

A. Checklist for Volunteer Accommodation Capacity

In IT training, typically one team (usually consisting of 4 volunteers) is responsible for one class. If a minimum of three different educational programs are requested, at least 3 teams (approximately 12 people) will visit the institution to conduct the classes.

※ NOTE

It is also possible to deploy a total of 3 or more IT volunteer teams. For example, if the institution can accommodate 5 teams (approximately 20 people), 5 subjects can be requested. However, please consider the capacity for additional personnel, such as local coordinators, when calculating the total number of people that can be accommodated.

Organizations able to deploy three or more IT volunteer teams will be prioritized in the selection process. Organizations applying with one or two teams may be placed in lower priority in the selection process.

Accommodation Capacity	<p>✓ Is your organization prepared and willing to accommodate three or more IT volunteer teams?</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, but we can recommend candidate organizations within the same local area (within a 20km radius).</p> <p><input type="checkbox"/> No, there are no recommendable organizations in the surrounding area.</p> <p>※ NOTE</p> <p>Organizations able to deploy three or more IT volunteer teams will be prioritized in the selection process. Organizations applying with one or two teams may be placed in lower priority in the selection process.</p>									
Organization Recommendation	<p>✓ If "<i>No, but we can recommend candidate organizations within the same local area (within a 20km radius)</i>" is selected above, please provide recommendations for organizations within the same city (within a 20 km radius of your organization).</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Organization Name</th> <th style="text-align: left;">Contact person</th> <th style="text-align: left;">Email</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Organization Name	Contact person	Email						
Organization Name	Contact person	Email								

B. Checklist for Available Resources for On-Site Dispatch

※ NOTE

Please fill out **ALL** fields of interest below and indicate which areas in each field your organization would like to receive training on.

Accommodations for Volunteers	
Available accommodations	<p>✓ Is your organization able to provide accommodations?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>✓ If not, please check available accommodations:</p> <p><input type="checkbox"/> Airbnb <input type="checkbox"/> Youth hostel <input checked="" type="checkbox"/> Hotel <input type="checkbox"/> Dormitory</p> <p><input type="checkbox"/> Homestay <input type="checkbox"/> Rental apartment <input type="checkbox"/> Others (_____)</p>
Cost of accommodations (for entire stay)	<p><i>Note: Please specify whether cost is per day, week, or month.</i></p> <p style="text-align: center;">USD (per _____)</p>

Distance from Office (Approx.)	<i>km</i>
Daily transportation to Office	<input checked="" type="checkbox"/> Is your organization able to provide transportation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If you check, please answer the question below)
	- Recommended transportation: <input checked="" type="checkbox"/> Bus <input type="checkbox"/> Grab <input type="checkbox"/> Uber <input type="checkbox"/> Others (_____)
- Round-trip fare: USD _____ (for four people)	
Risk Assessment	
What kinds of hazards is your organization prone to?	<i>Note: Please check all hazards to which your organization is prone.</i> <input checked="" type="checkbox"/> Power failure (electricity, gas, etc.) <input type="checkbox"/> Fire <input type="checkbox"/> Earthquake, volcanic eruption <input type="checkbox"/> Flood, tsunami <input type="checkbox"/> Typhoon, Cyclone, Tornado <input type="checkbox"/> Mudslide, landslide <input checked="" type="checkbox"/> Water shortage <input type="checkbox"/> Others (_____)
Available emergency procedures or drills	<input checked="" type="checkbox"/> Power failure (electricity, gas, etc.) <input type="checkbox"/> Fire <input type="checkbox"/> Earthquake, volcanic eruption <input type="checkbox"/> Flood, tsunami <input type="checkbox"/> Typhoon, Cyclone, tornado <input type="checkbox"/> Mudslide, landslide <input checked="" type="checkbox"/> Water shortage <input type="checkbox"/> Others (_____)
Frequency of emergency drills per month	<input type="checkbox"/> Do not conduct emergency drills <input checked="" type="checkbox"/> 1 to 2 times <input type="checkbox"/> 3 to 4 times <input type="checkbox"/> 5 or more
	If volunteers are dispatched to your organization, it will be mandatory for the organization to conduct emergency drills concerning all hazards for the volunteers. <input type="checkbox"/> I understand and agree to conduct emergency drills for the volunteers.
Distance from Office and Available Emergency/Rescue Services (approx.)	① Health service room/nurse's room Distance: _____ km ② Hospital Distance: _____1_____ km ③ Fire Department Distance: _____32_____ km ④ Police Department Distance: _____1_____ km ⑤ Onsite security office Distance: _____ km
Safety Manager	<input checked="" type="checkbox"/> Is your organization capable of providing a Safety Manager? <input checked="" type="checkbox"/> Yes (Number of Safety Manager: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> More than 3) <input type="checkbox"/> No ※ NOTE The Safety Manager's primary role is to prevent accidents and unauthorized departures of volunteers. They are responsible for monitoring potential risks on-site and intervening to prevent dangerous behaviors, ensuring the safety and well-being of all volunteers under their supervision.

C. Demand for Training Courses

IT volunteers provide education through **AI** (Basic AI, Chat GPT, LLM, etc), **Programming** (Arduino, Python, scratch, etc.), **Graphic design** (Photoshop, Video editing, etc.), **OA** (Word, PowerPoint, Excel, etc.), and Others.

※ NOTE

Please fill out **ALL** fields of interest below and indicate which areas in each field your organization would like to receive training on.

[On-Site] Capacity and topics	Volunteer Teams	✓ Desired number of volunteer teams (1 class per 1 team) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> More than 5 teams (____) * please specify the exact number			
	Training Level & Topic	✓ Preferred IT Training topics and number of students per class <i>Note: Please match the number of groups to the number of selected volunteer teams. (e.g, if you request 3 volunteer teams, you need to provide details for 3 classes in the table.)</i>			
		Class Name	Level	Topic	Number of trainees
		<input type="checkbox"/> Class A	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Intermediate <input type="checkbox"/> Upper Intermediate <input type="checkbox"/> Advanced	<input checked="" type="checkbox"/> AI <input type="checkbox"/> Programming <input type="checkbox"/> Graphic design <input type="checkbox"/> OA <input type="checkbox"/> Others (____)	25
		<input type="checkbox"/> Class B	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Intermediate <input type="checkbox"/> Upper Intermediate <input type="checkbox"/> Advanced	<input checked="" type="checkbox"/> AI <input type="checkbox"/> Programming <input type="checkbox"/> Graphic design <input type="checkbox"/> OA <input type="checkbox"/> Others (____)	25
		<input type="checkbox"/> Class C	<input checked="" type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Upper Intermediate <input type="checkbox"/> Advanced	<input type="checkbox"/> AI <input checked="" type="checkbox"/> Programming <input type="checkbox"/> Graphic design <input type="checkbox"/> OA <input type="checkbox"/> Others (____)	25
		<input type="checkbox"/> Class D	<input checked="" type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Upper Intermediate <input type="checkbox"/> Advanced	<input type="checkbox"/> AI <input type="checkbox"/> Programming <input checked="" type="checkbox"/> Graphic design <input type="checkbox"/> OA <input type="checkbox"/> Others (____)	25
		<input type="checkbox"/> Class E	<input checked="" type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Upper Intermediate <input type="checkbox"/> Advanced	<input type="checkbox"/> AI <input checked="" type="checkbox"/> Programming <input type="checkbox"/> Graphic design <input type="checkbox"/> OA <input type="checkbox"/> Others (____)	25
[On-Site] Training Environment	Device	<input checked="" type="checkbox"/> Laptops <input type="checkbox"/> Tablets <input type="checkbox"/> Mobile <input type="checkbox"/> Uncertain			
		✓ How many trainees per device <input type="checkbox"/> 1 trainee <input checked="" type="checkbox"/> 2 trainees <input type="checkbox"/> 3 to 5 trainees <input type="checkbox"/> 6 to 10 trainees <input type="checkbox"/> 1 device per classroom <input type="checkbox"/> Others (____)			
	Network	✓ Network (Internet) Availability <input checked="" type="checkbox"/> Accessing web pages (loading within 5 seconds) <input type="checkbox"/> Streaming online videos <input type="checkbox"/> Participating in video conferences (e.g., Zoom) <input type="checkbox"/> Uploading/Downloading large files (100MB or more) <input type="checkbox"/> None of the options are available			
	Coordinator	✓ Number of coordinators able to assistance. <input type="checkbox"/> NONE <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> more than 3 coordinators (____)			
[On-Site] Trainee	Expected trainees	✓ <input type="checkbox"/> 1 ~ 20 <input checked="" type="checkbox"/> 21 ~ 30 <input type="checkbox"/> 31 ~ 40 <input type="checkbox"/> 41 ~ 50 <input type="checkbox"/> 50 or more			

	Expected group	<input checked="" type="checkbox"/> Students <input type="checkbox"/> Residents <input type="checkbox"/> Government Officials <input type="checkbox"/> Office workers <input type="checkbox"/> Others (_____)
	Expected age	<input type="checkbox"/> Under 10 <input type="checkbox"/> 11 ~ 15 <input checked="" type="checkbox"/> 16 ~ 20 <input type="checkbox"/> 20 ~ 30 <input type="checkbox"/> 31 years or older
	Expected trainees level	<div> <input checked="" type="checkbox"/> ICT Knowledge <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Upper Intermediate <input type="checkbox"/> Advanced </div> <div> <input checked="" type="checkbox"/> English proficiency <input type="checkbox"/> Fluent <input type="checkbox"/> Intermediate <input checked="" type="checkbox"/> Poor (If you check, please answer the question below) </div> <div> <input checked="" type="checkbox"/> Suggestions for alternatives due to limited Communication skill <input checked="" type="checkbox"/> Provide English interpreter <input checked="" type="checkbox"/> Provide Korean interpreter <input type="checkbox"/> Others (_____) </div>
[Online] Class	Subject	<input checked="" type="checkbox"/> AI <input type="checkbox"/> Programming <input checked="" type="checkbox"/> Graphic design <input type="checkbox"/> OA <input type="checkbox"/> Others (_____)
		<input checked="" type="checkbox"/> Class level <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Upper Intermediate <input type="checkbox"/> Advanced
	Site	<input type="checkbox"/> At home <input checked="" type="checkbox"/> Class room
	Device	<input checked="" type="checkbox"/> Laptops <input type="checkbox"/> Tablets <input type="checkbox"/> Mobile <input type="checkbox"/> Uncertain
		<input checked="" type="checkbox"/> How many trainees per device <input checked="" type="checkbox"/> 1 trainee <input type="checkbox"/> 2 trainees <input type="checkbox"/> 3 to 5 trainees <input type="checkbox"/> 6 to 10 trainees <input type="checkbox"/> 1 device per classroom <input type="checkbox"/> Others (_____)
		<input checked="" type="checkbox"/> Availability of Webcam and Microphone <input type="checkbox"/> Webcam + Microphone <input checked="" type="checkbox"/> Microphone ONLY <input type="checkbox"/> Webcam ONLY
	Coordinator	<input checked="" type="checkbox"/> Network (Internet) speed <input type="checkbox"/> 385kbps to 1Mbps <input checked="" type="checkbox"/> 1 to 2Mbps <input type="checkbox"/> 2 to 10Mbps <input type="checkbox"/> 10 to 100Mbps <input type="checkbox"/> 100Mbps or above <input type="checkbox"/> Others(____)
[Online] Trainee	Expected trainees	<input type="checkbox"/> 1 ~ 20 <input checked="" type="checkbox"/> 21 ~ 30 <input type="checkbox"/> 31 ~ 40 <input type="checkbox"/> 41 ~ 50 <input type="checkbox"/> 50 or more
	Expected group	<input checked="" type="checkbox"/> Students <input type="checkbox"/> Residents <input type="checkbox"/> Government Officials <input type="checkbox"/> Office workers <input type="checkbox"/> Others (_____)
	Expected age	<input type="checkbox"/> Under 10 <input type="checkbox"/> 11 ~ 15 <input checked="" type="checkbox"/> 16 ~ 20 <input type="checkbox"/> 20 ~ 30 <input type="checkbox"/> 31 years or older
	Expected trainees level	<div> <input checked="" type="checkbox"/> ICT Knowledge <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Upper Intermediate <input type="checkbox"/> Advanced </div> <div> <input checked="" type="checkbox"/> English proficiency <input type="checkbox"/> Fluent <input type="checkbox"/> Intermediate <input checked="" type="checkbox"/> Poor (If you check, please answer the question below) </div> <div> <input checked="" type="checkbox"/> Suggestions for alternatives due to limited Communication skill <input checked="" type="checkbox"/> Provide English interpreter <input checked="" type="checkbox"/> Provide Korean interpreter <input type="checkbox"/> Others (_____) </div>

D. Cultural Exchange Program

[Our Side] Request for Korean cultural experience	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Topics (if selected "Yes" above, Multiple responses possible)	<input type="checkbox"/> K-Pop <input checked="" type="checkbox"/> K-Food <input checked="" type="checkbox"/> K-Culture <input type="checkbox"/> Korean <input type="checkbox"/> Others ()
[Your Side] Availability to prepare a cultural exchange program	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Topics (if selected "Yes" above, Multiple responses possible)	<input type="checkbox"/> Songs <input checked="" type="checkbox"/> Foods <input checked="" type="checkbox"/> Cultures <input type="checkbox"/> Languages <input type="checkbox"/> Others ()

E. Applicant's Basic Information

Name of Country	(Official full name of Country) Cambodia	Capital City	(full name) Siem Reap
National Language	Cambodian		
Organization			
Name of Organization	(Official full name) Sasardom high school		
Type of Organization	<input type="checkbox"/> Government <input type="checkbox"/> IAC (Information Access Center) <input type="checkbox"/> Primary School <input type="checkbox"/> Middle School <input checked="" type="checkbox"/> High School <input type="checkbox"/> University <input type="checkbox"/> Public sector <input type="checkbox"/> Private sector <input type="checkbox"/> NGO <input type="checkbox"/> Other ()		
Address of Organization	Sasardom village , sasardom commune , pouk distrince , siem reap province		
Description of Organization	<p>(Briefly describe your organization's main activities as well as history, size, role, etc.)</p> <p>School Brief Sasar Sdom High School is located in the Sosor Sdom Commune, Pouk District, the west of Siem reap which is about 32 km away, along national road 6. The school land belonged to local people but they offered to Norodom Seihanuk King. And the king provided two buildings with six rooms in the year of 1963. Moreover The school was inaugurated and put into use in 1963. This school was upgraded from secondary to high school on the 12th December 2010. The total area is 44134 m2. Present day, the number of students is 1376/827 pax. There are 42 teachers with 21 females. There are six buildings with 23 rooms. The students are divided into twenty seven classes and 16 rooms in two shift morning and afternoon. High School teachers are 22 with 12 female.</p>		
Coordinator for Volunteers (Main Contact Point)	Website		
	Name	(full name) (Mr./Ms.) Mao chanda	
	Position	teacher	
	English proficiency	<input type="checkbox"/> Poor <input type="checkbox"/> Intermediate <input checked="" type="checkbox"/> Fluent	

	Mobile	(including country code) (+855) 096-664-5710
	Office	(including country code) (+000) 000-000-0000
	Email	(provide two emails, if available) Mail 1: Chendaanna18@gmail.com Mail 2: qwer@qwer.com
	SNS	<input type="checkbox"/> WhatsApp <input type="checkbox"/> Instagram <input type="checkbox"/> Kakao Talk <input type="checkbox"/> Telegram ID:
Responsible Person (Management and Decision-making)	Name	(full name) (Mr./Ms.) Chham Toeum
	Position	Principal
	Mobile	(including country code) (+855) 071-558-8987/012382885
	Office	(including country code) (+000) 000-000-000
	Email	(provide two emails, if available) Mail 1: Chham Toeum168@gmail.com Mail 2: soeunsoma@gmail.com
Preferred Program Schedule	✓ Duration <input checked="" type="checkbox"/> 2 weeks <input type="checkbox"/> 3 weeks <input type="checkbox"/> 4 weeks ※ NOTE This is a short-term volunteer program, so the duration can only be within one month. It includes the entire duration of the Preferred Training Program.	
	✓ Start Week <input checked="" type="checkbox"/> July (<input checked="" type="checkbox"/> Week 1, <input type="checkbox"/> Week 2, <input type="checkbox"/> Week 3, <input type="checkbox"/> Week 4) <input type="checkbox"/> August (<input type="checkbox"/> Week 1, <input type="checkbox"/> Week 2)	

F. Photo Attachments **(REQUIRED)**

i. Pictures of your organization (full view)





ii. Pictures of the expected ICT project or training facility



iii. Pictures of Internet and computer facilities at your organization



**I confirm that the information provided in this survey is accurate and truthful.
I understand that any inaccuracies may affect the selection process for the 2025 World
Friends Korea IT Volunteers from our organization.**

ChhamToeum

(Institution Director's Printed Name and Signature)

We appreciate your participation.