Before you submit an opportunity, make sure to follow the below criteria.

**Benefits sustainable development**
- It must clearly state how it contributes to sustainable human development and the SDGs

**Requests online support only**
- The collaboration must take place online and the final product must be submitted over the internet

**Supports your own organization**
- Opportunities must support your own organizations activities or projects.

**Is non-discriminatory**
- Opportunities should be inclusive and OVs should be chosen based on their skills, knowledge and experience.

**Is short-term & task-based**
- Tasks must be no longer than 26 weeks and have a clearly defined deliverable with a maximum of 25 Online Volunteers.

### OVERALL PLATFORM RULES

**Opportunity Management**
- The following rules must be adhered to when managing your opportunities:
  - It must have a clear task with a clearly defined deliverable;
  - It must not have any reference to a job or position title, including title, task description and background;
  - For each task a separate opportunity must be submitted;
  - Re-publishing of opportunities only when no candidate was found or when the collaboration was interrupted early;
  - It may be published for six weeks.

**Online Volunteer Management**
- It is mandatory to contact all applicants and let them know whether or not they have been selected. You must:
  - Reject all applicants that have not been selected for the collaboration;
  - Provide feedback to Online Volunteers who have worked with you;
  - Issue certificates of appreciation to those who have successfully finalized the assignment.

There must be not more than 25 ‘active’ Online Volunteers per opportunity.

UNV reserves the right to take any action it deems appropriate should it become aware of any infringement of the opportunity criteria or overall platform rules.