

## English Version (Updated 25-02-2019)

---

Requester Information: (\*) is a mandatory field

-----

**Requestor's Name(\*):** Catherine Djiemo

**Requestor's Email Address(\*):** diongucathy@yahoo.com

**Your Organization(\*):** Catherine Djiemo Foundation

**Organization Website / Facebook:**www.catherinedjiemofoundation.org

Your Labdoo account user name (<https://www.labdoo.org/user/register>):

-----

**Project Site :**Buea-Cameroon

-----

1. Project title or name of your school, project, or NGO - A short title or description for your project

(\*): **Digital Push** . The project aims to promote digital skills amongst vulnerable schools kids and youths within communities and schools in the Fako-Region of Cameroon .

**2. Project Description - Please explain about your project and how you will use the laptops**

(\*): The project aims to promote digital skills amongst schools children and youths within vulnerable communities and schools in the Fako-Region of Buea . This will help foster participants digital and creative skills hence using these skills to develop themselves and promote their ideas. The Digital push project is there to help promote the act of creativity through digitalisation. This project will raise digital awareness in people with low digital skills for a digital transition and technological update in this modern world. As much as we will be in schools and collaborating with schools as SABIBI primary, Secondary and high School, we will also be offering after school digital push classes at our head office at Mile 16 Buea -Cameroon (located after the Blolu Blind centre in mile 16 ) to empower unemployed youths with a low digital literacy and promote their skills and craft. Digital skills such as the use of Microsoft word, PowerPoint, internet explorer and video editing , help interested participants start a YouTube channel to students, youths, entrepreneurs and unemployed.

The laptops that will be donated by labdoo will solely be used for the purpose of teaching and digital empowerment .

3. **Number of students (\*)**: SABIBI Secondary and high school have a total of more than 700 registered students . We estimate more than that number will attend our training as we will be collaborating with 5 different schools within 3 different communities in this region.

4. **Number of teachers (\*)**: we have 2 trained teachers and 4 trained volunteers

5. **Claimed IT equipments (\*)**

5.1 **Number of Laptops needed(\*)**: 150

5.2 **Number of eBook Reader needed**: 50

5.3 **Others needed (Tablet-PCs etc)**: 100

5.4 **Additional comments**:

6. **On Site Contact Information / project manager. Please provide at least one way to**

**contact (\*)**: Tchagam Victorine

6.1 **Full Name(\*)**: Catherine Djiemo and Tchagam Victorine

6.2 **Phone(\*)**:0046736631491, and 00237677859093

6.3 **Email(\*)**:diongucathy@yahoo.com

6.4 **Physical address of Organization (street, city, zip code, country...)(\*)**: Bocom street Mile

16 Buea ,Behind Bolou Blind center BUEA -Cameroon

6.5 **GPS coordinates (click the link to find the coordinates: [https://www.gps-](https://www.gps-coordinates.net)**

**coordinates.net** or <https://support.google.com/maps/answer/18539>) (\*): latitude 4. 145826

**,longitude 9.303322**

7. **Language** : English

7.1 **Local / Preferred language(s)(\*)**: English

7.2 **Additional information about language(s)**: Pigin Language

8. **Project Location - street, city, state/province, country, zip code(\*)**: Bolou Blind center street Mile 16 , Buea , Cameroon

9. **Access to Internet(\*)?** Yes

9.1 **Access to internet (yes/no)** ; Yes

9.2 **Wired/cable (yes/no)** : Yes

9.3 **Wireless (yes/no)** : Yes

10. Conditions about the room where the laptops will be installed:

10.1 **Is the room secure? [yes / no + brief explanation]** : Yes , Our Center is located in a recently built House with good security levels .

10.2 **Can the room be locked in a way that the supervisors (e.g. teachers) can control access?** [yes / no + brief explanation] : Yes , Our Center is located in a recently built House with good security levels

10.3. **Is the room weather-proof? (e.g. does the room protect the laptops from rain, sand,**

**etc?) [yes / no + brief explanation] :** Yes , Our Center is located in a recently built House with good security levels

**11. How did you hear about Labdoo?:**

- Search Engine (e.g. Google)
- At local Conference,
- At online Conference,
- From other organizations/companies,
- Facebook
- Instagram

**--Other (please describe) :** My co-worker in Sweden who know about the work we do in Cameroon ,informed me about labdoo

**12. Picture(s) of the school, students, teacher, etc with this Request Form. Please send as file(s) (\*): Yes**

The picture will be uploaded to your project site

\*\*\*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:  
-----

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.

(1.1) If you intend to use it for a different purpose, you will contact first the Labdoo team at [contact@labdoo.org](mailto:contact@labdoo.org).

(1.2) Only schools and projects may claim for Labdoo computer donations and not by individuals.

(1.3) Donated items may only be removed from school ground with admittance of Labdoo (example, teachers cannot take laptops outside school). If Labdoo reviser visit your project and discovered donated items are missing, your school / project will be excluded from Labdoo support and CANNOT receive any further donation.

(2) In the case that an incidence occurs to any of the received items, you will contact the Labdoo team at [contact@labdoo.org](mailto: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](mailto: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.

(4.1) The donated items cannot be resold to make money or exchange with other valuable items.

(4.2) If discovered donated items are missing, your school / project will be excluded from Labdoo support and CANNOT receive any further donation.

(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.