

Code of Personal Conduct and Community Behavior

HIGHER



Each HIGHER participant and his/her parents should understand that the following rules apply during all phases of HIGHER participation.

Procedures in the Event of a Violation of the Code

An infraction or disregard for the Code of Personal Conduct and Community Behavior may result in the participant's immediate dismissal from the Training Program or the participant's removal from the HIGHER Program and return to the United States, country of origin, and/or home residence at the expense of the participant and his/her family.

If it is suspected that a participant has violated the Code of Personal Conduct and Community Behavior, the HIGHER Project Staff may discuss and document the alleged violation with the participant. When the HIGHER Project Staff writes a formal incident report, the participant may add personal comments to the report and request a copy of the incident report. The formal incident report is signed by the HIGHER Project Staff and the participant and is filed with the International Office. The decision to send a participant home is made by the Director of HIGHER program, or his/her designee, after consulting with the HIGHER Project Staff and reviewing the formal incident report and the participant's personal comments. Any participant involved in a rule violation may appeal the decision in writing to the HIGHER Director, whose decision shall be final and non-appealable. When the decision is made to return a participant, the appropriate travel arrangements are made and a member of the Project Staff escorts the participant to the departure airport in Nicaragua.

Penalty for Dismissal Due to a Violation of the HIGHER Code

When a participant is returned to the United States, country of origin, and/or home residence due to an infraction of HIGHER Code of Personal Conduct and Community Behavior, the entire program incurs intangible and tangible losses. A participant's violation of the Code and subsequent early departure will harm the image of the HIGHER program at home and abroad, particularly in the participant's assigned community; disturb the normal operations of the participant's work team; and cost time and attention for the Project Staff and the International Office staff. More tangible expenses are those such as increased travel cost due to the participant's early departure, food and lodging for the departing participant and

his/her escort, penalty charges associated with the cancellation of the participant's original return plane ticket, and certain administrative expenses associated with affecting the premature return of the participant. Any participant who is dismissed from HIGHER due to a violation of any Code of Personal Conduct and Community Behavior will not be entitled to a refund of program fees, and will be solely responsible for all costs associated with an early departure, including changes in airfare, as well as any additional lodging, and transportation.

The HIGHER participant will:

1. Complete tasks as assigned, participate actively in achieving project goals, and contribute to the mission of the program.
2. Actively engage with the people of the community they are in –at the clinic, at a school, or at another NGO
3. Be compassionate, respectful and friendly in their interactions with other people
4. Work hard, be inventive, be proactive
5. Respect cultural, political, religious, and other differences among program participants, staff, and local communities.

The HIGHER participant will not:

1. Engage in any behavior that may be harmful to the health and safety of the participant or others, nor will the participant engage in any behavior that may be detrimental to the program;
2. Use or possess any drugs which are illegal under the laws of the United States or the host country
3. Consume any alcoholic beverage or use tobacco products
4. Leave his/her assigned work area without prior permission from a member of the HIGHER Project Staff
5. Engage in sexual or inappropriate conduct with program participants, program staff, host clinic staff, or clients of the host clinic.
6. Operate any motorized vehicle or ride on a motorcycle
7. Handle firearms
8. Discriminate on the basis of race, religion, gender, sexual orientation, or other protected interest under the laws of the United States.