

For AIESEC US Exchange Participants (EP) -

# HOW TO SIGN UP FOR COVERAGE



# A network that works for you



To claim membership in any cases, present your -

**AIESEC MEMBERSHIP  
NUMBER: 30BYCA089648**



# Note, International SOS does NOT replace travel insurance or medical insurance while you are abroad.

- AIESEC in the United States Recommends Seven Corners Insurance.
- **Travel Insurance must be purchased by the Exchange Participant.**
- Sign up through our [goabroad.aiesecus.org](http://goabroad.aiesecus.org) webpage, under “Support” tab.
- Find coverage information here:
  - <http://globaltalentus.weebly.com/uploads/3/9/5/8/39582297/sevencornersinsurancebrochure.pdf>
  - <http://globaltalentus.weebly.com/uploads/3/9/5/8/39582297/sevencornersinsuranceprogramsummary.pdf>



SEVENCORNERS

# Agenda

- The cost of International SOS is covered by your program fee with AIESEC in the United States
- International SOS - Services available to you:
  - Pre-travel
  - During travel or assignment
  - In an emergency
- Travel Risk Mitigation – Process How-To
- Q&A, learn more about how your medical and security membership can assist you.



# When to contact International SOS?

## Before you travel be prepared

- Consult online country medical and security guides
- Call for any specific medical or security concern: vaccination, hotel to stay...
- Subscribe to medical and security alert

## While you are abroad request for support

- Call if you have non-emergency medical, travel or security concern
- Ask for a doctor, clinic or dentist
- Ask for a hospital admission, medical expenses cover

## In an emergency call for assistance

- Call immediately in an emergency
- Ask for an emergency medical care or security support

# How to contact International SOS?

- Call us anytime, anywhere, at any of our assistance centres around the world

Paris +33 155 633 155  
London +44 20 8762 8008  
Philadelphia +1 215 942 8226  
Singapore +65 63 38 7800

Member tips:

- **Download the Assistance App**

- **Add International SOS to your mobile phone contact list along with your membership number**

The all-new International SOS Assistance App for iPhone, Android, BlackBerry and Windows Phone®

Use the International SOS Assistance App before and during your next trip for:

- easy access to your local Assistance Centre in an emergency and for everyday advice
- expert medical, security and travel assistance
- the latest information on your destination

Find out more about:

- International SOS clinics
- your membership
- current alerts globally

Read in-depth medical and security information on the country to understand current issues

Use the 'Check-In' to share your location with your organization's Security Team\*

See medical, security and travel alerts for your location, giving you information and advice on recent incidents

Interested in another country, navigate to more than 220 countries around the world

For advice on your destination or help in an emergency, dial the nearest Assistance Centre

Download at [app.internationalsos.com](http://app.internationalsos.com)

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\* Windows Mobile version to be released within 2014





Pre-departure

Travel or Assignment

Emergency

## Medical recommendation, Security Advice, Travel support

- When you call any 24/7 assistance center, one of our experienced staff will take your details and understand how we can help:
  - Do you need vaccination before traveling to Lagos?
  - Do you have to bring medicine with you?
  - You are flying to Mexico on a business trip. Which districts to avoid in the city?
  - Your flight arrives at night in Algiers. Is it dangerous? Which taxi company should you use?





Pre-departure



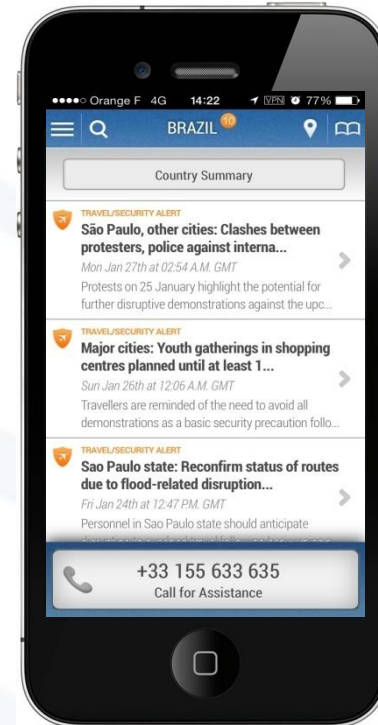
Travel or Assignment



Emergency

## Assistance App - For all Exchange Participants!

- Medical and Security alerts of your location
- 1 click access to the nearest assistance centre
- 220 Country guides



Download at [app.internationalsos.com](http://app.internationalsos.com)





Pre-departure

Travel or Assignment

Emergency

Country Guides - at [www.internationalsos.com](http://www.internationalsos.com) or via your company intranet

- Country guides with medical information, security recommendations and travel advice.



Enter your AIESEC membership number





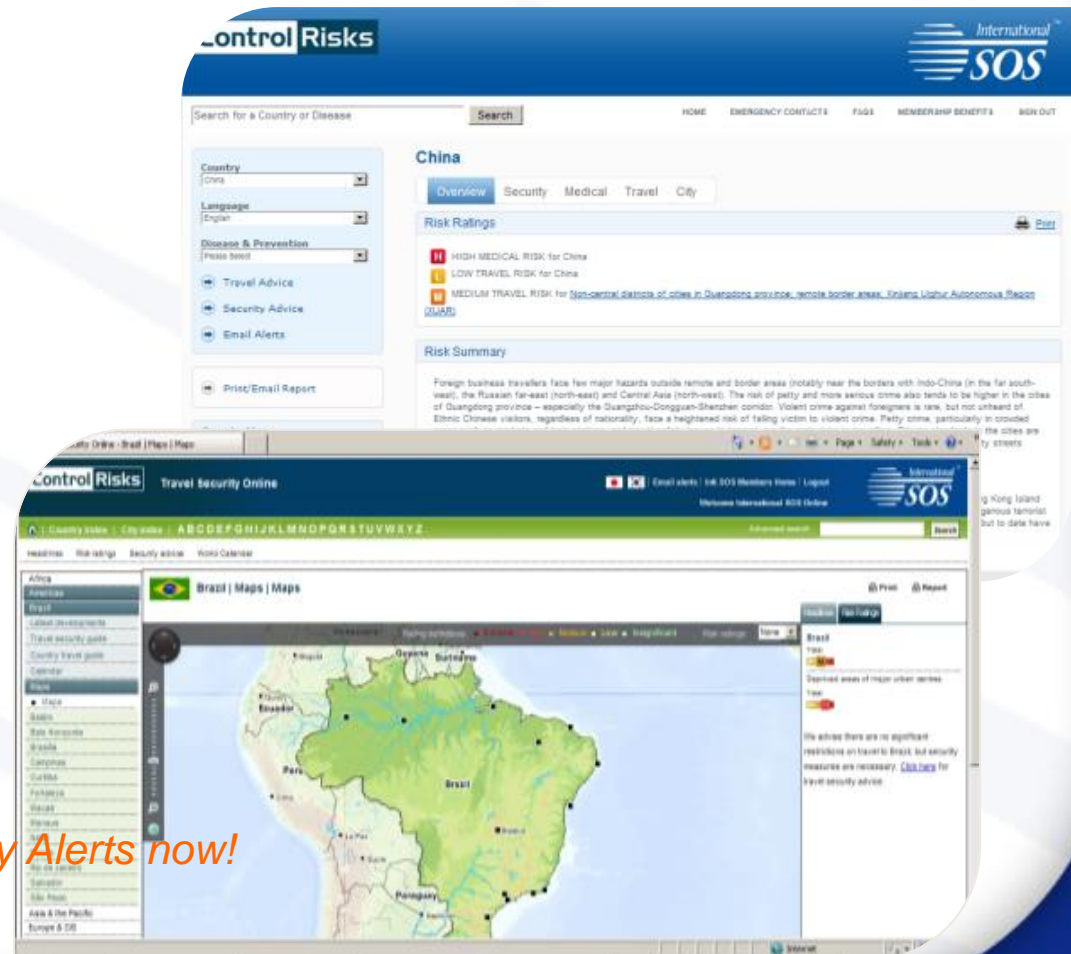
Pre-departure

Travel or Assignment

Emergency

## Medical & Security Country Guides

- Medical & Security Alerts
- Pre trip medical advice
- Vaccinations
- Medical & security risk rating
- Emergency contact numbers
- Cultural Tips
- Voltage and plug information



**TIP - Sign-up for Medical and Security Alerts now!**





Pre-departure

Travel or Assignment

Emergency

## eLearning Travel Risk Awareness

- Applying the 6 Principles of Personal Security and 6 Principles of Travel Health
- Developing situational awareness and understanding of key threats
- Providing practical tools and advice to improve personal security and health while abroad
- Understanding Membership services available and how to use them



Pre-departure

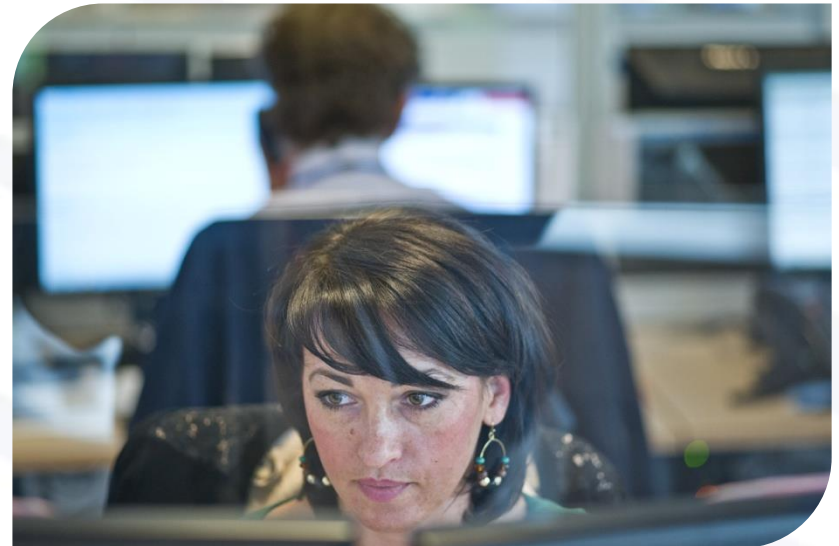


Travel or Assignment

Emergency

## Access to vital information and assistance - **Medical**

- 24-hour world-wide information and assistance by phone
- Real-time advice by doctors
- Routine medical concerns
- Arrange doctor visit
- Referrals
- **NOTE: You need your own travel + medical insurance to cover the costs of emergency services.**



Pre-departure



Travel or Assignment

Emergency

## Access to vital information and assistance - **Travel & Security**

- Security/safety questions
- Recommendations and advice about the security situation at your destination
- Help replacing lost documents
- Cash Advances
- Flight and Hotel Bookings



Pre-departure

Travel or Assignment




Emergency

## Medical and Security Email Alerts

- Key information about events in the first few lines
- Informative maps included
- Specific, actionable travel advice

Forwarded this message on 24/07/2012 13:59.

From: International SOS Medical Advisories [medalerts@internationalsos.com] Sent: mar. 24/07/2012 13:53  
To: Sophie Benazeth  
Cc:  
Subject: China: Health implications of floods

 **Medical Alert**


24 Jul 2012

**China: Health implications of floods**

**Situation in Brief**  
Heavy rainfall has led to flooding in the northern and south-western parts in the country, including the capital Beijing, and in Shanxi and Sichuan provinces. All groups are at risk for injury from infrastructure and safety hazards. Outbreaks of diarrhoea and other more serious gastrointestinal illnesses (such as typhoid) can occur if flood waters persist. Wounds can become infected after contact with flood water and the risk of leptospirosis is higher. Mosquito-borne diseases often increase after flooding, especially dengue fever. Displaced animals may carry rabies and be more prevalent in the environment than usual.

**Advice**

- Prior to departure
  - Consult a travel medicine physician for an individualised health assessment, and vaccination recommendations.
  - Ensure all routine vaccinations, including measles and tetanus, are up to date.
  - Consider Hepatitis A, B and typhoid vaccinations.
- While in affected areas
  - Prevent mosquito bites.
  - Use an effective insect repellent that contains DEET, Picaridin, PMD, or IR3535.
  - Avoid flood waters.
  - Be careful to safe food and water, drink only boiled or bottled water, or canned or carbonated beverages. Avoid ice.
  - Wash your hands with soap regularly and wash skin cuts/abrasions thoroughly. Treat skin infections early.
  - Follow the evacuation advice of local authorities.
  - Check local media regularly for reports on damage, flooding and the operation of essential services.



**In-Depth information**  
Nationwide, numerous provinces including the national capital, Beijing, and a number of regions such as the city of Shouzhou (Shanxi) and county of Wuyuan (Sichuan) have been badly affected by floods following heavy rainfall since July 21. In Hebei province, at least 56 counties have also been inundated. According to media reports, around 1.9 million people have been affected and more than 35 people have died.

Infrastructure has been damaged. Power supply and transportation networks have been temporarily disrupted in some affected areas. Both factors have the ability to

**TIP - Sign-up for Medical and Security Alerts now!**



Pre-departure

Travel or Assignment



Emergency

**24-hour on the ground assistance** when it matters most

- Hospital admission
- Arrange an ambulance
- Pay medical fees when approved
- Monitor your condition and advise
- Doctors & security specialists
- Evacuate you to a center of medical excellence or to a safe area
- Deal with a fatality
- **NOTE: You need your own travel + medical insurance to cover the costs of emergency services.**





# HOW TO SIGN UP?



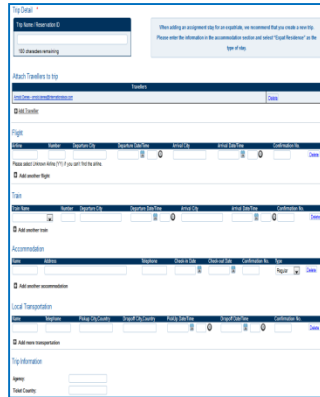
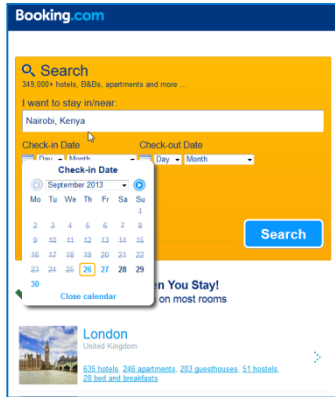
# Outline of Travel Risk Mitigation Steps:

EP\* books trip  
(with whatever  
service EP  
wants)

EP\* enters trip  
details into MyTrips

PTA\* automatically sent to  
EP with link to TravelReady  
and eLearning

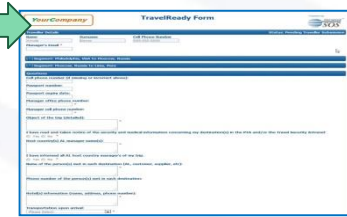
EP\* clicks on link to complete  
scholastic eLearning



**OPTIONAL Form**

**MANDATORY Form**

Automatic reminders will  
be sent until filled out



EP\* fills and submits  
TravelReady form

TravelReady

Form Create Date	Traveler Name	Destination(s)	Risk Level(s)	Travel Start Date	Status
03/01/13 23:21:31	Test Traveler	Mexico, Russia, Mexico City, Mexico	Medium, Medium	05/01/13 01:00:00	Pending Traveler Submission
02/14/13 23:00:42	Arnold Dines	Mexico, Russia, Lima, Peru	Medium, Medium	08/01/13 07:00:00	Pending Traveler Submission
02/14/13 22:12:29	Test Traveler	Mexico City, Mexico; Baghdad, Iraq; San Francisco, USA	Medium; High; Low	08/01/13 07:00:00	Submitted

Total: 3

AIIESEC administrators are able to  
review form status, send  
reminders, track EP\* safety

\*PTA: Pre-Trip Advisory email  
\*EP: Exchange Participant



# Prerequisite: Booking your flights – EPs\* plan and record their trips online

Booking.com

Search  
349,000+ hotels, B&Bs, apartments and more ...

I want to stay in/near:  
Nairobi, Kenya

Check-in Date      Check-out Date  
Day    Month      Day    Month

**Check-in Date**  
September 2013

Mo	Tu	We	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Search

**London**  
United Kingdom

635 hotels, 246 apartments, 203 guesthouses, 51 hostels, 28 bed and breakfasts

- EPs\* book trip (as shown as an example here)
- EPs\* can use any online booking tool, travel agent can be used

# 1. EP go to <https://www.internationalsos.com>, Click Member Login, Insert AIESEC Membership number: 30BYCA089648

**INTERNATIONAL SOS**  
+1 215 942 8226  
Call for assistance

Member Log In

LOG IN

Solutions News & Events Member Zone Multimedia Contact

About Us | Careers | CSR | Foundation

**30 YEARS**  
WORLDWIDE REACH. HUMAN TOUCH.

Medical & Security Services Sectors Topics Case Studies Personal Travel

**LATEST NEWS**

- Yemen Crisis, BBC World News  
Greater than 1 week
- Investing in pre-travel health checks for employees results in up to 2.5X cost savings for businesses  
Greater than 1 week
- International SOS and Corporate Health Resources, Inc. announce partnership  
49 minute ago
- International SOS and Control Risk respond to Nepal Earthquake

**Remote Site Clinic**

FOUNDATION

**RETURN ON PREVENTION**

New study reveals benefits of prevention programmes to the bottom line

**THE WORLD'S LEADING MEDICAL & TRAVEL SECURITY ASSISTANCE COMPANY**

## 2. Click to register for “MyTrips,” register as a new user.

The screenshot displays the AIESEC Global Assistance Program website. The header includes the AIESEC logo, 'Control Risks', and 'International SOS'. A navigation menu contains 'HOME', 'EMERGENCY CONTACTS', 'FAQS', 'MEMBERSHIP BENEFITS', and 'SIGN OUT'. A search bar is located at the top left. The main content area features a 'Welcome to AIESEC Global Assistance Program' section with introductory text and a 'Login' form. The login form includes fields for 'Username' and 'Password', a 'Forgot Password' link, and a 'New User? Register here' link. A red circle highlights the 'Email Alerts' link in the left sidebar, and another red circle highlights the 'New User? Register here' link in the login form. A red arrow points from the 'Email Alerts' link to the 'New User? Register here' link.

**Country**  
Please select a country

**Disease & Prevention**  
Please Select

- Travel Advice
- Security Advice
- Email Alerts

Print/Email Report

**MyTrips** Personal Travel Locator

**Ebola Virus**

**Email Alerts**

**AIESEC**

- Click here to register to [MyTrips](#)
- Click here to register to your [Elearning](#)

**Welcome to AIESEC Global Assistance Program**

Rest assured that whenever you travel internationally or live abroad, AIESEC has a resource on call, online and even on the ground to help with any medical, security, logistical questions, concerns and situations that may arise. So if you need a medical or security service, lose your medication, seek pre-travel advice or experience a medical or security emergency, AIESEC has a fully integrated program in place so you receive the care and expertise you need, whenever and wherever you need it.

AIESEC partners with International SOS, the leading medical assistance, international healthcare and security assistance company. Travel security services are provided by a joint venture of International SOS and Control Risks, the world's leading security risk management firm.

Take advantage of this powerful resource by calling an International SOS assistance center, which has physicians, multilingual coordinators, operations managers, logistics coordinators, personnel and medical and security professionals on hand to speak with you.

Also, prepare yourself by browsing through our various medical and security online resources. You can also access your [eLearning course here!](#)

Through International SOS, you can store your vital personal health, vaccination and medical information securely online. That way you can access it anytime, anywhere. The system will be available to you and, with your consent, available to International SOS staff to better assist you in the event of an emergency. The system also recommends appropriate vaccinations and sends you reminders when follow-up boosters are due.

In addition, we offer a monthly membership webinar where we explain all of our services. [Click here to sign up!](#)

And be sure to have your International SOS card handy when you leave!

*We think we all know the basics of travel safety. But what about the risks you do not know about? [Click here to take the Spot the Risk Travel Challenge!](#)*

**Multi-Lingual Membership Information**  
Please Select

Tell us what you think

**Login**

Username

Password

[Forgot Password](#)

[New User? Register here](#)

Login

# 3. Register for an account.

**INTERNATIONAL SOS**

**Control Risks**

**MyTrips**

**User Registration for AIESEC Travellers**  
If you are not from AIESEC then please click [here](#) to contact our helpdesk for assistance with the registration.

Title:  First Name:  MI:  Last Name:

Organisation Email Address (User Name):  Password:

Re-Enter Password:

Security Question1:  Security Question2:

Answer 1:  Answer 2:

**Submit** **Cancel**

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**TRUSTe**  
Certified Privacy

# 4. Create a new MyTrips – this is a secured online portal for EPs to enter trip details

**MyTrips**

My Profile / Trips **Create New Trip**

Trip Detail \*

Trip Name / Reservation ID  
100 characters remaining

When adding an assignment stay for an expatriate, we recommend that you create a new trip. Please enter the information in the accommodation section and select "Expat Residence" as the type of stay.

Attach Travellers to trip

Travellers	
Arnold Denes - arnold.denes@internationalsos.com	Delete

+ Add Traveller

Flight

Airline	Number	Departure City	Departure Date/Time	Arrival City	Arrival Date/Time	Confirmation No.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> 24	<input type="text"/>	<input type="text"/> 24	<input type="text"/> Delete

Please select Unknown Airline (YY) if you can't find the airline.

+ Add another flight

Train

Train Name	Number	Departure City	Departure Date/Time	Arrival City	Arrival Date/Time	Confirmation No.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> 24	<input type="text"/>	<input type="text"/> 24	<input type="text"/> Delete

+ Add another train

Accommodation

Name	Address	Telephone	Check-in Date	Check-out Date	Confirmation No.	Type
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> 24	<input type="text"/> 24	<input type="text"/>	Regular <input type="text"/> Delete

+ Add another accommodation

Local Transportation

Name	Telephone	Pickup City,Country	Dropoff City,Country	PickUp Date/Time	Dropoff Date/Time	Confirmation No.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> 24	<input type="text"/> 24	<input type="text"/> Delete

+ Add more transportation

Trip Information

Agency:

Ticket Country:

- Accessible 24/7
- Compatible with all mainstream browsers

# 5. PTA\*: automatic Pre-Trip Advisory email sent after MyTrips registration

Introduction text

Contact details for assistance

Links to eLearning & TravelReady

Summary overview of destination country

**International SOS**  
Pre-trip Advisory

Dear Arnold Dones,

This email contains essential information to help you prepare for your trip. To comply with the Travel and Entertainment Policy, you must do the following:

- Ensure that the General Manager who has responsibility for this territory has approved your trip.
- If there is an International SOS office in your destination country, you must arrange transport and accommodation through the local contact, listed here.

Please contact an Assistance Centre at any time to seek specific advice from our Medical and Security specialists.

**Call for Assistance**  
Sydney +61 2 9372 2468  
Philadelphia +1 215 942 8226  
Singapore +65 6338 7800  
London +44 (0)20 8762 8008

**Membership Card**  
Printable version  
International SOS Corporate Comprehensive Program 11BOCP000240

**Membership App**  
Download

**Links**  
Members Portal | Group Travel and Entertainment Policy

Destination: **Argentina**

**MODERATE MEDICAL RISK**  
**LOW TRAVEL RISK**

**MEDICAL CARE**  
Variable  
Quality care available in major cities. Elsewhere standard is significantly lower.

**FOOD AND WATER**  
Unsafe  
Tap water unsafe to drink. Food in good quality restaurants and hotels usually safe.

**DISEASE RISK**  
Medium risk  
Medium risk of contracting infectious diseases. Preventive measures may be recommended.

**VACCINATIONS**  
Often required  
Ensure all routine vaccinations are up-to-date. Other specific vaccinations may be recommended. Yellow fever vaccination may be required for entry from certain countries and/or for onward travel.

**MALARIA**  
Some areas  
Risk in some areas. Check if there is malaria at your destination(s). Prevent mosquito bites. Seek advice about preventive medication.

**RABIES**  
High risk  
Consider vaccination before travel. If scratched or bitten by an animal, seek medical advice.

**PERSONAL SAFETY**  
Some danger  
Petty crime and occasional violent crime can occur throughout the country.

**UNREST / CONFLICT**  
STABLE  
Occasional peaceful rallies / demonstrations.

**TERRORISM**  
Terrorism rare  
Terrorist attacks are rare.

**TRANSPORT**  
Variable reliability  
Some types of transport are reliable, others not.

**NATURAL HAZARDS**  
Seasonal disruption  
Seasonal weather conditions may affect travel.

**CULTURAL ISSUES**  
Few implications  
Lack of cultural awareness unlikely to cause major offence.

**Alerts and Updates**

2/13/2013 12:00:57 AM  
Taxi drivers to begin indefinite strike on 13 February in La Plata

2/6/2013 9:30:08 PM  
Union rally to disrupt travel in central Buenos Aires on 14 March

**Medical**

**Vaccinations for Argentina**  
Recommendations may vary for short-term visitors. Always consult your travel health advisor or contact International SOS to discuss your specific needs.

**Hepatitis A**  
Recommended for all travellers and expatriates.

**Hepatitis B**  
Recommended for most travellers and expatriates, especially:

- For long-term or frequent visitors, and health-care workers.
- For adventurous travellers who travel to more remote locations.
- If possibility of new sexual partner, needle sharing, acupuncture, dental work, body piercing or tattooing during visit.

Many travel health professionals recommend hepatitis B vaccination for all travelers, regardless of destination.

Mobile friendly content

Breaking news, latest alerts

Comprehensive presentation of destination country

The above are essential information to prepare to go abroad. The TravelReady form is MANDATORY, eLearning is optional. This is for EP\* safety.

\*PTA: Pre-Trip Advisory email  
\*EP: Exchange Participant





# 6. TravelReady: to be filled by EPs

**YourCompany** **TravelReady Form** Powered by International SOS

**Traveller Details** Status: Pending Traveller Submission

Name:  Surname:  Cell Phone Number:

Manager's Email:

[+] Segment: Philadelphia, USA to Moscow, Russia

[+] Segment: Moscow, Russia to Lima, Peru

**Questions**

Cell phone number (if missing or incorrect above):

Passport number:

Passport expiry date:

Manager office phone number:

Manager cell phone number:

Object of the trip (detailed):

I have read and taken notice of the security and medical information concerning my destination(s) in the PTA and/or the Travel Security Intranet  
 Yes  No

Host country(s) AL manager name(s):

I have informed all AL host country manager's of my trip.  
 Yes  No

Name of the person(s) met in each destination (AL, customer, supplier, etc):

Phone number of the person(s) met in each destination:

Hotel(s) information (name, address, phone number):

Transportation upon arrival:

- Online form accessible with all mainstream browsers
- Gathers additional information from EPs, automatic reminders sent
- AIESEC administrators can review forms, send reminders, and track EP safety

**TravelReady** Administrator 03/04/13 Preferences... Log Out

All Trips | TravelReady Requests by Status

**Client Admin Monitor** Quick Search:

Form Create Date	Traveler Name	Destination(s)	Risk Level(s)	Travel Start Date	Status
03/01/13 23:21:14	Test Traveler 1	Moscow, Russia; Mexico City, Mexico	Medium; Medium	05/01/13 01:00:00	Pending Traveller Submission
02/14/13 23:00:42	Arnold Denes	Moscow, Russia; Lima, Peru	Medium; Medium	08/01/13 07:00:00	Pending Traveller Submission
02/14/13 22:12:29	Test Traveler	Mexico City, Mexico; Baghdad, Iraq; San Francisco, USA	Medium; High; Low	08/01/13 07:00:00	Submitted

Total: 3



# 7. Scholastic eLearning for EPs – Information about trip preparation, awareness



- Combined security and medical content
- Provides knowledge and advice

# 8. Automated reports: PTAs\* sent to EPs\* and AIESEC administrators, incomplete forms sent to AIESEC administrators

The screenshot shows the TravelTracker International SOS web application. The header includes the 'Control Risks' logo, the 'TravelTracker International SOS' branding, and a user welcome message for 'TravelTracker user' with navigation links for 'User Settings', 'Help', and 'Logout'. A summary table in the top right corner displays statistics: Current Travelers Globally (905), Travelers with Travel Updates (756), Travelers with Medical Alerts (605), and Extreme/High Risk Travelers (229).

The main navigation bar includes 'Home', 'Search', 'Add/Edit', 'Reports', 'Top Destinations', 'Related Links', and 'Map View'. Below this, there are buttons for 'View / Print All Results', 'Export', and 'Export as ZIP'. The search criteria section includes fields for 'First Name', 'Last Name', 'Phone Number', 'Email Address', 'Message Type' (set to 'ATAs/Follow Up Alerts'), 'Region' (set to 'Search All'), 'City', and 'Country'. Date and time filters are also present, with a note: '\* Supply Dates in (dd mmm yyyy) format and Time in (hh:mm) format'. A 'Search' button is located at the bottom right of the search area.

Below the search area, it indicates 'Travelers: 17' and 'Results: 19', with a 'Last Updated: 27 Jul 2011 12:06 GMT' timestamp. A table displays the search results:

Traveler	Date	Subject	Message Sent	Sent From
JOHN DOE	27 Jul 2011 09:32 GMT (EMAIL)	ATA	ATA	SysgenISO
JIM SMITH	27 Jul 2011 09:50 GMT (EMAIL)	ATA	ATA	SysgenISO
MARGARET RUTHERFORD	27 Jul 2011 05:52 GMT (EMAIL)	ATA	ATA	SysgenISO
HARRY JONES	27 Jul 2011 05:56 GMT (EMAIL)	ATA	ATA	SysgenISO
FELIX LIGHTER	27 Jul 2011 09:34 GMT (EMAIL)	ATA	ATA	SysgenISO
SARAH FORD	27 Jul 2011 09:50 GMT (EMAIL)	ATA	ATA	SysgenISO
MICHELLE MCMANUS	27 Jul 2011 09:54 GMT (EMAIL)	ATA	ATA	SysgenISO
RAJ PATEL	27 Jul 2011 05:00 GMT (EMAIL)	ATA	ATA	SysgenISO
NICK SMITH	27 Jul 2011 09:46 GMT (EMAIL)	ATA	ATA	SysgenISO
JAMES LO	27 Jul 2011 09:50 GMT (EMAIL)	ATA	ATA	SysgenISO

\*PTA: Pre-Trip Advisory email  
\*EP: Exchange Participant



# Thank you for completing your MyTrip Form! Good luck this summer!



WHICH EXPERIENCE  
WILL YOU TAKE  
THIS SUMMER?



 **GLOBAL  
CITIZEN**  
VOLUNTEER ABROAD // 6 - 12 WEEKS  
[citizen.aiesecus.org](http://citizen.aiesecus.org)

 **GLOBAL  
TALENT**  
INTERNATIONAL INTERNSHIPS // 3 - 18 MONTHS  
[talent.aiesecus.org](http://talent.aiesecus.org)