

## PARTICIPATORY PROCESSES

### 1. NAME OF THE DESTINATION<sup>1</sup> OR ELEMENT/S ASSOCIATED TO THE PARTICIPATORY PROCESS

Name of the destination  
or element/s related

Institution promoting  
the participatory  
process

<sup>1</sup> **Destination:** geographical area currently or potentially attractive to visitors/tourists, which has tourism infrastructures and facilities, as well as a steady tourism offer.

### 2. INSPECTION DATA

Compiler name

Date and place of  
data gathering

Compiler's e-mail  
address

Compiler's telephone  
number

### 3. PARTICIPATORY PROCESS

#### 3.1. Previous experience/s in participatory processes

Participatory culture

**1** - No previous participatory processes have been implemented; **2** - Participation in information/communication processes; **3** - Participation in consultation/deliberation processes; **4** - Participation in decision-making processes; **5** - Participation in project management and Partnership structures (Destination Management Organization –DMO-, etc.)

Existing documents  
about the previous  
experiences (specify  
participation plans  
developed, minutes from  
meetings, interviews,  
surveys, etc.)

Level of participation

**1** - Very low participation; **2** - Low participation; **3** - Regular and continued participation; **4** - High participation on a periodic basis; **5** - Full participation

**Comments** (successful experiences of empowerment and appropriation of results)

3.2. Implementation of the Participatory process

**Plan or programme associated to the participatory process**

**a** - Sustainable Tourism Development Strategic Plan; **b** - Sustainable Tourism Revitalisation Plan; **c** - Master Plan; **d** - Management Plan for the Conservation of Natural Resources; **e** - Public Use Management Plan; **f** - Regional Management Plan; **g** - Uses Master Plan; **h** - Plan for the Tourism Enhancement of the Heritage; **i** - Interpretation Programme; **j** - Specific Plans (restoration, etc.); **k** - Historical Centre Conservation Plan; **l** - Others (specify in comments field)

**Comments**

**Participatory Work Plan**  
(specify the phases, objectives and planning of the activities to be included in the plan)

<b>Scope of the participatory process</b> (duration and number of stakeholders involved)				
<b>Local stakeholders and society involvement</b>	<input style="width: 100px; height: 20px;" type="text"/>	<b>a</b> - Public administration (international, national, provincial and/or local); <b>b</b> - Organisations (local development agencies, stakeholder groups, foundations, corporations, syndicates, cooperatives, etc.); <b>c</b> - Educational and research centres (schools, centres of higher education, universities, etc.); <b>d</b> - NGOs; <b>e</b> - Owners (of land, of elements, of dwellings, of tourism companies, etc.); <b>f</b> - Local users (farmers, cattle farmers, irrigators, fishermen, hunters, craftsmen, tourism providers, carriers, etc.); <b>g</b> - Non-local users (visitors, tourists, interest groups, etc.); <b>h</b> - General population; <b>i</b> - Others (specify in comments field)		
<b>Comments</b>				

Stakeholder	Profile and role played in its organization	Scope of his/her representation <sup>2</sup>	Motivation and involvement <sup>3</sup>	Contact details

<sup>2</sup> This parameter depends on the importance and hierarchy in the organization which represents: **1** - Stakeholder with very low mandate; **2** - Stakeholder with low mandate; **3** - Stakeholder with mandate; **4** - Stakeholder with high mandate; **5** - Stakeholder with maximum mandate

<sup>3</sup> The motivation and involvement of a social group or collective is related with the type of plan or programme that the process is associated to, and with the objectives being pursued. It should be: **1** - Very low; **2** - Low; **3** - Mid; **4** - High; **5** - Very High

3.3. Management issues		
Description of the coordination and mediation/facilitation tasks <sup>4</sup>		
Communication channel (internal and external)		
Participatory tools <sup>5</sup>	<div></div>	<b>a</b> - Formal and informal interviews; <b>b</b> - Surveys; <b>c</b> - Prospective workshops; <b>d</b> - <i>Delphi</i> Method; <b>e</b> - Citizens' participation workshops; <b>f</b> - Consultative councils; <b>g</b> - Focus groups; <b>h</b> - Discussion groups; <b>i</b> - Social tree; <b>j</b> - Public debate; <b>k</b> - Brainstorming; <b>l</b> - Case studies or practical exercises; <b>m</b> - Role-playing; <b>n</b> - Online social petition platforms; <b>o</b> - Virtual citizens' participation platforms; <b>p</b> - Others (specify in comments field)
Comments		
<div><sup>4</sup> A facilitator is an expert with proven skills in communication, group dynamics and effectiveness, and decision-making to help a group of people understand their common objectives and assists them to plan how to achieve them.</div> <div><sup>5</sup> See table PRT1 in the Introductory text.</div>		
3.4. Evaluation and monitoring of the participatory process		
Main Results		

**Risks and threats for the implementation of the participatory process**

**Opportunities and Strengths associated to the participatory process**

**Mechanisms to monitor and evaluate citizens' proposals** (stakeholder monitoring committee, participation indicators system, drafting evaluation reports, etc.)

#### 4. ADDITIONAL COMMENTS

## 5. BIBLIOGRAPHICAL AND DOCUMENTARY REFERENCES

## 6. GRAPHICAL DOCUMENTS (photographs, minutes, etc.)

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