



Order of Piboonbumpen Demonstration School Burapha University

Number /2024

Subject: Appointment of the Committees on the “Integrated Secondary Field Trip”
of the International Education Program for Academic Year 2023

In order to have the “Integrated Secondary Field Trip” of the International Education Program for Academic Year 2023 on the 31st of January, 2024, to 2nd of February, 2024, to be will organized, Piboonbumpen Demonstration School under the management of Burapha University abided by the authority as writen in section 13 (1) of Burapha University regulations in the year 2009 dated 22nd December 2009, and First, corrected in the year 2013, dated 20th of March 2013, has assigned the following persons to carry out the following tasks:

Advisory Committee

1. Ms. Apunchanit	Jenjit	Chairperson
2. Assistant Professor Kongsak	Wattanachod	Committee
3. Ms. Sanita	Taimuang	Committee
4. Ms. Potchanee	Masuk	Committee
5. Ms. Penpun	Srisayporn	Committee
6. Ms. Natamon	Keeratichotigool	Committee
7. Mr. Kritsada	Suwanphithak	Committee
8. Ms. Nichanan	Chaisang	Committee
9. Ms. Phitchanan	Sangserpo	Committee

Job: Give advice to the staff and facilitate the processes.

Project Operating Committee

1. Ms. Nichapat	Rattanadilok Na Phuket	Chairperson
2. Ms. Jirarat	Jaturanon	Vice-Chairperson

3. Ms. ...

3.	Ms. Patchara	Manasilp	Vice-Chairperson
4.	Mr. Andrew Edward	Fraser	Committee
5.	Mr. Ciaran Damien	Cassidy	Committee
6.	Ms. Enriqueta Navarro	Villa	Committee
7.	Mr. Evgenii	Ibaldinov	Committee
8.	Mr. Jan-Hendrik	Pienaar	Committee
9.	Ms. Mamiko	Chunnawong	Committee
10.	Mr. Manus	Jompru	Committee
11.	Ms. Marites Rante	Carreon	Committee
12.	Mr. Praween	Sustthisa-nga	Committee
13.	Mr. Piyawatt	Purawathananon	Committee
14.	Mr. Seksan	Chansom	Committee
15.	Mr. Ting-Fong	Tsai	Committee

Job: 1. Organize and plan the activities for the “Integrated Secondary Field Trip” and ensure that they are carried out as planned.

2. Carry out activities sequentially throughout the project.

3. Oversee the well-being of program participants.

Tour Operating Program Committee

1.	Ms. Nichapat	Rattanadilok Na Phuket	Chairperson
2.	Ms. Patchara	Manasilp	Vice-Chairperson
3.	Ms. Jirarat	Jaturanon	Committee
4.	Ms. Mamiko	Chunnawong	Committee
5.	Mr. Ting-Fong	Tsai	Committee

Job: 1. Coordinating transportation and managing logistics.

2. Arrange accommodation.

3. Leading the tour.

4. Supervision of project food and snack supply.

The field trip Supervises

1. Ms. Nichapat	Rattanadilok Na Phuket	Chairperson
2. Mr. Andrew Edward	Fraser	Committee
3. Mr. Ciaran Damien	Cassidy	Committee
4. Ms. Enriqueta Navarro	Villa	Committee
5. Mr. Evgenii	Ibaldinov	Committee
6. Mr. Jan-Hendrik	Pienaar	Committee
7. Ms. Jirarat	Jaturanon	Committee
8. Ms. Mamiko	Chunnawong	Committee
9. Mr. Manus	Jompru	Committee
10. Ms. Marites Rante	Carreon	Committee
11. Ms. Patchara	Manasilp	Committee
12. Mr. Praween	Sustthisa-nga	Committee
13. Mr. Piyawatt	Purawathananondha	Committee
14. Mr. Seksan	Chansom	Committee
15. Mr. Ting-Fong	Tsai	Committee

- Job:**
1. Handling permissions to participate in the project.
 2. Maintain student discipline, and monitor the behaviour of boarding students.
 3. Ensure the well-being of group students.
 4. Involve students in planned learning activities.
 5. Take pictures or VDO clips of your group participation.
 6. Summary of participation in activities related to civics duties subjects.

Walk Rally Committee

1. Ms. Nichapat	Rattanadilok Na Phuket	Chairperson
2. Mr. Andrew Edward	Fraser	Committee
3. Mr. Ciaran Damien	Cassidy	Committee
4. Ms. Enriqueta Navarro	Villa	Committee

5. Mr. ...

5. Mr. Evgenii	Ibaldinov	Committee
6. Mr. Jan-Hendrik	Pienaar	Committee
7. Ms. Jirarat	Jaturanon	Committee
8. Ms. Mamiko	Chunnawong	Committee
9. Mr. Manus	Jompru	Committee
10. Ms. Marites Rante	Carreon	Committee
11. Ms. Patchara	Manasilp	Committee
12. Mr. Praween	Sustthisa-nga	Committee
13. Mr. Piyawatt	Purawathananon	Committee
14. Mr. Seksan	Chansom	Committee
15. Mr. Ting-Fong	Tsai	Committee

Job: 1. Plan, prepare material and organize the learning station according to the subject group.

2. Engage students to learn and join the activities.

3. Evaluation students performance during the activities.

Evening Activity Committee

1. Mr. Ting-Fong	Tsai	Chairperson
2. Mr. Andrew Edward	Fraser	Committee
3. Mr. Ciaran Damien	Cassidy	Committee
4. Ms. Enriqueta Navarro	Villa	Committee
5. Mr. Jan-Hendrik	Pienaar	Committee
6. Ms. Jirarat	Jaturanon	Committee
7. Ms. Mamiko	Chunnawong	Committee
8. Ms. Marites Rante	Carreon	Committee
9. Ms. Nichapat	Rattanadilok Na Phuket	Committee
10. Ms. Patchara	Manasilp	Committee
11. IEP students council representative		Committee

Job: ...

- Job:** 1. Organize events to foster meaningful relationships among project participants.
2. Supervise and encourage students to engage in creative pursuits.

Handling emergencies

- | | | |
|--------------------------|------------|-------------|
| 1. Ms. Patchara | Manasilp | Chairperson |
| 2. Ms. Enriqueta Navarro | Villa | Committee |
| 3. Ms. Mamiko | Chunnawong | Committee |
| 4. Mr. Seksan | Chansom | Committee |

- Job:** 1. Assess the situation and determining the severity of the emergency.
2. Communicate with emergency services.
3. Keep the group informed.
4. Make alternative arrangements in case of any other unexpected events.
5. Arrange and advise participants on COVID surveillance initiatives implementation.

Project Operation Support Committee

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|----------------------|---------------|-------------|
| 1. Ms. Juthathip | Cheprakov | Chairperson |
| 2. Ms. Nina | Sangsamanan | Committee |
| 3. Ms. Phannarai | Charoenphaete | Committee |
| 4. Ms. Phetcharaporn | Pianprasit | Committee |

- Job:** 1. Check and prepare all pertinent financial records and documentation.
2. Purchase and prepare project supplies.
3. Provide required documentation papers throughout the project.
4. Conduct papers due diligence for permission to work outside of the School.

Evaluation Committee

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|------------------|------------------------|-------------|
| 1. Ms. Jirarat | Jaturanon | Chairperson |
| 2. Ms. Nichapat | Rattanadilok Na Phuket | Committee |
| 3. Mr. Ting-Fong | Tsai | Committee |

Job: ...

- Job:**
1. Design, collect evaluation sheets via platform.
 2. Summarise the evaluation using statistical methodology.
 3. Obtain a summary report for the project.

From this day onward

Issued on the of January 2024

(Assistant Professor Kongsak Wattanachod)

Deputy Director of Administration

Acting for Acting Director of Piboonbumpen Demonstration School