



# Peace Corps Indonesia Pre-Service Training

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## Pre-Service Training General Support Scope of Work

### I Facilities and Events:

- **Peace Corps office** – on UMM campus
  - Furnished with at least 5 desks/chairs
  - All utilities/wireless internet included
  - Needed from February 28 – June 17, 2011
  
- **Village classrooms** – one in each training community
  - Available Monday – Saturday
  - Furnished with desk/chairs for 10 or more people
  - Furnished with white/black board.
  - Located within walking distance of host families
  
- **One large classroom** – on UMM campus
  - With student desks/chairs for approximately 50 people
  - Equipped with in-focus/screen/sound system
  - Water dispenser/cups provided
  - Needed for approximately 20 days between Feb 28 – June 17, 2011
  
- **Principals Workshop** – on UMM campus
  - June 14 and 15, approximately 70 people, with appropriate refreshment
  - Venue with tables/chairs, in focus/screen/sound system
  
- **Swear-in Ceremony** – location to be determined
  - June 16, approximately 40 guests, with appropriate refreshment
  - Venue with chairs, podium,
  
- **End of Training Ceremony** – on UMM campus
  - June 16, approximately 200 guests, with appropriate refreshment
  - Venue (same or similar to 2010), with necessary equipment
  - Video taping of event
  - Coordinate with Peace Corps on press coverage/facilities

### II Personnel

- Assigned subject to review and approval by Peace Corps Training Manager.
- Evidence of police checks (SKCK) must be completed on Community Liaison and Cultural Facilitators and provided to the Training Manager.

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