

Risk Assessment Questionnaire for Student Travel abroad to a Host Institution

Introduction

This questionnaire is to be filled out by students who are planning a stay abroad at a potentially risky destination during their course of studies at ETH Zurich. Based on this information, the SSHE Department can perform a risk assessment of the planned trip based on the travel destination and the activities planned on site. When filling out this questionnaire, students ought to try to state all steps and activities relevant for safety and security, as well as the associated measures to minimise risk, in order to enable SSHE to carry out as comprehensive an assessment as possible. Supervision by a host institution (university, internship company, NGO or similar) is compulsory for students. Solo work (e.g. field work) without connection to a host institution will not be approved.

This questionnaire must be filled out and submitted to SSHE for assessment for all travel abroad to destinations classified as security level 3 or 4 by the Austrian Federal Ministry of European and International Affairs (BMEIA). Travel to destinations classified as security level 5 or 6 is prohibited for students. No particular measures are necessary for travel to destinations with security level 1 or 2; the questionnaire need not be submitted to SSHE for assessment in these cases.

This questionnaire is based on the [Safety and Security Recommendations for Research Enterprises abroad](#) of ETH Zurich. Members of ETH Zurich can find practical safety and security tips for travel abroad in these recommendations. These guidelines should be read and the tips implemented during travel preparation.

Approval

SSHE can approve submitted travel plans. If SSHE considers the risk to be too high or the travel preparation to be insufficient, it may prohibit a trip

Information sources for assessing the security status abroad

- BMEIA website (in German only): <https://www.bmeia.gv.at/reise-services/laender/>
- Website of the Federal Department of Foreign Affairs: <https://www.eda.admin.ch/eda/en/fdfa.html>

Questions/information

1) General

- Surname, first name
- Departement BSc/MSc
- Specific course/BSc/MSc research work/paper

- Travel destination(s), i.e. country, regions, cities

- Travel duration: until
- Service provided by ETH Zurich (awarding credit points, contribution towards expenses)

- Planned activity (practical course, field research, research topic, guest stays at other universities, etc.):

2) Safety and Security

- Why is this specific destination planned? If the educational objective can be achieved at a different, less risky destination, the latter must always be preferred.

- Have you registered with the Swiss representation in the country for the duration of your stay
Yes No
- On-site supervision/support (please describe to what extent you will be supervised/supported by a local institution or company or whether you have contacts on site that are knowledgeable about the local conditions)?

- Transportation from airport to place of work (pick-up by supporting institution/company)?

- Overnight stay (safe and secure accommodation, organised by whom? On the premises of the supporting institution/company)?

- Have you received all mandatory vaccinations for the destination? Yes No
- Excursions/trips during the stay abroad: Do you have contacts on site that can advise you on such plans? Have you gathered information on safe forms of transport?

- Any further points that are relevant to security?

3) Covid-19

You have the duty to stay informed about the local pandemic situation and the requirements of the authorities for pandemic management.

4) Versicherung

- Do you have health insurance in Switzerland? Yes No
- Do you have accident insurance in Switzerland? Yes No

ETH has a travel insurance for students. Please check the [insurance webpage](#) to see if your trip is covered or what is covered by the travel insurance.

Note: ETH Zurich travel insurance policies for students neither include coverage for trip cancellation and rebooking prior to travel, nor coverage for loss, theft, damage to luggage, or delayed luggage delivery.

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