

LAUKU CEĻOTĀJS

Project “Practice based training tool for safety and security in European rural tourism”

SAFETUR, 2012-1-LV1-LEO05-03389

4th Partner meeting minutes

Scandic Hotel, Bergen, Norway 26.05.2014

9.00 Ekstrem sportveko www.ekstrem sportveko.com manager, Sofie Torlei Olsen, presents examples of Safety aspects in Rural-active tourism enterprise in Norway.

10.00 - 12.00 **Detailed discussion of progress of the project**

Asnate Ziemele presents meeting agenda.

Feedback on Interim report from the LdV agency. Agency has noted that VET is one of the main project target groups, partners have to pay more attention to this group involvement.

Partners have to provide following info:

1. second week of June LC will send out table for filling in to partners
2. provide list with the VET in their countries that are teaching rural tourism – end June filling in table of LC;
3. provide information how do you cooperated with VET (if, when and what did you communicate with the schools) – end Sept.;

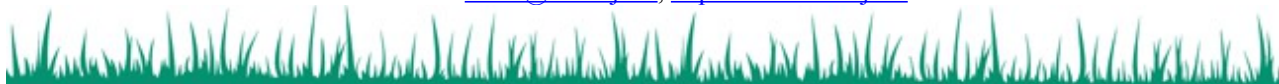
Project dissemination events for partners:

- Send news for schools and end users about project results.
- Sent out press release about handbook and other project results (LC will prepare the press release general info to be country – specified). In press release have to stress that project is active in other countries, that other country experience is incorporated.
- PRODEC/ RAAR, HANEN, EUROGITES, Farmstay UK have to send link (screen shut) to project http://www.celotajs.lv/cont/prof/proj/SAFETUR/project_en.html?lang=en and/or customer survey <http://serv.celotajs.lv/qst/en/survey/safetur?2&lang=en>
- Partners have to send their social media screenshots if it has any information about the project
- All publications, events etc. have to include visual identity – logo, project name, number and disclaimer.

Manuals from partner countries:

LC made common design for EN version and will send the word doc for partners to be used for national versions:

- PRODEC will use common design of Inspection manual and make the national version



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ready;

- BAAT - will use common design for Inspection manual for BG version
- Farmstay UK – will use common design and make it ready for UK version.
- HANEN – LC will paste the doc into the common design for Hanen
- LCTA – will use common version and make the LT version.

Manual German version on German legal framework has to be made. All present agree, that need to ask is German rural tourism association can add comments to each point, as they have been involved in the previous project meetings and are aware of ongoing in the project. Eurogites budget will be used to cover the costs.

12.00 Lunch break

Next project tasks, deadlines, results:

- HANEN should send link to Gjensidige video
- End of July - full versions of Handbook and Inspection manual should be ready from partners – checked the contents (LC will comment on that each partner separately!) and designed.
- Until 15th of September – feedbacks of Testing the tool (tool, Handbook etc.). Lauku ceļotājs will prepare template for testing feedback and send it to partners.
- Partners need to send links, screen shots- proof of dissemination they have done until end Sept.
- 1st September – Online tool should be ready, LC will send link.
- When all documents and tool is ready, results should be transferred in Eurogites – mid Oct.
- Rural tourism congress in Austria – speaker on Safety should be independent and practice combining with provider presentation. Eurogites should inform LC about the ways of spending's / invoices by organizers for project part.
- Customer survey – partners agree to extend the survey and provide the links from their website <http://serv.celotajs.lv/qst/en/survey/safetur?2&lang=en>

Online tool <http://safety.eurogites.org/en>

- Country specific information in sample cases, European best practice cases – is available now in English and LT. Should be translated to Bulgarian, Norwegian, Latvian, Spanish. Partners agree that all the missing translations should be done until end of June, in order to put in Virtual training tool. LC will send the missing parts for each partner.
- Partners have to translate IT system interfaces, Lauku celotājs will send to partner's translation screens and links.
- The pictures for Virtual training tool is put in the common gallery



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http://galerija.celotajs.lv/lv_LV/f/Professional/Eurogites/Safety . Partners agreed to send more pics for project needs by end July. LC will make table with missing pictures for each topic. It will be not good or bad illustration provided, but just an illustration after each point.

Financial issues, final report 30.10.2014 preparation, deadlines.

Kristīne Pētersone informs what requirements are for the final report, deadlines to send the documents to Lauku celotajs – see the presentation in Google docs. Final payments should be done by end Oct.

All documents and presentations are put on Google doc https://drive.google.com/folderview?id=0B9FqfSUXLt1PU28zWlRNeWZhWFk&usp=drive_web

Partners should send their presentations from the meeting.

16.30 End of meeting.

Minutes made by: Kristīne Pētersone



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