

## **ABWE CRISIS POLICY**

**Ransom and Extortion** - In the case of kidnapping, hostage-taking or other extortion; no ransom or concession that is reasonably likely to cause or contribute to the probability that future similar events will occur shall be paid (or made).

**Relocation of Family Members** - In the event of a crisis, such as kidnapping and/or violent death, all accompanying family members are to be relocated as soon as possible to the home country, upon consultation with the Regional Director.

**Evacuation** - Decisions on evacuation of personnel are made by the Field Team and/or Regional Director in consultation with the Director of Security and Crisis Management where time permits. Each field should set fixed criteria for such a decision. Individual team members and families have the authority to self-evacuate at any point, with notification given to the Field Team Leader and Regional Director.

**Crisis Counseling** - All victims of major traumatic events shall immediately undergo debriefing/counseling. A follow-up debriefing by leadership of all personnel directly affected will take place 6-12 months following the crisis event.

**Crisis Management Team** - Most crises are handled through the normal ABWE missionary administrative structure, but when a crisis has a far-reaching impact on the organization as a whole, then a temporary task force or Crisis Management Team (CMT), shall be activated by the Vice President of Global Operations. This Team will include the Director of Security and Crisis Management and at least three other people who will be selected by the Vice President of Global Operations in consultation with the Director of Security and Crisis Management. The CMT will appoint a Crisis Manager among themselves. The CMT will be given authority and responsibility to make necessary decisions regarding the crisis and report to the Vice President of Global Operations. If the crisis is on a regional scale, a Crisis Management Team will be formed by the Regional Director.

**Information Management** - All information relative to the crisis situation, both at ABWE International Headquarters and on the field, will flow through one designated Information Manager, appointed by the Crisis Manager of the Crisis Management Team. Special spokespersons to the media may also be designed by the CMT.

**Release** - All missionaries and volunteers going out under ABWE must sign a Risk Release Form before going to the field.

## ABWE RISK STATEMENT

Living and working in foreign nations carries with it certain risk which may not be found or associated with work in your home nation. These risks can include hazards to both your person and property through cross-cultural offenses, accident, disease, terrorist acts, weather conditions, or inadequate medical services and supplies. There can be added emotional and physical stress due to loneliness, culture shock, climate extremes, and long hours.

It is our goal to advise all employees and volunteers who serve with ABWE of the risks associated with mission work in a foreign country through this **Risk Statement**. ABWE's selection and training process takes into account risks associated with the intended ministry and location. In addition, we encourage you to prepare yourself for service in a number of ways:

- Prepare yourself spiritually, physically, and mentally for service.
- Read all you can on the potential country of service
- Request and carefully review information available from ABWE staff about serving in the location and ask questions about anything you don't understand.
- Talk with others who have served in the country and, if possible, in the specific locale.
- Consult government resources, such as the U.S. State Department to obtain the most up to date information for the area. Suggested websites include <http://travel.state.gov/>, <http://www.ced.gov/>, and <https://www.cia.gov/library/publications/resources/the-world-factbook/>.
- Take any additional steps you feel are necessary.

In view of the fact that in some developing nations insurgent, guerrilla and criminal groups commit crimes of kidnapping or other forms of criminal extortion as a means of demanding the payment of ransom, it is important that you understand ABWE's policy in this area. We are deeply concerned for the well being of each of our missionaries and volunteers, and will pray and labor diligently for the release of any taken hostage. However, it is the policy of ABWE to NOT PAY RANSOM, nor yield to other extortionary demands. (See **ABWE Crisis Policy**).

ABWE will not assign any employee or volunteer to a particular ministry or area against his or her will. Nor do we require anyone to stay in an assigned location unwillingly for safety or any other reason. This means the final choice of ministry and area of service rests ultimately with you. Should you feel at any time that your area of service is no longer safe, you have full right to end your service and return to your passport country.

ABWE does everything it can to manage risks, assure the safety of employees and volunteers, and to assist them in dealing with consequences, but cannot be liable for harm or loss suffered as a result of or during service with ABWE. Part of the field preparation process for any program of ABWE is understanding the risk and taking full responsibility for the consequences as one assumes those risks. In order to receive clearance to leave for your service location, you are required to sign the following release. We ask that you gather as much information as you feel necessary and when you are completely satisfied and confident, sign and return the **ABWE RELEASE FORM**.

**ABWE RELEASE FORM**

1. I have read and understand the **ABWE Risk Statement** and I am aware of the hazards and risks to my person and property associated with serving overseas in a missions capacity. These risks can come through cross-cultural offenses, accident, disease, criminal or terrorist acts, weather conditions, or inadequate medical services and supplies. There can be added emotional and/or physical stress due to loneliness, culture shock and long hours.

2. I waive any and all claims for damages which I may have against ABWE, Inc. or any of its affiliate organizations including but not limited to ABWE Global Neighbors, LLC, ABWE Foundation, LLC, or ABWE Global, Inc. also known as ABWE Canada, (individually and collectively referred to as "ABWE") arising from death, injury, or illness to myself or my family, or property damage or loss occurring during the term of my assignment or as a result of my assignment, whether a result of the actions of the organizations, their board, employees, agents or others acting at their request or in their behalf, and agree to indemnify, defend, and hold harmless ABWE and its representatives for the same

3. I have read, understand and accept the **ABWE Crisis Policy**, including ABWE's policy on NOT paying ransom therein described. I agree to follow the policy and to be bound by its provisions during the term of my service with ABWE and whenever traveling to, from or during an assignment with ABWE.

4. I attest and certify that I am physically fit and have no medical conditions that would prevent me from performing my duties.

5. In the event of my incapacity, I specifically authorize my spouse or healthcare agent to make medical decisions on my behalf and authorize treatment for any illness, injury or accident requiring medical attention. If my spouse or healthcare agent is unable to act, I authorize ABWE, its representatives or its health care professionals to make decisions on my behalf regarding treatment, or, when qualified, to provide treatment as required. Specifically intending to satisfy HIPAA requirements, I authorize the release to ABWE health professionals or other medical professionals or facilities providing for my medical treatment during my service with ABWE any personal health information relevant to that treatment. In addition to other obligations under this agreement, I expressly accept personal financial responsibility for uninsured costs associated with all medical treatment.

6. Having read the **RISK STATEMENT**, the **CRISIS POLICY**, and this **RELEASE** and any other documents provided by ABWE, I, the undersigned, freely and voluntarily sign the same, assuming the risk of service with ABWE. I fully release ABWE from any and all claims that may arise from my voluntary participation in the work of ABWE. I also expressly waive any defense to the enforcement of any provision of this commitment because I did not receive anything of value to make it and guarantee that I consider this commitment to be binding on me as a legal and valid obligation which can be enforced against me. I expressly agree that this assumption of risk and indemnity agreement is intended to be as broad and inclusive as permitted by law. This release is to be effective for any assignment subsequent to the date signed, even if separated by short or long periods of time. I HAVE CAREFULLY READ THE FOREGOING ASSUMPTION OF RISK AND UNDERSTAND ITS CONTENTS AND I VOLUNTARILY SIGN THIS RELEASE OF MY OWN FREE ACT.

Dated \_\_\_\_\_  
Month Day Year

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Parent/Guardian if minor (under 18): \_\_\_\_\_

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_