

Dear Friends of the Interchange Programme

Trusting that you all had a safe and joyous holiday season.

As NICs it is now that you enter one of the most challenging parts of the IC programme. As local chapters begin to finalize the details of their Interchange; difficulties may arise that will require your guidance and resourcefulness to solve. I have faith in each of you that you will do your utmost to ensure that all ICs will take place this summer. As I now remind you, please remind your LICs that a solution to each difficulty resides in ONE word - FLEXIBLE - providing the 'Basic Rules' are maintained.

Wishing you success in your individual endeavours in establishing successful and enjoyable Interchanges - just remember for whom we are doing this - our youth will appreciate all your efforts.

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PLZ. SHARE ALL OR PART OF THIS NEWSLETTER WITH YOUR LICs  
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1. ADDRESS LIST

→ *not to be published online*

2. FEBRUARY 28 COMETH

Although I do not like to use the 'c' word, and until we find a better one, cancellation will have to do. Maybe we should be like the other CISV Programmes and use the word 'hand back the IC invitation' . Anyway, if you in the end find it necessary to cancel an IC, please keep the following procedures in mind.

( i ) Notify the partner LIC. If at all possible try to be more personnel and talk directly to the LIC by telephone. Just think, how would you like to receive the news. And remember, give plausible reasons why you can not proceed with the IC.

( ii ) Notify your partner NIC of the cancellation and give reasons.

( iii ) As NIC, you would probably know by now but ask other chapters in your country if they can pick up the IC.

( iv ) If no other chapter in your country wants the IC, notify both IO and myself of the cancellations AND giving reasons for the cancellation at the following email addressees:

CISVIO@dial.pipex.com and BBL4pines@golden.net  
or at the following fax numbers + 44 191 261 4710 and + 519 696 3418

Another reminder to you and your LICs that the critical date to return cancelled Interchanges for ICs starting June / July / August without penalty is February 28. After February 28 financial penalties will be imposed in accordance with Info File C-11. Unfortunately, the latest version that I have is for 2001 which I will attach. Check with your National Secretary if the current 2002 file is available.

The penalty is assessed to the National Association causing the cancellation. The penalties listed in C-11 can only be a portion of the total penalty. The other half can be costs incurred by the other chapter in the preparation of a hosting programme or in the case of a travelling delegation, the flight costs of purchased tickets.

### 3. FACTS FROM EVALUATIONS

The number of evaluations that I have received is about 10 % of the 120 to 140 ICs that happen every summer. Obviously, I would like to see that number higher but its a good start and a number that we can improve upon. All evaluations received by the IIC have been on the new 1 pager and all have been emailed .We need to have a better sampling of how the IC are being run and this is were you as NICs need to get after the LICs - as is said in baseball, 'there is always next year'. Concerns expressed in the Evaluations have been passed on to the appropriate NIC for their comments or if it was a leadership concern to the ILTC.

### COMMUNICATION

In most cases the communication starts early enough but then we seem to falter when it comes to recruiting the necessary delegates as evidenced by the dates the partner matches are received. The majority of matches are received in May - not quite enough time for the delegates to establish communications so that they can get to know each other before meeting for the first time. The guide recommends that partner matching be completed by March 31 - how close are your chapters to meeting this date? On a positive side, nearly all chapter receive a copy of the hosting plan 30 days before the delegates arrive.

### PREPARATION

It is reported that more than 70 % of the leaders are properly trained and that equally delegates are being properly instructed on the goals & philosophies of CISV. Where we seem to fall down is on instructions to the parents on their role & obligations to the Interchange. Your LICs should be reminding the parents that IC is not a camp based programme and it requires their participation to be a true family centred experience. Please encourage your LICs to give each parent a copy of the Family Guide for Interchange that was distributed at last years IBM. If you require a copy please let me know. It is recognized that knowledge of the English language is needed to read the Family Guide but I am sure that someone can be found that can at least tell the parents of its contents. Or even better would be to have a translation of it.

### MINI CAMPS

With few exceptions mini camps are an integral part of the IC programme. However, it seems that in some cases the mini camp is not being used as an opportunity to inject an educational component into the IC. Please encourage your LICs to read the Educational Theme Guide for Interchange that was distributed at last years IBM - it is a useful tool for mini camps as well as establishing a theme for the entire IC.

#### 4. ODDS & ENDS

INTERCHANGE ID NUMBER - when corresponding with the IIC & IO please use the identification number ( ex. I-2002-099 ) . It saves me a lot of time trying to guess which IC it is and also which year. It also avoids confusion on short forms such as AUS or AUT, SLO or SVK, IND or INA, ISR or ISL - get the picture - tanx

MICROSOFT CONVERTERS - ever get an attachment that when you open it its full of stuff you do not understand. It may be that the version of MS Word, Excell etc is an older version then what is being sent to you. Or if you are using Microsoft and someone sends you a Mac file. Help is available by way of converters or viewers which can help you and which can be downloaded

>from <http://office.microsoft.com/assistance/9798/viewerscvt.aspx>

HAPPY 40TH ANNIVERSARY - just keep in mind that Interchange was created 40 years ago. Any idea on how we can celebrate it? Can one care to do an anniversary logo for us??

CONGRATULATIONS - Well, we now have our second IC alumni sitting on the Board of Trustees for CISV International. This month Manu Medeghini was appointed the Italian Trustee - you may call her Madame Trustee. Many congratulations to Manu - very proud of our NIC from Italy. Manu will be joining the past NIC from the USA - Joan Paltenstein who is also a trustee.

#### 5. INTERCHANGE WORKSHOPS

At the moment two IC WS are planned.

One will be planned for the USA LICs March 1, 2, & 3 in Cincinnati

The second WS is planned for just before the AIM / IBM for the Promotional and Category 'B' countries of Europe. Others wishing to attend most certainly will be welcome. Dates, place and cost of the WS are not know at this time - hoping for more info in the next IIC News. It is hoped that full funding can be obtained for the Promotional countries. For more information please contact Frank Steffen of Germany or the Madame Trustee from Italy

#### 6. DATES TO REMEMBER

JAN. - Preliminary formation of delegations & family orientation

FEB. 28 - Administration Fee payable to IO for cancellations after this date

FEB. 28 - Application Forms for travelling delegations received by hosting chapter for matching

FEB. 28 - Only cancelled countries on the Open List at this time will be allowed to rematch

MAR. 31 - Matching of Delegates to be completed

MAR. 31 - No more Interchange matches after this date

APR. 15 - First group meeting of parents, delegates, leaders & LIC

Dats all for now folks

Stay Well

Keep in touch

TTFN

Yours in CISV

Heinz Boehnke - IIC Chair