

MEMORENDUME OF UNDERSTANDING

BETWEEN

**UNIVERSITY OF BATTAMBANG, FACULTY OF SOCIOLOGY AND
COMMUNITY DEVELOPMENT**

AND

**VOLUNTARY SERVICE OVERSEAS CAMBODIA
(VSO CAMBODIA)**

FOR

**INTERNATIONAL CITIZEN SERVICES YOUTH VOLUNTEERING
PROGRAMME**

❖ **Organization Name** : Volunteer Service Overseas (VSO)
❖ **Organization Type** : International NGO
❖ **Address** : #17, Street 234, Phsar Doeumkor, Tuol Kork, Phnom Penh
Cambodia.
: Tel: (855) 23 214 384; Fax: (855) 23 216 734;
: Email: vso.cambodia@vsoint.org

Programme: International Citizen Services (ICS) – Youth Volunteering

Overall aim:

The ICS programme has three equal and interdependent aims:

- 1) Enable young people to work in partnership with communities in a spirit of equality and mutual respect, and to contribute to sustainable development programme
- 2) Create personal, professional and leadership development opportunities for young people
- 3) Increase the ability of ICS volunteers and community members to live their lives as active citizens

Overall objectives:

Volunteer development

- Young people have an increased understanding of poverty, equality and development
- Young people gain confidence and develop skills
- Young people gain cross-cultural understanding/ perspective and form networks
- Young people are inspired and motivated to make a difference
- Young people become involved in further volunteering and social action
- Young people become advocates for international and community development
- Young people gain personal responsibility and transformation
- Young people progress onwards to employment/ education/ training

Community development

- Host organisations and communities have improved resources, practices and awareness
- Attitudes and perceptions towards young people are improved
- Behavioural and material changes are visible in the host organisations and communities within the thematic areas where volunteers are working

- Host communities are better able to support their own development

Project Description:

International Citizen Service (ICS) is a cross cultural development programme, for youth aged between 18-25 years old and is funded by the UK Government, via the Department for International Development (DFID). The programme is coordinated by the ICS Hub which sits within VSO UK and is implemented by a consortium of ten agencies, including VSO, in around 24 countries. Globally by August 2018, 20,000 youth from the UK and 20,000 youth from developing countries will have participated on the ICS programme.

VSO ICS places teams of up to 20 young people, in equal numbers from the UK and Cambodia, to live, learn and volunteer together on community based development projects for 12 weeks. Volunteers work together on their placements as equal partners and support local communities and NGO partner organisations. Through living and working alongside communities, ICS volunteers gain first-hand knowledge and experience of good practice in development work and are in turn able to make practical and meaningful contributions to the communities in which they volunteer.

VSO Cambodia currently running four different project sites, each location hosting 20 volunteers for each cycle (10 from the UK and 10 from Cambodia). Each team is supported in the field by one project manager, one project assistant and 2 volunteer team leaders.

7 quality principles underline the implementation of ICS programmes

1. A diverse range of young people are given the opportunity to participate in the programme
2. Volunteers are suitably supported throughout the programme to ensure optimal personal development and effective placement outcomes
3. Every ICS placement must aim to achieve some kind of development impact
4. Shared working and learning between young people from different countries is a critical aspect of the programme
5. ICS volunteers must become an integral part of the community while they are on placement
6. Volunteer learning is supported and encouraged through all parts of the journey
7. ICS volunteers contribute their commitment to live as active citizens after the programme is finished.

Detailed Terms of Agreement

**University of Battambang, Faculty of Sociology and Community Development
and
Volunteer Service Overseas (VSO) have agreed, as follows:**

Article 1

General Term of Agreement

- 1.1 The general scope of this agreement is University of Battambang, Faculty of Sociology and Community Development and Volunteer Service Overseas (VSO) to cooperate to provide opportunity to students from University of Battambang, Faculty of Sociology and Community Development participate in International Citizen Service - Youth Volunteering Program.
- 1.2 All details of the partnership implementation will be discussed and carried out in cooperation with the respective of University of Battambang, Faculty of Sociology and Community Development.
- 1.3 This Partnership start from 28th October 2016 and will continue until 31st December 2018.
- 1.4 Volunteer Service Overseas, in partnership with the University of Battambang, Faculty of Sociology and Community Development will review the partnership at least 3 months prior to its finishing date. After this review, a mutual decision will be taken whether to stop the partnership at the appointed time, or seek an extension for a further period.
- 1.5 Copies of this agreement are held by the University of Battambang, Faculty of Sociology and Community Development and Volunteer Service Overseas and form the basic guide for cooperation and work.

Article 2

Volunteer Service Overseas (VSO) agrees:

- 2.1. To respect the policy of University of Battambang, Faculty of Sociology and Community Development
- 2.2. To work towards meeting the following specific project objectives:

- a. Enable young people to work in partnership with communities in a spirit of equality and mutual respect, and to contribute to sustainable development programme
 - b. Create personal, professional and leadership development opportunities young people
 - c. Increase the ability of ICS volunteers and community members to live their lives as active citizens
- 2.3. Where appropriate to designate suitable counterpart to work with University of Battambang, Faculty of Sociology and Community Development in order to implement the program effectively and in timely manner.
- 2.4. To assist in meeting those objectives through providing the opportunity to students who are age 18-29 from University of Battambang, Faculty of Sociology and Community Development to join VSO's Youth Volunteering Programme.
- 2.5. To work closely with the University of Battambang, Faculty of Sociology and Community Development to recruit students from the University of Battambang, Faculty of Sociology and Community Development to join youth programme with VSO Cambodia.
- 2.6. To maintain regular, ongoing communication with University of Battambang, Faculty of Sociology and Community Development on when the recruitment and selection started, and when the cycle is ended.
- 2.7. To provide policies, procedures, and assistance to ensure the selection of quality ICS volunteers are meet.
- 2.8. To provide food allowance, health coverage, accident insurance, accommodation, and transportation necessary to perform VSO work related during their placement with VSO Cambodia.
- 2.9. To provide the volunteer training and supports necessary to carry out during ICS Programme.
- 2.10. To give University of Battambang, Faculty of Sociology and Community Development the right to follow up with his students with VSO Cambodia.
- 2.11. In accordance with the VSO Daily Subsistence Allowance Policy and subject to prior authorization by the ICS Project Manager, VSO will provide an allowance for accommodation, transportation and meals for a member of staff from University of Battambang, Faculty of Sociology and Community Development to make one field visit per annum for the purposes of monitoring and providing pastoral support to (name of university) student(s) on placement.
- 2.12. To give priority to students from University of Battambang, Faculty of Sociology and Community Development over another academic institution that would not have MOU with VSO, to participate in International Citizen Services – Youth Volunteering Program.

Article 3

University of Battambang, Faculty of Sociology and Community Development agrees:

- 3.1. Where appropriate to designate suitable counterpart from University of Battambang, Faculty of Sociology and Community Development to work with Volunteer Service Overseas staff in order to implement the programme effectively and in timely manner.
- 3.2. To accept the ICS Volunteer recruitment and selection policies and procedures of VSO Cambodia, and the volunteers' selection decision made by VSO ICS Team.
- 3.3. To appoint an official liaison who will work closely with VSO staff and who will become a main contact person to obtain relevant information and communications, and meet frequently with a representative of VSO.
- 3.4. To provide suitable facilities for the VSO and ICS team to meet on a regular basis with time and place reserved.
- 3.5. To facilitate and inform students to participate in ICS Volunteer Recruitment and Selection events and to provide necessary support to make the event run properly.
- 3.6. To ensure the effectiveness and transparency of the VSO's work by ensuring that all students receive information about ICS recruitment days.
- 3.7. The University of Battambang, Faculty of Sociology and Community Development commits to provide a response within 7 days of receipt of documentation.

Article 4

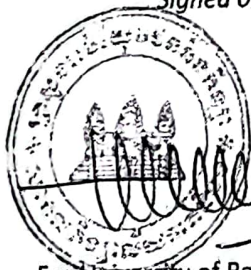
General Clause

- 4.1. The Country Representative of the Volunteer Service Overseas or the officially designated representative is authorized by Volunteer Service Overseas to act on its behalf with the University of Battambang, Faculty of Sociology and Community Development.
- 4.2. Written amendments to this agreement may be made with mutual agreement and approval, signed by both parties after due consideration.

- 4.3. Volunteer Service Overseas shall be entitled, after discussion with the University of Battambang, Faculty of Sociology and Community Development to bring an end to this agreement if it judges that cooperation is insufficient for effective implementation of the project, or that the security of its personnel or property is endangered due to war, hostilities or other grave disturbances.
- 4.4. University of Battambang, Faculty of Sociology and Community Development shall be entitled to bring an end to this Agreement if the accredited representatives of Volunteer Service Overseas are judged not to be fulfilling the Article 2 of this agreement.
- 4.5. Should the laws in force in Cambodia not be respected by a party to the agreement, the or VSO may, after due notice to the official representative of the other party, bring an end to this agreement.
- 4.6. This agreement shall take effect from the date of signing, and shall remain in effect until the Project end date, as stated in clause 1.3.

This agreement is presented unaltered, in 2 originals, Khmer and English, all texts being equally authentic and of equal value. In case of divergent interpretations, the Khmer text shall prevail.

Signed on 28 October 2016 in Battambang, Cambodia



For University of Battambang
Cambodia

Signatories



For Voluntary Service Overseas
Cambodia