



Ground Rules



The Basic Training Ground Rules

These Ground Rules* will be presented during the first session of the training:

Important aspects of every organisation, activity, or game are defined by its rules. The following Ground Rules are integral to the success of the Basic Training experience:

1. Maintain confidentiality of other participants' experiences. Please note: AsiaWorks cannot guarantee confidentiality.
2. Attend the entire training. (See enclosed schedule.)
3. Be on time. (See enclosed schedule.) Be seated before the music ends.
4. Ask questions, talk, and share only when called on by the trainer or during a designated sharing period. Do not side talk.
5. Smoke, eat, chew gum, and drink beverages only outside the training room.
6. No alcohol, marijuana, or other non-prescription, mood-altering drugs are to be used, either in or out of the training room, during the training.
7. Take responsibility for your well being. This includes getting sufficient food and sleep throughout the training, and taking any prescribed medications on schedule.
8. Wear your nametag in a visible location during training hours. Turn in your nametag at the end of each day, and before meal breaks.
9. Do not record or take notes in the training room.
10. Turn off your mobile phone or pager in the training room.
11. Do not sit next to someone you knew prior to the Basic Training.
12. Be responsible for your religious practices and respect those of others.
13. Be responsible for the condition of the premises and respect others who use them.

* Please note: Ground Rules may vary slightly from country to country regarding times and for accommodation and respect for personal religious practices.