

## **BRA-002 MOTION FOR SI GA 2015**

**Subject Working Group:** Travellers and Hosts / Regional Development

<b>Title of motion</b>
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Establish procedures to issue Letter of Introduction (LOIs) for foreign travelers
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<b>National secretary and national member group proposing motion</b>
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Maria Fernanda Vomero, National Secretary, Servas Brazil
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<b>Summary of the motion</b>
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<p>The issue of Letters of Introduction (LOIs) for foreign travelers in passing by another country has already been occurring for a while. However, specific procedures must be established officially to make sure this practice is done in accordance to Servas statutes.</p>
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<p>In this way, here are the suggested steps for issuing a LOI for a foreigner:</p>
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| <ul style="list-style-type: none"><li>• Traveler have to be interviewed by a local interviewer, fill out the letter of introduction and pay for a valid one-year stamp;</li><li>• Traveler must not have any previous problems with Servas in her/his country of birth or residence. If he/she had belonged to Servas in the past and quit it for some reason, this info needs to be told to the interviewer;</li><li>• In his/her LOI it must be informed the letter was issued "in transit" since he/she is not a current Servas member of that country;</li><li>• The National Secretary and Host List Coordinator of traveler's country of birth or residence have to be informed as soon as traveler has been interviewed and a copy of his/her LOI sent to them;</li><li>• The interviewer commits to provide all necessary info about Servas procedures for the traveler;</li><li>• It is desirable that the traveler can meet an interviewer in his/her country of birth or residence once he/she is back in order to create a bond between him/her and Servas;</li><li>• Every time this "in-transit issued LOI" is used again, during its valid period, the traveler should inform both his/her interviewer and the person-in-charge in his/her country of birth or residence.</li><li>• By the end of the validity of his/her "in-transit issued LOI", the person can renovate it ONLY in his/her country of birth or residence.</li></ul> |
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<b>Background information and reasons for proposing the motion.</b>
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**Likely benefits for Servas International and national groups if the motion is passed.**

- Keep Servas open to potential new members. There are different ways to learn about Servas. Sometimes a Servas host receives a Couchsurfing traveler and introduces Servas to him/her and that person becomes interested in joining the organization.
- In making the procedures clear, many possible misunderstandings will be avoided. Besides that, it will reinforce the commitment of all involved in the process: traveler, interviewer and the person-in-charge in the country of birth or residence.

**Resource implications if the motion is passed in terms of time, human resources and specialist expertise.**

None

**What are the budget implications, if any, of the motion for Servas International and for national groups in the short and longer term?**

None

**Who should be responsible for the actions arising from the motion in terms of planning, development and management, for example which officer within SI Exco or SI Committee.**

National Secretaries and Host List Coordinators involved (from traveler's country of birth and country of interview).

**Would there be implications for the Servas International statutes if the motion is passed?**

There is no mention of Letter of Introduction in the SI Statutes. Changes would be required in the SI Handbook.

**What is the likely impact if the motion is not passed?**

Continued uncertain procedures when foreign travelers join Servas