

Risk Checklist for Use When Travelling Abroad for Work

Use this checklist to prepare for travelling abroad for work. This checklist may not identify all hazards or control measures. Refer to the risk assessment conducted by your employer and ensure that all recommended control measures are complied with.

Mark ✓ (check mark) in the (check box) to respond “yes.” If the answer is “no” or “not applicable,” provide details in the notes section at the end of the document. The risk to your health, safety, and security increases with each unchecked box. Work with your employer to make sure you consider all hazards and control measures.



Travel Information

Please input travel information below.

Use a comma (,) to separate items if there are multiple entries for one field.

Name of Worker(s):

Date:

Destination:

Departure Date:

Return Date:

Work Activities:

Before Travel

Preparing for travel

Review the health, safety, and security risks at your destination (travel.gc.ca/advice)

Meet the vaccination requirements for your destination

Visit a travel health clinic 6 weeks before travel

Obtain enough medication to last your stay and find out where you can get medication at the destination

Confirm that any medications are legal at the destination

Confirm workers' compensation and travel health insurance coverage

Locate healthcare facilities or providers at the destination

Create an emergency contact list

Pack a travel health kit

Sign up for the Government of Canada's free Registration of Canadians Abroad service

During Travel and While Working Abroad

Animals

Avoid touching animals (wild or domestic) or environments contaminated with their urine or feces

Avoid places with rodent droppings or nesting materials

Do not feed or attract wild animals

Avoid places where animals are slaughtered and sold

Stay away from caves, tunnels, or mines where bats live

Wash bites and scratches with soap and water and seek medical care right away

Bugs

Use insect repellent containing DEET or Icaridin

Make sure indoor areas, especially sleeping areas, are completely enclosed or well-screened

Wear clothing and gear treated with 0.5% permethrin

Wear light-coloured clothing (e.g., long-sleeved shirts, long pants, and long socks)

Avoid settings where bugs are present such as woods, bushes, tall grass, leaf litter, etc.

Crime, violence, and harassment

Avoid areas known for high crime rates and violent encounters (e.g., robberies, kidnappings, assaults, etc.)

Use ATMs only during the day and in reliable locations (e.g., inside banks, malls)

Work in teams or with security

Avoid showing signs of wealth or wearing expensive jewelry

Keep accommodation and vehicle doors and windows locked

Avoid sharing location information and travel plans on social media, with people you do not know well, or in public spaces

Make sure your personal belongings, including your passport and your other travel documents, are kept safe at all times

Know how to contact local law enforcement, the nearest Canadian government office, and your employer in the event of violence or harassment

Heat and sun

Limit the amount of work done during the hottest hours

Take time to acclimatize to hot environments

Take breaks according to a work-rest schedule

Use sunscreen (SPF of 30 or higher)

Stay hydrated by drinking non-alcoholic liquids

Wear light-coloured, long-sleeved clothing, and a wide-brimmed hat when working in sunlight

Consume salt-containing food and drinks to replenish electrolytes

High altitudes

Gradually ascend to higher elevations

If ascending over 2500m, allow an extra night to acclimatize

If ascending, move sleeping locations by 500m or less per day

Drink plenty of water

Avoid alcohol and heavy exercise for 48 hours after arriving at a high elevation

Mental health and wellness

Eat healthy, regular meals and avoid alcohol

Get regular exercise

Keep in touch with family and friends

Spend time on enjoyable activities throughout your stay

Natural disasters

Review the emergency response plan

Follow the instructions of local authorities

Assemble an emergency supply kit

People, safe food and drinking water

Avoid mass gatherings (e.g., public protests)

Wear a high quality, well-fitting mask or respirator, when appropriate (e.g., in crowded and enclosed spaces)

Avoid eating uncooked foods, street food, and wild animals

Avoid unpasteurized dairy products

Use bottled or purified water for drinking, brushing teeth, and for ice

Do not eat or drink near animals

Wash or sanitize your hands often

Do not touch the eyes, nose, or mouth with unwashed hands

Confirm and comply with the legal limits for possession and consumption of alcohol

Terrorism

Minimize time spent in public spaces, especially during public celebrations and demonstrations, and always be aware of your surroundings

Avoid suspicious activities and packages

Have an escape route planned in case of an emergency

Transportation and road safety

Use licensed taxis or ride share vehicles, and other trustworthy means of transportation

Never drive while impaired or ride with a driver who is impaired

Follow the applicable laws and protocols of the road
(e.g., speed limits, insurance, cell phone use, seat belt use)

Wear a helmet if riding a motorcycle cannot be avoided

Avoid driving in mountainous areas

Familiarize yourself with the route before you leave

Avoid travelling after dark or travel with trusted individuals if nighttime travel cannot be avoided

Avoid driving in areas with inadequate street lighting

Cross roads at designated crosswalks and make eye contact with drivers, where possible

Walk on sidewalks, where possible

Avoid distractions (e.g., using cell phones, wearing earbuds)

Carry a flashlight and reflective clothing if walking at night

Water

Follow local recommendations for safe swimming zones

Be aware of the area's water hazards (e.g., sea urchins, jellyfish, rip currents, etc.)

Wear a life jacket when on a boat

Avoid riding in boats with inexperienced or uncertified drivers

Avoid swimming alone or diving into shallow or unfamiliar water

If scuba diving, make sure all workers are trained and have the proper gear

After Working Abroad and Traveling Back to Canada

Returning to Canada

Seek medical care for post-travel infections, if necessary

Report any injury or illness to the employer

Inquire about workers' compensation or insurance claims should an injury or illness occur

Notes: