

KAT Centre Information for Non-Technical Volunteers

Volunteer and become part of the KAT family!

KAT Centre is working towards the day when all animals will be able to enjoy a happy life, free from the threat of cruelty and unnecessary suffering. We recognise that our staff and volunteers play an important role in the future development of the charity and that without their commitment and dedication, our mission can never be achieved. For this reason, we sincerely thank you for your interest in working with us and we hope that you will find the experience enjoyable and beneficial.

Non-technical volunteers who do not have any formal veterinary training still play an essential part in achieving our goal. Regardless of your background, all of our volunteers have an equal share in our work. The hands on nature of KAT means that you will quickly start to learn new skills and to feel welcome and valued.

There are many different tasks you can get involved in at KAT. We will match your skills and expectations with the work available to give a rewarding experience to everyone. The longer you stay, the more you will learn and the more involved you will become.

Naturally, working as a volunteer entails a considerable amount of responsibility and for that reason we have prepared the following guidelines to tell you more about us and how you can participate in our work. These guidelines are to make sure that you do not feel uncomfortable or unprepared, and that our safety and welfare standards are always met.

Directions

Here are some simple directions to our new premises:

Coming from central Kathmandu, approach Budhanilkantha via **Golfutar Main Road** and continue heading North East until you pass **Park Village Resort Hotel** on your **left**. After this point leave the Main Road at the very next **right**. From this new side road, which is unnamed on the map, follow it along until you begin to see small signs with arrows guiding you along until you reach KAT Centre.

Other nearby landmarks are:

- Budhanilkantha Model Community Academy School
- Butterfly Home - Early Childhood Development Centre

Requirements:

- 1) Please consult with KAT's vets before giving any medication or treatments.
- 2) We welcome your ideas and suggestions; KAT's volunteers have great ideas for taking care of the animals and raising awareness. However, **KAT's vets and other staff make the final decisions** about what happens at the centre,

particularly in relation to the care plans, diagnoses and prognoses of the animals. This is important to remember at times when a quick decision is needed to avert the unnecessary suffering of an animal admitted to our care.

- 3) All volunteers intending to have a hands on role with animals inside or outside of the centre should be up to date with tetanus and rabies vaccinations. If you aren't able to get the vaccinations before you come to Nepal, you can get them in Kathmandu but this is not advised unless absolutely unavoidable.

Travel and Accommodation Advice

Accommodation:

You should arrange accommodation at least provisionally before travelling to Nepal and have a rough idea of the costs involved. Depending on the duration of your stay and where you choose to be, the average cost can range from \$20 to around \$5 per night (equivalents given in USD). One guest house that we recommend is Laxmi'z Bed and Breakfast, also in Budhanilkantha. Again, the costs depend on the duration of your stay.

We are currently working on coordinating a homestay program that will allow volunteers to stay with locals, but this is not currently available. When it is this document will be updated.

We also have a goal of eventually being able to house volunteers on site, but this is also not currently available after moving to our new permanent location in early 2018.

Food:

All volunteers are provided with basic vegetarian lunch (a plate typically consists of rice, pulses, potatoes and vegetables) cooked in the local Nepali style. This is free of charge. You will also have access to clean drinking water, and the use of our refrigerator if you want to store drinks and snacks.

Laxmi'z Bed and Breakfast provides breakfast free of charge, and optionally dinner for approximately \$1-2 per night.

Local shops sell snacks and drinks quite cheaply, and dinner and a drink at a local restaurant would typically cost in the region of \$2-4 (200-400 rupees).

Working Hours

KAT Centre is open every day of the week. We have an open doors policy in the interests of transparency, and we do not turn down visitors. In Nepal there is a six day working week with most workers having time off on Saturdays. This is the same for KAT's Nepali staff and for this reason, we advise that for first-time visits or days

when you require support from our staff, you choose a day other than Saturday, so that we can be there to help you and welcome you properly. Our opening hours are generally 10AM to 6PM, with slight variations depending on the time that different staff arrive, or leave.

Health and Vaccinations

We recommend that you seek advice with your doctor about which vaccinations are recommended for travel to Nepal before travelling. A full pre-exposure primary course of rabies vaccination is strongly recommended before arrival if you intend to have full on contact with street dogs. Boosters can, if required, be obtained in Nepal.

Due to the low risk, it is up to you if you wish to take anti-malarials. In any case, it is wise to try to avoid bites by using repellent and by using long trousers/sleeves in the evenings. Quality medical care is available in Kathmandu should the need arise.

No health cover or insurance of any kind is provided by KAT Centre – volunteers and veterinary students undertake work at their own risk and should consider taking out their own travel insurance.

Visas

You will require a visa to enter Nepal. These can either be obtained directly at the airport on arrival, or by consulting with your embassy before travel. A basic tourist visa of 30 days can be purchased on arrival at Tribhuvan International Airport for \$40 USD. You should be prepared with cash for this purpose. A photo for your Visa will be required and can be taken for free using machines at Tribhuvan International Airport - if you plan to enter Nepal though another avenue you will need to bring a passport standard photo with you.

Leisure

In your extra time you will probably want to see the sights of Kathmandu. The city is rich in cultural heritage and there are many temples and monuments that are worth seeing.

Microbus (Number 5) can easily be caught from the main road and can take you straight into the city centre at a cost of just 20 Rupees. Our staff will be pleased to suggest places worth visiting and give advice on directions and appropriate taxi fares.

Miscellaneous

Laundry:

You can either purchase laundry detergent at a local shop, or optionally there is a laundryman nearby the centre. The service can take up to 3 days and is paid for at the time of collection. It is advisable to deal with delicate and personal items by oneself. We also have a washing machine at our premises which may be used.

Telephone and Internet:

There is wi-fi access at KAT Centre, and at most good guest houses. In order to make calls you will need to purchase a Nepali SIM card, these are cheaply available and the cost of calls and data is very low.

Climate:

Kathmandu has a varied climate, but the days are usually warm and sunny. From March onwards the temperature starts to climb and in May and June it peaks at between 30-35°C. When the monsoon season comes at the beginning of July the temperature begins to drop to around 25-30°C. It can be very wet during this time. During the winter months of October to February the temperature can be quite cold, especially at night when it can potentially drop down to around 2°C.

What to Bring:

- Clothing – This should be practical and chosen according to the time of year that you plan to visit. People in Nepal are fairly modest although shorts and leggings are perfectly acceptable for women. During the rainy season you will need shoes suitable for muddy conditions and an umbrella is useful both for the rain and to protect you from the sun. In the winter months you may want to bring extra pyjamas or blankets or even a hot water bottle to keep you warm at night.
- Mosquito Repellent – Although the Kathmandu Valley is not an area at risk of Malaria, the high number of rice paddies mean that mosquitoes are a fairly common annoyance at night.
- Universal travel adaptor for mains electricity.
- Sanitary towels and tampons. Toilet tissue is not always available so having some of this in your bag can also be useful.
- A torch and also back-up power banks for your devices can be helpful to mitigate the effects of electricity cuts.

Policy on Treatments and Surgery:

The KAT Centre treats street dogs and cats and occasionally wildlife for a wide range of illnesses and injuries.

All volunteers (technical and non-technical) can perform non-surgical veterinary treatments as long as they have the approval and confidence of our staff vets. Please consult with KAT's vets before giving any medication or treatment and do not attempt anything that you feel uncomfortable with or untrained to do.

Non technical volunteers (who do not have any veterinary training) can help with non-surgical medical treatment after one week of full-time volunteering at KAT.

Observation of surgery is possible and non medical assistance can be given such as operating lights and clipping fur.

Tasks you can get involved in, as a non-technical volunteer:

Helping to Care for the Dogs and Cats at KAT:

- Brushing and grooming dogs
- Brushing and grooming cats
- Walking dogs
- Feeding dogs
- Feeding cats
- Petting and socialising dogs and puppies
- Petting and socialising cats and kittens
- Giving animals some much needed love!

Assisting with KAT Administration:

- Taking photographs and making videos.
- Raising awareness about the need for adoptions.
- Responding to correspondence.
- Selling t-shirts, bookmarks, and other merchandise.
- Putting up posters and asking businesses to put out leaflets.
- Fundraising, publicity & promotion.
- Education programme / raising public awareness.
- Sharing your computer skills with the staff.
- General administration.

General Maintenance of the KAT Grounds

- Helping to improve the shelter grounds and keep area clean and tidy
- Gardening
- Painting, repair & maintenance
- Cleaning kennels and other areas

Helping to Care for the Dogs and Cats at KAT.

The animals at our centre can be divided into three groups:

Animal Rescue and Treatment

Here at KAT the main part of our work is to treat sick and injured dogs and cats. The majority of the animals present at our centre on any given day will be in various stages of recovery from their injuries and will need to be given medicine, have their dressings changed and so forth.

ABC (Animal Birth Control) Unit.

There are a huge number of street dogs in Kathmandu (at least 20,500 within the ring road) and the population, without the ABC programme to spay unneutered females, would be uncontrollable. Every weekday morning we aim to pick up a number of unspayed street dogs from specific locations to be brought to the centre for surgery. These dogs are kept in a particular area away from the rest of our dogs and after surgery are released within 3 days. So far we have treated nearly 6,000 dogs here at KAT. In ABC we have very strict routine procedures which enable us to treat the required number of dogs efficiently.

In-House Dogs

There are several other dogs who for one reason or another (normally due to the length of time they have been at the centre for treatment) cannot be released back to the street. Some have become close to us and are now kept long term in the way that dogs would be housed in a traditional shelter.

Things are busiest first thing in the morning between 9:30AM and 11AM. Kennels need to be cleaned, the dogs need feeding & watering, the vets make their rounds, drugs are administered and any dogs brought in overnight are checked and treated. Working under the supervision of the KAT centre staff, your help can be invaluable during this busy period.

After the morning routine is complete, you can spend time grooming, walking and socializing the dogs and of course giving them some much needed TLC (tender loving care!). Lunch is provided at around 1PM. At the end of the day we ensure all the dogs and cats have clean water and are comfortable for the night before heading home.

Assisting with KAT Administration

We have a busy office here at KAT without which the centre would not be able to run effectively. There are many things you can get involved in here which are crucial to achieve the KAT mission. Even if your primary reason for working at KAT is to spend time with the animals, there is always some quiet time in the kennels in the afternoon when any help you can give with KAT admin would be gratefully received.

Adoption Campaigns:

As mentioned above, we have several in-house dogs and cats which need rehoming. Adoption of street dogs in Nepal is not so common as in the west so we need to raise awareness in the local community. This may involve designing posters or writing articles related to adoption. Above all, we need photos and videos that we can share with our followers to show them why they should adopt from us.

Poster and Digital Content Campaigns:

If you have any desktop publishing experience or just have an artistic talent there are often posters which you can help to design. These could be related to adoption, education or fundraising. We especially need visual and captivating content that can

be shared with our followers to spread our message. This is your chance to help us raise awareness of the KAT mission within the local and international community!

Fundraising, Publicity & Promotion:

If you are imaginative, an effective communicator, and committed to the policies of KAT Centre, or if you have previous fundraising experience you can share with us, your help would be invaluable in this area. We always need a constant stream of funds in order to pay for food, medicine and the basic upkeep of our centre. There are certain times when fundraising volunteers can coordinate a fundraising activity, either in person or online.

If there is a particular fundraising event you would like to run during your stay in Nepal, please talk to KAT's administrative staff. They will be happy to discuss what needs to be considered when organising the event. In particular, there may be certain procedures which are necessary in order to carry out the event, e.g. licenses need to be sought for street, private premises or house to house collections.

Education Programme

As part of raising public awareness in the local community, we are particularly interested in educating the school children within Kathmandu about health and safety and animal welfare issues. Children are often the ones who are in danger as they play in the streets and will be the first to encounter sick and injured animals. We have held sessions with groups of school children to teach them about how to behave around street dogs to keep themselves safe and we also provide instructions on what to do if they are bitten by a dog.

Your help and ideas in this area are always welcome.

Sharing Computer Skills

We frequently have volunteers at KAT with excellent computer skills. Sharing any knowledge you have is a great help to us and can save us a great deal of time with future tasks.

Other General Administration

If you have some quiet time at KAT, there is normally other admin work you can help out with. This could be typing a letter or inputting some data. Depending on the time of year and our current priorities, there are always things that you can do to support our work and any help will be very much appreciated.

General Maintenance of the KAT site

Through years of hard work and the support of our generous donors, we have been able to acquire a permanent site and that is where we are now based. We are responsible for everything that happens here and any help maintaining the land and premises would be greatly appreciated. This is a good option when there are quiet moments throughout the day with nothing more pressing to do.

- **Gardening:** cutting lawn areas and trimming hedges

- **Painting / Repair & maintenance:** Anything from general maintenance to building a new enclosure
- **General Help to keep the site clean and tidy**

Any help you are willing to give in this area is gratefully received.

Summary

As you can see, there is a wide range of tasks undertaken by volunteers. The age-span and experience of volunteers also varies greatly. For these reasons, we ask all volunteers to comply with a number of conditions. (Please see separate document entitled 'Volunteers Code of Conduct'.) Most of these conditions relate to health and safety matters and are intended to ensure the well being and security of volunteers, as well as the dogs in our care. These rules have been established for very good reasons and we ask volunteers for strict adherence to them.

Volunteers will be made aware of the general rules and procedures of the KAT Centre soon after then begin volunteering.

Thank you for your interest in helping the KAT Centre's efforts to improve the welfare of the street dogs of Nepal. We look forward to working with you!

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