JUNIOR EMPOWERMENT CIRCLE (JEC) · KATHMANDU

Trash into Treasure

A live upcycling build challenge: student teams turn clean discarded materials into useful products in a timed build, then show the room that the products actually work.

Format
One-day live build + exhibition + use-demos + awards (proposed)

Who
Teams of 2-4, +2 (high-school) students, inter-school and open entries; proposed pilot cap 10-12 teams / 40 participants

Scale
~55 core people catered (venue unconfirmed)

Estimated budget
~NPR 30,000-58,000 depending on what is borrowed or donated (estimates only, no quotes, funding unconfirmed)

Status: public proposal. Nothing in this document is approved or confirmed - no date, venue, partner, judge, or funding. No one has been contacted, and nothing has been booked or spent. This is an idea document for the JEC board and community to react to, prepared 31 October 2026.

In plain words - a beginner's summary

What is Trash into Treasure? Students collect clean waste - cardboard, old clothes, rice sacks, bottles, cans - and, on event day, turn it into something *useful* in a fixed build time. Then every team must show the audience what its product actually does. It is not an art show: a beautiful object that does nothing scores lower than a plain one that works.

What a team does (worked example: a cardboard desk organizer)

1. **Register** for one of three tracks - Home & Study, Carry & Wear, or Play & Learn - and start collecting clean waste from home, school or a scrap dealer.
2. **Declare materials.** At check-in, the team lists every item: where it came from, reclaimed or newly bought (new-material spend is capped, proposed at NPR 500 per team).
3. **Build live.** On the day, the team gets a table, shared tools and glue stations, and a 3-hour window. Washing and flattening at home is fine; assembly happens in front of everyone.
4. **Demo it.** The organizer must hold 20 pens and 5 notebooks without tipping when a notebook is pulled out.
5. **Get scored** on usefulness, build quality, creativity, material honesty and presentation - and the audience votes separately for a people's choice award.

What the audience sees

Visitors walk an exhibition where each stall shows the original waste next to the finished product, watches the use-demos, and casts one vote. The hook is simple: "This was rubbish. Now look what it can do."

One full example, start to finish (imagined - not a real result)

Picture a team of three collecting two empty rice sacks and an old school bag's strap. They declare all of it reclaimed, spend NPR 0 on new material, and build a tote bag in the Carry & Wear track. At the demo, judges load it with 5 kg of books and a student carries it at knee height across a padded mat. The strap holds - the demo passes. They score well on material honesty and usefulness, less on finish. They do not win overall, but they take the people's choice award because visitors keep picking the bag up. That is how a good day could look - no edition has happened yet.

What a win DOES and does NOT mean

A win DOES mean: the team scored highest across the five published criteria - usefulness and the demo, build quality, creativity, material honesty and story - after attempting its use-demo in public (usually passing it).	**A win does NOT mean:** the product is the best possible design, is safe for every use, or that the event has measurably reduced Kathmandu's waste. The event never claims that.

Remember: nothing in this document is confirmed - no date, venue, partner or funding. It is a proposal for discussion, not an announcement.

Where this idea comes from - and what is honestly new

"Trash to treasure" events exist worldwide. Before proposing this one, we looked at real precedents (full links on page 12):

Precedent	What its published material describes
Trash to Treasure - Cairns Regional Council, Australia	Annual council competition for schools: students repurpose waste, finalists exhibit, visitors vote for a favourite, winners get a cash prize (2026 edition public).
UW Trash Art Contest - University of Washington, USA	Seventh annual contest in 2026; art from items "normally thought of as waste", with 2D, 3D and textile categories.
Waste to Wealth model competition - Tripura, India	Government-published guidelines for a school model-making competition from waste.
Recycled art contests - Mesquite (TX), Fraser Coast & others	City and council contests; common published rules: majority recycled materials, no soiled trash or food waste, entry caps, wearable-art categories.
Student-fest editions - IIT Kharagpur "Upcycling Showdown", AKADA Lagos "Reimagine"	College-festival and city challenges inviting students to turn waste into products or art.

What the sampled rule sets show: in these council/city contests, entries are prepared before submission and exhibited as static displays, and visitor voting is common. A classroom activity sheet (USGBC) comes closest to building in a session, but is a lesson, not a public event. None of the rule sets we read combines a live timed build, a mandatory use-demo and a material-honesty score.

Honest novelty statement. The broad idea - students upcycling waste for a competition - is *not* new, and this document does not claim it is. Our proposed twist is the *combination*: (1) a **live timed build on event day** instead of pre-made drop-offs, (2) a **public use-demo every entry must attempt**, (3) a **material-honesty score** that rewards reclaimed share and low new spend, and (4) a planned **aftercare handover** so leftover material goes to a recycler, not a bin. Our sample is small and English-language; we have not verified this combination is unique, and we do not call it a first.

Why it fits Nepal

Dated background estimates, not current figures: a 2020 estimate cited in a 2025 review put Kathmandu Valley's municipal waste at roughly 850 tonnes per day, about 55% organic and 15% plastics; an ADB 2013 study found over 60% of Kathmandu Metropolitan City's waste organic. Different areas and years - treat these as background scale, not today's numbers. Locally, Doko Recyclers - which describes itself as running Nepal's first materials recovery facility - reports that an e-waste refurbishment project diverted over 18,000 kg of electronics, and Blue Waste to Value converts waste into raw material and green jobs. Both are named as context only - **no partnership exists or has been sought**. A student event will not fix any of this; its value is skills, awareness and a replicable format.

The event format at a glance

Who enters
Teams of 2-4 +2 students (roughly 16-19 years old; some under 18) from any school/college, plus an open track for recent graduates if the board wants it (undecided). Proposed pilot cap: 10-12 teams and 40 participants in total - registration closes at whichever comes first.

Where
A host college hall in Kathmandu Valley (unconfirmed - no venue contacted). Needs ~15 tables, power points, water access.

Entry cost
Proposed free for participants; costs covered by the event budget/sponsors (unconfirmed).

Three tracks
Home & Study - things a desk or room needs. **Carry & Wear** - bags, pouches, wearable utility. **Play & Learn** - toys, games, teaching aids (demonstration pieces, not child-safety-certified).

Two phases

Phase 1 - before the day (2-4 weeks): teams register, get the allowed/excluded materials list and a safety note, and collect clean waste. Washing, label removal and flattening at home is welcome; assembly and structural cutting are not - that happens on the day.

Phase 2 - event day: material audit at check-in, safety briefing, a 3-hour live build, then exhibition, use-demos, audience voting, judging and awards, ending with a supervised aftercare sort.

Proposed day schedule (indicative, not fixed)

Time	What happens
09:00 - 09:30	Team check-in; material audit against the declaration form (Appendix A); unsafe or dirty items rejected
09:30 - 10:00	Welcome; 10-minute safety briefing (tools, glue stations, PPE); teams set up tables
10:00 - 13:00	Live build window. Volunteers circulate; glue stations supervised; visitors may watch from a marked area
13:00 - 14:00	Tools down. Table tidy; participants eat their own packed/bought lunch; snacks and water provided; teams prepare a 1-minute product story
14:00 - 15:30	Exhibition: stalls show waste-vs-product, teams run use-demos for judges, visitors watch and vote
15:30 - 16:00	Scores tallied; awards per track + overall + people's choice; group photos (consent-based)
16:00 - 16:30	Aftercare sort: leftovers separated into recyclables/reusables/rejects and logged (Appendix D); products go home with teams

All times indicative; a shorter afternoon-only variant is possible if a host prefers.

Ten example builds - and the demo each must face

These are illustrations to make the format concrete, not a menu to copy; teams may propose their own. Every demo is deliberately simple and safe: loads stay small, stay low, and travel over padded mats; no personal devices are used as test weights.

#	Track	Build idea	Typical reclaimed materials	The use-demo it must pass
1	Home & Study	Desk organizer	Cardboard boxes, paper tubes	Holds 20 pens and 5 notebooks; does not tip when a notebook is pulled out
2	Carry & Wear	Tote bag	Rice sacks, old fabric, salvaged strap	Carries 5 kg of books at knee height across a padded mat without tearing or dropping
3	Home & Study	Self-watering planter	Plastic bottles, cotton wick from old cloth	Holds soil without leaking; wick visibly draws water during the exhibition
4	Home & Study	Woven basket	Newspaper or magazine strips	Holds 2 kg of bagged weight without the base opening (newspaper is not food-safe, so any fruit stays bagged)
5	Home & Study	T-shirt yarn mat	Old T-shirts cut into yarn	Lies flat; stays intact when shaken and when a 10 kg bag is dragged across it (no standing on it - slip risk)
6	Home & Study	Desk caddy set	Tin cans with edges folded/rolled before check-in, fabric or paper wrap	Passes a cloth-drag check (no sharp edge snags); holds stationery upright
7	Home & Study	Phone/tablet stand	Thick cardboard, bottle-cap feet	Holds a 250 g marked dummy weight at a readable angle for 10 minutes (no personal phones used)
8	Play & Learn	Seed-starter tray	Egg cartons, bottle-cap labels	Each cup holds soil through a light watering without falling apart
9	Carry & Wear	Apron or tool wrap	Fabric scraps, old jeans, salvaged ties	Ties on a student; pockets hold 3 blunt, lightweight mock tools through ten steps without ripping (no sharp tools carried while walking)
10	Play & Learn	Cable winder / desk tidy	Thick cardboard spool, plastic bottle base	Winds a 2 m cable and dispenses it without snagging; does not tip

Notes on demos and toys. A passed demo shows the product did its promised job once, in public, that day - not that it is durable for months, safe for every use, or better than a bought alternative, and the event does not claim that. Play & Learn entries are demonstration pieces: they are not safety-certified toys, and any build with small parts is labelled "not for children under 3".

Rules (proposed)

Materials - allowed

- Clean cardboard, paper, newspaper, magazines, egg cartons
- Old clothes, fabric scraps, rice/grain sacks, rope and natural twine
- Clean rigid plastic containers and bottles (washed, labels off where possible)
- Tin cans only with edges folded or rolled *before* check-in and passing the cloth-drag check; bottle caps
- Sanded wood offcuts, broken furniture parts with no exposed nails

Materials - excluded for the first edition (with reasons)

Excluded	Why
Batteries, circuit boards, e-waste	Toxic metals and fire risk; needs specialist handling (e.g. a recycler's e-waste program)
CDs/DVDs and any storage media	Brittle and sharp when cut; data-bearing items also raise privacy questions
Chemical, paint or pesticide containers	Residue risk even after washing
Soiled, contaminated or medical waste	Hygiene; also matches common contest rules abroad (e.g. Mesquite bans soiled trash)
Food waste	Hygiene and pests
Glass	Cut risk in a crowded build hall; revisit in later editions with controls
Exposed sharp metal	Cut risk; no metalworking, grinding or sanding happens on site

What may be prepared at home - and what may not

- **Allowed at home:** collecting, washing, drying, label removal, flattening cardboard, cutting fabric to rough size, having metal edges professionally folded/rolled.
- **Not allowed before the day:** gluing, stitching or assembling parts; structural cutting of the final shapes; painted or finished surfaces. The audit at check-in rejects pre-assembled work.

Material honesty

- Each team submits the declaration form (Appendix A) at check-in: every item, its source, reclaimed or bought.
- Proposed cap: NPR 500 of new material per team. Organizer-supplied glue, tape, thread and paint must also be declared but are not charged to the cap.
- Undeclared new material found during judging = honesty score of zero; repeated breach = disqualification.

Build rules

- Assembly happens on-site inside the 3-hour window. Shared tools and glue guns stay at supervised stations; hand tools may come to tables. No power tools, no metalworking, no sanding on site in the first edition.
- Each team works within its own table space and follows volunteer instructions; unsafe conduct ends a team's build.

Judging and awards (proposed)

Scoring rubric - 100 points

Criterion	Weight	What judges look for
Usefulness & the use-demo	30	The product does a real job; the demo was attempted and the result shown honestly (pass or fail)
Build quality & durability	25	Joints hold, edges safe, finish tidy enough for daily handling
Creativity & transformation	20	The gap between "what it was" and "what it is"; clever problem-solving, not decoration alone
Material honesty	15	High reclaimed share, low new spend, accurate declaration
Story & presentation	10	A clear 1-minute explanation: why this product, for whom, what it replaces

Judges score on printed sheets with anchored marks for each criterion (Appendix C), so a "30" and a "15" mean the same thing to every judge.

- **Every entry must attempt its demo.** A failed demo does not eliminate a team - honesty about the result is scored - but an entry that refuses the demo cannot place in the top three.
- **Three judges** (proposed: one maker/teacher, one sustainability practitioner, one JEC advisor). Judges with a link to a team step out of scoring that team and note it on their sheet.
- **People's choice is separate.** Each visitor gets one vote token (visitor voting is also how Cairns runs its event). It is its own award and never overrides the judges' scores.
- **Tie-break:** the tied entries' use-demo scores decide; still tied, the judges discuss and their joint decision is final.

Awards (proposed)

Track winners
One per track: Home & Study, Carry & Wear, Play & Learn

Overall "Treasure of the Day"
Highest total score across tracks

People's choice
Most visitor votes

All participants
Certificates (printed, in the budget as an estimate)

Fairness note: the rubric gives function and honesty more weight than appearance (usefulness, build quality and material honesty carry 70 of 100 points), so polish alone cannot carry an entry. But the total across all five criteria decides - no single strength guarantees a win.

Safety and safeguarding

Participants are mostly 16-19 years old - young students, some under 18 - so consent, supervision and tool controls are designed in, not bolted on. These are proposals; a host institution may add its own rules.

Consent and under-18s

- Every participant under 18 needs a signed parent/guardian consent form before event day - a sample draft is Appendix B (not legal advice; the host may require its own form).
- Photos and video are opt-in: a consent line on the registration form, and no close-ups of anyone who opted out. Group photos announced in advance.
- Each team names one responsible contact (teacher, guardian or adult team lead) reachable on the day.

Tools and build safety

- Hot glue guns live at staffed glue stations only - they do not travel to tables. First edition: no power tools, no metalworking or sanding on site, no spray paint indoors, no open flames.
- Craft knives used only on provided cutting mats, under volunteer supervision; scissors are the default cutting tool.
- PPE at stations: work gloves for handling cans and wood, safety glasses for cutting, masks kept available.
- First-aid kit on site plus at least one volunteer with first-aid training; nearest clinic and emergency numbers printed at the welcome desk; an incident log kept at the desk.

Hygiene

- All materials must be washed or wiped before check-in; the check-in audit rejects dirty items, and that decision is final.
- Hand-washing or sanitiser at the hall entrance and near glue stations; no eating at build tables.

Supervision

- About 8-10 adult volunteers for ~12 teams, with roles overlapped by schedule (page 9); roughly one circulating volunteer per 3-4 teams during the build.
- A short risk assessment is walked through with the host before doors open - the checklist is Appendix D.

Duty of care: if any control above cannot be met on the day (e.g. no first-aider available), the affected activity is scaled back or dropped - the event runs smaller or not at all, never unsafely.

How to run it - operations plan (proposed)

Four-week countdown

When	What happens
T-4 weeks	Board approves concept; host venue and date confirmed; registration opens with rules, materials list and forms (Appendices A-B)
T-3 weeks	Volunteer recruitment (8-10); judges approached; materials guidance sent to registered teams; school outreach
T-2 weeks	Registration closes at the team cap; judges confirmed; consumables and PPE priced with real quotes
T-1 week	Buy/print everything (forms, score sheets, signage, certificates); venue walk-through with the Appendix D checklist; final volunteer briefing
Event day	Run per the schedule on page 4
T+1 week	Aftercare handover completed and logged; thank-yous to host/judges/volunteers; short feedback form to teams; lessons written up for the next edition

People needed - 8-10 volunteers, roles overlapped by schedule

Event lead (1, floats all day); welcome/registration desk (2 - after check-in closes, one moves to the material audit table); glue-station staff (2); circulating floor volunteers (2-3 during the build, 1-2 during exhibition); first-aider (1, doubles as a floor volunteer); photo/media (1 - a JEC media manager, active mainly at exhibition/awards). Judges (3) are separate from the volunteer team. Overlaps are scheduled, not simultaneous: the busiest point (the build window) has 6-7 people on the floor and stations.

Venue requirements

- Hall or covered space for ~55 core people plus drop-in visitors, with ~15 sturdy tables and chairs; power points along walls for glue stations (cables taped down).
- Water access for hand-washing; toilets; a marked visitor route that keeps the public out of build aisles during the build window.
- Host institution's written permission and its own safety requirements (a host campus is the first permission gate; none has been approached).

Where materials come from - and where they end up

- **Sourcing:** teams collect from home and school; JEC can run optional collection drives at member schools; scrap dealers (kabadi) are a legitimate top-up source - bought material counts against the honesty cap and is declared.
- **Organizer stock:** a small shared pile of clean cardboard/fabric at the hall so no team arrives empty-handed; using it is declared like anything else.
- **Aftercare:** at close-down, leftovers are sorted into recyclables, reusables (stored for a next edition) and rejects, and the sort is written into the handover log (Appendix D). The plan is to hand recyclables to a local recycler - a plan, not an agreement; no recycler has been contacted. Rejects go out with normal waste; the goal is that the event leaves no pile behind.

Budget - estimates only

Who this caters: a pilot of 10-12 teams (up to ~40 participants), 8-10 volunteers, 3 judges and 2 organizers - about 55 core people, catered for snacks and water only. Participants bring or buy their own lunch. Visitors drop in and are not catered.

Assumptions behind both columns: the host college donates the hall, tables, chairs and power (so hall rental is NPR 0 in both plans - a paid venue would add a real quote on top); the event is volunteer-run with no paid staff; aftercare transport is NPR 0 if a recycler or scrap dealer collects, up to NPR 2,000 if a van must be hired. These are estimates for discussion, **not quotes**; no spend is authorized.

Line item	Lean (NPR)	Target (NPR)	Notes
Shared tools & glue stations (glue guns, scissors, mats, tapes)	6,000	12,000	Borrowing from a host college cuts this sharply
PPE (gloves, safety glasses, masks)	2,500	4,500	Sized to teams + station staff
Consumables (glue sticks, tape, thread, paint, sandpaper)	4,000	7,000	Declared by teams, not charged to their cap
Printing (forms, score sheets, signage, certificates)	2,500	5,000	Digital-first reduces this
Prizes & awards	5,000	10,000	Cash vs useful kits is an open decision
Snacks & water for ~55 core people	5,500	8,500	~NPR 100-150 per head; lunch is participants' own
First aid & sundries	2,000	3,500	Kit top-up, bin bags, cleaning
Aftercare transport	0	2,000	NPR 0 if the receiver collects
Hall rental	0	0	Assumed donated by the host college
Contingency (~10%)	2,750	5,250	Untouched unless needed
Indicative total	**~30,250**	**~57,750**	Two coherent plans, not a range to pick from

Funding is unconfirmed. No budget has been approved for this event, and the figures above are estimates only, not quotes. The lean column is realistic only if the venue, furniture and most tools are donated or borrowed.

Risks, honest limits - and what is still undecided

Main risks and mitigations

Risk	Mitigation (proposed)
Low turnout or few teams	Cap expectations: even 6-8 teams run well; school outreach from T-3 weeks; open track widens the pool
Dirty or unsafe materials arrive	Check-in audit with final say; shared organizer stock as fallback
Minor injuries (cuts, glue burns)	Staffed glue stations, knife supervision, PPE, a trained first-aider on site, and activities scaled back if controls lapse
Tool or power shortage	Borrow from host college; battery-free hand-tool fallback; build window extends if a station queues
Leftover waste after the event	Aftercare sort is in the schedule with named volunteers and a written log; nothing leaves until the hall is clear
Judging disputes	Published rubric with anchored scores, conflict rule, people's choice kept separate, organizer's decision final

Honest claims. This event will not measurably reduce Kathmandu's waste, and we should not say it will. Its real value is practical skills, a public mindset shift ("waste is a material"), and a format JEC can repeat. Winning means a team scored highest against the published rubric after attempting its demo - nothing more. We name the worldwide precedents openly and claim only this specific combination of live build, use-demos, material honesty and aftercare as our proposed twist, without calling it a world first.

Open decisions for the JEC board

1. Approve, reshape or drop the concept - and whether it joins or replaces anything on the JEC calendar.
2. Date and season (after Tihar was discussed for other JEC events; nothing fixed for this one).
3. Host venue - the first permission gate; nobody has been contacted.
4. Funding source and real quotes for the budget lines.
5. Team cap, open-track scope, cash vs in-kind prizes, and whether to seek a recycler for aftercare handover.

Sources and reading

Links consulted while preparing this document (31 October 2026), listed as observed. Precedents are named honestly; none is a partner or endorser.

1. Trash to Treasure - Reuse, Rethink, Repurpose Competition, Cairns Regional Council (Australia): https://www.cairns.qld.gov.au/water-waste-roads/waste-and-recycling/waste-education/waste-education-events/trash-to-treasure/reuse,-rethink,-repurpose-competition
2. UW Trash Art Contest 2026, University of Washington Sustainability: https://sustainability.uw.edu/blog/2026-trash-art-contest
3. "Waste to Wealth" model-making competition guidelines, Tripura State Pollution Control Board (India): https://tspcb.tripura.gov.in/storage/2025/05/GUIDELINES_COMPETITION.pdf
4. Upcycling Competition: Trash-to-Treasure Challenge (classroom activity sheet), U.S. Green Building Council: https://www.usgbc.org/sites/default/files/lesson-resources/9_10_wst_m1_l4_upcycling_competition_activity_sheet.pdf
5. Recycled Art Contest and Fashion Show, City of Mesquite, Texas: https://cityofmesquite.com/3814/Recycled-Art-Contest-and-Fashion-Show
6. Waste to Art Competition, Fraser Coast Regional Council (Australia): https://www.frasercoast.qld.gov.au/Services/Waste-and-Recycling/Waste-to-Art-Competition
7. UpCycled Rules & Guidelines 2025-2026, Keep Oklahoma Beautiful (program file): https://proof-keepoklahomabeautiful.presencehost.net/file_download/inline/625437e7-7c0d-4925-b56c-fbab1f0fc392
8. Trash to Treasure: The Ultimate Upcycling Showdown, Saamanjasya fest, VGSoM IIT Kharagpur (event post): https://www.linkedin.com/posts/saamanjasyavgsom_saamanjasya-csr-iitkharagpur-activity-7309241820805222400-lNaV
9. The Reimagine Art Challenge, AKADA, Lagos: https://www.akadaplay.com/competition/the-akadaplay-reimagine-art-challenge
10. Data Collection Survey on Waste Management in Nepal, JICA: https://openjicareport.jica.go.jp/pdf/1000052788.pdf
11. The Need for Material Recovery Facilities at Sisdole and Banchare Danda Landfill Sites, Kathmandu (WJARR 2025; cites a 2020 estimate of ~850 t/day Valley waste, ~55% organic, ~15% plastics): https://wjarr.com/sites/default/files/fulltext_pdf/WJARR-2025-3773.pdf
12. Integrated solid waste management scenarios for Kathmandu (cites ADB 2013: over 60% of KMC waste organic), Journal of Sustainable Development 7(6): https://doi.org/10.5539/jsd.v7n6p70
13. Doko Recyclers - describes itself as running Nepal's first materials recovery facility: https://dokorecyclers.com/ and its e-waste refurbishment project (18,000+ kg diverted): https://dokorecyclers.com/project/recover-refurbish-and-reuse-rrr-closing-the-loop-for-electronic-waste-in-nepal/
14. Blue Waste to Value - Nepali social enterprise creating value from waste: https://bw2v.com/

Prepared 31 October 2026 as a public proposal for the Junior Empowerment Circle board and community. Not approved or confirmed. No venue, partner, judge, recycler or funder has been contacted; nothing is booked or spent. Please treat the whole document as a starting point for discussion.

Appendix A - Registration & material declaration (proposed form)

One form per team, submitted at registration and checked against the actual materials at check-in. Registration closes at 12 teams or 40 participant places, whichever comes first. This is a proposed layout, not a settled form.

Team details

Team name	
Track (tick one)	Home & Study ☐ Carry & Wear ☐ Play & Learn ☐
School / college	
Members (2-4: name, age, phone)	1. 2. 3. 4.
Responsible adult contact (name, relation, phone)	
Under-18 consent forms attached	Yes ☐ No ☐ Not needed ☐
Photo/video opt-in (per member)	All agree ☐ Some opt out (names):

Material declaration

Item	Source (home / school / scrap dealer / organizer stock)	Reclaimed or new?	Est. new cost (NPR)
Total new-material spend (cap NPR 500)			

Declaration (signed by all members): "We declare this list complete and true. We understand that undeclared new material means a material-honesty score of zero, and that pre-assembled work is not allowed." Signatures + date.

Check-in audit use only: materials match declaration ☐ hygiene check passed ☐ sharp-edge check passed ☐ rejected items noted: _____ auditor initials: ____

Appendix B - Consent & photo opt-in (sample draft)

Sample draft for review - not legal advice. A host institution may require its own form, and the board should have a final version checked before use.

Parent/guardian consent - JEC "Trash into Treasure" event (proposed)

Event: a one-day student upcycling build challenge organized by the Junior Empowerment Circle (JEC), Kathmandu, at [host venue], on [date], 09:00-16:30.

Activities: my child will work in a team turning clean, pre-approved discarded materials (cardboard, fabric, plastics, cans with pre-folded edges, wood offcuts) into a useful product, using scissors, craft knives on cutting mats under supervision, and hot glue guns at staffed stations only. No power tools, metalworking or sanding take place at the event.

Risks and controls: minor cuts or glue burns are possible. Controls include staffed glue stations, protective gloves and glasses, a first-aid kit and at least one trained first-aider on site, and adult volunteers supervising the floor. In an emergency, staff will contact me at the number below and seek medical help at the nearest clinic.

Food: participants bring or buy their own lunch; snacks and water are provided.

Photos and video (opt-in): JEC would like to photograph/record the event for its pages and reports. Tick one: I agree ☐ I do not agree ☐ (No close-up photos of anyone who opts out.)

Participant name: _____ Age: ____ School/college: _____

Parent/guardian name: _____ Relation: _____ Phone: _____

Signature: _____ Date: _____

Emergency contact on the day (if different): _____

Adult participants (18+) sign the same form for themselves, without the parent/guardian lines.

Appendix C - Judge score sheet (proposed)

One sheet per judge per entry. Anchors keep a "30" meaning the same thing to every judge.

Entry # / team name		**Track**	

Criterion	Anchors	Score
Usefulness & use-demo (max 30)	0 = demo refused · 10 = attempted, did not function, result reported honestly · 20 = partially worked · 30 = clear pass, honestly reported	
Build quality & durability (max 25)	0-8 = comes apart in handling · 9-17 = holds, with flaws · 18-25 = sturdy, edges safe, tidy finish	
Creativity & transformation (max 20)	0-6 = mostly decoration · 7-14 = some genuine transformation · 15-20 = striking gap between what it was and what it is	
Material honesty (max 15)	0 = undeclared material found · 1-7 = mostly reclaimed, minor declaration gaps · 8-15 = fully declared, nearly all reclaimed, low new spend	
Story & presentation (max 10)	0-3 = unclear · 4-7 = basic explanation · 8-10 = clear: why this, for whom, what it replaces	
Total (max 100)		

Conflict declaration: I have no personal link to the team scored on this sheet, or I stepped out of scoring entry #____. Judge signature: _____

Process: scores tallied by the event lead with one volunteer witness. Tie on total → the tied entries' use-demo scores decide; still tied → judges discuss together and their joint decision is final. People's choice is counted separately from visitor vote tokens and never alters judged results.

Appendix D - Day-of checklist & leftover handover log

Safety and operations checklist (walk through with the host before doors open)

Phase	Check
Before doors open	☐ Walkways and exits clear ☐ Cables taped down ☐ Glue stations near power, away from through-routes ☐ PPE counted and at stations ☐ First-aid kit stocked ☐ Trained first-aider confirmed present ☐ Emergency numbers and nearest clinic printed at the welcome desk ☐ Consent forms collected ☐ Audit table and organizer stock ready
During the event	☐ Safety briefing delivered to every team ☐ Knives only on cutting mats ☐ Glue guns stay at stations ☐ No eating at build tables ☐ Incident log open at the welcome desk ☐ Visitor route kept out of build aisles
Close-down	☐ Tools counted back ☐ Incidents logged and reported ☐ Aftercare sort done and logged below ☐ Hall left clean ☐ Thank-yous sent within a week

Leftover handover log

Material type	Est. weight (kg)	Category (recyclable / reusable / reject)	Destination / handed to	Receiver signature

If a recycler or scrap dealer collects, record their name and contact as the receiver. Rejects leave with the venue's normal waste and are still logged, so the event can honestly account for everything it brought in. Volunteer signature + date: _____