



Global Village Handbook

Friends and partners!

It is our pleasure to invite you to Gliwice and to Poland.

We are very proud of our city, of our country and our culture, and we are glad, you are considering sharing them with us. We hope you will enjoy your stay and that we will be able to develop a better understanding of one another.

We are especially grateful that you are interested in helping us to make simple, decent, affordable housing available to more people in Gliwice. Thank you very much for your will to help and partner with Habitat for Humanity Gliwice.

We look forward to a rewarding time together.

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About Poland



Welcome to Poland – a garden of wild nature and treasury of cultural and historical riches. It is a democracy located in the heart of Europe, inhabited by friendly and hospitable people. It is a unique mixture of old and new, full of heritage of the past centuries. A journey across Poland is not only an opportunity to visit historical spots, but also to see the breathtaking landscapes, taste local cuisine and explore the variety of folk and contemporary culture.



General information about Poland

- Area – 312 685 square kilometers (9th place in Europe)
- Population – 38,7 millions
- Language – Polish
- Capital – Warsaw (Warszawa)
- Currency – 1 zloty = 100 grosz
- Political system – parliamentary democracy
- Weights and measures – metric
- Main national holidays : 3rd May – Constitution Day
11th November – Independence Day

How to say in Polish



Unlike English Polish language is pronounced phonetically. Latin alphabet is used, but there are some letters which appear only in Polish. Poles seem to be proud of how difficult their language is so an effort on your part will be duly noted. English is a compulsory subject in Poland at school so you can always find someone able to speak it.

Some of Polish phrases that could be useful:

Good morning / good afternoon	Dzień dobry
Good evening	Dobry wieczór
Good bye	Do widzenia
Yes / no	Tak / nie
Thank you	Dziękuję

Excuse me / I am sorry	Przepraszam
How much is it?	Ile to kosztuje?
I do not understand	Nie rozumiem
Do you speak English?	Czy mówisz po angielsku?
Help	Pomocy
One	Jeden
Two	Dwa
Three	Trzy
Four	Cztery
Five	Pięć
Six	Sześć
Seven	Siedem
Eight	Osiem
Nine	Dziewięć
Ten	Dziesięć
Dust mask	Maska
Hammer	Młotek
Hardhat	Kask
Level	Poziomica
Ladder	Drabina
Paintbrush	Pędzel
Screwdriver	Śrubokręt
Rubber hammer	Gumowy młotek
Safety glasses	Okulary ochronne
Sander	Skrobak
Saw	Piła
Scaffolding	Rusztowanie
Shovel	Łopata
Spade	Szpadel
Wheelbarrow	Taczka
Work Gloves	Rękawice

Things to be aware of:

BUREUCRACY: Strong.

CONTACT: When meeting people usually shake hands. Especially older generation is used to kiss lady's hand. Now hand-kissing happens in the public only occasionally, but politeness in the first contact is highly appreciated.

COMMUNISM: Examples of socialist architectures and mentality are easy to spot everywhere in Poland. The majority of Polish population says their economic situation worsened after the fall of communism. Though in case of most of these it is mainly relative deprivation, there are many poor families and beggars in the streets. People often remember the difficult time of the Martial Law in the 1980s and the bare shop shelves. Simultaneously they accept that personal relations used to be stronger then. People accept the changes and do not want communism back.

DANGER: There is no acute danger connected with your visit to Poland. We advice you to be alert when watching the streets, to guard your wallets on the tram and buy transport tickets so that you do not have to bribe the ticket inspectors. Crime is mostly petty, though be aware of some young men with bald heads. The danger is lower than in many West European countries, but you never know - crime is organized and robberies tend to happen. Though the stories about the high numbers of stolen cars in Poland exaggerate, you should rather park you car in the guarded parking lot.

FARMING: Still more than 20% of the population is employed in the farming. It is painful for Polish villages that (in correspondence to the EU accession process) this number must decrease dramatically.

FOOTBALL: Poland has not been very lucky since 1982 when Poland team won the third place at the World Championship. Wisła Kraków played this well in the UEFA cup this year but their success still cannot be compared to victories of the best ski jumper in the world Adam Małysz.

POLITENESS & SWEARWORDS: Politeness and rudeness are two sides of the same coin. Similarly to Spain, Poland used to have a great number of aristocratic families - the society still retains the old ethos and stresses on high culture values. To complement it, many people - especially from the lower society's strata –are untidy and curse terribly.

Food in Poland

“Smacznego” is a greeting word to start a meal in Poland. Polish cuisine is very varied and contains some very unique dishes. So what is worth trying in Poland?

- Soups (zupy) – Polish people like soups a lot and they are definitely worth an exploratory sip. In summer it is good to try “chłodnik” (called beat soup) or the hot version of it called “barszcz”.
- “Żurek” (sausage and potato sour soup) should be your second pick, especially that you will not find it outside Poland.



- You can get all kinds of meat in Poland. To choose something typically Polish try “kotlet schabowy” (made of pork) accompanied by potatoes and stewed cabbage salad.
- The other must-try are: “pierogi” – dumplings stuffed with meat, cabbage and mushroom, fruit or cheese and potatoes. They can be served cold,

hot, fried, with or without sour cream. Then we have “bigos” – a dish consisting of stewed cabbage, sausage, meat and sometimes mushrooms. “Gołąbki” should be your next pick. These are kind of cabbage meat and rice or grits rolls. Other interesting and tasty dishes are: “racuchy” (kind of pan cakes with apples), “placki ziemniaczane” (potatoes cakes served with different sauces), “leniwe” (special kind of dumplings made from farmers cheese).

- Sweets – while being in Poland you must try: “makowiec” (poppy-seed cake), “sernik” (cheese cake made from farmers cheese) and “pączki” (pastry stuffed with sweet jellies, different kind of jams, chocolate or whatever you wish).



A Short History of Poland and Gliwice

Poland is a central European country that borders the Baltic Sea, Russia, Lithuania, Belarus, Ukraine, Slovakia, Czech Republic and Germany. The history of Poland goes back thousands of years with many triumphs and failures and being overrun many times by different countries. Poland has the world's second oldest constitution, dating from May 3, 1791.

The greatest suffering was in the 19th century when the Kingdom of Poland was divided by its neighbors (Prussia, Austria and Russia), thus removing Poland from official maps for 123 years. In spite of being oppressed and forbidden to speak Polish, the Polish nation and culture survived and, on November 11, 1918, much of Poland was restored as a state, but as a republic and not as a kingdom. The next 20 years saw much development and rebuilding. Through it all the people have retained a clear vision of being proud to be Polish with a unique language and culture.

Gliwice was founded in 1250 and has a long rich history as a vital part of Upper Silesia, located on the historic "salt route". It is a river port on the Klodnica River which connects to the Oder River and then to the Baltic Sea.

Over the centuries Gliwice had a turbulent history of bondage to one country after another, and it remained a part of Germany for over a century and a half until 1945. On 31 August 1939, a small group of Germans pretending to be Polish upraises, attacked the crew of the German radio broadcasting station in Gliwice. Because of the "Gliwice Provocation", there was a "counterattack" in Gdansk the next morning, officially starting World War II. Many of the numerous battles of WWII were fought on Polish soil.

After WWII, Gliwice returned to Poland. However, Poland was a Soviet satellite country and again lost its political and economical independence. The Communist government that carried out Soviet orders tried to destroy all political and Christian opposition. In 1980, "Solidarity", a national movement initiated by Lech Wałęsa, was formed to help Poland establish independence from the Soviet Union and to propose reforms. These democratic reforms proposed by the "Solidarity" movement were brutally choked by Polish authorities under pressure of the Soviet Union and martial law was declared in December 1981 which lasted until 1983. Later the Communist government did indeed begin to share the governing power with "Solidarity".

1989 was a year of massive world reforms. On June 4, 1989, free elections were held for the first time in Poland and power went into the hands of the democratic opposition. From that moment on, reforms began in Poland creating a free market economy and giving freedom of speech to the people.

The idea of establishing Habitat for Humanity in Poland began shortly thereafter in Gliwice in March 1990. The first HFH interest groups in Europe began in Gliwice and in Hungary in 1991, and they both became the first official European Affiliates in 1992.

Habitat for Humanity in Poland

Housing Need in Poland

There are so many people in need - our country is lacking **1, 5 million** affordable homes. Mould on the walls, no sewage system and insufficient space – **over 6 million** of Poles must live in such conditions. Poland is the only European country where there is less than one room per person statistically. **5 of 38 million** Polish people live below poverty standard. We build and let out too few housing units (mainly in the private and most expensive sector), on average about 100,000 a year instead of over 200,000 which could only be required to cause a decrease in ‘the housing gap’.



In Poland since 1989 the housing sector has been neglected, especially the housing for low-income families. The number of annually built flats has not affected the situation - **325 flats for 1000 inhabitants** places Poland in one of the last rankings in Europe.

Each day histories of families we helped convince us we do the right thing. For the families a flat is not only about four walls and a roof. A place to live of their own stands for security, healthy childhood, a feeling of stabilisation and support. It is also a chance for social progress, a better job or school and healthier environment to live, grow up and work in.

“We all know that the housing needs in this country are tremendous,” says Jerzy Buzek, a previous prime minister of Poland and current President of EU Parliament, *“but Habitat for Humanity offers more than a house – it can kindle people’s determination and faith that life can be changed.”*

The Past, Present and Future of Habitat for Humanity Gliwice

Habitat for Humanity Gliwice was first dreamed of in 1990, started in 1991, and became an official HFH Affiliate in 1992. The first multi-family building was started in 1994 and dedicated in 1996. In the year 2010, the eight multi-unit building on the same site has been completed, making a total of 69 families living there.

In 2008 HFHG started Renovation Projects in Gliwice and in surrounding towns and villages. So far we helped this way **128 families**. Since last year this method of assisting families in housing need is main focus of HFH Gliwice.

How are partner families selected?

Specific criteria for families to qualify for Habitat homes are defined by local affiliates based upon the needs in their communities. Local criteria must include the following three basic criteria that Habitat for Humanity International requires of all partner families in all countries:

1. Be currently living in substandard housing and having no other means to obtain decent housing (based upon the general living standard locally or country-wide);
2. Be willing and able to repay the interest free mortgage;
3. Be willing to 'partner' on the construction of their Habitat home and by working a minimum number of "sweat equity" hours, usually 750 hours per family. In addition to reducing the cost of construction, partnership helps to develop a sense of pride in ownership and a sense of community.

Habitat for Humanity Gliwice Revolving Fund for Humanity

Habitat for Humanity Gliwice Revolving Fund for Humanity is used to finance all local building and renovation. This Fund is funded through both donations and repayments by Partner Families of the interest free mortgages. Since the repayments are usually made over a period of years, they represent only a small fraction of the money available in a given year for construction and renovation projects.

Getting Involved

- Pray for Habitat's work in Poland.
- Volunteer through a Global Village or International Volunteer Programs and work alongside Polish partner families to help Habitat for Humanity Gliwice to reduce substandard housing.
- Contribute financially to the Gliwice Affiliate Revolving Fund for Humanity and help us make a positive impact on the housing situation in Poland.
- Become an Ambassador for Habitat for Humanity Gliwice. Tell others about Habitat for Humanity Gliwice and encourage them to also contribute financially and through volunteer efforts. Help us kindle the faith and determination that life can be changed.
- Become a builder for HFH Gliwice homes and have regular contributions automatically taken from your banking account or charged to your credit card with the designation for HFH Gliwice Poland.

To send donations for Gliwice

To make a donation send your funds through on-line form:

USD <http://www.habitaturope.org/donate/poland>

EUR <https://www.habitatforhumanity.org.uk/SSLPage.aspx?pid=579>

Global Village (GV) Program

Transportation: The transfer from the airport or hotel in Krakow or Katowice to Gliwice hotel will be by a shuttle bus or taxi if necessary. Gliwice is ca. 1,5h drive from Krakow Airport and 45 min. from Katowice Airport. The bus will also be hired to and from the construction site. Usually team is picked by mini-bus from the hotel at 8:00am and then from the site ca. 4:00pm.

Accommodation: There are many possible accommodations in Gliwice. Most of GV teams stay in SEZAM, guest house of Silesian University of Technology and is located in the campus area, 15 min. walk from Town Square and 15 min. drive from construction site. The rooms are either single or double with separate beds. All rooms have their own bathroom and are equipped with TV-set, and phone. A bit more expensive option is staying at Diament Economy 3* Hotel in the middle of Gliwice Old Town.



Meals: Breakfast will be served in the hotel. During working days lunch will be provided at the construction site. On the free evening when you are not with the group, you may ask Host Coordinator for recommendations. Don't forget to travel in pairs!

Work for volunteers: Team will work on one of our renovation projects. In 2012 we will continue work on Homeless Women's Shelter in Bytom-Miechowice and also projects in cooperation with Blue Cross in Bielsko-Biala and St. Bro. Albert's Aid Society. Tasks for volunteers may include some masonry work, plastering, sanding, painting, etc, depending on needs of current project. Team will be informed about the specifics of the project they would work on.

Family/community interaction: Interactions with partner families and local community are important part of GV experience. Depending on particular project team will be working on and time of team's stay there will be different possibilities for interaction with locals. This matter will be discussed with every team separately, depending on what project they would work on.

Construction Safety Policy - “No job is so important that it can’t be done safely.”

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 equipment 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 equipment.

7. Ensure all power and hand tools and equipment (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:

- ✓ 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 equipment
- ✓ 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

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,

HFH GLIWICE Gift Giving Policy

During your time in Poland you will have the opportunity to meet and work with the people who will be living in the homes you are going to work on, as well as with members of the community and the affiliate. This often results in team members wanting to give both individual and group gifts. The purpose of Habitat for Humanity, and of the Global Village program, is to help families and individuals improve their situation by giving them a 'hand up' rather than a 'hand out'. In keeping with this philosophy of creating independence, it is important for teams to understand the issues surrounding the giving of individual gifts/money as well as our policy regarding 'gifting'.

Habitat for Humanity strongly discourages individual gifting as well as large gifts/donations given directly to the individual affiliates. While we very much appreciate the sentiment and understand your desire to 'do more', the gift of your time, work, effort and GV donation is already a tremendously generous one! If team members wish to further support the affiliate and Habitat for Humanity Poland they are encouraged to contact the affiliate staff or the National Office.

Giving individual gifts sets a precedent and falsely raises expectations among the families or individuals involved in the project(s) as to what future teams might provide. Individual gifting also has the potential to create jealousy, competition and feelings of ill will among the families or individuals as well as within the community, depending on what type of gift is given and to whom.

The best option, should the team wish to contribute further, is to work with the affiliate and the National Office to determine the needs of the community. If team members wish to bring gifts to the affiliate or to the local community, this should be done in communication with Habitat staff members and should be discussed and organized in advance, whenever possible.

Please remember that the participants of the program and the affiliate do not expect individual gifts and are already very thankful for your volunteer efforts. Spending time with the affiliate, community, family members and especially your work, is the best gift that you can give - and those memories will be everlasting and priceless.

Emergency management.

At HFH Gliwice two people are directly responsible for emergency management:

Executive Director, Adam Król, mobile +48 697 091 679

Communication & Volunteer Coordinator– Michał Łobos mobile +48 691 614 282

Emergency number for Police/Ambulance/Fire: 112

Local Hospital: Szpital Wojskowy ul. Zygmunta Starego 20 44-100 Gliwice

tel. +48 32 231 88 88

MEDEX Travelers Assistance Network (24/7):

Policy number 6404-54-47, MEDEX code CHB

Tel: +1-800-527-0218 (toll free) OR +1-410-453-6330 (US)/44-273-223000 (UK)

ACE ASSISTANCE (Insurance):

Policy Number: 51UK453444 for HFHGB

Tel: +44 20 7173 7798

Some Places to visit in Gliwice

Gliwice's medieval street layout, so characteristic of Silesian towns, has remained intact in the center of town and is bounded by Dolnych Wałów and Górnych Wałów streets which were once the outer walls. The **Town Square** in the very center of town is dominated by the 16th century town hall, originally Gothic but rebuilt in the 18th century in the Classical style. Also in the square is a carving of Neptune which was hewn of stone in 1794.

Near the town square is **All Saints Church, (Wszystkich Świętych)**, 4, Kościelna Street, which has been a parish church since 1286. The present church building was erected in the late 15th century and is the finest and most beautiful sacred building in Gliwice. The interior has baroque decor, a late-baroque tabernacle from the 18th century and a rococo pulpit with reliefs portraying Christ and Noah's Ark.

Butchers' Square, across from Wszystkich Świętych, reveals part of the old medieval bridge and moat which has been unearthed and partially reconstructed. Walk across this square to see part of the original wall. Many old houses still remain close by, including 5 Basztowa and 18 Kaczyniec Streets.

On the other side of the town square from Wszystkich Świętych is the **Piast Palace**, Pod Murami Street. The oldest section is a tower which was added to the town wall in 1322. There is now a museum with many interesting artifacts including some prehistoric things found in this area. There is an English language brochure and the curator does speak English. It's fun to see the model of the old town and walls and moat on display. This palace had a turbulent history. It once was a nobleman's residence and later in the 16th century was converted into an arsenal. The building has functioned as a municipal prison, grange, and store. During WWII, it was occupied by the local Hitler Youth unit.

Gliwice is especially beautiful **after dark** when illuminations show many landmarks in another light, especially the churches and the Town Square.

The **Museum of Gliwice, Willa Caro**, is located at the tram stop at a Dolnych Walow Street (which used to be part of the city wall). The museum has operated in this villa since 1905 and houses a wide collection of historical items, valuable artistic handicrafts, ceramics, folk art, paintings and graphics as well as a far Eastern weapon collection and many archaeological studies.

The Palm House or **Palmiarnia**, first erected in 1880, is located in the Chopin Park. Here you can admire over 7000 plants including rare cacti, citrus trees, banana plants, and tropical orchids displaying a rainbow of colors.

On Tarnogórska Street is the **Gliwice radio tower**, 111 meters tall and made of larch wood, a unique architectural monument which is still in use. It was here on 31 August, 1939, that a small group of Germans created the "Gliwice Provocation" which was the official reason given for the military invasion of Nazi Germany on Poland the next morning, starting World War II. Guided group tours can be arranged.

Leśne and Czechowice Reservoirs are popular municipal bathing spots for warm days.

Excursions from Gliwice

Krakow is the second largest city in Poland and one of the oldest, having been founded in the 7th century. Kings ruled from Wawel Castle until 1596, and the Polish royalty continued to be buried in Wawel Castle even after the capital was moved to Warsaw. The Kazimierz Jewish Quarter was revealed to the world in the movie *Schindler's List*. Krakow has traditionally been the major center of Polish culture and is included by UNESCO in its World Cultural Heritage List.

Wieliczka, 15 km SE of Krakow, is famous for its salt mine, also listed on the UNESCO World Cultural Heritage List. The guided two-hour tour includes 3 km of walking and features the large underground church with altars and statues and chandeliers, all made out of salt.

Auschwitz-Birkenau, a German concentration camp, is 50 km east of Gliwice in Oswiecim. Admission is free but guided tours in English are available. There is a small but good Jewish Museum in Oswiecim, and the town of Oswiecim is charming to roam while eating an ice cream.

In **Tarnowskie Góry**, 19 km north of Gliwice, is an historic **Silver Galena Mine** dating from the 17th century although silver was first discovered there in 1490. Now there is an underground boat ride in the narrow canal, which was originally intended to remove underground water.

The **Królowa Luiza Skansen and Coal Mining Museum** in Zabrze, 7 km away from Gliwice, exists in the coal mine which started in 1791. It presents various aspects of mining including a hoisting machine from 1915, the operation of which is presented to visitors.

The **Gliwice Królewska Huta / Steel Mill** was erected in 1796, and included the first coal-fired iron blast furnace in Europe. At first, mainly guns and cannons were produced, but soon art castings were also produced. In 1908, the iron blast furnace was put out of operation, but the casting tradition continues to this day. The Technical Equipment Works, occupying the premises of the former steel mill, were the manufacturer of monuments known through the world. The Art Casting Museum was opened in 1991 on the same site and includes numerous art castings, monument models, and parts of iron castings.

Special events/extra possibilities of cultural experience and community integration. When we will know exact terms of your stay, we will inform you about special possibilities of cultural experience or community integration that may be interesting for your teams. There always some interesting things happen in Gliwice area and Krakow during late spring and summer.

In-country logistics



There are two main options to **exchange money**: bank or “KANTOR” (exchange kiosk). Out of these two KANTOR is a better choice. They are located just about everywhere, don’t require any paperwork and don’t charge any fee for the service. However they are cash only enterprises. Bank charge a fee and usually offers worse rate when compared to KANTOR. Some

kantors are located in big hotels or large shops, but usually the rate they offer



is slightly worse. Do not exchange on the street! The Polish currency is called Zloty (PLN). Banknotes are in the following denominations: 10, 20, 50, 100, 200 Zloty. The coins are of 1, 2, 5, 10, 20, 50 grosz and 1, 2, 5 zloty. To check current exchange rate visit <http://www.nbp.pl/Kursy/RatesA.html>. Consider that rates in Kantors can be a bit worse.

Nowadays credit cards are widely accepted, but you can have some problems to use them in smaller shops. It is very likely that the shop’s door will be decorated with the logos of VISA, American Express, MasterCard etc. Sometimes even those without such displays might accept cards, so better ask. You should also remember that transactions with small amounts of money might not be accepted to pay with plastic

Change money with any official **Kantor** or obtain local currency with a **Bankomat** or Automatic Teller Machine. There is a Kantor in the Railway Station and there are many Kantors and Bankomats along Zwycięstwa Street, which is the main street. It leads from the town square to the railway station. Keep your receipts. Put your money away securely before leaving the Kantor or Bankomat.

Keep the bulk of your money hidden away. Keep a wallet handy (but never in your backpack or hip pocket) with a small amount of local currency and no foreign cash. Never flash a large amount of money or credit cards. Spend a bit of time familiarizing yourself with the look of the local currency.

American Express Travelers Checks are best cashed in the ING Bank on Zwycięstwa Street close to town square; it takes over an hour even if the bank is not crowded, so be very patient. Kantors will not change Travelers Checks.

Telephone Usage: A Polish Telephone card can be purchased in kiosks and stores in varying amounts and is very handy to use.

International Access code to other countries is 00.

Country code for USA is 1, so within Poland dial 001 to reach USA.

Country Code for UK is 44, so within Poland dial 0044 for UK.

Country code for Poland from abroad is 48, city code for Gliwice is 32.

To call HFHG office from USA, UK, etc, dial 00 48 32 232 44 16

To call HFHG office from within Poland, dial 032 232 44 16

At a kiosk, purchase public transit tickets to ride a bus or tram. Each trip on a single tram or bus costs one ticket; you need a new ticket each time you change a bus or tram. A medium sized suitcase with you requires an extra ticket. Be sure to validate your ticket as soon as you board.

If you want to send a postcard or a letter, use a post office. To send a letter overseas it is better to buy a PRIORYTET stamp (which is equal to air mail) which cost about 3,00 PLN throughout Europe and 5,00 to USA. The heavier the letter is, the more expensive stamp you need. Express delivery service is also available. Once you have the postage mail your letter or postcards in red box looking like the one on the left.

Laundry. There is Laundry service in FORUM shopping center in Gliwice. Hotel SEZAM officially doesn't provide laundry service, but maids are willing to do the laundry for guests at their homes for small payment, if asked.

TAXI. Taxis in Gliwice are extensively available. Average price is 6 PLN (starting price) + ca 2.5 PLN (3.5 during the night) per km. I can recommend:

Raj Radiotaxi tel. 032 231-91-92

RADIO TAXI LUX tel. 032 238-91-99

Dragon S.C. Radiotaxi tel. 032 230-77-43, 032 231-04-43, 032 231-04-43

Internet access. Most hotels provide wireless internet access. If you take your own portable computer, you can use free WIFI on the hotel, Gliwice town square and many restaurants and cafes.. If you don't have your computer with you, you can use internet café at railway station.

Shops. There are many different shops in Gliwice and their opening hours varies a lot. Most shops in the center are open 8am till 5 or 6pm. Shops in FORUM shopping mall (few hundred meter from railway station) are open 9am till 9pm with big grocery open till 10pm. LIDL supermarket next to Hotel SEZAM is open 8am-9pm Monday-Saturday and 9am-6pm on Sundays. TESCO on Łabędzka 26 Street is open 24/7.

Churches. We have 27 Catholic and 3 Lutheran churches in Gliwice. We highly

recommend visiting All Saint's Church, which is located few hundred meters from Town Square, because of its historical importance.

Electricity. The standard voltage in Poland is 220 volts at 50 Hz. Please note that 110 volts at 60 Hz equipment requires a special voltage adapter! Don't try to plug in equipment that requires 110 volts without an adapter. Your life depends on it, literally!! Batteries of all kinds are available at photo shops and electrical equipment stores. If your discman, walkman, photo camera etc. requires a special type of battery, it is recommended that you take a replacement (back-up) with you.

Emergency number:

112

This number works from any phone in **UE** countries. Under this nr always should be English-speaking person to help you.

HFHG Contact Information:

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