



## Schedule/Activity Sheet for all

**Working Station** :  
**Address** :  
**Key Responsibilities** :  
**Accommodation and Food** :  
**Date of Arrival** :  
**Date of Departure** :  
**Working Days** : Five/Six days a week

Date	Time		Activities	Place	Days
	From	To			
Day 1			Pick up from Tribhuvan International Airport	Bring to Hotel at Thamel and rest	Sunday
Day 2	10.00 am	4.00 pm	Orientation about the job responsibility, Nepalese culture, Language, greetings, Question/Answer and more. We will have different sessions with experts	Hotel	Monday
	4.00 pm	5.00pm	City walk	Thamel and Kathmandu Durbar Square	
Day 3	10.00 am	4.00 pm	<b>Orientation Continue</b> in different sections and subsections related to the Job responsibility.	Hotel	Tuesday
		4.00pm onwards	Refreshments and rest		
Day 4			Placement in Host family/hostel/ Hotel and visiting work place and interactions	Nearest to the Work Station	Wednesday
Day 5	---	----	<b>Work place visit and interactions</b>	Work station	Thursday
Day 6	...am	...pm	<b>Duty hours</b>	Work station	Friday
Day 7	<b>Off Day</b>				Saturday
Day 8	...am	...pm	<b>Duty hours</b>	Work station	Sunday
Day 9	...am	...pm	<b>Duty hours</b>	Work station	Monday
Day 10	...am	...pm	<b>Duty hours</b>	Work station	Tuesday
Day 11	...am	...pm	<b>Duty hours</b>	Work station	Wednesday
Day 12	...am	...pm	<b>Duty hours</b>	Work station	Thursday
Day 13	...am	...pm	<b>Duty hours</b>	Work station	Friday
Days 14	<b>Off Day</b>				Saturday

<b>Day 15 to 2days before of departure</b>	<b>Working in duty hours or we can design for their Tours/Travels/Trekking / cultural visit package as per the volunteers interest or continuing previous designed work schedule.</b>		
1 day before departure	<b>Farewell, Shopping and rest</b>		
Departure day	Two hours before to flight time	Drop ..... at Tribhuvan International Airport	Tribhuvan International Airport