



UPDATED 15/10/20

# POST-RELEASE MONITORING VOLUNTEER GUIDELINES

## A. OVERVIEW OF POST RELEASE MONITORING VOLUNTEER DUTIES

### 1. What You Will Do

As a volunteer at our release sites you will join our experienced Post-Release Monitoring (PRM) team, working under the direction of the PRM Coordinator. You will be placed at one of three orangutan release sites: the Bukit Batikap Protection Forest in Central Kalimantan, the Bukit Baka Bukit Raya National Park (TNBBBR) in Central Kalimantan, or the Kehje Sewen Ecosystem Restoration Concession in East Kalimantan.

Our release sites accept volunteers all year round, but only a maximum of 4 PRM volunteers (typically only 2) per site can be accommodated at one time. The minimum length of stay for PRM volunteers is 2 months, but volunteers staying for 6 months or longer will be given preference. Average working hours for PRM volunteers are 08.00-17.00 Local Time, but you will frequently be required to work outside these hours if animal welfare or research standards demand it, including but not limited to regular nest-to-nest follows and found-to-nest follows.

Your duties will include:

- Daily radio-tracking to locate released orangutans.
- Daily collection of detailed behavioural data by 5-minute scan sampling on focal follows.
- Monthly phenology surveys and scheduled nest surveys.
- Semi-regular 'mountain' trekking for long-distance orangutan radio-tracking.
- Participating in the cooking, maintenance, and cleaning schedule in camp and the surrounding environment.
- Supporting the PRM Coordinator in daily planning and participating in nightly coordination meetings.
- Data entry as required.
- Assisting the PRM Coordinator to write reports on the orangutan activities and other data each month.



- Following all of BOS Foundation's PRM and orangutan welfare protocols, regulations, and policies.
- Reporting directly to and working under the guidance of the PRM Coordinator as the direct volunteer supervisor.
- Reporting to the PRM Coordinator any concerns regarding research or animal welfare or, in the instance of serious grievances, to the Program Manager.
- Adhering to the laws of the Indonesian Government and being sensitive to the social and working culture of Indonesia.

## 2. Field Conditions

Working at these sites can be mentally and physically demanding, so it is essential that every volunteer is physically and mentally fit to work in this type of environment.

Our release sites are in very remote, entirely forested regions of Borneo. The journey to each release site varies, but typically takes 2-3 days of travel by a combination of cars and boats. Once you arrive, the topography is gently undulating with several hill ridges that we use for radio-tracking. The forest can be dense, with patches of thick, spiny rattan commonplace. There are many rivers and streams crossing the forest which become deep and sometimes impossible to cross after heavy rains.

The forest has several plant and animal species that can cause discomfort. These include the barbed tendrils of rattan, which can rip clothing and cause deep cuts if you are not careful. Long sleeved shirts and long trousers must be worn in the field, despite the temperature. Leeches are common and steps should be taken to avoid these, including wearing rubber boots and applying insect repellent to socks. Leech-bites heal very slowly and if not treated properly can become infected, resulting in tropical ulcers. Mosquitoes are particularly prevalent in the evenings and horseflies are common around river. There are many species of biting ants, including swarming fire ants. Centipedes, spiders, scorpions, and several species of venomous snakes are also found in the forest. Larger animals that can be dangerous include sun bears.

Indonesia is situated on the equator, and therefore has a tropical climate consisting of wet and dry seasons. In Borneo, the wet season is usually October to May, and the dry season June to September. Sudden downpours and tropical storms are to be expected. The tropical climate means it is extremely humid during the day and warm at night all year round. Typical daytime shade temperatures are 32°C at base camp or in the city, 27°C in the forest. In the late evenings, the temperature can drop by up to 7°C in the forest so it can feel quite cool compared to the city. Humidity is around 80%.



### 3. BOS Foundation/RHOI Support Provided to Volunteers

- Information and assistance with the process of obtaining relevant visas and extensions (if required).
- Transport to/from release sites to/from Samboja Lestari or Nyaru Menteng.
- Accommodations and food at Samboja Lestari or Nyaru Menteng prior to departing for the field.
- Accommodations, food, hot drinks, and water at camp.
- Use of expedition equipment and general facilities.
- Medical supplies at camp.

### 4. BOS Foundation/RHOI Support NOT Provided to Volunteers

- Cost of return flights from your home country to Indonesia and domestic flights within Indonesia.
- Cost of visa, visa extensions, and all visa-related travel.
- Cost of clothing or supplies listed in Section E of these guidelines.
- Cost of accommodations outside of BOS Foundation working areas.
- Cost of personal medical/health insurance (possession of valid health insurance is mandatory to visit BOS Foundation working areas).

## B. VOLUNTEER APPLICATION PROCESS

### 1. Submitting an Application

To apply to be a volunteer at one of our PRM sites, you must email to [hello@orangutan.or.id](mailto:hello@orangutan.or.id) with the subject line «PRM Volunteer Application», and attach your CV and cover letter.

Our Communications Officer will inform you if we wish to move forward with your application and set up an interview.

### 2. Interview

Before we can confirm your place as a volunteer, you must conduct a Skype or phone interview. This interview is just to ensure that you each volunteer is aligned with our mission, and to answer any additional questions you may have about logistics, the field conditions, or your duties. The interview will be conducted as soon as your CV and cover letter have been approved.



## C. VISA APPLICATION

If you are not an Indonesian citizen, you will legally require a Social Cultural Visa (Sosial Budaya Visa) to volunteer with the BOS Foundation as a PRM volunteer. Please contact, or browse the website of, your nearest Indonesian Embassy for the requirements of this visa. BOS Foundation will provide all the necessary invitation/sponsorship letters upon your request. Send your requests for these to [hello@orangutan.or.id](mailto:hello@orangutan.or.id) to process. Please note that it may take you several weeks to prepare the documents and the Embassy may also require 1-2 weeks to process your visa once all of your documents have been submitted to them.

## D. INDUCTION TO BOS FOUNDATION

All new volunteers arriving at the BOS Foundation participate in an induction process, to learn about the profile of the organisation, and attend information sessions on our social and research ethics protocols. The induction process will take place immediately after your arrival to Jakarta, during your 10-day quarantine period. The quarantine period is composed of a minimum of 10 days total in Indonesia, of which at least 5 days must be spent in Kalimantan, immediately prior to you beginning work that may bring you in close proximity with orangutans. The induction process is outlined below:

### 1. Before You Leave for Jakarta

Firstly, you must read, abide by, fill, sign, and send, to at [hello@orangutan.or.id](mailto:hello@orangutan.or.id) the following documents:

- a. [Ethical Guidelines & Codes of Conduct](#)
- b. [Orangutan Proximity Agreement](#)
- c. [Visitor Medical Health Test and Quarantine Requirements](#)
- d. [Waiver of Liability and Hold Harmless Agreement](#)
- e. [Visitor Compliance Statement](#)
- f. Proof of valid health insurance
- g. A scanned copy of your passport, including the main identification page and the page containing your visa

In addition to packing all the necessary clothing and supplies as outlined in Section E before you leave home, there are several other steps you should undertake to ensure that your visit progresses as smoothly as possible. You should confirm that your phone is unlocked prior to leaving, so you can get an Indonesian sim card (the provider Telkomsel offers the strongest service at our rehabilitation centres) upon your arrival in



the airport. Having an operational Indonesian sim card with data will allow you to use the four key apps that make your life easier in Indonesia, i.e. WhatsApp (for messaging home and BOS Foundation staff), Google Maps (to find your way around), Google Translate (to help you get your point across if you need to travel or buy food/supplies), and Grab, Gojek, and/or BlueBird (for booking motorbike or car taxis). Some providers in your home country may offer a roaming service, but these are generally more expensive than purchasing an Indonesia phone plan.

## **2. Arrival in Jakarta**

After your arrival in Jakarta, you must go to our HQ Office in Bogor, a city that is located 1-2 hours south of Jakarta. We recommend, to save both time and money, that you depart directly from the airport for Bogor using the Damri bus (70,000 IDR) or taxi (300,000 - 450,000 IDR). You can also choose to travel to Jakarta to rest for a night before continuing on to Bogor.

## **3. Transit to our HQ Office in Bogor**

Our Bogor Office is located at [Jalan Kumbang No. 31. Bogor 16128. West Java. Indonesia.](#)

If you take the bus to Bogor, you will disembark at the bus station outside Botani Square Mall (Terminal Baranangsiang). From there you can take a taxi or, if you coordinate with us ahead of time, have us pick you up. The same applies for if you arrive by train from Jakarta. If you travelled to Bogor by taxi, give them our address listed above and they can drop you off directly at our office.

## **4. Induction Process at HQ Office in Bogor**

We can provide basic accommodations in our office in Bogor if booked ahead of time with us. You also have the option to book independently if you wish to stay in a hotel or hostel. After you have dropped your things, you can make your way to our office.

Once you arrive, you will get to meet the HQ team and be provided with your induction schedule.

## **5. Transit to our Programs**

After completing the induction, you will need to travel back to Jakarta for your flight to our programs. You must fly to Palangkaraya if you will be volunteering at Nyaru Menteng and its associated PRM sites (Bukit Batikap and TNBBBR) or Balikpapan if you will volunteer at Samboja Lestari and its associated PRM site (Kehje Sewen).



The easiest way to get back to Soekarno-Hatta airport in Jakarta is using the Damri bus, which leaves roughly every 30 minutes from the bus station outside Botani Square Mall (Terminal Baranangsiang).

When you arrive at the Palangkaraya or Balikpapan airport, one of our drivers will collect you and bring you to the respective program. Please check with our HQ team to coordinate the driver during your induction at HQ.

## **6. Induction at our Programs**

At our Orangutan Rehabilitation Centres, you will be provided with accommodations during your quarantine period, and basic meals three times a day at Nyaru Menteng or two meals a day at Samboja Lestari. You will share the accommodation blocks with several BOS Foundation employees, who speak both Indonesian and English. There is not much to do here so please bring a book or other activities to keep you entertained during the quarantine period! There is wifi connectivity in specific areas, but it is slow, and the office is usually closed around 4 pm.

The staff will need your passport for the registration process with local immigration and the local police. Please have a selection of passport photos on a red background available for this process and make a note of the date by which you need to leave the country or extend your visa, to avoid any fines at a later date. Your passport will be returned to you within a day or two.

Your date of departure for the release sites will be determined shortly after your arrival to the rehabilitation centre. Please ensure you have everything you need ready for an early departure.

If you are based at Nyaru Menteng and need to do any shopping, you can arrange a lift with one of our drivers to Palangkaraya. The Megatop Hypermarket is best for food and snacks shopping, and there is a large clothing shop on the second floor. There is an Eiger shop on Jalan Sangga Buana in Bukit Hindu with a decent supply of field equipment including rucksacks, mosquito nets, torches, and so on. Make sure you arrange for the project car to take you back to the centre, as there are no public transport options available.

If you are based at Samboja Lestari and need to do any shopping, you can arrange a lift with one of our drivers to nearby Samboja village or Balikpapan. There are a vast selection of malls and shops in Balikpapan. Make sure you arrange for the project car to take you back to the centre, as public transportation options on this route are limited. The village of Samboja, which is located around 10 km from the center, is also a good option for grocery shopping.



During your quarantine days, there is to be no unnecessary access into the centre and strictly no contact with orangutans or other animals in our care. When you go to the office to meet the Program Manager and other staff who you will work with, please stay within the office and canteen area; you may not walk around the grounds or cages. This rule is particularly important after 3 pm when the forest school orangutans return to the centre. You can view the orangutans from the visitors centre or inside the office.

## **E. EQUIPMENT AND SUPPLIES YOU NEED TO BRING**

When packing, we recommend you bring the following equipment and supplies:

### **1. General**

- Daypack
- Mosquito net (thin mesh or impregnated with mosquito repellent/DEET as there is one species of small mosquito that can get through larger mesh nests)
- Head torch
- Personal medical kit (see next Section E2)
- Sleeping bag
- Pillow
- Wellington (rubber) boots (available locally, but sizes above 44 are difficult to find in Indonesia)
- Sun hat
- Sunblock lotion
- Compass
- Digital watch with timer
- Reusable water bottle
- Leakproof lunchbox
- Two pin European plug converter (220v)
- Silica gel packets and dry bags to protect your electrical devices against humidity
- Waterproof jacket / poncho / trousers
- A pair of flip-flops or light sandals
- Clothes (see Section E3)
- Toiletries
- Towel



## 2. Medical Supplies

- Painkillers (aspirin/paracetamol/ibuprofen)
- Antihistamine creams/tablets for treatment of insect bites
- Fungicidal cream/antifungal dusting powder
- Plasters (band-aids)
- Gauze bandage roll
- Eye drops
- Antiseptic wipes, cream, or spray
- Sachets of re-hydration powders, such as Diarolyte
- Insect repellent
- Any personal medication that you normally carry, e.g. Asthma inhaler, including spares
- Feminine hygiene products

## 3. Clothing

- All field clothes should be in forest colours (green/browns), as bright colours disturb wildlife. The best field clothes are long trousers and loose long-sleeved shirts.
- Natural materials, such as cotton, which is cool and quick drying, are suitable.
- Thin fabrics tend to tear and are easily penetrated by mosquitos.
- Waterproofs should be in forest colours.
- Comfortable clothes and sweaters for the evenings when the temperature drops.
- Loose clothes for bathing in the river, if you so choose. Bathing suits are not appropriate.
- Indonesia is a predominately Muslim country; therefore, all must dress conservatively, covering shoulders and legs when in Balikpapan or Palangkaraya, towns, and villages, and when travelling between sites. Clothing including shorts, sleeveless shirts, and lowcut tops, or casual western-style holiday wear are never appropriate.