



GLOBAL VILLAGE HANDBOOK-2011

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Dear Global Village team member,

Many thanks for your interest and willingness to join Habitat for Humanity Tajikistan in building simple, decent, affordable and healthy homes in Tajikistan. You will be a great help in this ancient country and for sure you will have a lot of interesting experiences while working with homeowners and visiting different parts of Tajikistan. We are very grateful that you have selected our affiliate to work with, and we truly hope you will have a wonderful time.

This Handbook contains important information and will be your guide during your stay in Tajikistan. Please, read it carefully and discover how to make your trip an unforgettable adventure - one that will bring you fulfillment, smiles and new friends. If, at any point, you have questions or concerns, please don't hesitate to ask. We are looking forward to working and having fun together, building not only homes but hope for the future.

We believe that you are about to enter into a life-changing experience. Why? Because we're sure that you will love Tajikistan and its people. Will there be challenges? Absolutely, but our staff and volunteers are here to give a helping hand and make your trip the best it can be. We are eager to make new friends and demonstrate Tajik hospitality.

Have a great time in Tajikistan!

Habitat for Humanity Tajikistan Team

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USEFUL INFORMATION

MAP OF THE COUNTRY



ARRIVAL IN THE COUNTRY (AIRPORT, VISA)



Dushanbe Airport is located within the city; 10 minutes of driving from the center. There are several international flights to/from different cities such as Moscow, Istanbul, Sharjah, Almaty, Bishkek, Saint-Petersburg and others. The dates and times of flights as well as ticket price vary depending on season. Habitat staff will pick up/drop off your team from/to the airport. Transportation will be available to/from the work site, the evening meal and sightseeing.

There are 4-5 times of internal flights to/from Khujand and it takes 45 minutes of flying from/to Dushanbe to Khujand. Habitat Tajikistan will take care of bookings internal flights for GV teams before their arrival. Khujand Airport is located in Chkalov town which is not far away from Khujand city and it takes 30 minutes of driving to get from airport to the center of Khujand city

Visa



To enter Republic of Tajikistan you need to get a visa from the embassy of Tajikistan in your country. For this you will need to require HFH-Tajikistan to provide you with a Letter of Invitation. The regulations have become more complicated and we would kindly ask you to start the visa application 2 months before coming to Tajikistan.

Arrival formalities

Now you have safely entered Tajikistan. If your stay in Tajikistan is longer than 72 hours, you must register at OVIR. OVIR is the office for registration of foreign citizens arriving for personal purposes. Habitat registers visitors at OVIR. For this HFH-Tajikistan needs your valid original passport and 1 passport sized photo. For registration you need to pay about \$25 USD/ 17 EUR. Registration process takes 2-3 working days and please, be informed that during this time your passport will be in the OVIR office and you will be given the copies of your passports instead till the registration process finishes.

HEALTH REQUIREMENTS

Health care



Your health is one of our major concerns. We strongly recommend that you seek professional medical advice to insure that you are healthy enough to handle hard work in a hot and dry climate in a poor country. Please bring all medication needed for travel. It is also important for you to bring a set of prescriptions with you for all of your medications being taken or those needed to be taken under special circumstances. If you have an extra pair of glasses, make sure you have them with you as well. For your safety on the construction site, it is important that you are up-to-date with your tetanus shot or receive it, prior to your arrival in Tajikistan, if you have never got one.

First-Aid

There will be a first aid box on site for any worker who becomes ill or gets injured at the construction site. In case of a serious illness or injury, arrangements for transportation to the local hospital will be made. There is Emergency Health Contacts working 24 hours a day:

<p>DUSHANBE Prospect Medical Clinic Address: 33 Somoni Street, Dushanbe city Tel: +992 (37) 224 30 62, 224 30 92 Mob: +992 (93) 555 40 96 E-mail: prospect-clinic@tajnet.com www.prospektclinic.org</p> <p>City Emergency Hospital of DUSHABE 1 proyezd of Ayni Ave., House #46 Dushanbe city. Tel: +992 (37) 221-35-86, 221-33-31 03(only from land line phones of Dushanbe city), *03 (from mob)</p> <p>Hospital of KUMSANGIR district May 1st Str., House #7 Dusti settlement, Kumsangir district Tel: +992 (3249) 4-39-10, 4-21-32 03 (only from land line phones of Kumsangir district)</p>	<p>City Hospital of KHUJAND city Address, Gagarin Str. 147a Khujand city, Sogd province Tel: +992 (3422) 6-31-07</p> <p>Regional Hospital of SOGD PROVINCE Address: the 34th microdistrict (microrayon), North Promzona Khujand city, Sogd Province, Tel: (+992) (3422) 6-34-09, 5-47-58, 5-14-53 03 (only from land-line phones of Khujand city)</p> <p>Hospital of Asht district 5 Tuychi Erjigitov street Shaydon town, Asht city Tel: +992 (3453) 2-17-88 03 (only from land line phones of Asht district)</p>
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In case you do not feel well, please, do not hesitate to contact Volunteer Coordinator at any time or Emergency Health Contact.

This is just a short list of precaution and safety rules. Life is always full of surprises and often unpredictable. So please make safety and health your priority while you are on this trip! Be our partner!

**YOUR GOOD EXPERIENCE DEPENDS ON HOW SERIOUSLY YOU TAKE YOUR SAFETY AND HEALTH.
PLEASE KEEP SAFETY IN MIND.**

CURRENCY VALUE

Money



The local currency of Tajikistan is called **somoni**. As of November 2010 the exchange rate is at about 4.36 somoni to \$ 1 USD or 6.44 somoni for 1 EUR. There are 1, 5, 10, 50, 100 somoni notes and 1, 2, 5 coins. Less than 1 somoni are **dirams** that come in coins of 5, 10, 20, 25, 50 dirams.

Currency exchange

Currency exchange offices are available in the centers of almost every city and settlement. Usually each exchange place advertises its rates on signs posted outside. Receipts for the amount exchanged are given only in banks.

TIPPING

Tips are generally not included in the bill. Waiters are usually given 10 % of the bill. Tipping taxi drivers and doormen is voluntary. Porters are usually tipped 1 USD/ 0.7 EUR per bag.

TIME ZONE

Tajikistan's time zone is TJT, which is GMT+5 (five hours ahead of Greenwich Mean Time/Universal Coordinated Time). There is no adjustment for daylight savings.

CREDIT CARDS



Local banks, as "Agroinvestbank", "Orienbank", "Eskhata", offer credit card services and few local businesses have started to accept the payments with major credit cards (VISA and Master Card/Maestro). However one should not rely on that. Personal and travelers' check are not widely accepted and most transactions are made in cash. The ATMs can be found in the centers of bigger cities such as Dushanbe, Khujand, Kulyab, etc.

BUSINESS HOURS

Regular business hours are 08 am– 6 pm, but most shops and restaurants work till 12 am or sometimes 24/7.

TAXIS AND PUBLIC TRANSPORTATION



Taxis

Taxis can be found near hotels, bazaars, airports, bus and train stations, and other prominent places. You can flag a taxi down by standing by the side of the road and extending your arm. There are some private taxi companies in Dushanbe and Khujand we recommend using these officially licensed taxis.

"Alo taxi", phone: +992 (37) 233-33-33 - Dushanbe

"City taxi", phone: +992 (37) 223-55-55 - Dushanbe

"Gazel Trans", phone: +992 92 775-00-04 - Khujand

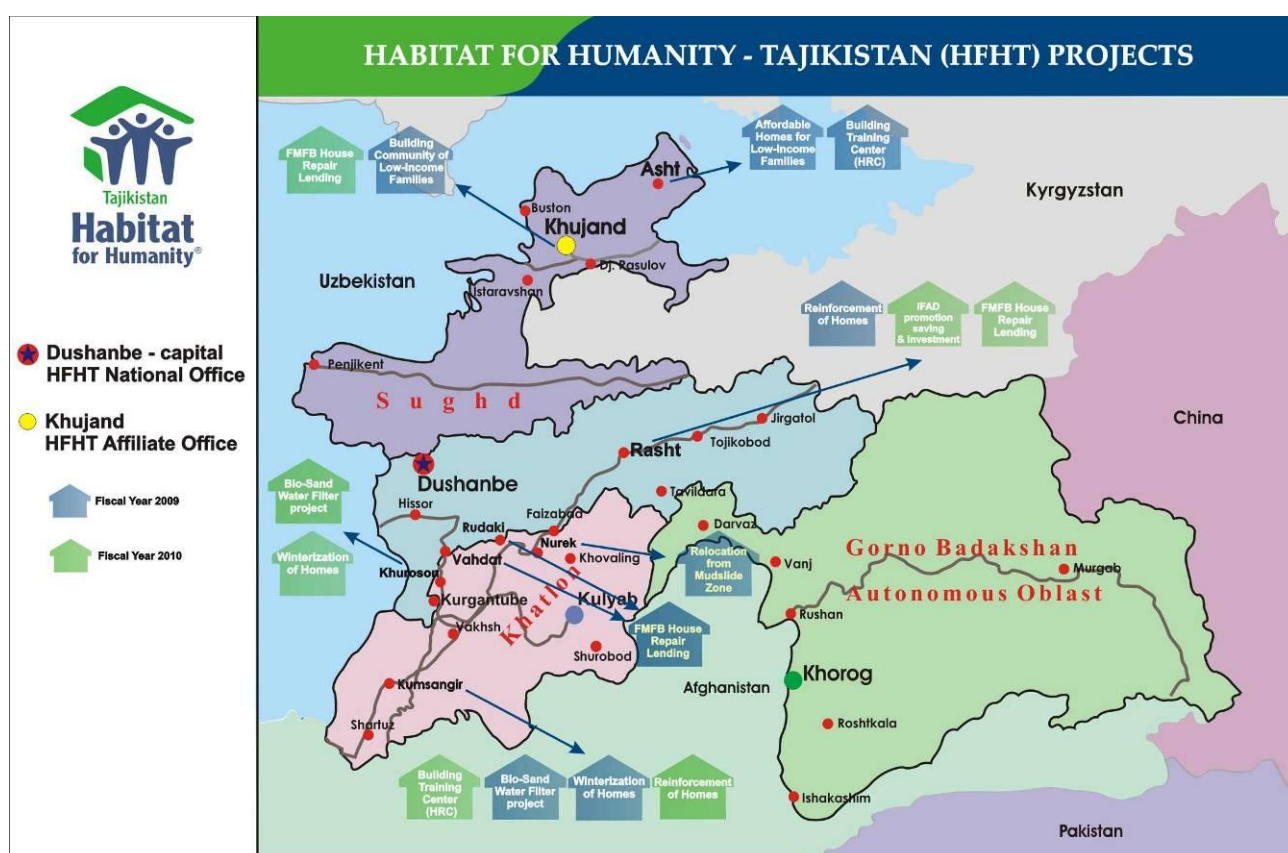
Before getting into the car, make sure the driver understands where you want to go, and negotiate the fare. Taxis in Tajikistan do not have meters, so it helps if you have an idea of what the fare should be before you open negotiations.

Minibuses

The most common way to get around the towns and cities of Tajikistan is by “marshrutkas”, which are minibuses that follow a fixed route. You can get on or get off anywhere along the route. Flag down a minibus by standing by the roadside and extending your arm. After you get on, pay the fare (60 dirams which is about 0.17 USD/ 0.13 EUR) to the driver or conductor, who usually sits in the front or by the door. When you want to get off, tell the driver to stop. (You can use the Tajik phrase: “Haminjo eested!”)

COUNTRY INFORMATION

COUNTRY MAP WITH HABITAT AFFILIATES/PROGRAMS AND BIGGER CITIES



COUNTRY FACTS

Full Country Name:	Republic of Tajikistan
Area:	143,100 km ²
Population:	7 million (2006 est.)
Capital City:	Dushanbe (population: 679,400)
People:	Tajiks 64.9%, Uzbeks 25%, Russians 3.5% and Others 6.6%.
Religion(s):	Sunni Muslim 85% and Ismaili Shiites 5%, Christian 6%, other 4%
Currency:	Somoni (TJS)
Government type:	Republic
Major political parties:	People's Democratic Party of Tajikistan, Communist Party, Democratic Party, Social Democratic Party
Head of State:	President Imomali Rakhmon
Economy:	Aluminum, gold, cotton, hydro-power.

Time zone:	GMT+5
Elevation extremes:	Syr Darya (Sirdaryo) 300 m vs Qullai Ismoili Somoni 7,495 m
Membership of international and regional groupings/organizations:	OSCE, UN, NATO Partnership for Peace, the IMF, World Bank and EBRD. Tajikistan is also a member of a five-country CIS Customs Union (with Russia, Belarus, Kazakhstan, Kyrgyzstan) and the Collective Security Treaty. It is a member of the Shanghai Co-operation Organisation (with Russia, China, Kyrgyzstan, Kazakhstan and Uzbekistan)

Dushanbe



"Somon" monument in the center of Dushanbe

Dushanbe is the capital of Tajikistan with population of 679,400 (2007 census). The name is derived from the Persian word "Monday" (du "two" + shanbe "day", lit. "day two") and refers to the fact that it was a popular "Monday" market place.

Dushanbe is a clean, European-style city, located in Hissor valley at 2,700 ft above sea level. Very typical for Dushanbe are wide tree-lined streets with plenty of cafés to enjoy coffee or tea with local sweets. Dushanbe is the financial, political, administrative, and cultural capital of Tajikistan. All government offices and embassies are located in Dushanbe. Administratively,

Dushanbe is divided into four zones, or districts: Shohmansur, Firdawsi, Ismoil Somoni and Sino (Avicenna).

It is true that many streets in Dushanbe are named after writers and philosophers. The main points of business and interests are on or close to avenue named after Rudaki – founder of Tajik literature. The Rudaki Avenue runs from the railway in the south of the city to Aini Park in the north.



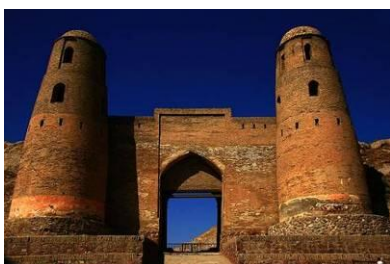
The theatre named after Ayni in Dushanbe city

SIGHTSEEING

Varzob

Only 5 km from the capital is the Varzob Mountain resort. A narrow road through small villages will twist you up to Varzob – a delightful place with stunning views of high mountains and the foamy rapid river in the valley.

Hissor

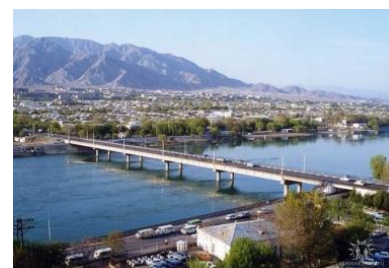


Hissor Fortress

When you arrive in Dushanbe, you will encounter great opportunities to see Hissor Fortress, one of the most precious historical sites of Tajikistan. Comfortably located near Dushanbe (15 km west of Dushanbe), Hissor Fortress combines the traditional elements of power, trade and culture of the ancient Tajik nation. There are several historical sites, which surround Hissor Fortress, such as two madrasah (18th and 19th century), a small museum with displays of clothing, ceramics and jewelry.

Khujand

Khujand, as the second largest city in Tajikistan and the largest industrial and cultural centre of northern Tajikistan, is situated on the beautiful lands stretching along the Sir-Darya River at the height of more than 300 meter above sea level. Due to its climate and beneficial geographical position the Fergana Valley where the city lies is called "the pearl of Central Asia". Its green mountainous countryside and clean air, the running waters of the Sir-Darya as well as the abundance of fruit and grapes and other gifts of nature make it an ever young-



The Sir Darya River – Khujand

park-city.

Khujand is home to one of the ancient civilizations in Central Asia and beside Samarqand and Buchara is one of the major culture centers of Tajik people which was founded by Alexander the Great more than 2700 years ago.

As the golden entrance to Fergana Valley, Khujand enjoyed prosperity and its riches spawned palaces, grand mosques and a citadel before the Mongoles steamrolled the city into oblivion in the early 13th century.

Modern Khujand is a cozy, green city, with a lot of parks and squares, hospitable inhabitants. The Sir Darya River flows directly in the center of the city and its convenient shores are perfect places for rest and swimming



Museum in Khujand

GEOGRAPHY

Tajikistan is situated in the South-East of Central Asia between 36 40' and 41 05'. It occupies the area of 143,100 km². The capital of Tajikistan is Dushanbe. The territory of the republic extends from west to east for 680 km.; it narrows in its middle part to 100 km., and has a long flange in the north-west. In the west and in the north, the territory of Tajikistan borders with the republics of Uzbekistan (910 km) and Kyrgyzstan (630 km); in the south – with Afghanistan (1,030 km); and in the east – with China (430 km). Total boarder length is 3,000 km. The country consists almost entirely of folded mountains, although the country can be divided into four regions. The Fergana Valley to the north; the Hissor and Vakhsh Valleys to the south; the Pamir Mountains to the east which rise to 7,500 meters and the Gorno-Badakhshan Oblast which is a plateau at 3,650 meters; the Zeravshan and Hissor Ranges, which run east to west in western Tajikistan. The principal river is the Amu-Darya, which is also called the Pyandzh in its upper course while in the northeast Lake Kara Kul lies 3,200 meters above sea level.

WEATHER

It is rainy but warm during March-April, May is not stable – can be as mild as in April but also as hot as in summer, from June to August expected daytime temperature is around 30-45°C.

CLIMATE

In general, Tajikistan's climate is continental, subtropical, and semiarid, with some desert areas. The climate changes drastically according to elevation, however. The Fergana Valley and other lowlands are shielded by mountains from Arctic air masses, but temperatures in that region still drop below freezing for more than 100 days a year. In the subtropical southwestern lowlands, which have the highest average temperatures, the climate is arid, although some sections now are irrigated for farming. At Tajikistan's lower elevations, the average temperature range is +23°C to +40°C in July and -15°C to +3°C in January.

CULTURE

Social Traditions, Gestures, Clothing and Culture

THE BEST WAY TO LEARN ABOUT A NEW CULTURE IS TO PARTICIPATE IN IT, SPEND TIME WITH PEOPLE, OBSERVE AND PAY ATTENTION TO HOW THEY INTERACT AND BEHAVE ☺



Tajiks are, on the whole, very friendly and hospitable towards guests in their country. You probably won't have been in Tajikistan for very long before someone invites you into their home. Accept the invitation; there is no better way to get to know the real Tajikistan. The Tajiks take hospitality very seriously! Do be careful, however. Make sure someone knows where you are going, and don't reveal too much personal information, especially about money or your travel plans.

When in a Tajik Home

Tajiks normally sit on thin mattresses (korpacha) on the floor around a large tablecloth laden with food (dastarkhan). The guest of honor is normally seated furthest from the door. When finding or leaving your place, do not step on the tablecloth or over the legs of another seated guest. Walk behind other guests, not in front. When a new guest arrives, the seated guests will stand and shake the hand of the new arrival. Shake with your right hand, and put your left hand on your heart as a sign of sincerity. Greet people with the words "Salom alekum" (peace upon you). Tajik tradition dictates that a visitor is a guest for three days, after which they become a member of the family, with their own share of household chores!

Bread - is considered to have a life of its own. It must be treated with respect. **Never put flat bread (non) face down, never let bread (or breadcrumbs) fall to the ground, and don't throw it out with ordinary rubbish/trash.** Leftover bread should be put on a shelf or windowsill or used to feed animals.

Gifts. If you are presented with a gift, plan on giving something in return in the near future. It is usually appropriate to give a gift when you visit someone's home. Gifts from your city or country will be treasured. Postcards or other small cultural items would be appropriate or small toys for children. Local people often give chocolates, fruit or flowers as gifts. (Also, please see below Gift Giving Policy)

Men and Women. Men usually only shake hands with other men. Women are not obligated to answer a question from a male stranger. Physical contact with the opposite sex in public is not acceptable. Even between you and your spouse or a good friend, it can be misunderstood.

Offensive Behavior. If you step on someone's foot, an apology is required. When you are sitting, don't point the bottom of your foot towards another person. This is very offensive to Tajiks. Don't use your left hand for exchanges: money, gifts, shaking hands, passing food. Blowing your nose in public is not acceptable.

Behavior in Public. Dress modestly. Shorts or short skirts are not recommended, especially in rural areas which tend to be more conservative. Ask permission before taking photographs of people (unless you have a good zoom lens and can do it surreptitiously from a distance).

Religion



Islam, the predominant religion of all of Central Asia, was brought to the region by the Arabs in the seventh century. Since that time, Islam has become an integral part of Tajik culture. The majority of Tajikistan's Muslims adhere to the Sunni branch of Islam, and a smaller group belongs to the Shia branch of that faith.

Also the vast majority of the non-Tajik population of Tajikistan is composed of peoples (Uzbeks, Kyrgyz, Tatars, and Turkmen) who are historically Sunni Muslims.

The next largest religious community is presumably Russian Orthodox, the historical faith of many Ukrainians as well as Russians. A cathedral in Dushanbe, St. Nicholas, serves the Orthodox community. By the end of the Soviet era, Tajikistan also was home to small numbers of people belonging to other Christian denominations, including Roman Catholics (most of whom were German), Seventh-Day Adventists, and Baptists. There also was a small Armenian minority, most of whose members belonged historically to the Armenian Apostolic (Gregorian) Church. Other religious groups included Zoroastrians and small numbers of Jews and Bahais. The number of adherents to these minority religions probably decreased sharply in the 1990s because of the wave of emigration from Tajikistan in the early independence period

Traditional food

In Tajikistan you should taste some national traditional food. The Tajik cuisine is famous with its traditional food. **Palav** or **osh** generically known as plov, is a rice dish made with shredded yellow turnip or carrot and pieces of meat, all fried together in vegetable oil or mutton fat in a special **qazan** (a wok-shaped cauldron) over an open flame. Traditional Tajik **soups** include mainly meat and vegetable soups (such as **shurbo**) and meat soups with noodles (such as **laghmon** and **ugro**). **Green tea** is the national drink. Traditional Tajik meals start with a spread of **dried fruit, nuts, halwa**, and other **sweets** arrayed on the table in small dishes, and then progress to soup and meat, before finishing with plov.



Dairy dishes, usually served as part of the spread of appetizers in a Tajik meal and scooped with pieces of flatbread, include **chaka** (a sour milk preparation), **thick yoghurt**, and **kaymak** (high-fat clotted cream). **Qurut** balls (dried balls of salty cheese) may be served as a snack or an accompaniment to cold beverages. Although not a traditional Tajik drink, kefir, a drinking yogurt, is often served with breakfast. Meals are usually served with **non** (in the right), flatbread found throughout Central Asia.



LANGUAGE



The Tajik people speak **Tajiki**, a dialect of Persian. Tajiki is mutually intelligible with modern Farsi (spoken in Iran) and Dari (spoken in Afghanistan).

Besides Tajiki, Russian is still widely used and understood. The Republic's third language is Uzbek, spoken by the quarter of the population who are ethnic Uzbeks, and also by many Tajiks. The alphabet of Tajik language is Cyrillic (picture in the left) In the Pamirs, there are many tribal groups who have their own languages, also in the

Persian language group, but not mutually intelligible with Tajiki. Tajiki and Russian are used as the inter-group languages.

Basic phrases translation

English	Tajik phonetic
Good Morning/evening/night	Subh ba khayr / Shom ba khayr / Shabi khush
Hi	Assalom
How are you?	Shumo chi khel?
Yes/No	Ha/ne
Very well	Bisyor nagz
Thank you	Rahmat
Do you speak English?	Shumo bo zaboni anglisi gap mezaned?
I don't speak Tajik/Russian	Man zaboni Tojikiro / Rusiro namedonam
I don't know	Namedonam
I'm tired	Man monda shudam
I'm thirsty	Man tashna shudam
Please	Marhamat
My name is...	Nomi man ...
What is your name?	Nomi shumo chist?
Fine	Naghz
Help!	Yordam dihed
Watch out!	Ehtiyot shaved!
Stop/Wait	Isted/Intizor shaved
One	Yak
Two	Du
Three	Se
Four	Chor
Five	Panj
Six	Shash
Seven	Haft
Eight	Hasht
Nine	Nuh
Ten	Dah

Some construction terms in tajik

Tools/ Construction materials	
Hammer	Bolga
Saw	Arra
Tape measure	Metr
Pickaxe	Zogh nul
Broom	Chorub
Trowel	Asbobi andovakuni
Nail	Mekh
Wheel barrow	Aroba
Shovel	Bel
Bucket	Satil
Gloves	Dastpushak
Glasses	Aynak
Helmet	Sarpushi makhsus
Cement	Sement
Wood	Chub
Wall	Devor
Pipe	Qubur
Wire	Sim
Glue	Shiresh
Paint	Rang
Floor	Farsh
Insulation	Izolyaciya
Ceiling	Bomi khona
Electrical	Kuvvai bark

PACKING LIST

Please pack as light as possible. Bring clothing which fits comfortably, preferably cotton outfits. Work boots are preferred, but other boots are OK for construction. No sandals are allowed on the construction site. We highly recommend flip-flops and bathrobe for bathing.

Electricity

The electrical power supply in Tajikistan is AC220 Volts, 50 Hz via sockets for 2-pin plugs. So if necessary please bring a voltage adapter for your electronic devices. Note that due to unstable power supply there might be cases of fluctuations and shut downs, especially during the fall and spring.



Essential items:

- Money belt
- Passport
- Prescription & personal medications
- Sun block lotion
- Toiletries
- Towel
- Travel alarm clock
- Water bottle
- Wide rim hat
- Work boots/hiking boots
- Work clothes for site.

Other items you may wish to bring

- Bath robe
- Camera with extra films & batteries
- Ear plugs for light sleepers
- Light weight rain jacket
- Sandals
- Sunglasses

- European adapter if needed
- Journal
- “Breathe Rite” strips or something similar for snorers (since you are going to share room with someone else).

Tools required during construction period

Shoes are one of the main components during the construction and therefore must be comfortable and safe.

Remember:

- 1) You’ll be wearing your boots for 6-8 hours on work days so you want shoes that are comfortable, and so make sure to break in new shoes before the trip. Also, you might want to consider leaving the boots behind at the end of the trip as they’re worth their weight in gold on the job site in Tajikistan.
- 2) You might find backpacks to be very helpful and useful for you all the time at worksite.
- 3) We would suggest two pairs of work gloves. Please note that HFH Tajikistan can always use additional gloves and since many of volunteers have smaller hands, they would prefer gloves that are size Medium (women’s large).
- 4) We also recommend that you bring a box of respirator dust masks (or fewer if you’re conscious about saving your own at the end of the day).
- 5) We will often work in conditions that can get dusty like rock piles, mixing cement (cement dust can really irritate your lung), etc.
- 6) You can also bring with yourself knee pads for worksite.
- 7) We also recommend to bring a bandage for personal just in case.
- 8) Water bottle
- 9) Roll of a duct tape.

AFFILIATE/ PROJECT INFORMATION

HFH-TAJIKISTAN NATIONAL PROGRAM

Habitat for Humanity Tajikistan (HFHT) has been active since 1999 and, to date, has conducted more than 1,041 housing interventions, ranging from new house builds, completion of half-built houses, renovations of apartment block buildings, as well as provision of access to safe drinking water for more than 2,000 families in rural areas.



Habitat Tajikistan works in partnership with both local and international NGOs, as well as with local governments. By pulling together human, technical and financial resources through innovative partnerships, Habitat Tajikistan is able to serve more low-income and vulnerable families. To-date **HFH Tajikistan has served more than 4,386 families** throughout the country. The number of families served has significantly increased for the last three years when Tajikistan was specified as a focus country in ECA region. This achievement was reached thanks to developing innovative programs, projects, strategic partnerships and enormous support by HFHI ECA area office in developing capacity of national staff in Tajikistan and giving special emphasis and support in developing fund raising potential and capitalizing and focusing resources to innovative HFH Tajikistan projects. The achievements were also acknowledged by number of **HFHI ECA Annual Area Awards** HFH Tajikistan gained for the last 2-4 years for the increased number of families served, innovative program development, fund raising, etc.

HABITAT FACT SHEET

- Registered: Habitat for Humanity-Tajikistan, 18 April 2003
- Number of affiliate: HFHT
- Total families served by HFHT to date: 4,386
- Year started: 1999

COUNTRY CONTEXT/NEED:



The housing need in Tajikistan is enormously great and in order to bring tangible improvement and address this prevailing need more and more innovative and cost effective solutions and approach is highly required. HFH Tajikistan has developed number of strategic partnerships in DRM (Disaster Response Management) Housing Finance, and WATSAN (Water and Sanitation) directions.

More than 60% of the population in landlocked Tajikistan lives below poverty line. Civil war and economic collapse made most of the population poor

and left thousands of families without decent housing. While population cannot afford building new houses the existing housing stock deteriorates because of neglect and lack of financing from the government. Towns and villages have 23.8 million m² of housing; in the countryside, there is 33.8 million m². The lack of investment opportunities to install basic water and sanitation services makes it virtually impossible to build social housing. Of the existing housing stock, only 56,800 m² were in good repair in 2005 (0.1% of available housing); overall, only 781,000 Somoni (US\$244,000) was spent on major repairs. It is typical both for rural and urban areas for a couple of generations to live together in old, substandard, overcrowded homes with unhealthy conditions, leaking roofs, and inadequate heating systems.

Annually building costs increase at around 25%-50% and decent housing is becoming beyond the reach of the majority of the population. No repair grants are available from the government and only few micro-finance organizations have recently started offer housing repair loans in Tajikistan. Another hindrance to solving the housing crisis is the **lack of skilled people such as carpenters, masons, and builders**. This means most people, not knowing how to build their homes themselves, have to hire someone to build their homes for them - increasing the cost of housing - or postpone the construction until better days and put up with substandard housing. HFHT affiliates have received applications from more than 2000 families living in inadequate housing over the last 3 years. These families live with limited income in substandard living conditions and cannot break the cycle of poverty on their own.



AIM



By 2012 HFH Tajikistan aims to become country catalyst for the cause of safe, affordable housing partnering with other entities to target poverty housing and homelessness in Tajikistan through **increasing number of families served, increasing amount of funds raised, expanding the program to new regions as well as piloting innovative programs and partnerships**. We at HFH Tajikistan acknowledge that to achieve such an ambitious goal is hardly possible with traditional activities and approach. So HFH-Tajikistan is using

a combination of various approaches to help families in need to get out of poverty housing:

- 1) **Renovation** of apartment buildings left unfinished since Soviet times.
- 2) **Completion** of half-built homes
- 3) **New house** construction
- 4) **Rehabilitation** of existing homes
- 5) **Reconstruction and redesign** of old type and abandoned dormitories
- 6) **Disaster response** model house construction (very simple design for earthquake affected communities)
- 7) **House reinforcement** project in earthquake prone/affected areas.
- 8) **Recourse Centers** - to increase the capacity of a target community to build, renovate and maintain homes / provide basic construction skills and earthquake safer construction trainings/increase the sustainability of Habitat projects
- 9) **Water and sanitation** – Bio-sand water filters in partnership with local NGO in Kumsangir.

KHUJAND - BUILDING A COMMUNITY FOR LOW INCOME FAMILIES

The majority of the new houses completed by Habitat in Tajikistan were performed in Khujand, in the north of the country.. The productive partnership of Habitat Tajikistan with the local



government and community has resulted in more than 100 new houses for low-income families.

This was all done in cooperation with the partner families. As a logical extension of the work in Khujand, the city government has allocated land for 330 plots where Habitat plans to build 228 new houses.



KUMSANGIR AND KHUROSON - WINTERIZATION OF HOMES

During the winter of 2007-2008, Tajikistan experienced extremely cold weather when the temperature went down as low as -28°C . To survive, many families had to spend a greater part of their small income on heating and also burn some home building materials when they ran out of money. Houses in rural areas of Tajikistan are poorly constructed and lack proper insulation that makes them vulnerable to cold winters. Lack of floors and ceilings, plastic sheets instead of glazing, slots in the window and door frames leave houses unprotected.



In Kumsangir districts, Habitat Tajikistan implements projects designed to help low-income and vulnerable families to improve their housing and prepare for the severe winter condition. This is done through training local population on insulation techniques and providing doors, windows, flooring and insulation for the windows and walls in the homes. To date, 90 families have been supported through this project and 100 more families planned to be served during 2010-2011.

KUMSANGIR - WATER FILTER SANITATION PROJECT

Habitat Tajikistan, in partnership with local NGOs, implements in rural communities of Khatlon region a community-based project. It is designed to improve health of the population by improving the quality of drinking water through health education, ownership of natural resources, installation of water reservoirs and bio-sand water filters.

Through this project, Habitat introduces environmentally friendly and sustainable technology that contributes to a positive environmental impact. The bio-sand water filter is inexpensive, sustainable, requires no chemicals or electric power, and can be assembled from locally available materials. The bio-sand water filter eliminates over 90% of waterborne diseases and parasites and produces up to 60 liters of improved water per hour, sufficient for 18 people. With regular maintenance and servicing, the system can last for up to 20 years.

So far, in the Kumsangir district, more than 16,000 residents have been provided with access to improved drinking water through the distribution of 1100 filters.

Habitat for Humanity Tajikistan is an active member of Tajikistan Water Supply and Sanitation network that is supported by the Swiss Development Agency (SDC) and facilitated by Oxfam Great Britain.



COMPLETION OF HALF-BUILD HOUSES IN ASHT

In the Asht district, bordering with Uzbekistan, around 30% of the households have 2-3 families living under one roof. Almost 50% of the young families live in overcrowded, substandard housing and have plots of land with unfinished homes given to them during the Soviet times. Families simply have no recourses to complete them.



Habitat Tajikistan has initiated a project to support young families to solve their housing problem by providing construction materials needed for the completion of the half-build homes through affordable loans as well as construction expertise through on-the-job trainings, consultations and regular monitorings. To-date, around 50 low-income families have been supported and there is a plan to serve 50 more families in 2010.



FAMILIES WE WORK WITH

Before the construction begins, the partner family is selected by the following criteria:

- 1) housing need – having no home of their own and living in inadequate housing conditions.
- 2) ability to repay – not high but sufficient and stable income that would enable family to repay the loan.
- 3) willingness to partner – partner families contribute labor through certain amount of sweat equity hours depending on project as well as help other families in building homes.

Family Story of Khalifaev Menhojiddin

Khalifaev Menhojiddin, 42, lives with his father Merojiddin, 75, in one of the villages of Kumsangir district. Minhojiddin's wife name is Hafiza, 36, and they have 6 children. Menhojiddin's mother passed away in 1998 and his father married to Muhabbat, 43. He has 2 sons from Muhabbat.

Menhojiddin is an engineer but currently is not employed. His wife and step mother are housewives. They sit home and look after kids and households. Merojiddin is a pensioner.

Minhojiddin's 4 room house, which he shared for a long time with his father, was so cramped that there was no bedrooms for children to sleep and they had to sleep and eat in one room. Two years ago after the earthquake, Menhojiddin with a support of government and relatives rebuilt the house but could not finish it due to the lack of resources. The house lacked basic insulation and in winter it was difficult to keep it warm as there was a great lack of electricity in the country in winter period when it was mostly needed and family couldn't afford to purchase enough firewood and other hard fuel. The winter of 2007-2008 was a harshest one in Tajikistan for the last 3 decades, Menhojiddin's family hardly survived. Although the family knew well that the house should be finished and proper insulation must be done they still couldn't afford it.



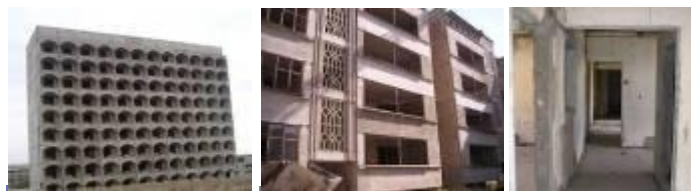
Menhojiddin's family

Menhojiddin found out about Habitat's work in one of the community meetings in their village. He applied to partner with Habitat to complete his house, specialists inspected his house and he went through short training and was selected as a partner family. He winterized 2 rooms of his house by the help of Habitat. During a week of March 2009 students of American International School from Abhu Dhabi have significantly helped the efforts of Menhojiddin and his family to complete most of the construction work. Menhojiddin shares:

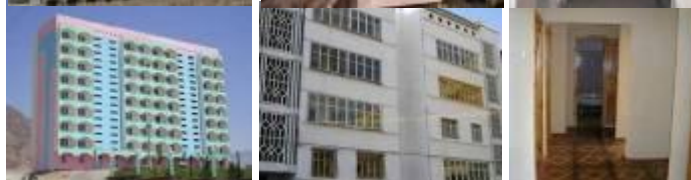
"I cannot explain how exciting it is to be a family partner of Habitat. I am grateful for those people who support us so much. Thanks to volunteers I could complete my house in a couple of month as they helped to finish a large volume of work. We are glad that now we have warm and decent house and my children have much better place to live, more space to play and do homework"

SOME RENOVATED HOUSES BEFORE AND AFTER INVOLVEMENT OF HFH-TAJIKISTAN

Before



After



TAJIKISTAN – NATIONAL STATISTICS – HOUSING

- Natural disaster - over 5000 tremors and earthquakes each year/ 7000 homes damaged in 2005-2006
- Due to the war and economic collapse the whole state construction program was stopped.
- Most of the families in rural area live in houses made of row brick or clay with dirt floors/ very vulnerable to earthquakes.

- Annually building costs increase at around 25%-50% and housing is becoming beyond the reach of the majority of the population.
- There is no other organization besides HFH-Tajikistan supporting low-income population to get out of poverty housing conditions.

GV PROGRAM

ACCOMMODATION

We will do our best to accommodate you as comfortable as possible. The teams will be accommodated depending to the project area where they go to work. Please be aware of difficulties and inconveniences you may be put in! This inconvenience means sometimes you may be out of water in the bathroom for one or two hours, but consider that this may not happen. In the apartments you will be provided with towels and necessary facilities. Thank you for your kind understanding and tolerance.

KHUJAND

Khujand Airport is located in Chkalov town which is not far away from Khujand city and it takes 30 minutes of driving to get from airport to the hotel. You will be staying in private apartments which are situated in the center of Khujand city. Usually it is 2-room apartments with a couple of single beds in it. All apartments are supplied with modern air conditioners. You will be provided towels and necessary facilities. There are a lot of café and restaurants nearby hotels where you can go and have meal and

taste real Tajik and European cuisine.



Hotel in Khujand city

KUMSANGIR.



Hotel "Izzat" in Dusti city, Kumsangir district

The administrative centre of Kumsangir district is **Dusti** settlement. The administration and the main institutes of Kumsangir district are situated in Dusti. You will stay in "Izzat" (in the right) or "Oriyono" hotel located in the center of the settlement and not far from the jobsite. Also there are available restaurants in the hotels and in Dusti settlement of Kumsangir district where you can have your meal as well. It takes 3 hours of driving from Dushanbe to Kumsangir hotel. The jobsite in Kumsangir is situated in suburb area and is 30 minutes of driving from the hotel to the jobsite.

ASHT

Officially Asht district was founded in 1926. Its population 130 thousand people (census 2008). Shaydon is considered an administrative center of Asht district as main companies, institutes and markets are situated in this city. Shaydon is derived from the word of "Shaydo" which means – charming. It is one of the ancient cities which officially became an administrative center of the district in 1927. There are some historical places in Shaydon as mosques and Kervansarays (historical resorts for Emirs).

It takes 2 hours of drive from Khujand Airport to get to Asht district. You will be staying in "Bejan" guesthouse which is situated 25 km outside of Shaydon city. It is a nice guesthouse with a couple of double and single beds in it. All apartments are supplied with modern air conditioners. You will be provided towels and necessary facilities as



Entrance billboard of Shaydon, Asht district



"Bejan" hotel in Asht

bathroom, kitchen and etc. Also there is some cafés in Shaydon town where you can go and have meal.

MEALS

Breakfast



There are many small restaurants and fast food places almost in every city of Tajikistan where you can go and have breakfast. If you stay in guesthouse and private apartments, it is possible for you to prepare your own breakfast buying stuff from local markets as there are available kitchen facilities in guesthouse and apartments

Lunch

On working days you will have snacks and lunch at site. Sometimes you may have lunch with homeowners who will bring their own food. On non-working days we can arrange lunch at a restaurant or other location depending on sightseeing.

Dinner

You may have dinner in a restaurant. The guesthouses and apartments which you will be accommodated have dining rooms and kitchens. You can buy the ingredients for your meals in the local markets and prepare your dinner yourself. But one should consider here that cooking is more time consuming.

There are also takeout restaurants available in Khujand and Dushanbe cities. Please let the Host Coordinator know what you prefer and everything will be arranged for you.

Drinking water

Please take the necessary precautions to adjust to the local water conditions. Though the water is pure, we can provide you with bottled drinking water (recommended) and the price is: 1.5 liter = \$0.60USD.

CONSTRUCTION SITE



For the most part we will be building at one of the work sites of the project, thus we will let you know each day whether or not to take your tools with you or leave them at site. Volunteers bringing personal tools may want to mark their tools with their name or other information for easy identification.

TRANSPORTATION

HFH-Tajikistan will provide you with transportation while you are in the country. You will be taken to the construction sites by van and it takes about 20-30 minutes driving from your accommodation to the job site.

TYPE OF VOLUNTEER WORK

GV team's construction activities mainly are; concrete work (mix sand and cement, pour water, make the mixture and carry it in buckets), haul blocks, dig trenches, prepare foundations, raise walls, carry water, plastering and painting of walls, installing of windows, doors, ceilings, floors and etc. **Tasks for 13-16 years old volunteers:** pass empty buckets, shovel dirt and clean up the area. The usual working hours in the build site are no more than 7 hours and **Sunday is a day off**. Before starting the work on the built site you will be instructed by the skilled supervisor and then split into teams alongside a family member.

ACTUAL FAMILY INTERACTIONS /COMMUNITY/ SPECIAL EVENTS

Extra possibilities for GV teams for example;

- join a family for meal prepared extra for your GV group
- visit old houses/ take a poverty tour in the community to understand better the need and HFHT work

- special attractions in the neighborhood (like special church/mosque, visiting local social events: national holiday, wedding ceremony, etc.
- join women –Afghan refugees handicraft workshop/center in Dushanbe

SAFETY INFORMATION



“No job is so important that it can't be done safely!”

Safety at our construction site is very important for all of us. We hope that this information will ensure your safety and joy while working on the site along with the local professionals, homeowners' families and other volunteers.

Watch out!

Before you start working in any area please check the space around you. Look around your feet and overhead for obstacles, and organize the workspace within your reach.

- Be especially careful when carrying long objects so that you do not hit other people.
- Watch for excavation, openings, sharp edges, and slippery surfaces.
- Speak up if something looks unsafe. An observer can spot danger quicker than a worker can.

It is particularly important that you follow these procedures throughout the entire project.

Lifting and Carrying

When lifting close to the load, bend knees, grasp firmly, and then lift by straightening legs. Keep your body vertical. Don't lift beyond your strength. Ask for help for heavy or long loads.

Power Tools

When operating with power tools get instruction and learn the correct procedures. This will ensure your safety. Before operating, inspect the cord, outlets and blade. If the blade (or bit) needs to be replaced, disconnect it from the power source. Take care not to bind blades of saws. When a blade binds it kicks the saw again the operator. Put and support stock properly and never reach under material while it's being cut. Ask someone for help when cutting large pieces of material. Wear eye and ear protection.

Be a Good “Housekeeper”!

A clean job site is essential to work safety. Please re-stack unused building material or useful scraps. Put all trash in a designated trash area. Bend or take out the protruding nails. Keep track of your tools. If you see a tool on the ground - pick it up.

Roofs, Ladders and Scaffolding

- Don't work at a height beyond which you are comfortable.
- Don't leave loose objects on the roof, ladders or scaffolding
- Keep your tools in your tool belt or where specified for that purpose when they are not in use.
- When working in a roof, secure all items from sliding off. Move slowly and carefully.
- Sweep sawdust and small pieces off the roof frequently. Let other below know when you are sweeping or throwing materials off the roof.
- Exercise caution when using ladders. Do not use the top two steps. Use partner to steady the ladder. Only one person on a ladder at the time! Watch for temporary overhead electrical cables. Use a ladder that will reach the work. Move the ladder with your work. Avoid overreaching. Place step ladders on solid, level footing.
- Scaffolding should be placed only on solid, level footing.
- Don't stack loose material (scrap lumber, bricks, concrete blocks etc) under scaffolding legs to level. Use leg leveling devices provided with the scaffolding.
- Make sure that walk boards are fastened securely and are adequate for the number of workers on the scaffolding.

Dress Appropriately!

- Clothes should fit comfortably but should not be loose. Jeans and T-shirts are suitable.
- Wear solid working shoes that protect your feet, and have a no-slip sole to avoid nail penetration.
- Please leave jewelry (necklaces, bracelets, ring, etc.) at home.
- Women should not wear low cut tops or tops that show bare skin around the middle of their body
- Helmets are required when overhead work will be done.
- Safety glasses are required when you operate power tools.

- Habitat also advises that safety glasses are used when there is a danger of particles harming your eyes. Use ear protection and dust mask when working with drywall or using power saw for a prolonged period of time

You need to take precautions and remember the following: pace yourself. If the temperature rises, move slowly and take occasional breaks if necessary.

Drink large quantities of fluids before you get thirsty. We will provide volunteers with bottled water.

If you feel dizzy, get a headache or stop perspiring, stop work at once. Immediately inform the team leader or Volunteer Coordinator and then report to first aid.

CONSTRUCTION SAFETY POLICY

Safety is everybody's concern and is always an important consideration at any construction site. Building construction is one of the most dangerous occupations. Since Habitat work crews normally have a high proportion of inexperienced people, everyone must pay particular attention to safety.

Be conscious of the safety of others as well as yourself. An observer can often see danger better than the worker involved in the project. Be cautious at all times and ask questions. Do not go ahead with a task if you are uncertain how it is done, or if you are unable to do it.

Safety is based on knowledge, skill and an attitude of care and concern. Supervisors should establish and implement a building site and safety orientation program and additionally instruct each worker about the correct and proper procedures for performing each task. This should familiarize the worker with the potential hazards of doing the tasks and advise him or her as to how such hazards can be minimized or eliminated. It is very important that we at Habitat know about safe work practices and follow them.

Habitat building site must have an appropriate construction signage and emergency contacts posted on the site. All the potential and actual hazards on the site are signed, marked and equipped with safety protections and guarding if necessary.



GUIDES FOR A SAFE ATTITUDE

1. Dress appropriate clothing; trousers, long sleeve shirt and hard soled shoes or special uniform.
2. Wear personal protective equipments properly as it is required on the site. Know the safety signs.
3. THINK, if you are clear with your task or assignment before you start working.
4. Have all the onsite training on your task implementation and tool operation techniques.
5. Concentrate on your task and eliminate distractions. Headphones and cell phones can be dangerous.
6. Be aware of potential hazards of the site, construction materials, tools and equipments.
7. Ensure all power and hand tools and equipments (ladders, scaffoldings) are inspected by a professional before you use them. Double check if any guarding and protections equipped.
8. If you see any unsafe or hazardous tool or condition advice the site supervisor IMMEDIATELY.
9. Do not run on the site, watch out your way if a load is carried or machinery is operated next to you.
10. Know where the first-aid kit is located, who the first aider is and how to get emergency help on site.
11. Know your physical working limits; take short breaks and drink plenty of water depending on climate.
12. Maintaining a clean and tidy site and tools contributes to a SAFE and efficient work environment.
13. If any message has made you uncertain - ASK A SITE SUPERVISOR.

PERSONAL SAFETY SIGNAGE

- ✓ Wear sun cream of a suitable factor, reapply throughout the day
- ✓ Drink plenty of water – in hot climates, 4-6 liters per day
- ✓ Check water bottles have seals, and do not share water bottles
- ✓ Shorts and open toed shoes are forbidden

**WEAR hard hat when:**

- ✓ You see this signage in the area. Ask Site Supervisor, if not.
- ✓ Site Supervisor Requires to be worn
- ✓ Working on demolition and somebody is working above your head

**Proper gloves can protect your hands from:**

- ✓ Cutting when carrying sharp edged materials and equipments
- ✓ Skin irritation from cement, paint, lime wash and other chemicals
- ✓ Getting a corn while working with the tools for long time

**Wear ear protection when:**

- ✓ A compactor and any other power saw is in use near you or other equipment that may cause damage to the ears
- ✓ Heavy machinery is working nearby you for prolonged time

**Wear a face mask when:**

- ✓ You are sure of the mask type and its designation
- ✓ Using chemicals, painting lime wash, mixing cement
- ✓ Scraping old paints and sanding the items to smooth

**Wear eye protection when:**

- ✓ Using hammers, chisels and planer is used by yourself or near
- ✓ You or somebody next to you is using any type of power tools
- ✓ Using lime wash, chemicals or mixing or pouring cement

**Wear proper footwear when on site:**

- ✓ Footwear must be covered and hard soled
- ✓ Decoration bands are dangerous, keep them tied tight
- ✓ Steel toecap safety boots must be worn in demolition works

**When lifting an item:**

- ✓ Know your capacity and weight limits. Ask Site Supervisor.
- ✓ Keep slightly apart, bend the knees, keep the back straight
- ✓ Grab by both hands, lift with the legs support, not the back

KNOW YOUR SAFETY SIGNS



Prohibition, Stop

A red circle with diagonal cross bar on a white background. Symbols behind this sign describes that a certain behavior is prohibited.



Example: describes that entry or pedestrian is not allowed

Hazard, Danger, Warning



A yellow triangle with a black boarder and symbol within. Any symbol within this sign describes the warning of a health hazard.

Example: describes that there is a high voltage danger and electric shock risks



Mandatory, Obey



A blue circle with white symbol within. This indicates a specific course of action which must be taken.

Example: describes that the area should be kept clear and tidy. Or any request message.



Safety



A green square with white symbol within. This describes safe condition, direction, location and emergency exits.

Example: describes the location of the First Aid Kit.



Fire



A red square with white symbol within. This describes the location and types of fire extinguisher or emergency exits, etc.

Example: describes the position and correct use of the fire extinguisher



BASIC POTENTIAL HAZARDS ON THE BUILDING SITE

BE AWARE of the following hazards can be met on the site when fulfilling the following tasks:

TASK	POTENTIAL HAZARDS	PROTECTION
P.S. Hard hats and all body covered safe dressing must be worn at all times on the building site.		
Ground work	Dust, heavy load, sharp tools, soil slide, loose rock, cave -in, bad air, overhead load in excavation.	gloves, back support, trench box, shoring, safe lifting.
Foundation work	Cement dermatitis, airborne dust, exposed rebar, heavy loads, crystalline silica, alkaline compounds	mask, respirator, cloth gloves, safe lifting
Timber work	sharp edges of timber, saw dust, sharp tools, exposed nails and screws,	penetration and abrasion resistant gloves, goggles, safe lifting

Masonry	Cement and limestone dermatitis, awkward posture, heavy loads, debris, brick or block fall, etc.	toe capped boots, leather gloves,
Insulation work	Asbestos, synthetic and glass fibers, skin irritant components,	vinyl coated insulated or penetration resistant gloves, respirator
Drywall, OSB, Plywood sheathing	Gypsum and saw dust, heavy loads, awkward postures, sharp tools, sharp edges of the materials,	cloth gloves, goggles, mask, toe capped boots
Roofing	Roofing tar, solvent vapors, heat, slope, height, awkward posture,	Rubber or vinyl coated gloves, hard soled boots, respirator, fall protection
Load carrying	heavy load, path blockage, blind area, sharp edges of materials,	leather or cloth gloves, toe capped boots, back support,
Old paint cleaning	sharp tools, heat, flame, volatile vapor, dust, lead	goggles, leather gloves, respirator, mask,
Demolishing	Dust, heavy load, flying debris, sharp materials and tools, exposed power wiring, exposed gas and water pipes,	cloth gloves, goggles, mask, toe capped boots, safe lifting
Floor finishing	Knee trauma, awkward postures, glue and glue vapor	Knee pads, respirator, good ventilation, cloth gloves
Painting	Solvent vapors, toxic metals in pigments, paint additives	rubber or vinyl coated gloves, mask or respirator, goggle
Working on the Ladder, scaffolds	falling and slipping from the height, vertigo,	safe shoes, harnessing, barricades, dry steps, 2 nd person to support
Using power and hand tools	Defective power cords, broken or absent protective guards and grounding, Silica dust, Saw dust, whole body vibration, noise	Appropriate type of gloves, ear plug, goggles,

GV POLICIES

GIFT-GIVING POLICY



At Habitat for Humanity Tajikistan we are very glad to host Global Village teams. Your contribution is really valuable for our families. Every team member visiting Habitat for Humanity Tajikistan is a real gift.

When Global Village teams work with partner families they get very close and many of them become good friends. Therefore before their departure home the team members often want to make more contributions to families – their new friends.

The following policy is to help you as a Global Village team member to answer questions related to additional gift giving.

It is common that gifts can create a dependence on others to provide assistance, while the HFH model focuses on breaking the dependence. Indeed you are a key partner in challenging and supporting families as they seek to improve their living situation – not as **“a hand out”**, but as **“a hand up”**.

Additional funds for building more houses are always the most powerful contribution!!!! The support for further house building at the host affiliate is always the best gift to insure that more children can grow

up in decent shelter. You may also want to encourage the team to give a small gift to the community as a whole.

Giving small gifts to families is fine as this can create bonds with children. When you have these gifts talk to the Host Coordinator first - She/he will assign a time for everybody to give their gifts to families, usually this is the last day of working with that family. If you have soccer ball or a game that you would like to play with children while you are with their family then this can be done earlier.

Please never give money/cash directly to families, and never buy expensive gifts for them as these sets an expectation that will be difficult to handle later.

If you have general gifts or used clean clothing for homeowners that you would like to give away you can leave those with the affiliate and later they will be distributed.

HFH-TAJIKISTAN EMERGENCY MANAGEMENT PLAN

GENERAL

The health and safety of every Global Village (GV) team member and leader is a top priority of Habitat For Humanity Tajikistan. This **Emergency Management Plan** (EMP) is the GV teams' and team leader's guide to handling accidents, illnesses and catastrophic events that involve team members during the course of a GV event. It consists of the attached **Process Flow** that defines specific steps for responding to three categories of occurrences **minor injury/illness, major injury/illness** and **catastrophic events** -- and the **GV Incident Report**, which provides a standardized method of documenting every qualifying emergency, and the following text sections that further explain each step in the process flow. The plan outlines the minimum response expected of a leader who encounters such emergencies, but does not limit additional response activities, as circumstances dictate.

Although the team leader often is the frontline decision maker in a team emergency, the GV event coordinator and the HFH in-country contact stand ready to assist and need to be kept informed of all emergencies as they develop.

<p>Embassy of United States of America</p> <p>U.S. Embassy Dushanbe 109-A Ismoili Somoni Avenue Dushanbe, Tajikistan, 734019 Embassy phone: +992 (37) 229-20-00 Consular section phone: +992 (37) 229-23-00 Embassy Fax: +992 (37) 229-20-50 General Email: usembassydushanbe@state.gov Consular Affairs Email: DushanbeConsular@state.gov</p>	<p>Embassy of France</p> <p>17 Rahimi Str. Dushanbe Tajikistan Tel.: +992 (37) 221-50-37, 221-74-05 Fax: +992 (37) 251-00-82 E-mail: cad.douchanbe-amba@diplomatie.gouv.fr</p>
<p>Embassy of Great Britain</p> <p>65 Mirzo Tursunzade Street Dushanbe Tajikistan Tel.: +992 (37) 224- 22-21, 224-14-77 Fax: +992 (37) 227-17-26 E-mail: Dushanbe.Reception@fco.gov.uk</p>	<p>Embassy of Germany</p> <p>59/1 Somoni Str. Dushanbe Tajikistan Tel. +992 (37) 221-21-89 Fax: +992 (37) 235-58-80 E-mail: info@dusc.diplo.de</p>

with their family members back in home for their information) and the same time form will be included in welcome packages that every team member will receive upon arrival in country at the orientation. GV team members will provide the team leader and Habitat with contact information for those back home who need to be alerted of if accidents occur. All GV members must have completed and sent to Habitat their waivers of liability, emergency contact forms, and a copy of the ID page of their passports before they participate in construction. If a member of an open team fails to show up in Tajikistan, the team leader should try to assess the situation by first attempting to contact the member directly, and then by calling persons on the contact form.

MEDICAL SAFETY

Global Village volunteers are encouraged to check with their governments' State Departments or Ministries of Foreign Affairs to see if there are any recommended medical precautions for travel to Tajikistan. All GV volunteers need to have medical travel insurance either MEDEX or Master Policy. Should a medical situation occur, there are couple of hospital in Khujand and 3-5 in Dushanbe as well - within 10 minutes drive from the construction site to Khujand Hospital and 10-15 minutes of drive when inside Dushanbe. These hospitals are provided with good facilities beds, doctors, nurses, staff, and surgery, internal disease, obstetrics and gynecology, and pediatrics and other department.

CONSTRUCTION SAFETY

While many accidents can be avoided by using common sense, all volunteers are required to read and sign the Site Safety Policy which provides an overview of general safety guidelines on the construction site, and what to do to avoid danger. Should an accident occur, follow the Process Flow Diagram at the end of this document.

Being Prepared:

The leader of each GV team is responsible for:

- having a well-provisioned first-aid kit readily available throughout the trip -- while traveling, at the worksite and during leisure-time activities;
- at all times having readily available each team participant's emergency contact information form, which lists medicines to which the participant is allergic, and the *GV 24/7 Emergency Contact Sheet*, which contains round-the-clock contact numbers and insurance information (to be obtained from the sending coordinator prior departure for GV trip)
- obtaining from local HFH staff the location of the nearest medical facility and contact information for local medical personnel and medical transport services;
- designating, training and keeping informed a back-up team leader (from the team participants) in case the leader becomes incapacitated or is required to separate from the team;
- developing and presenting to all team members an *in-country orientation* that includes:
 - + Location of first-aid kit and nearest medical facility
 - + contact information for local medical personnel and transport services
 - + Procedure to be implemented when a team member is injured or becomes ill (EMP)
- + Job-site safety considerations
- + Emergency contact numbers (*Emergency Contact Sheet*)
 - + A *separation contingency plan*, which defines what to do if team members become separated during a catastrophic event. Include a regrouping plan -- time and location -- and a procedure for when and how separated individuals should contact GV, local HFH and/or US embassy for assistance and/or advice.

LOCAL INFORMATION

POST OFFICE



Post is delivered to Tajikistan, but delivery times range from about two weeks to one month. To send a mail to the European Countries/US depends on the weight of envelope with its content and approximately costs 2-3 USD/ 1.4-2 EUR per envelope. If you rent a P.O. Box, post can be received in to the main post office main Post Office (next to the Somoni monument on the central square on Rudaki). Outgoing post can also be sent from here. You will have to place letters or postcards inside an envelope supplied by the Post Office, so don't bother bringing your own. You can either visit the post office on your own, or give postcards/letters along with money for postage to the volunteer coordinator who will post them for you

The most guaranteed and reliable delivery for your packages and loads is courier services. The service is expensive but your post will receive the destination in a couple of days and safely.

Name	Type	Address	Telephone
DHL International, Dushanbe	Air-express delivery of documents and loads throughout the world.	105 Rudaki Ave., Dushanbe, 734001	+992 (37) 221-02-80
DHL International, Khujand		1 st floor of Lenin Str. 175, Khujand, 735700	+992 (3422) 4-06-17

For larger shipments, contact Global Link, **Suite 2-5, 25 Behzod Street, Dushanbe.**

The general manager is Rafique Banday.

Tel: +992 (372) 217767

+992 (372) 217790

E-mail: movers@glblink.tajik.net

INTERNET & TELEPHONE



There are many Internet cafes in Dushanbe and Khujand cities. Most conveniently located for business purposes is the Plazma in Dushanbe, and Fantasy in Khujand city. There also available an internet center in Norak city as well. There is internet available in Kumsangir and Rasht districts. Internet access is charged on hourly basis at approximately 1.5 USD/EUR per hour.

In addition to Internet services most Internet Cafes offer copying, long distance and international telephone services, prepaid cards for Internet, telephone, and cellular communication.

There are phone cards available that you may use to call anywhere in the world. Habitat staff will assist you to find such internet clubs.

PLEASE, NOTE THAT MAKING INTERNATIONAL CALLS FROM HOTELS AND STATE TELECOM IS VERY EXPENSIVE.

Local Emergency Numbers:

Fire Department – 01

Police – 02

Ambulance – 03

Information – 09, 05

Phone facts:

International calls to Dushanbe (+992 37) + phone number

International calls to Dushanbe cellular (+992) + cell company code + local number

From Dushanbe to USA - 8 101 + phone number

From Dushanbe to Canada – 8 101 + phone number

From Dushanbe to GB - 8 10 44 + area code + phone number

SHOPPING

Tajikistan has many shops and markets and is famous with its huge Bazaars (market) in the Central Asia. Nowadays you can find a lot of modern malls, boutiques, supermarkets and groceries in the country but still the local bazaars are considered one of the prominent and discount place to do shopping for local inhabitants. The prices in bazaars better than anywhere else, but mostly cheaper things of less quality are found there. If you are about to do some shopping or maybe to buy something for a long memory from this fascinating country feel free to ask assistance of local staff or volunteers. We will be always glad to help you 😊

RESTAURANTS

#	Name	Cuisine	Address
1	“Rohat”	Tajik	84 Rudaki Ave., Dushanbe
2	“Al -sham”	Arabic	11 Academician Rajabov, Dushanbe
3	“Dehli Darbar”	Indian	88 Rudaki Ave. , Dushanbe
4	“Georgia”	Georgian	27 Rudaki Ave., Dushanbe
5	“Salsa”	Ecuadorian, Mexican and American	1 Karamova str., Dushanbe
6	“Merve”	Turkish	47 Drujbi Narodov, Dushanbe
7	“Sirius”	European	2 Bokhtar str. , Dushanbe
8	“Zaytun”	National	Khujand
8	“Khushbakhti”	National and European	Khujand
9	“Bars”	National and European	Khujand
10	Dietary café “Rakhmatjon”	National and European	Khujand
13	“Izzat”	European and National	Kumsangir
14	“Orom” cafe	National and European	Kumsangir
15	“Khush nud” café	National and European	Kumsangir

CHURCHES

Tajikistan is a Muslim country although representatives of all many other religions such as Christian, Buddhist and Jews have their presence as well. There are many mosques and a few Orthodox and Protestant churches in Dushanbe and Khujand city which are located not far from the center of the city. If you are interested we can help you to get there.

ENTERTAINMENT

<p>Gurminj Museum Tajik Traditional Music Instruments Phone: +992 (37) 223-32-10 Address: 23, Bokhtar Street, Dushanbe city Open hours: Mon-Sun, 9:00am – 6:00pm Entrance fee: local – 3 TJS, foreigners – 5 TJS.</p> <p>Museum of Musical Culture Phone: +992 (37) 224.23.42 Address: 108 Loik Sherali Street, Dushanbe city No English, No fee</p>	<p>Tajik Museum of National Antiquity Features Reclining Buddha and items of antiquity Phone: +992 (37) 227-13-50 Address: 5 Rajiabov Street, Dushanbe city Open hours: Tue-Fri 9:00am – 5:00pm, Sat 9:00am – 4:00pm, Sun 9:00am - 2:00pm Entrance fee: foreigners – 15 TJS, local – 5 TJS</p> <p>Tajik State Regional Museum Tajik History and Culture Phone: +992 (37) 227.15.08 / 227.08.80</p>
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Open hours: Mon-Fri 9:00am -5:00pm, Sat 9:00am -11.00 am	Address: 31, Ayni str. Dushanbe city Open hours: Tue-Sat 9:00am – 4:00pm, Sun 9:00am – 3:00pm Entrance fee: 10 TJS (Foreigners)
Tursun Zade Museum Life of Tajik Poet M. Tursun Zade Address: 21, L. Sherali Street, Dushanbe Open hours: Tue-Sat 10.00am – 5:00pm Entrance fee: 20 Dirams No English	Tajik Art Gallery Address: 84 Rudaki str., near ROHAT tea house Dushanbe city Open Mon – Sat, 10.00am – 4:00pm Virtual Gallery of Tajik Painters www.tajikart.com You are also invited to see some of these artworks in the Artists colony in Dushanbe, located in 13 Umar Khayam street
Musical Comedy Theatre Named After K.Khujandi Address: 140 Firdavsi Str., Khujand city, Sugd province	History and Regional Studies Museum Address: Rudaki str. 16, Khujand city, Sugd province Open hours: 9:00 am – 5:00 pm Entrance fee: 7 somoni English guide available

LAUNDRY



We will have a laundry done by a laundress. Tajikistan Habitat staff will assist you with processing your laundry. The cost is 3-4 USD/2-2.4 EUR per bag. You will label all your clothing.

COSTS OF REGULAR ITEMS:

(approximate, in Tajik currency: somoni)

- Bread (Non): 1-5
- Mineral Water: 1-2 (0.5 L)
- Cola – 4-7 (1.5 L)
- Beer: 5-7
- Cigarettes: 2-10
- Pizza: 12-17
- Hamburger: 6-8
- Kebab: 5-10
- Taxi: 10-15 (depends on destination place)
- Bus: 0.6-0.8
- Marshrutka (private mini bus): 1

MORE INFORMATION ABOUT TAJIKISTAN

Online Resources

Habitat for Humanity Tajikistan:

www.habitat.tj

Habitat for Humanity International Europe and Central Asia Office:

<http://www.habitat.org/eca>

Useful sites to know more about Tajikistan:

www.tajik-gateway.org

www.pamirs.org

www.tajikart.com

www.boulder-dushanbe.org

www.eurasianet.org/resource/tajikistan/index.shtml

Good source of links to websites about Tajikistan:

<http://www.untj.org/?c=13&id=13> -

www.treveltajikistan.com

CONTACT INFORMATION:

Habitat for Humanity Tajikistan
16/6 Pushkin Str., apt. # 9
Dushanbe, 734024, Tajikistan

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Fax +992 37 227 74 48
E-mail tajikistan@habitat.tj
Web www.habitat.tj