

## OMI TRAVEL AND REIMBURSEMENT GUIDELINES 2020

Country	Information about Reimbursement in Salzburg	Max. Reimbursement
<b>Albania</b>	Fellows should make their own travel arrangements.	€ 300
<b>Armenia</b>	Fellows should make their own travel arrangements.	€ 400
<b>Azerbaijan</b>	Fellows should make their own travel arrangements.	€ 500
<b>Belarus</b>	Salzburg OMI Travel Coordination Team books and covers the ticket.	
<b>Bosnia and Herzegovina</b>	Fellows should make their own travel arrangements.	€ 200
<b>Bulgaria</b>	Fellows should make their own travel arrangements.	€ 300
<b>Croatia</b>	No travel reimbursement.	€ 0
<b>Czech Republic</b>	No travel reimbursement.	€ 0
<b>Estonia</b>	Fellows should make their own travel arrangements.	€ 300
<b>Georgia</b>	Fellows should make their own travel arrangements.	€ 400
<b>Hungary</b>	No travel reimbursement.	€ 0
<b>Kazakhstan (Almaty)</b>	OMI Local Coordinator books and covers the ticket.	€ 650
<b>Kazakhstan (Astana)</b>	Fellows should make their own travel arrangements.	€ 650
<b>Kosovo</b>	Fellows should make their own travel arrangements.	€ 200
<b>Kyrgyzstan</b>	OMI Local Coordinator books and covers the ticket.	€ 650
<b>Latvia</b>	Fellows should make their own travel arrangements.	€ 300
<b>Lithuania</b>	Fellows should make their own travel arrangements.	€ 300
<b>Mexico</b>	Ticket is booked and covered locally - AMSA.	
<b>Moldova</b>	Fellows should make their own travel arrangements.	€ 300
<b>Mongolia</b>	OMI Local Coordinator books and covers the ticket.	€ 720
<b>Montenegro</b>	Fellows should make their own travel arrangements.	€ 300
<b>North Macedonia</b>	Fellows should make their own travel arrangements.	€ 300
<b>Romania East (Bucharest, Constanta, Iasi, Sibiu, etc.)</b>	Fellows should make their own travel arrangements.	€ 200
<b>Romania West (Timisoara, Arad, Cluj)</b>	No travel reimbursement.	€ 0
<b>Russia (Moscow)</b>	Salzburg OMI Travel Coordination Team books and covers the ticket.	
<b>Serbia</b>	Fellows should make their own travel arrangements.	€ 200
<b>Slovakia</b>	No travel reimbursement.	€ 0
<b>Slovenia</b>	No travel reimbursement.	€ 0
<b>Tajikistan</b>	Fellows should make their own travel arrangements.	€ 650
<b>Ukraine East (Kiev)</b>	Salzburg OMI Travel Coordination Team books and covers the ticket.	
<b>Ukraine West (Lviv)</b>	Fellows should make their own travel arrangements.	€ 200
<b>Uzbekistan</b>	Fellows should make their own travel arrangements.	€ 600
<b>Other European Countries</b>	No travel reimbursement.	€ 0

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<b>Tanzania</b>	<p>Salzburg OMI Travel Administration Team books and covers the airline ticket from Dar es Salaam to Munich and ground transportation from Munich to Schloss Arenberg via airport shuttle. If the fellow does not take the shuttle s/he will NOT be reimbursed.</p> <p>In-country travel to Dar es Salaam and visa expenses (fees, hotel, etc.) are covered up to a maximum of € 150.- and will be reimbursed upon arrival in Salzburg.</p> <p><u>Schengen visa for Tanzanians</u>: Please submit all the required documents to Ms. Ragini Borhara (ragini.borhara@diplobel.fed.be) at the Royal Belgian Embassy in Dar es Salaam at least one month before traveling. Please also contact your local coordinator for further information: <a href="http://www.aaf-online.org/index.php/local-coordinators.html">http://www.aaf-online.org/index.php/local-coordinators.html</a>.</p>	
<b>Rest of Africa and Other Parts of the World</b>	<p>Travel grants will be awarded on a case-by-case basis subject to approval by Salzburg OMI Travel Coordination Team. Requests should be directed to <a href="mailto:smsi@openmedicalinstitute.org">smsi@openmedicalinstitute.org</a></p>	case-by-case
<p>Fellows from countries which are applicable for reimbursement will receive mileage of € 8.- per 100km up to the maximum reimbursement sum if traveling by car.</p> <p><b>Please submit all original receipts to <a href="mailto:smsi@openmedicalinstitute.org">smsi@openmedicalinstitute.org</a> or to the reception clerk upon your arrival.</b></p> <p><b>Likewise, please share your itinerary as soon as it is fixed!</b></p>		