

Greentalist Code of Conduct

1. INTRODUCTION

All participants are required to accept and comply with this Code of Conduct from the outset. Greentalist will provide training and support to ensure that this is achieved. The purpose of this Code of Conduct is to inform you of what is expected of you so that you can work effectively alongside others and achieve both your goals and the goals of the program in a positive and safe environment.

All participants must read this document alongside the application process when applying to join our programs and projects. You will then be required to sign to confirm that you understand and agree to comply with the Code of Conduct, either before departing your home country or during the induction training in the host country. A signed copy will be retained for the duration of your participation in a Greentalist program. This document is not a legally binding contract.

Withdrawing from the program not only has financial implications for you, but it can also disrupt your team, the host community, and your placement. You will invest significant time and effort in preparing for the program, so you must read this agreement carefully before signing and committing to the program.

The Global Greentalist Program in Costa Rica is a fantastic opportunity to serve as an ambassador for your country and the Greentalist movement. We look forward to working with you and hope that you will make the most of this experience.

2. PARTICIPANT DIMENSIONS

Greentalist does not require any specific technical skills or prior experience from its participants. However, we look for individuals who demonstrate the potential to grow and to become an Active Global Greentalist. The seven key dimensions we focus on are outlined below:

- **Positive and Realistic Commitment**

A constructive attitude and motivation to volunteer, grounded in realistic expectations.

- **Commitment to Learning**

A continuous desire to discover and learn new things, along with the humility to share, learn, and develop with others.

- **Practical Problem-Solving Ability**

The capacity to solve real-world problems using available resources, with an innovative and positive approach, and the ability to make informed decisions when necessary.

- **Flexibility and Adaptability**

An adaptable mindset in response to new and demanding situations.

- **Self-Assurance**

The confidence and courage to be self-reliant and to engage with others and challenges with composure and a sense of humour.

- **Working with Others**

The interpersonal skills to collaborate effectively and support others in resolving challenges. Integrity in persuading others and implementing plans.

- **Sensitivity to the Needs of Others**

An open, respectful, and non-judgmental attitude toward people and cultures. Strong listening skills, empathy, and non-offensive behaviour.

Throughout your engagement with Greentalist, you must demonstrate a commitment to developing and applying these dimensions. A failure to do so may be treated as a breach of this Code of Conduct, as detailed in Section 5.

3. WHAT YOU CAN EXPECT FROM GREENTALIST

As this program requires significant commitment from you and involves considerable financial investment and logistical planning from Greentalist, it is essential to outline what you can expect from us clearly.

3.1 Before the program, we undertake to provide you with:

Comprehensive documentation and access to online resources that explain the program and the associated risks you may encounter while in Costa Rica or during your placement.

Continuous guidance, support, and advice from our in-country staff team.

3.2 During the program, we will:

Provide accommodation, food, transportation, and appropriate support aligned with the values and standards of the program. While we monitor any evolving risks that may impact the program, you must acknowledge the inherent limitations of Greentalist in managing all risks associated with field-based expeditions.

Offer support, resources, and training to facilitate your learning and development throughout the program.

Provide ongoing welfare support to safeguard your well-being.

3.3 After the overseas program, we will:

- Supply a post-placement report and an official reference letter upon request.
- With your consent, we will enroll you in our Alumni Network and share information about opportunities and engagement within our alumni program.

4. WHAT GREENTALIST EXPECTS OF YOU

4.1 Before the program, you will:

- Carefully read and understand all the information and training materials provided by Greentalist and complete any required actions by the deadlines specified.
- Make an informed decision about your participation, based on the materials provided by Greentalist and your own research, acknowledging the risks associated with the program. Your participation is voluntary and undertaken at your own risk after evaluating the conditions in which you will live and work.
- Make every reasonable effort to fundraise and contribute to Greentalist. Please note that all donations are non-refundable in the event of withdrawal or voluntary departure from the program.
- Be prepared to act with a degree of self-sufficiency regarding cooking, hygiene, basic health practices, and domestic responsibilities. You are expected to contribute to household and group tasks during your placement.

4.2 During the program, as an ambassador for Greentalist and your country

You are expected to uphold the 'Greentalist Costa Rica Behaviours'. Failure to do so may result in disciplinary action, as outlined in Section 5.

5. GREENTALIST BEHAVIOURS

As representatives of Greentalist and their respective countries, participants are expected to maintain the highest standards of conduct throughout the program.

The following behavioural expectations are designed to ensure safety, respect, and the success of the program:

- **No Alcohol** – Due to the potentially hazardous nature of the environments in which we operate, and the responsibility participants carry as ambassadors, the consumption or possession of alcohol is strictly prohibited during the program, regardless of age or role.
- **No Illegal Substances or Activities** – Any involvement with illegal drugs or activities, including but not limited to the possession, use, purchase, or distribution of drugs (including marijuana), is strictly forbidden and may lead to removal from the program and potential legal consequences under local law.
- **Zero Tolerance for Violence** – Any act of physical or verbal aggression, including threats, bullying, or intimidation, will not be tolerated under any circumstances. All participants must promote a culture of respect and collaboration.
- **Prioritize Safety** – Your actions must not compromise the safety or well-being of others. Greentalist follows strict Health & Safety standards based on decades of

experience. Ignoring these protocols can result in serious harm and potential liability.

- **Boundaries in Relationships** – Personal relationships must never place anyone at risk or disrupt team dynamics. Sexual relationships on placement are strongly discouraged. Intimate relationships between Volunteer Managers, Team Leaders, Coordinators, or staff and volunteers, or with community members and partners, are strictly prohibited. Any form of coercion or transactional sexual activity is forbidden.
- **Respect Local Cultures** – Participants must be mindful and respectful of local customs, traditions, and ways of life. Demonstrating cultural sensitivity helps foster trust and mutual understanding.
- **Environmental Responsibility** – Participants must minimize environmental impact and adhere to the principle: "Take only photographs, leave only footprints."
- **Safeguarding and Welfare** – Greentalist is committed to creating a safe, inclusive environment for all. Every participant has a responsibility to act in a way that protects themselves and others from physical, emotional, or sexual harm. Our Safeguarding Policy applies to all participants and includes confidential reporting obligations for any concerns.

- **Equal Opportunities** – Discrimination of any kind will not be tolerated. All individuals must be treated fairly, regardless of gender, age, ability, ethnicity, sexual orientation, religion, or cultural background.
- **Use of Images** – Greentalist reserves the right to use photos or videos shared by participants for communications and promotional purposes. Participants must obtain consent from anyone featured before sharing such material.
- **Communication and Devices** – Participants are advised to limit use of personal devices during placements to maintain immersion and protect valuables. In some placements, social media posting may be restricted. Program staff will provide clear guidance on communications access.

Additionally, participants agree to the following terms:

- Engage fully in the program and acknowledge that experiences will differ.
- Avoid activities that conflict with the program’s objectives.
- Do not engage in paid work or personal business during the program.
- Refrain from hitchhiking or driving any motor vehicle unless you have permission.
- Avoid riding motorcycles, scooters, or bicycles, whether as a driver or passenger.
- Refrain from getting tattoos or piercings during the program.

- Do not use or share computers, devices, or external media without permission.
- Do not possess or distribute offensive, violent, or pornographic material.

Take leave from the program only in cases of family emergencies and with prior approval from the country management team.

6. IF YOU FAIL TO LIVE UP TO THE CODE OF CONDUCT

If you breach this code, there is a process for initial warnings and guidance to prevent recurrence. There is a three-step warning system:

- **Verbal Warning**
- **Written Warning**
- **Removal from program**

The final decision on how we will respond to Code of Conduct infringements rests with our Country Staff. If you are required to leave the program, you will be responsible for any additional costs incurred by you for your onward travel.

7. CONCLUSION

The success of the program depends on participants treating each other and all members of host communities with respect. The repercussions of inappropriate behaviour in a cross-cultural exchange are often impossible for participants to foresee, let alone understand, during their relatively short involvement. Decisions that may seem sensible to one person or a small group can sometimes put an

entire program at risk. To help guard against these problems, all participants must conform to this code of conduct. In our experience, this forms the foundation for a successful program.

8. AGREEMENT

I have read and fully accept the above. The information I have provided to Greentalist Costa Rica to date is, to the best of my knowledge, true and accurate. In signing this agreement, I confirm my acceptance of a place on the Greentalist Costa Rica Program.