

Consultant for the recording of Characteristics, of Functional and Qualitative Information of Tourist Accomodation Premises

PROJECT TITLE

Consultant for the Recording of the Characteristics and of the functional and qualitative Information of the Main and Supplementary Tourist Accomodation Premises, in the area Supervised by the Regional Tourism Service of Attiki – Ministry of Tourism

LOCATION

Attiki Prefecture, Greece

CLIENT

MINISTRY FOR TOURIST DEVELOPMENT (YTAN)

DESCRIPTION

The Ministry of Tourism has hired a Consultant who will record the characteristics and the functional and qualitative information of the main and the supplementary lodgings of Greece, and will assist with the negotiations regarding the classification standard. The final purpose of the Consultant's Services in the region of Attiki is the establishment of the conditions that would promote the competitive presence of Greece in today's demanding Tourism Services environment.

The Object of the Consultant includes the following activities:

- a) Preparation of a Manual for the recording of the characteristics and the rest of the functional and qualitative information of the main and the supplementary tourist lodgings.
- b) Design and preparation of a Database (DB) and the software necessary for its management.
- c) Organization and realization of training seminars for matters related to the Recording Manual and for the use of the software and the Database.
- d) Assistance with the application of the Evaluation Manual and the Database.
- e) Preparation of a questionnaire, which is to be sent to all parties involved, for the recording of comments, suggestions, etc., regarding the Classification Standard for the main and the supplementary tourist lodgings of the country.
- f) Dispatch of the questionnaire to the Consultants of the other (13) Regions, along with explanatory instructions and instructions for the data/ information that are to be collected by the completed questionnaires.
- g) Recording of the characteristics as well as the functional and relevant qualitative data of the main and the supplementary tourist lodgings in the area supervised by the Attiki Regional Tourism Service and the entry of the data to the database, through on site visits and inspections of the main and supplementary tourist accommodation premises.
- h) Remote update at the end of each working month of the Central Database.
- i) Coordination of the actions along with the rest (13) Consultants, so that the full update of the Central Database with the data from all the lodgings in all the Regional Tourism Services is ensured.
- j) Assistance during the negotiations regarding the Classification Standard plan for the main and the supplementary tourist lodgings of the country, through the collection of the opinions of the businessmen and the rest of the parties involved in the area of the Attiki Regional Tourism Service and their examination and synopsis.
- k) Collection of the completed negotiation questionnaires from at least 5% of the total number of the accommodation premises of Attiki Regional Tourism Service.
- l) Process of the replies to the negotiation questionnaires and the preparation of a report including in brief the basic suggestions of the people involved in the Attiki Regional Tourism Service. and
- m) Assistance (technical/ legal) to the Ministry of Tourism and/or the relevant Regional Tourism Service in any other task related to the above mentioned object.