

Labdoo Laptop Request Form

Rev. 001

Requester Information:

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Your Name: **UNG Chanrattana**

Your Email Address: **tco.srp@gmail.com / crosby856@gmail.com**

Your Organization: **Trailblazer Cambodia Organization (TCO)**

Organization Website: **www.tcocambodia.org**

You Labdoo account user name: (this is needed so that Labdoo can assign laptops to your project--registration can be done here: <https://www.labdoo.org/user/register>)

Project title: **Kid Drop Out Project & computer training programme**

Project Site:

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1. Project Summary:

TCO has been working with another partner 'Staving no more' for the last year. The main purpose of this project is to provide scholarships in order to encourage the out of school children returning school. Our partnership has also recognized the school is lacking of computing facilities. Therefore, one of our visions is to provide computing facilities to the school. Since not many teachers have the knowledge of using computer, we are planning to create a computer lab in the school in order to provide computer training for the teachers. We hope by doing this, the teachers can improve their work efficiency, as well as they can provide computer training for the students in the future. At the moment, only 4 teachers have a little bit knowledge of using computer and there is only one laptop in the school.

2. Project Location: **Siem Reap, Cambodia**
3. Preferred language(s): **English and Khmer**
4. On Site Contact Information (please provide at least one way to contact):
 - 4.1. Name: **Lay Sithat**
 - 4.2. Phone: **(+855) 12 627 183**
 - 4.3. Email: **porschool@gmail.com**
 - 4.4. Physical address: **Phnom Krom street, Po Banteay Chey village, Sangkat Siem Reap, Krong Siem Reap, Siem Reap province.**
 - 4.5. GPS coordinates (if you know them or if you can find them out):
5. Claimed IT equipment
 - Number of Laptops needed: **10**
 - Number of eBook Reader needed: **0**
 - Others needed (Tablet-PCs etc): **Projector x 1**
6. Number of students: **763 (Pre-school) & 137 (Primary school)**
7. Number of teachers: **31**
8. Electricity in the room: (Voltage and plug/socket type, e.g. type A, B, C, D, etc. see following link for explanation of types: http://en.wikipedia.org/wiki/AC_power_plugs_and_sockets) **230V, 50Hz, Type A & C**
9. Does the room have access to the Internet? [**yes** / no]
 - 9.1. Is the access via wireless or cable?
10. Conditions about the room where the laptops will be installed:
 - 10.1. Is the room secure? [**yes** / no + **The laptops will be placed in the meeting room.**
 - 10.2. Can the room be locked in a way that the supervisors (e.g. teachers) can control access? [**yes** / no + **The windows have metal bars and the door can be locked. Only the principle and vice principle have the key to access the room.**

10.3. Is the room weather-proof? (e.g. does the room protect the laptops from rain, sand, etc?) [**yes** / no + **The roof of the room is made by concrete which is weather-proof**]

***The solicitation of a Labdoo laptop request implies that, upon receiving the laptops, the recipient agrees with the "Labdoo Laptop Recipient Agreement".

Labdoo Laptop Recipient Agreement:
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Dear Laptop receiver:

We are very pleased to have the opportunity to contribute to your project by providing technology to help bridge the digital divide. With every right comes responsibilities. Technology, when adequately used, can provide very powerful means to aid those that are most in need. But if used improperly, it can also damage our environment. By receiving the above items, you are automatically accepting to abide by the following Labdoo global responsibilities:

(1) The items received will be used only for the purpose described by your organization at the time you solicited this donation. If you intend to use it for a different purpose, you will contact first the Labdoo team at contact@labdoo.org.

(2) In the case that an incidence occurs to any of the received items, you will contact the Labdoo team at contact@labdoo.org, including in your email the tagging number of the item(s) related to the incidence and a brief explanation. The following incidences must always be reported:

(2.1) At the end of life of any of the received items, so that the item can be properly recycled.

(2.2) When an item breaks, malfunctions or any change in its status.

(3) Every six months, please send an email to contact@labdoo.org with the list of laptops that you have and their status (working or not working).

(4) Labdoo laptops are offered for free to you for education purposes. In return, you agree to not use the laptops for commercial reasons and you agree not to charge any fee for the usage of the laptops.

(5) By returning this form filled in, the solicitor confirms owning all rights on sent materials (current or in the future) submitted to Labdoo.org and allowing such content to be publicly available from Labdoo.org. In addition, the solicitor confirms having approval for taking pictures of the children and/or any person benefiting from Labdoo laptops, tablets or any Labdoo donations, from their parents and/or legal guardians. Labdoo.org explicitly points to the fact that sent materials and pictures/photos may be used online and/or offline, and hence that they can be accessed by third parties, and that such pictures are used to help preserve the transparency and accountability of the projects.

We thank you for your commitment to make our world a better place and we wish you best of luck in your humanitarian mission.

The Labdoo Team.