



Kevin
Rohan
Memorial
Eco
Foundation

Volunteer Handbook

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Namaste, and thank you for choosing to support the Kevin Rohan Memorial Eco Foundation (KRMEF) with your time and energy! Before you arrive, we ask that you review the below information in order to better prepare for your arrival. If you have any further questions, please feel free to email us at anytime at volunteerinfo@krmef.org.

About KRMEF

The Kevin Rohan Memorial Eco Foundation (KRMEF) was established in 2008 near Khokana, in the southwest of the Kathmandu Valley, Nepal. We built the foundation of the community with the following values: respect, integrity, dignity, productivity, trust, and inclusiveness. From there we applied a number of innovative and environmentally aligned practices into our daily living and have attracted a local and international community excited to work and prosper together. We believe everyone has something to offer. Creativity and participation make the community thrive. Our hope is to demonstrate a fundamental kinship with the environment and with each other to offer an inspirational living model to anyone wishing for a healthy and balanced existence.

Preparation For Your Arrival To KRMEF

Contact Information:

- ✿ Please provide the KRMEF Volunteer Coordinator with your contact information. Before and after arrival, we will assist you on locating KRMEF. Sending a photo is optional but will help us identify you at the pickup site. Once you are prepared to come to KRMEF, let us know your traveling schedule and location.

Santosh Chhetri
Jimbo Russell

santosh@krmef.org
jimbo@krmef.org

985-112-1118
980-804-6247

Packing List:

Clothing will depend on the season and duration of trip, but in general, dress conservatively.

Here are some recommended items for all-year-round:

- ✿ Clothing will depend on the season and duration of trip, but in general, dress conservatively.
- ✿ Laundry can be sent out for 200 Rs. or can be done by hand.
- ✿ Here are some recommended items for all-year-round:
 - ✿ Flipflops
 - ✿ Scarf or something else to cover shoulders
 - ✿ Toiletries (there are plenty of places to buy general toiletries here)
 - ✿ Entertainment (books, movies, cards) - there is a collection of books and movies here as well.

At The Airport:

- ✿ Before you arrive Kathmandu Airport please bring a passport photo, US dollars or euros. Proper forms to enter the country will be at the airport and may be provided on your flight. Depending on the duration of your visit, the visa cost will vary.
 - \$25USD for 15 days multiple entry visa.
 - \$40USD for 30 days multiple entry visa.
 - \$100USD for 90 days multiple entry visa.

Visas can be extended for up to 150 days total from date of departure.
More information can be found at, <http://www.immi.gov.np/>

Getting to KRMEF

- ✿ There are several ways for you to get to KRMEF from Tribhuvan International Airport. Keep in mind, the foundation is located in the village Khahare, approximately 7 km South of Kathmandu.
 - ✿ Option One: Take a bus from the airport to Ratna Park. Disembark and take a second bus to Dakshinkali Temple, route #22. Disembark at the Khahare bus stop. Note that you should pass a large pond on the south side of the road; Khahare is ¼ mile beyond the pond. Once you have reached Khahare, ask locals or shopkeepers where Krishna Gurung lives. They should be able to direct you towards the hill; walk up the dirt road, approximately 0.1 km, pass the bottle house construction site and enter the blue gate of KRMEF. Bus fare should cost no more than Rs.50.
 - ✿ Option Two: You may either request us to schedule a taxi with our local driver, or get one on your own at the airport. Both options cost around \$20USD. If you receive a taxi on your own from the airport, you may have them call Santosh (9851121118) for him to provide directions. If Santosh is unable to be reached you may explain to the taxi driver that we are located in between Chobar and Dakshinkali temple just beside Todhaha lake. The foundation is in the village of Khahare.

Medical Concerns:

- ✿ KRMEF can offer limited medical assistance. So, before you depart from your country of origin we recommend that you review the different types of medical services Kathmandu has to offer. In case of an emergency, we will take you to the closest safest facility. There are many pharmacies in Kathmandu which require no prescription. If you wish to bring your own medications, here are some useful drugs to bring: ciprofloxacin (antibiotic that relieves diarrhea), probiotics (builds your immune system), Dramamine (prevents motion sickness) and/or ibuprofen (pain reliever). We also suggest that you review the recommended vaccinations listed on the Center for Disease Control and Prevention website. <http://wwwnc.cdc.gov/travel/destinations/nepal.htm>
- ✿ Make sure you have disclosed any serious medical concerns on your application to help prepare just in case (chronic illness, food allergies, medication allergies, etc.).

Personal Expenses:

- ✿ Kathmandu has many ATMs but there are none in Khahare. Remember to contact your bank and inform them that you will be making international purchases with your card of preference. This will prevent locked accounts or withdrawal issues. KRMEF is located in a village, so there will be a small price difference from Kathmandu. Here are the approximate prices for eating out in Kathmandu (USD\$3-7), accommodations for nice hotel (USD\$70), decent room (USD\$25), taxi and bus fare from KRMEF to Thamel (USD\$6/USD\$0.50, respectively), shampoo (USD\$2), toothpaste (USD\$1) etc.

Rates for Staying at KRMEF:

- ✿ KRMEF room and board is set at 1000 Nepali Rupees (NRS0. These expenses cover all meals, lodging, access to amenities and facilities, the administration of the volunteer program, upkeep of facilities and aid for projects. The payment not only covers the expenses listed but also provides funds for KRMEF projects. Volunteers may want to consider reaching out to their relatives and friends by writing letters requesting for funds or hosting fundraising events such as bake sales, car washes, etc.
- ✿ Funds are payable on the final day of your stay. If you enjoy your stay, and wish to provide an extra donation to help us continue our programs, we would greatly appreciate it.

Projects:

- ✿ We have many projects running simultaneously here at the foundation. You are welcome to focus on a particular program the entire time you are here, or if you would like, you can do different programs based on your interest. If you see an opportunity to create a new program that would be beneficial to the foundation or community as a whole, feel free to inform our staff and if it seems like a good project, you will be given approval to pursue it. Be aware that due to certain seasonal conditions and other factors, certain programs may not be fully functional during your stay, but we will do our best to accommodate you and the work that you would like to accomplish during your stay.

On Your Arrival To KRMEF

General Nepal Info/Culture:

Country Code: 977

Some Culture Tips:

- ✿ remove shoes when entering the house
- ✿ short shorts and sleeveless tops are not encouraged for females
- ✿ don't eat with your left hand, as this hand is used for personal ablutions
- ✿ don't point the soles of your shoes at anyone
- ✿ always ask to enter a monastery/temple.
- ✿ always ask when taking photos of Nepalese people
- ✿ do not give money to or buy things for people of the village unless you feel comfortable doing so. Remember it is okay to say "no".
- ✿ always ask the price when purchasing items in Kathmandu, or when using transportation (taxis, rickshaws). We can provide advice as to how much one should pay for such things so that you are not taken advantage of. It is okay to negotiate price, and widely accepted most places.
- ✿ always keep belongings safe in a bag with straps close to you, and never keep your wallet in your back pocket.
- ✿ be aware of potential people trying to take advantage of you especially in Thamel. Most Nepalis are very open, friendly and

trusting, but there are always individuals that will try to take advantage.

- ✿ be courteous and kind to those around you. Remember you are a visitor.

Welcome Tour:

- ✿ After you arrived and settled, the Volunteer Coordinator will provide a tour of the foundation, showing you all the available programs currently operating.

Utilities:

- ✿ Nepal experiences a load shed, so electricity is available at certain parts of the day. The electricity schedule is posted in the dining area. Filtered water is available at all times at the foundation. Do not drink the tap water! Hot water is available for showers. We ask that you use both the electricity and water in an efficient manner, especially the hot water.

Living Standards:

- ✿ Cleanliness is a high priority. Please be considerate of other volunteers and keep the bathroom and all other living places clean/orderly. No smoking outside of designated smoking areas.

Meals

- ✿ Meals are provided all week except Saturday. Nepal has a Sunday through Friday work schedule. There are local restaurants and markets where you can purchase food. Breakfast is scheduled at 8:30AM, lunch at 1:00PM and dinner at 7:30PM. Meals are home cooked and typically vegetarian/vegan (much of the food is grown here on the bio-dynamic farm or is otherwise bought locally). Meat is rarely served.

Share Your Heritage:

- ✿ You are encouraged to cook a favorite meal from home, or speak with other volunteers/staff members about life in your country. We can provide assistance with finding certain ingredients, although the cost of ingredients is your responsibility unless otherwise agreed up with other guests here for help in covering costs.

Volunteer Hours:

- ✿ Volunteers begin projects at 10AM to 5:00PM with a one-hour lunch break, from Sunday-Friday. You are also welcome to open the library at 4:30 and play with the kids or play a game of Ping-Pong. Overall, KRMEF work schedule is flexible to your needs.

Discussions:

- ✿ We recommend that you take part in as many discussions regarding issues in Nepal, as they arise and during meals. We also encourage volunteers to bring questions.

Internet:

- ✿ We have wireless internet and multiple computers available for your use. Please be considerate of others by sharing the office resources. If needed, you may use the phone to make local calls.

Taxis and Buses:

- ✿ Buses are the main source of public transportation in Nepal. Taxis can overcharge and get expensive over time. It is important to negotiate a price and barter with the taxi driver before getting into the taxi. Buses can become over packed but nevertheless do

not sit on top. Before boarding it is important to ask directions. Mention a popular destination on your route and proceed to take that bus. Be alert and continuously ask the fee collector if you have reached your destination. If you need a transfer, get off at the closest junction and proceed to get on another bus. For example, if you are traveling from Thamel to KRMEF, you should walk to the city bus park and look for the Daxinkali Temple bus, route #22. The bus ride will take approximately 25 minutes. Ask to be dropped off at Khahare.

Language:

✿ English is widely spoken at the foundation, and in Kathmandu it is easy to find individuals that speak everything from basic to advanced English. We have English to Nepali dictionaries here at the foundation. If you would like, feel free to purchase a Nepali phrasebook of your own. There are also free online resources such as, http://wikitravel.org/en/Nepali_phrasebook.

✿ Here are some useful words and phrases to help:

Namaste	Hello, Greetings
Hajur	Yes? Pardon?
Kasto Cha	How are you?
Thik Cha (pronounced teek cha)	I am fine
Dhanybhad	Thank you
_____ Cha?	Do you have _____?
Maile Bhujina	I don't understand
Maile Bhuje	I understand
Ramro	Good
Naramro	Bad
Subha Prabhat	Good morning
Subha Sandhya	Good evening
Subha Rati	Good night
Subha Dihn	Have a nice day
Maapha Gunus	Excuse me/ Sorry
Hajur/Ho/Cha	Yes
Hoina/Chaina	No
Aaja	Today
Bholi	Tomorrow
Hijo	Yesterday
Dhi (pronounced dye)	Older male/brother
Didi (pronounced deede)	Older female/sister
Bhi (pronounced bye)	Younger male/brother
Bhoini (pronounced boynee)	Younger female/sister

Local Attractions/Things to Do:

- ✿ There are many places near Khahare for volunteers to hike and visit:
 - ✿ Kathmandu (1-1.5 hour bus ride)
 - ✿ Khokona leprosy community (30 min)
 - ✿ Bungamati Newari village. (45 min)
 - ✿ Kirtipur (2 hour walk, 45 min bus ride)
 - ✿ "The White House" (45 min)
 - ✿ The Mountain (3-4 hours/camping available if desired)
 - ✿ Dakshinkali Temple (30 min bus ride)

Recommended Travel Agency:

- ✿ We recommend working with "Around the Himalayas" for travel assistance, both flying in and out of Kathmandu as well as booking treks. Ask for Kiran Thapa.
Email: info@aroundthehimalayas.com

Expectations

Just as volunteers can expect a positive working environment and a supportive host organization, KRMEF expects volunteers to be productive and committed while in Khahare.

Here are some guidelines for the time spent with the foundation:

1. Take care in what you do. Volunteers will work closely with other village members and KRMEF employees, so it is important to be mindful of your actions as a representative of the foundation.
2. Think about your safety and the safety of others. As volunteers may be unfamiliar with the area, it is important to take extra precautions, during working hours as well as outside of the volunteer work.
3. Be collaborative. KRMEF is a collective effort, and it is important to work together as volunteers in order to make the most of the knowledge and talent of visitors and locals.
4. Ask questions. Bringing curiosity to the foundation and its projects can lead to further learning as well as improvement of programs and ideas. It is also important to ask questions regarding protocol, safety, instructions, and general information.
5. Be respectful. As newcomers to Khahare and KRMEF, it is imperative that volunteers return the respect that they will receive from employees and villagers alike. Being mindful of cultural differences will help continue making volunteering with KRMEF a positive and rewarding experience.

On Your Departure

Your Feedback

- ✿ We would appreciate a written review of your time at KRMEF. Suggestions on how to improve our project assignment, what would have made your stay more enjoyable, and any advice on the operations of KRMEF. Please do so by signing our guest book, found in the dining area.

Stay Active with KRMEF

- ✿ Join the KRMEF group of friends from around the world'. This will allow you to receive electronic updates, provide constructive criticism, share your experience, virtually connect with KRMEF from your home and continue to help the foundation.

Your time here at KRMEF should be safe, fun and fulfilling. If you have any feedback, concerns, or other comments during your stay here, please inform a KRMEF staff member.

KRMEF Internship

The KRMEF internship implements an extensive work schedule, production of innovative ideas, previous experience in human welfare and the desire to take part in sustainable development projects.

Interns are encouraged to get a tourist visa upon arrival. Soon there after it is recommended that you either renew your visa or request for a different type. You will need to review the different types of visas, application process and requirements. The foundation is registered with the Nepal government but we are unable to provide foreigners with work visas or any other type of visa.