

# Tojeiro Handbook

**This is the Tojeiro “Wwoofers Guideline” handbook for a safe and responsible stay on our farm.**

**Please read it carefully and follow the guides we figured out for you and us all!**

**If you have questions or are unsure about something do not hesitate to ask!**

**We wish you a beautiful and happy time!**

---

-- safety (first)

**Please always act carefully and responsibly! The next hospital is far away. If you have any health issues or need special medication, please inform us about.**

- watch your steps
- always wear shoes, especially when you are working with tools & machines like a streamer
- use a torch at night
- drink responsibly
- disinfect small wounds directly
- bigger wounds/accidents: inform Rudi
- don't use candles or open fire in your accommodation: never leave open flames alone (see “FIRE” below)

**Emergency numbers: ambulance, fire brigade & police: 112**

**Forest fires: 117 | Sea rescue: 214 401 919**

## -- fire

Fire is in summertime a real big threat, so please...

- **never ever** make a fire in the summertime (June - Sept)
- and also **never ever** use fireworks
- or throw a cigarette on the ground/out of a car window
- in case of fire: always inform Rudi/fire brigade before you start extinguishing

## -- water

Water is - in summer - a rare good and most important natural resource

- always drink enough water (esp. in summer)
- don't drink tap water
- don't swim or throw stuff in the water reservoir
- be responsible with the amount of water you use
- don't shower every day (or twice or more a day)

## -- food

- we eat three times a day: breakfast, lunch, dinner
- we cook vegetarian
- **pizza stuff is only for pizza!**
- read the kitchen handbook
- don't cook too spicy because some people may not bear it
- don't throw food in the normal trash bins
- don't let leftovers rot in your accommodation (because of fungi, rats etc)

## -- hygiene

**Especially in the summer heat it is important to keep everything clean and avoid that bacteria or parasites can spread**

- wash your hands (especially if you work with food)
- also disinfect your wounds, even small ones
- leave the toilet clean (as you hopefully may find it)
- ask at the kiosk to get your clothes washed (cost: 2 €)
- don't use soaps or shampoos with chemicals
- animal (dog) owners: please remove "leftovers" daily

## --INSECTS & PARASITES

**There are, especially in summertime, a lot of parasites like (tigre) moskitos, horseflies and other insects like wasps, hornets, spiders and scorpions**

- wear shoes & gloves when you work outside
- **TIP:** when you lift up stones or wood, turn them away from you, so that any insects don't run in your direction
- if you are allergic, please look that you have always antihistamine pills or ask for it
- if a bite gets swollen or infected, don't hesitate - in case of emergency we have cortisone or bring you to a doctor

**Notice:** flees from cats and dogs (and maybe rats) are also a problem - flees carry bacteria like Streptococci and staphylococci. This bacteria can cause life threatening infections. Also the cat-tapeworm maybe spread by those flees.

- if you recognizes flea bites on your skin (mostly three and in a triangle or a line) follow those steps:
- wash all clothes, sheets and blankets on minimum 60° C!
- shower yourself after it!
- use an anti-parasite spray on the mattress and other textiles!

## -- recycling

**Don't waste the waste! We are recycling the following materials:**

- blue bin bags: paper, carton
- yellow bin bags: plastic and metal
- green bin bags: glass
- black bin bags: other leftovers
- don't throw away food leftovers, put them in the compost
- **except citrus fruits and banana peels!**

## -- work

- daily working hours are 4-5 hours
- if you are finished earlier go and help other people or ask what else you can do
- if you use tools, **PUT THEM BACK CLEAN AT THE RIGHT PLACE** when you finish
- also be careful and don't hurt yourself or other people or animals

## -- gardening

**Our permaculture garden is divided into several lots of land (as you can see on the map)**

- we have teams that always care for their parcels
- the teams are responsible for planting, watering and making new beds
- **in summer watering is only possible early in the morning and in the evening!**
- if you are new please ask which team you can join!
- if you are not sure what to do, ask - or if you have special skills in gardening, please support all other teams!
- **BRING BACK ALL TOOLS!**

## -- pizzanight

**The pizzanight is our most important day in the week! On fridays we generate the money we need to keep the place running.**

**Therefore we expect that you follow this guidelines strictly!**

- **act responsibly: don't drink too much on your shift**
- **NO drugging or dealing drugs (esp. in front of our guests)**
- **you can party later and the whole weekend**
- **if you see that someone somewhere needs help - please help**
- **if you see people taking drugs or fighting, don't go there alone - always inform the entrance team and Rudi!**
- **we will clear such situations always together!**
- **don't forget: you are working on a party, not partying at work - thank you!**

## -- internet & TELEPHONE

**We provide an unlimited internet access. The password is "Medronho"**

- **if you use the internet for more than emails, please donate once a week some euros at the bar!**
- **try to avoid streaming services**
- **don't download illegal contents or porn stuff! this is a crime also in Portugal**
- **no online games!**
- **we have a facebook group called "Amigos de Tojeiro" - please keep the netiquette!**
- **Tojeiro landline: +351 282010376**
- **Rudi: +351 968 311 747 or 925 187 143**

***Have a nice stay!***