



សាកលវិទ្យាល័យស្វាយរៀង
SVAY RIENG UNIVERSITY

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MEMORANDUM

To: SRU Management, staff and Students

Subject: Inclusion of FRIENDS Teahouse in the University
Organizational structure.

DATE: October, 22 2020

The University's membership in the Erasmus+ FRIENDS project aims to develop and strengthen our internationalization capabilities and to develop our students 'global and cultural competencies through the integration of intercultural components into the university's formal and informal curriculum.

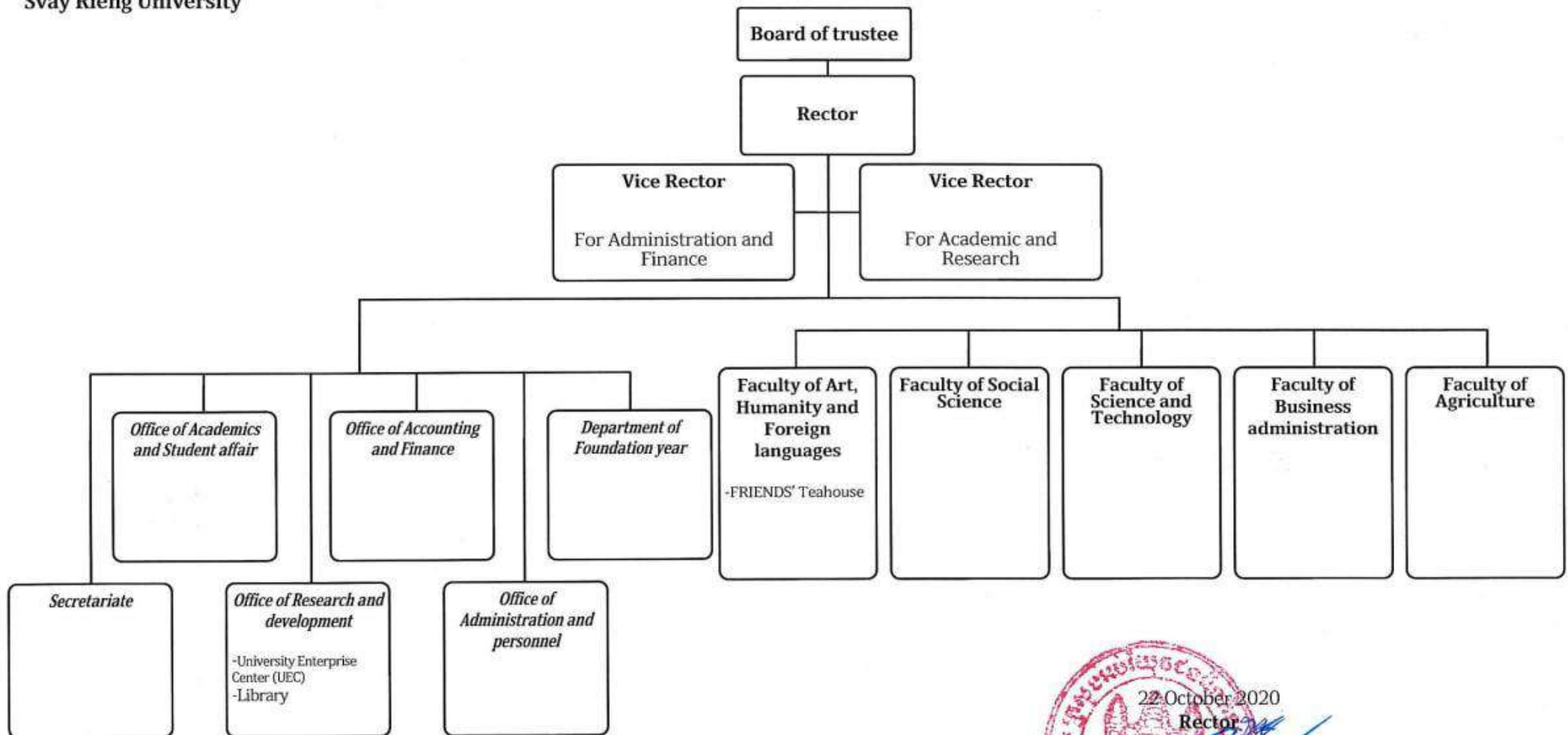
A key component of the project is the establishment of the FRIENDS TEAHOUSE as a hub for students to do the online learning associated with the program and to attend special events in line with the outcomes mentioned above. The Teahouse will be in room DOO3 and will be under the Management of the Faculty of Arts, Humanities and Foreign Languages.

TUM Saravuth
Rector



Svay Rieng University

Organization chart



22 October 2020

Rector

TUM SARAVUTH



SRU TEAHOUSE CODE OF CONDUCT

1. Access

The teahouse will be open for certain hours during the week. Outside of those hours a student must sign out the key and return it at the given time. That student is then responsible for everything that happens during that time. The student who is given this responsibility must have the Intercultural Passport.

2. Events

A schedule of events will be posted for each Semester. These will be posted at least 1 month in advance.

3. Rules

A maximum of 10 Students at any given time.

No food is to be taken in or consumed within the Teahouse.

The purpose of the Teahouse is to promote the Intercultural passport and internationalization studies. It can only be used for this purpose. English must be spoken within the Teahouse.

The Teahouse must be kept clean and tidy and all rubbish must be removed and placed in the rubbish bin outside.

There is a lot of expensive equipment in the Teahouse and it must be looked after and used properly.

4. Values and Ethics

- **Integrity.** Students should demonstrate honesty, fairness and sound ethical behaviour while dealing with other students in the Teahouse.
- **Mutual Trust and Respect.** Relationships between students should be based on trust, mutual respect and dignity.
- **Solidarity.** Students should show solidarity with each other and support each other in their work.
- **Effective Communication.** Students should communicate effectively with each other in English and use this environment to practice their English skills.
- **Protection of Intellectual Property.** Students should respect and protect the intellectual property of each other and of others.
- **Equal Treatment.** Students must treat each other equally without harassment or discrimination.
- **Teamwork.** The students should work together as a team for the collective success of the activities.
- **Excellence in commitment to quality.** Beneficiaries should share information effectively with each other. The need to share information should be balanced with the need for confidentiality, where appropriate.
- **Excellence and commitment to quality.** Beneficiaries should ensure that the quality of their work is of high standards and sufficient for the purposes of the project.

- Conflict resolution. Beneficiaries should avoid any conflicts within the consortium. If any conflict between beneficiaries arises, it should be reported to the SRU International relations Office or the people in charge. The conflicts should be resolved in a spirit of mutual understanding and in an amicable manner.
- Non-discrimination and equal treatment. Beneficiaries are committed to the principles of non-discrimination and equal treatment. There is zero-tolerance towards harassment or discrimination of any kind based nationality, gender, racial or ethnic origin, religion or belief, disability, age or sexual orientation.
- Respect for diversity. Beneficiaries should create within the SRU FRIENDS Teahouse a tolerant environment where diversity is respected and considered one of the teahouse's main assets.

Any breach of this Code will mean those students involved will be banned from any further use of the Teahouse.

TUM Saravuth,
Rector