EquipSent
Enable Education Everywhere
Annual Report
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Our Mission

EquipSent (ES) is a volunteer based organisation founded in 2017 in Zurich, Switzerland, with the goal to extend the life-cycle of scientific equipment and at the same time enhance the quality of education around the world by enabling hands-on training. These two goals are simultaneously achieved by matching donors of out-of-use, but functional devices, to educational institution receivers with limited financial resources.

The goals of EquipSent are:

- Minimising waste - by reducing the disposal of out of use yet functional scientific equipment in well-funded research institutions.
- Improving education - by supporting universities & schools with limited funding to attain access to such functional equipment.
- Reducing global inequality - by establishing collaborations between research institutions in high-income and low-income countries.
- Fostering international collaboration - by building a network of donors and recipients which facilitates the achievement of the above goals.
The annual general assembly was held in April 2019 in Zürich, Switzerland. The board was elected as follows:

Marcela Giraldo C. & Dorothea Wiebecke (Co- Presidents), Jan-Georg Rosenboom (consultant to co-presidency)

Acknowledgment:
Especial thanks to Katharina Keller and Jannick Griner who in spite of not being elected as board members, kindly offered a high commitment to shape the organization together - Marcela

Elected Board

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EquipSent Members

In 2019, we were 19 EquipSent members!

In alphabetic order: Alena Budinska, Anahit Torosyan, Anna Thumann, Daniel Klose, Dorothea Wiebecke, Ellinor Thelander, Gregor Jotzu, Irina Ritsch, Jan-Georg Rosenboom, Jannick Griner, Jonas Bösken, Katharina Keller, Lea Cebulla, Marcela Giraldo, Mohammad Ismael, Nouraddini Halvai, Selver Pepic, Sarah Rowan, Timo Niepel, Wilfred Elegba
Cases

Electronic devices for an Applied Sciences Lab in Beni, DR Congo

In 2018, the EquipSent crew finalized the packing of four large wooden crates filled with electronic goods for the Christian Bilingual University of Congo, UCBC.

In 2019, the shipment of the ready-packed crates moves on after choosing one of the quoted logistic operators. The payment is arranged between the US branch of Congo Initiative (NGO) and a shipping company based in the UK, with EquipSent and the beneficiaries as coordinating parties.

Multiple challenges on this transfer arose during the shipping process all the way to Beni, following the route: Zurich - London (UK), London (UK) – Mombassa (Kenya), Mombassa (Kenya) – Kampala (Uganda) and finally Kampala (Uganda) - Beni (Congo).

Taxes to be cleared at every border (UK, Kenya, Uganda and Congo) and real time coordination with: public functionaries at the Mumbassa port, drivers in land mainly in Kenya and Uganda, translators, the shipping company and the recipients in Congo. All of which were handled by the EquipSent case leader(s). Finally, the four wooden crates made it to the Congolese border where the recipient picked them up and negotiated in person the local customs.

In the end, the four boxes (nearly 400 kg) full of Physics and Electronics equipment (oscilloscopes, power supplies, multimeters and many more) reached The Christian Bilingual University of Congo (UCBC), to support the new narrative which is being written by this young university teaching applied sciences and vocational training to promising minds. These devices will serve for hands-on-training of the future Congolese electrical engineers and natural scientists, nearly 300 students. They also plan to serve local projects on renewable energy.
First follow up with UCBC, Congo

Our recipients reported to us that equipment tests followed a few months after the equipment arrival. In addition, UCBC was encouraged by the successful equipment transfer, to renovate a classroom to become the next Applied Science Electronics Lab. Due to covid19 and insecurities in the region furnishing the new Lab was postponed. We look into the future to see the new lab and classroom in operation. Cheers for the next generation of Congolese electrical engineers!

Glassware for the children in Duazon, Liberia

EquipSent onboards on its third transfer in partnership with DEAR Foundation. This time talented children at Liberia Renaissance Education Complex (LREC) in Duazon were the target beneficiaries. LREC is a public school founded by the Swiss DEAR Foundation. It is renowned by its high academic standards and vocational training in Liberia. It provides affordable education to talented children based on merit and need.

Followed by a skype session in which the need was established, the EquipSent team investigated the inventory to match the need of the recipient to start a basic chemistry lab. The main matching elements were diverse glassware like test tubes of various volumes, pipettes, crystallizing dishes, flasks, graduated cylinders, among others.
The legal documents were prepared by EquipSent and the shipment was organized in coordination with the recipient and DEAR Foundation. The shipment took place towards the end of 2019. Finally, LREC received various glassware for basic chemistry courses.

**Equipping a pharmaceutics crew (Yerevan, Armenian)**

The EquipSent team, on its mission to enable education everywhere, started to plan its fourth transfer of scientific equipment to Yerevan, Armenia. This new transfer to Yerevan State Medical University includes scientific devices, such as UV-spectrophotometer, analytical scale, chemical storage cabinet, vortexer, and pipettes. The transfer will enable research of natural product-based drug development.

As research goes hand in hand with skilled people, at the same time the devices will be used for education and hands-on training sessions for students in pharmacology. Equipment donations are actually both from the UK and from Switzerland making this EquipSent’s first decentralized shipping. So great prospect in many ways! In 2020, logistics and funding are the next milestones to tackle.
Equipment Donations

In 2019, EquipSent receives several equipment donations, most of them thanks to the personal network from EquipSenders. The communication with donors and the transportation to our storage room were organized by the team. The donated equipment included a laminar flow, vortexers, ovens, various analytical devices for chemistry, among others. This year was also exciting because we received the first two donations from companies. The first one, functional early-discarded analytical scales. Here, the EquipSent team organized the logistics to transport the pieces to the storage room. The second one, an UV-spectrometer (located in the UK), which has been already matched with a potential recipient.

With successful transfers already established, the team drafts the first version of the follow up questionnaire for recipients. This form should help the team to plan future equipment transfers more efficiently and evaluate future repeated transfers to the same beneficiaries. We expect the recipient to fill this form at least once every six-months.

Towards established processes

EquipSent recipient form

With much experience collected from the successful transfers from ES to beneficiaries and the repeated donation of out-of-use equipment to EquipSent, the team decides to write down guidelines clarifying the steps for streamlined processes and reduced efforts. First, the guidelines for receiving equipment in the organization, so that every ES member could potentially organize an equipment transfer. Second, the How-to-case which is meant as a guideline for case leaders on how to start a case from the matching phase and step-by-step bring it to success.
Parallel to our operations, we formed a business model development team which later on transformed into the Strategy team. Here, we keep pushing the development of a sustainable and scalable organization. The core team is formed (in alphabetic order) by: Daniel Klose, Jannick Griner, Katharina Keller and Marcela Giraldo. Special mention to Mohammad Ismaeil Nouraddin Halvae and Jan-Georg Rosenboom who contributed with their ideas and time in an early stage of this team.

Main achievements include the ideation of the team structure, Social Business Model Canvas, first impact indicators, among others.

Team structure

**Strategy:** The strategy team works to figure out concepts for pricing, market analysis, financing and related requirements, such as acquiring tax-exemption. This team designs the strategy to approach different stakeholders and attract donations from them.

**Equipment management:** All equipment that is temporarily in EquipSent's possession is taken care of by this team. This includes in particular management of the storage facilities and incoming requests.

**Case management:** This team keeps an overview of all cases. It helps out case leaders in need and can also be a starting hub for new cases. It is ideally composed of members who worked in a case before and have some experience.

**Recruiting & HR:** Volunteers are one of our most valuable resources. Recruitment of new people is paramount too. This team focuses on managing memberships, getting the right people on board and helping them join teams and activities.

**Corporate Relations:** Responsible for identifying new partners such as foundations, company donors, law firms, shipment companies. Creates guidelines, coordinates outreaching activities, like company pitches.

**Marketing:** This team manages outwards channels - such as the website and social media. This team designs essentially the communication strategy, success stories, and spreads the word of team achievements. Depending on what the goal is they work closely with other teams.
Impact Indicators

In 2019, EquipSent defined key performance indicators to measure our progress towards two SDGs: (4) Quality Education and (12) Responsible Production and Consumption (see below).

 EquipSent aligns with several of the UN Sustainable Development Goals of the 2030 Agenda. We aim to address quality education by hands-on training (Goal 4). By doing so we aim to foster development and innovation by enabling research. By spreading awareness and by extending the life-cycle of equipment we want to promote sustainable consumption (Goal 12).

Impact Indicators

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<tr>
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<th>Medium-term</th>
<th>Long-term</th>
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<tbody>
<tr>
<td># Matches/ transfers</td>
<td># Hands-on courses</td>
<td>Opportunities created</td>
</tr>
<tr>
<td># Installed devices</td>
<td># Participants/ courses</td>
<td>Location of students</td>
</tr>
<tr>
<td># Users/ device</td>
<td># Repeated transactions</td>
<td>Local GDP/ year</td>
</tr>
<tr>
<td># Donated devices</td>
<td>Additional lifetime</td>
<td>Average device lifetime</td>
</tr>
<tr>
<td>Avoided costs/ lab</td>
<td>Avoided landfill/ year</td>
<td>Avoided landfill/ industry</td>
</tr>
<tr>
<td></td>
<td>Avoided costs/ year</td>
<td>Avoided costs/ industry</td>
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Statutes update

After conversations among the business model crew, the team decides to strengthen the non-profit character of the organization by making updates in the statutes, especially to fulfill requirements to become a tax-exempted organization. Updates to the statutes in the following categories were proposed:

- Membership: full & associate members
- Simplified internal structure, lean & flexible: GA, Board, Auditors
- Legal requirements for tax exemption
- Clarifications (minor)

The updated version of the statutes will be voted at the next General Assembly. Stay tuned!

Programs for social innovation

Clinton Global Foundation
CGI U commitment maker

EquipSent was selected for third consecutive time to attend the 2019 edition of the Clinton Global Initiative University (CGI). The first international meeting hosted by Bill Clinton and Chelsea Clinton at the University of Edinburgh in Scotland! This annual conference brings together leaders in politics, philanthropists, NGO’s, social enterprises, members of media, among others, to discuss pressing global challenges and find effective solutions.

In 2019, EquipSent was represented by:

Sarah Rowan, Dorothea Wiebecke and Marcela Giraldo.
This time, in contrast to previous years, the Commitment to Action had a 1-year duration including a series of webinars and workshops. Our commitment makers proposed the following timeline to CGI U:

- End 2019: Established a new match (Equipment in our inventory with Recipient in low-income country).
- Beginning 2020: Third prototype case completed - Glassware transfer to LREC Liberia.
- Beginning 2020: Create ‘How to Donate’ guidelines.
- Beginning 2020: First impact report from Sarajevo University (installed mass spectrometer mid 2019).
- Mid 2020: Established strategy to approach either governmental institutions or companies.
- Mid 2020: Matching and next cases ongoing.
- Mid 2020: Establish a first decentralized case.
- Mid 2020: EquipSent awareness event (PubQuiz).
- End 2020: Finish decentralized case and establish new cases.

Stay tuned for the 2020 to hear more about the milestones reached and new learnings from our commitment makers!

**UZH Innovators Camp**

EquipSent was selected to attend the UZH Innovators camp under recommendation from Barbara LaCara and Student Project House. This is an in-class program for entrepreneurs, which this year was devoted to social innovations. Social initiatives belonging to the partner institutions (University of Zurich, ETH and the Zurich University of Arts (ZHdK)) were encouraged to apply. EquipSent’s representing team was formed by Marcela Giraldo, Mohammad Ismael Nouraddini Halvae and Katharina Keller. Apart from an initiation of feedback loops with experts, coaches, and having the chance to network with other social initiatives and camp participants, EquipSent also pitched at the International Trade Center (ITC) and Impact HUB Geneva. A final pitch in front of an expert jury (UBS, investors, Redbull project manager, economics professor, philanthropists.) took place the last day of the Camp.
Impact Academy

EquipSent registers to the Impact Academy program (autumn cycle) under recommendation from Barbara LaCara and Student Project House. The team was selected as one of the 38 impact driven initiatives for a six-month coaching session including at least 9h with a coach from the banking industry, in our case from Credit Suisse. The targeted support is focused on areas like: impact management, impact finance, business development between market entry to growth phase, among others. The core team representing EquipSent in this program are (from top to bottom in the picture): Daniel Klose, Marcela Giraldo, Jannick Griner and Katharina Keller.

Financial Report

In 2019, everybody worked on honorary capacity without compensation. Small costs (e.g. printed promotional material, postage of documents, expensed during social activities and meetings) were kindly financed as donations of the active members. The storage room was provided by ETH Zurich free of cost. A locker and meeting facilities were kindly provided by the Student Project House. In addition, a fundraiser led by Jan-Georg Rosenboom on his birthday collected 226 CHF on EquipSent’s name.
Funding efforts

- Parallel to successful transfers, 2019 was also very exciting because EquipSent was granted two budgets from internal partner organizations at ETH. First, the renewable seed funding from SPH (400 CHF). Second, the AVETH funding for diversity projects. A total of 1000 CHF for a right start into the next semester!

- In 2019, we submitted a proposal to the Swiss Academy of Arts and Sciences, to participate in the U-change convocatory for sustainable projects (Category A) with ETH as host institution (Project No 316). The project goal is three-fold: outreach activities, awareness creation and marketing strategies to address target audiences for EquipSent. Stay tuned for the follow-ups to come in 2020.

Visibility

To reach out to potential partners, donors and sponsors promotional materials in social media were updated and the Slide Deck for pitching further improved. This included the design and constant evolution of the EquipSent’s Slide Deck further used and adapted to several pitches through the year.

In 2019, the growing EquipSent team embarked on different activities to draw attention and raise awareness in its local context. Such activities included: pitches at the AVETH roundtable, ETH sustainability apero, invited pitches at Student-Project House (ETH) in events like: Peers & Beers, UNITECH international, innovation managers meeting at SPH (Swiscom, Zurich insurances, migros, ewz, among others), International Trade Center, Impact HUB Geneva, UZH Innovation Camp, among others.

Top: Our co-president Dorothea Wiebecke spreading the word about our work at the autumn Sustainability Apero. Bottom: Irina Ritsch spreading the word at the invited pitch from SPH to the UNITECH community.
This year, a pitch to the Multifunctional Ferroic Materials Group (ETH) headed by Professor Fiebig led to the advertisement of EquipSent in the group website and the introduction of the organization at the Professors meeting from the Materials Department.

In 2019, articles from EquipSenders were also published in different media:

- Article about EquipSent kindly published by VeBiS, the biology student magazine from ETH
- Article about EquipSent kindly published by ETH for Development (ETH4D) in their homepage

This year the EquipSent's website suffered a major makeover and more professional design including the ties to social media for news feed. In addition, the EquipSent team kept stirring the social media with especial focus on LinkedIn and Instagram feeds. The EquipSent's social media closes December 2019 with the following numbers:

- LinkedIn: 20 followers
- Facebook: 120 followers
- Instagram: 67 followers

The team also decides to expand its social media reach with a twitter account, which quickly gained 27 followers.
Social

In our mission to enable education everywhere there was also room for social activities and having some fun together. Below some pictures from the committed EquipSent's team in organizational activities like the Kick-off or Hours-to-discussion.

Memories from our semester kick-off, dinner together and Xmas gluhwein after our last Hour-to-discussion before new year
Our co-presidents, Dorothea Wiebecke and Marcela Giraldo from EquipSent with Marco and Eric from the Scivvy team. Finding common ground to enhance education around the world.

The EquipSent team remained united, positive, active, and finding new opportunities while beating the barriers and challenges imposed by Covid'19.
ES in numbers - 2019

We were 19 EquipSenders!

*In alphabetic order:* Alena Budinska, Anahit Torosyan, Anna Thumann, Daniel Klose, Dorothea Wiebecke, Ellinor Thelander, Gregor Jotzu, Irina Ritsch, Jan-Georg Rosenboom, Jannick Griner, Jonas Böskén, Katharina Keller, Lea Cebulla, Marcela Giraldo, Mohammad Ismael, Nouraddini Halvae, Selver Pepic, Sarah Rowan, Timo Niepel, Wilfred Elegba

We concluded 2-equipment transfers!

We received 1-follow up!

We received the first equipment donation from a company!

We initiated one equipment transfer! (Yerevan, Armenia)

ES was represented and/or promoted in at least 7-different programs, events
- CGI U Scotland
- UZH Innovation Camp
- Impact Academy
- ETH Sustainability Àperos
- Peers & Beers
- AVETH roundtable
- UNITECH International
- Other pitches
Thank you for a great year!