

VOLUNTEERSHIP AGREEMENT (FOREIGN NATIONALS)

The Forest Restoration Research Unit, Biology Department, Science Faculty of Chiang Mai University (FORRU-CMU) agrees to accept:

VOLUNTEER NAME: _____

NATIONALITY: _____ ID CARD/PASSPORT No: _____

BIRTH DATE DD/MM/YY _____ INSTITUTIONAL AFFILIATION: _____

... to assist the unit with research and educational outreach as an unpaid volunteer,

from starting date ____/____/____/ to ending date ____/____/____/

for a minimum total number of service hours to the unit ofhrs.

On a part-time [.....]/full-time [.....] basis

FORRU-CMU shall provide the volunteer with:

- i) opportunities to gain experience of tropical forest restoration research and outreach.
- ii) training and guidance, as needed, to achieve agreed outputs and
- iii) reports to his/her institution as required.

By signing below, the volunteer agrees to the following conditions:

- i) The volunteer shall be of good conduct and adhere to the regulations of Chiang Mai University.

Pre-arrival

- ii) The volunteer shall provide FORRU-CMU with a copy of their CV, academic transcript, passport and two letters of reference.
- iii) The volunteer is responsible for obtaining an appropriate visa to enter Thailand and shall adhere to the immigration laws of Thailand. FORRU-CMU shall provide a support letter for visa applications if so requested.
- iv) The volunteer shall be entirely self-supported financially, throughout the period of the volunteership, and understands that he/she is working voluntarily for FORRU-CMU without payments or allowances.
- v) The volunteer is responsible for obtaining his/her own insurance against any adverse events and absolves FORRU-CMU from liability for accidental injury, illness and/or damage or injury to 3rd parties.
- vi) The volunteer shall prepare for their volunteership by browsing through FORRU-CMU's [website](#) before arrival.

After Arrival

- vii) FORRU-CMU staff shall provide orientation for arriving volunteers.
- viii) FORRU-CMU staff shall endeavor to manage the volunteer's program of activities to maximize the variety and quality of the experience.
- ix) The **work schedule** will be flexible and the volunteer may take leave as needed, but agrees to discuss absences with FORRU-CMU staff in advance. Working outside normal working hours (Monday to Friday 9 am to 5 pm), at the weekends or on public holidays

(observed by CMU) automatically entitles the volunteer to leave of absence of equal duration on work days. The volunteer agrees to update a spreadsheet schedule of activities and days absent online (open to all FORRU-CMU staff and other volunteers) at least one week in advance.

- x) FORRU-CMU shall cover any local costs incurred by the volunteer when he/she carries out the work of the unit (e.g., transportation, purchase of materials, etc.). The volunteer shall agree with FORRU-CMU the estimated cost of such items in advance and clear receipts and receive re-imburement on the monthly financial clearing day, towards the end of each month, designated during FORRU-CMU staff meetings.
- xi) The volunteer agrees to replace any property of FORRU-CMU or CMU, which he/she loses or breaks.
- xii) The volunteer shall attend FORRU-CMU general staff meetings and shall meet with a FORRU-CMU senior staff member at least once per month to discuss progress.
- xiii) The volunteer shall promote forest restoration and FORRU-CMU's work and image positively at meetings and in media.
- xiv) Any publications, resulting from the volunteer's work, shall be jointly authored with at least one FORRU-CMU staff member. If the work is presented at a conference, the volunteer shall invite a FORRU-CMU staff member to co-present.

Do you intend to conduct research, or work on a dissertation or thesis project, towards attainment of a degree in a university outside Thailand during your volunteership? (**CIRCLE YOUR ANSWER**)

_____ YES NO _____

→ If yes, then you must comply with the following **additional conditions**: -

- xv) You agree to **cover all research costs**.
- xvi) You must **obtain a research permit** from Thailand's [National Research Council](#).
- xvii) You must **register for at least one semester** at Chiang Mai University and pay the registration fee. In return, FORRU-CMU staff shall provide research supervision. You are exempt from paying registration fees to CMU if your university has an MoU with CMU and has agreed to host and supervise Thai students free of charge.

Ending the agreement ←

- i) This agreement may be ended by either of the signatories, by providing a written explanation of the reason(s) for ending the agreement or leaving, 5 working days in advance.

By signing this agreement both parties agree to comply with the conditions stated above:

SIGNED

(_____)

Volunteer

Date ___/___/___/

(_____)

(For FORRU-CMU)

Date ___/___/___/