________________________ Date: __________________________

Name __________________________
MEMORANDUM OF UNDERSTANDING

FOR
CHI HENG FOUNDATION ACTIVITY PARTICIPANTS
Participant: ____________________________________________ (The Participant)
Identity Document & Number: ____________________________________________
Contact Number: ________________________________________________

This memorandum of understanding (MOU) is signed between Chi Heng Foundation (CHF) and the participant of a Chi Heng activity (Participant) serving to protect the privacy of the AIDS impacted children and their families. The Participant agrees to abide by the following terms.

Without prior consent from CHF and the family members visited during the CHF activity, the Participant will not record in any form (such as writing notes/report, photographing, audio and video recording) the personal information of the children and their families. Personal information includes, but not limited to, personal portraits, contact information, residency registration and medical history.

To avoid upsetting the children and families visited in a direct or indirect way, the Participant will respect and be sensitive to the psychological and emotional state of the children and their families by giving general comfort only.

The Participant agrees not to disclose any information acquired during the CHF activity, these information includes, but not limited to the name, address, contact number and photographs of the visited children/families.

The visited families belong to a special social group. The Participant should learn about AIDS-related laws in China to avoid potential violations.

《中华人民共和艾滋病防治条例》
“AIDS Prevention and Control Regulations of the People’s Republic of China”
http://www.gov.cn/fwxx/bw/wsb/content_417758.htm

- The Participant should also respect the following guidelines for visitors:
- All visitors should sign the Memorandum of Understanding.
- All visitors should follow the instructions and arrangement by CHF staff on all home visit activities. To ensure the safety of the visitors, visitors should not leave the group nor make unscheduled visits to villages and/or children/families sponsored by CHF.
- To uphold the equality and fairness of CHF’s sponsorship program, visitors should discuss with CHF staff in advance should they want to make gifts (such as financial or material) to the visited children/families. Visitors should not make any promise to the visited children/families.
- Visitors should control their emotions and behave discreetly in their words and deeds during home visits.
- Visitors are welcome to work with/through CHF should they want to keep in touch with the visited children/families.
- Visitors should follow local laws and regulations, respect local customs, be conscionous and avoid discussion of sensitive issues such as politics and religion.

CHF and/or visited families have the right to immediately cease the visit and reserve the right to take legal action should the Participant violates the terms of this MOU. The Participant may be liable for any mental and/or material damages to the visited families and/or to CHF.

This Memorandum is effective upon signing by both parties.

___________________________ ____________________________
Chi Heng Foundation (chop) Participant

Christmas Voluntourism Trip with Chiheng Foundation
Date: ______________________   Date: ____________