

Subject: Invitation to Disaster Relief Volunteer Training Project(2026)

Dear _____,

I hope this letter finds you in good health and high spirits. I am writing to extend a warm invitation to you and your organization to participate in our upcoming Disaster Relief Volunteer Training Project. As a responsible and forward-thinking institution, we believe that preparedness is the key to mitigating the impact of natural disasters and ensuring the safety and well-being of our communities.

Date and Time:

September 8th (Tue) 9:00 to 16:10

September 9th (Wed) 9:00 to 17:20

Venue: Audiovisual Room 406, Hydrotech Research Institute, National Taiwan University (4th Floor, No. 158, Zhoushan Road, Daan District, Taipei City).

Google Map Link : <https://maps.app.goo.gl/GqsGG5syjWXTYxmF6>

The Disaster Relief Volunteer Training Project aims to equip participants with the necessary knowledge and skills to effectively respond to various emergency situations. Through a combination of theoretical sessions, practical exercises, and group discussions, this comprehensive training course will cover essential topics, including:

- Responsibilities and tasks of disaster relief volunteer, Taiwan's disaster prevention system and operation.
- Disaster characteristics of Taiwan.
- Information Acquisition, Utilization and Community Disaster Prevention Planning.
- Basic first aid training and Implementation of emergency rescue.
- Promotion and operation of community disaster prevention work.
- Personal and Home Protection Measures.
- Opening and operation of community shelters.
- Disaster Prevention Plan Implementation and Verification.

Course schedule link : <https://reurl.cc/p8yn24>

We have carefully selected experienced trainers and subject matter experts who possess extensive knowledge and practical experience in disaster management. Participants will have the opportunity to engage in interactive sessions and gain valuable insights from their expertise.

The course fee is free per participant, which includes all training materials, lunch, and a certificate of completion. Please note that spaces are limited, and registration will be on a first-come, first-served basis.

The deadline for registration is August 28th (Fri).

We believe that your organization's active involvement in this training course will significantly contribute to enhancing disaster preparedness and response capabilities within your community. Together, we can make a real difference in safeguarding lives and minimizing the impact of unforeseen events.

Thank you for your attention, and we look forward to your positive response.

Registration Link : <https://reurl.cc/lnVpKj>



Sincerely.