

Final Details Form



This form is to be completed by all accepted Servants workers before departure. Send one copy to your Home Office and take one copy to the team leader of your Field Team. Married couples need only to fill in one form between them. This will be treated as confidential information to be kept on file in Servants home and field offices.

Your name and the names of those in your family		
Name and address, and email address of the person you have granted Power of Attorney. List any other people with power to act on your behalf.	Name: Address: Phone: Email:	
Name and address, and email address of person looking after your finances.	Name: Address: Phone: Email:	
Name and address, and email of Home church and pastor.	Church: Pastor: Phone: Email:	
In the case of a serious emergency, please name and give contact details for people to be contacted.	Name: Relationship: Phone: Email: Name: Relationship: Phone: Email: Name: Relationship: Phone: Email:	Name: Relationship: Phone: Email: Name: Relationship: Phone: Email: Name: Relationship: Phone: Email:
Please give details of the medical insurance you will be covered under while you are overseas.	Insurance Company: Policy Number: Phone: Email:	

The following sections of this document are to be signed by every Servants worker/intern.

<p>Servants Policy on Kidnapping and Ransom Demands:</p> <p><i>“In the event of Servants personnel or their dependants being kidnapped, every effort will be made to secure their release. However, consistent with our dependence on God, it is important that workers and their families be aware that it is not Servants policy to respond to ransom demands. To pay ransom monies would be to put a price on the lives of other Servants workers.”</i></p>	<p>I have read the Servants Policy on Kidnapping and Ransom Demands (left) and release Servants to Asia’s Urban Poor from any responsibility for my safety in the event of a kidnapping incident while I am in a Servants team.</p> <p>Signed:</p> <p>Date:</p>
<p>Release of liability</p> <p>I _____ (full name) do hereby release Servants to Asia’s Urban Poor, it’s agents, employees and volunteer workers from any liability whatsoever arising out of any death, injury, damage or loss which may be sustained by myself, or my children, during the course of my/our involvement with Servants to Asia’s Urban Poor overseas or in Asia.</p> <p>Signed: _____</p> <p>Date: _____</p> <p>Witness Signed: _____</p> <p>Witness Name: _____</p> <p>Witness Phone: _____</p> <p>Witness Email: _____</p> <p>Witness Address: _____</p>	
<p>Servants Policy on Confidentiality and Disclosure:</p> <ul style="list-style-type: none"> • <i>“I will respect the confidentiality of other workers' personal and private information disclosed to me.”</i> • <i>“Knowing that those in leadership have pastoral responsibility for myself, my family and my team, I will disclose to my team leader or other Servants leadership any issues of emotional or mental health which may significantly impact my own well-being, or the well-being of my family, team, or others I relate to.”</i> <p>I have read and agree to abide by Servants’ policy on confidentiality and disclosure (above):</p> <p>Signed: _____</p> <p>Date: _____</p>	
<p>Consent for treatment:</p> <p>I _____ (full name) hereby agree to the performance of such treatment, anaesthetic and operations as in the opinion of the attending physician is deemed necessary.</p> <p>Signed: _____</p> <p>Date: _____</p>	
<p>Disposal of body in the event of death overseas</p> <p>Some disposal options may be:</p> <ul style="list-style-type: none"> • cremation in country of death, with remains being sent back to home country • cremation and disposal in country of death • body sent back to home country for burial <p>(NB. You may wish to discuss your decisions with your next of kin and consider preparing a will.)</p>	<p>Should I die while involved in missionary work with Servants to Asia’s Urban Poor, I request the following arrangements to be made for my body:</p> <p>Signed: _____</p> <p>Date: _____</p>