

END OF TERM **FINAL REPORT**

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Thai Volunteer

Architect

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Thimphu, Bhutan

3rd October, 2015 – 31st December, 2016

Thailand International Cooperation Agency (TICA)

Preface

This report is my volunteer work summary of 15 months at Tourism Council of Bhutan (TCB). I worked under Infrastructure & Product Development Division (IPDD) and Quality Assurance Division (QAD) to develop the infrastructure of Bhutan tourism includes public restrooms, hotels, restaurants, lounge, ticket booth, signboards and eco-lodge project. My mission was not only to provide architecture design but to share and train the New Bhutanese architect of TCB, “Dechen Lhazom Chhophel” also.

Our main architectural works consists of 4 subjects.

1.) Designs & Drawings

Design development of tourism infrastructures. Beginning from primary design process, presented in the senior management meeting. Then, developed the design with more detail and 3ds model presentation. After getting approval from the official meeting, started architectural construction drawings and transferred the drawings to outsource engineer to continue engineering design, drawings and cost estimation. Finally, reviewed the engineering drawings and documents, reported missing or incorrect items before tender process.

2.) Monitoring

Following up of new constructions and existing projects of TCB. Traveled to the sites and monitored base on the construction drawings. Provided monitoring reports and informed the head of IPDD, the contractors or care takers.

3.) Site survey & Measurement

Traveled to the sites. Then, collected data and did measurement for design development. Provided sites survey reports.

4.) Recommendation of hotel drawings

Received hotel drawings from applications. Provided recommendation drawings for TCB technical clearance. Approved some hotel drawings which met TCB hotel drawings standard. Created new official TCB hotel drawings guideline 2016 and published on TCB website.



Donchai Manasphrom
(TICA Volunteer)



Mr. Pema Samdrup
(Infrastructure counterpart)



Ms. Dechen Lhazom
(Junior architect)



Preface figures. Thai volunteer in Tourism council of Bhutan.

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Quarter 1: October 3, 2015 - January 2, 2016

Objective

1. Develop design and drawings standard of tourism infrastructure.
2. Develop hotel drawings recommendation system.
3. Develop hotel design standard.

Output/Activities

1. TCB prototype cafeteria design development
2. Highway signboard of TCB restrooms design & production drawings
3. Ramthangkha restrooms (Taktsang base) design development
4. Ramthangkha market shed (Taktsang base) design development
5. Handloom center restrooms (Trashigang) design & construction drawings
6. Chuzom restrooms (Thimphu highways) renovation drawings
7. Lawala site survey (Phobjikha junction) photos
8. Chingkarab restrooms monitoring (Paro) photos
9. Jomolhari site survey trekking (Paro) photos
10. Hotels recommendation drawings

Key Performance Indicators

1. Complete of design drawings and construction
2. Quality of design and construction
3. Understanding of applicants in hotel drawings recommendation

Critical Success Factors

1. Input from volunteer
2. Support from counterpart
3. Cooperation from contractors and engineers

Counterpart Personnel

- Mr.Pema Samdrup (Infrastructure officer)

D1 : TCB prototype cafeteria

The primary design of TCB cafeteria was started by a previous Thai volunteer. I was assigned to develop the design to be the prototype option for TCB cafeteria.

Project status : completed primary drawings

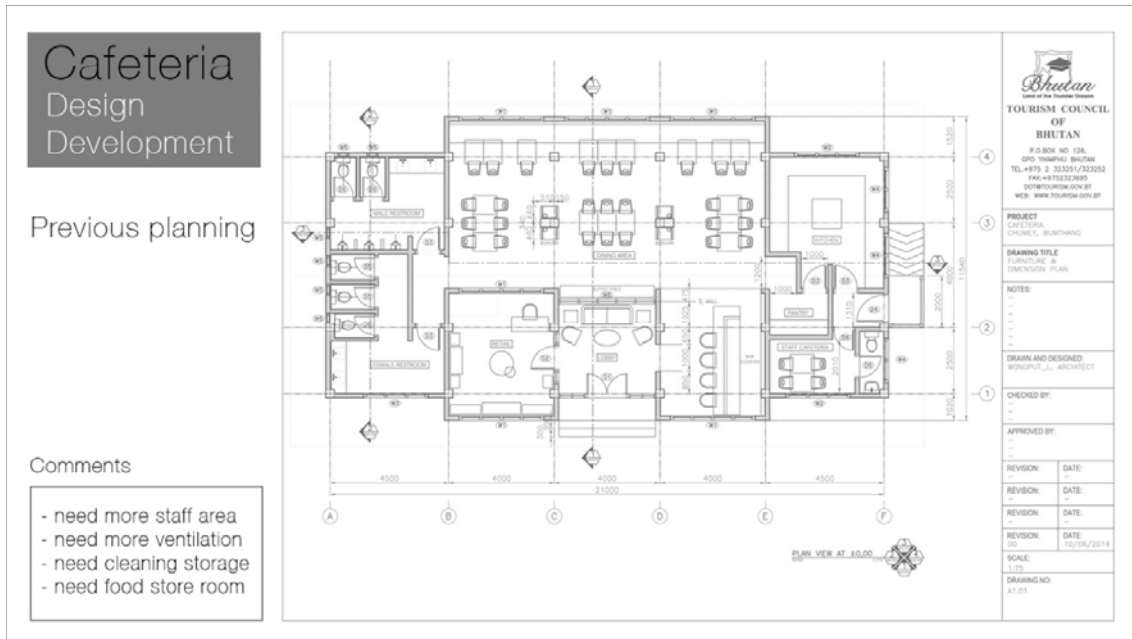


Figure Q1-01. Primary floor plan which is designed by the previous Thai volunteer.

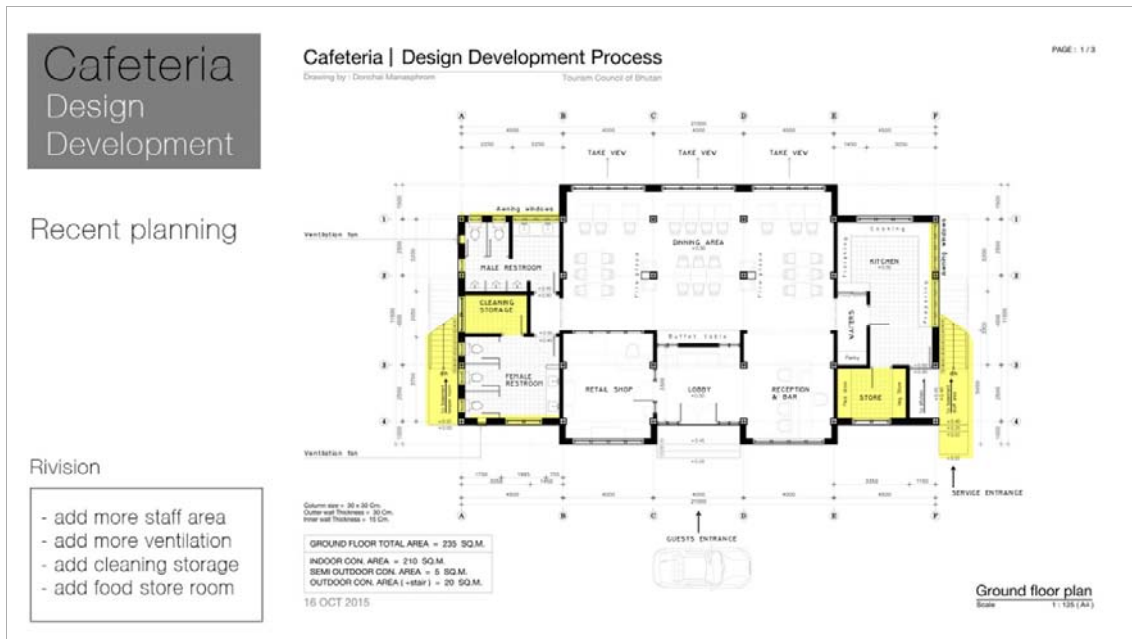


Figure Q1-02. Ground floor plan development.

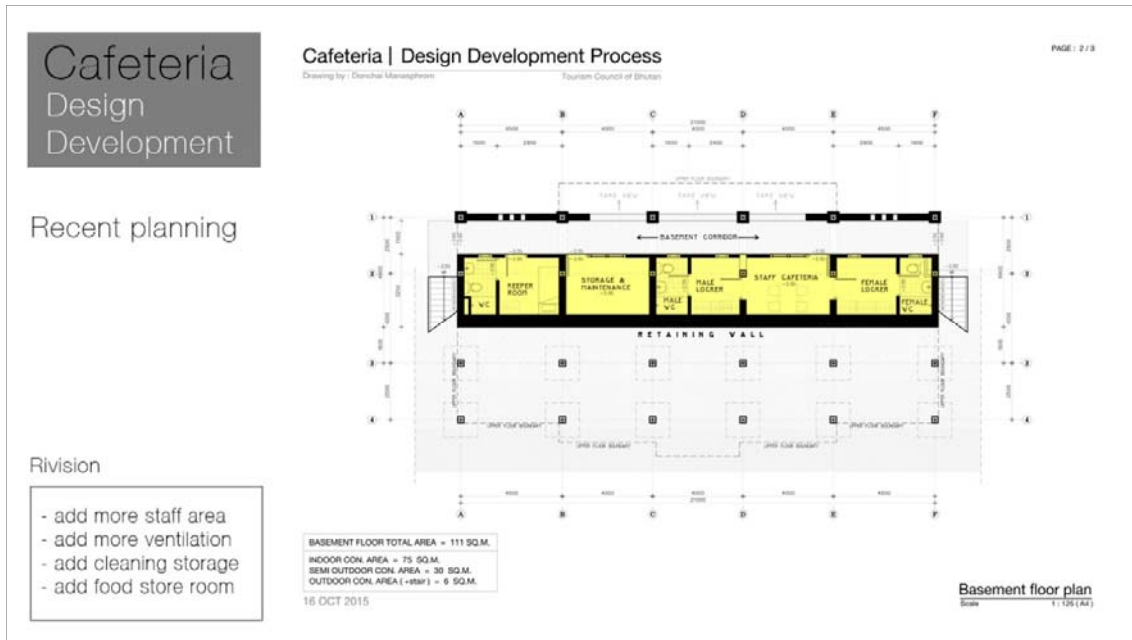


Figure Q1-03. Basement floor plan development.

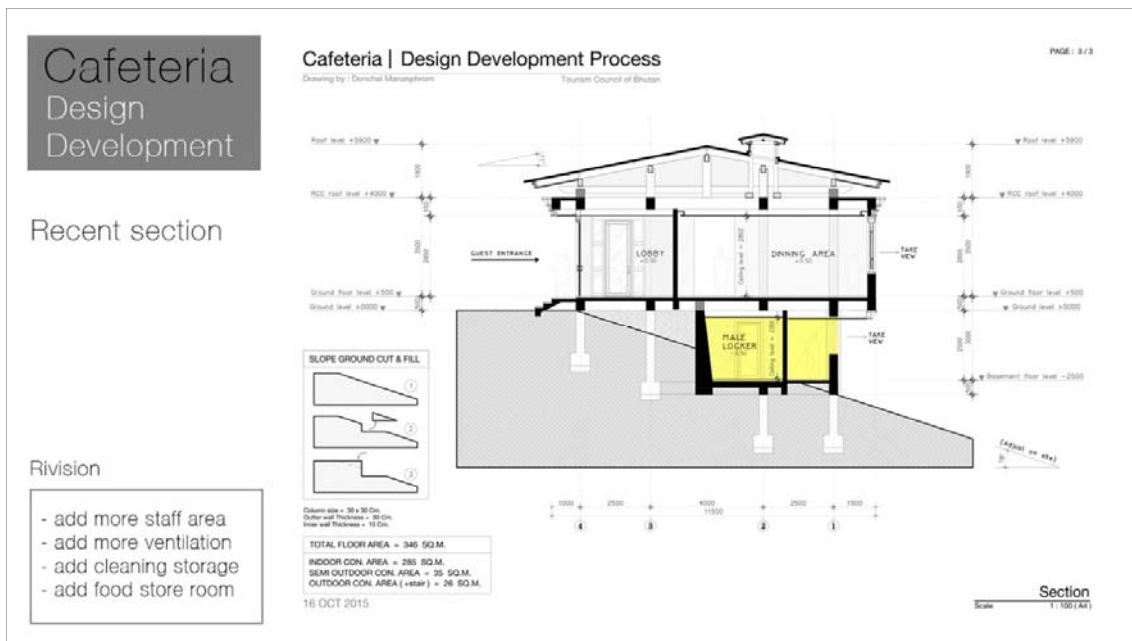


Figure Q1-04. Section development.

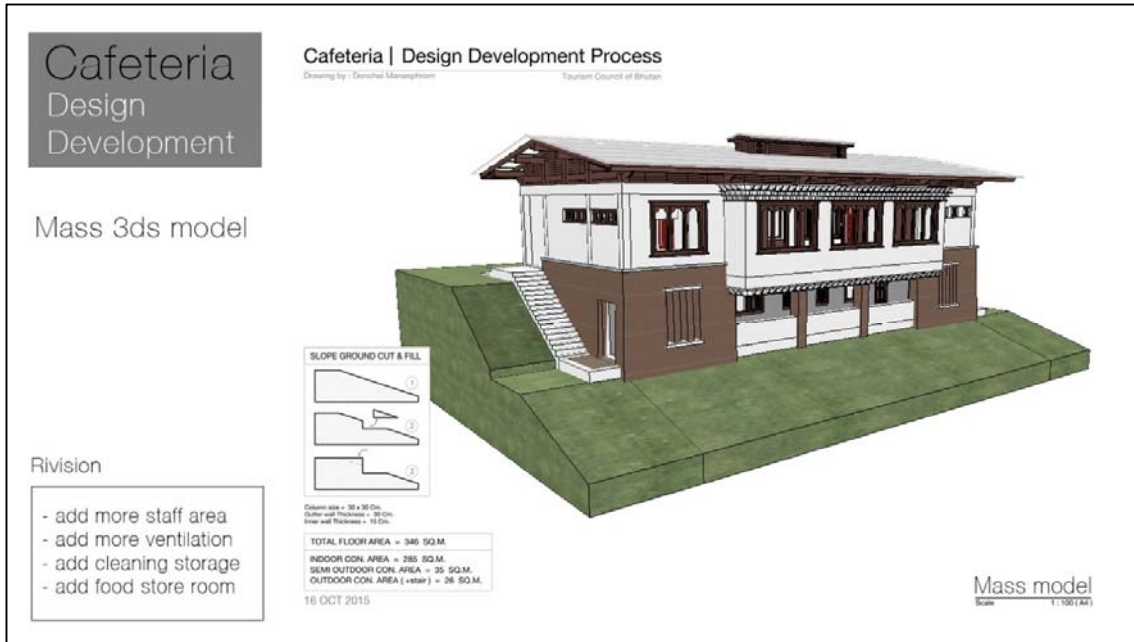


Figure Q1-05. 3ds mass model development.

D2 : Highway signboard of TCB restrooms

Design of the prototype signboard for TCB highway restrooms. The signboard will be installed along highway roads in Bhutan.

Project status : completed production drawings

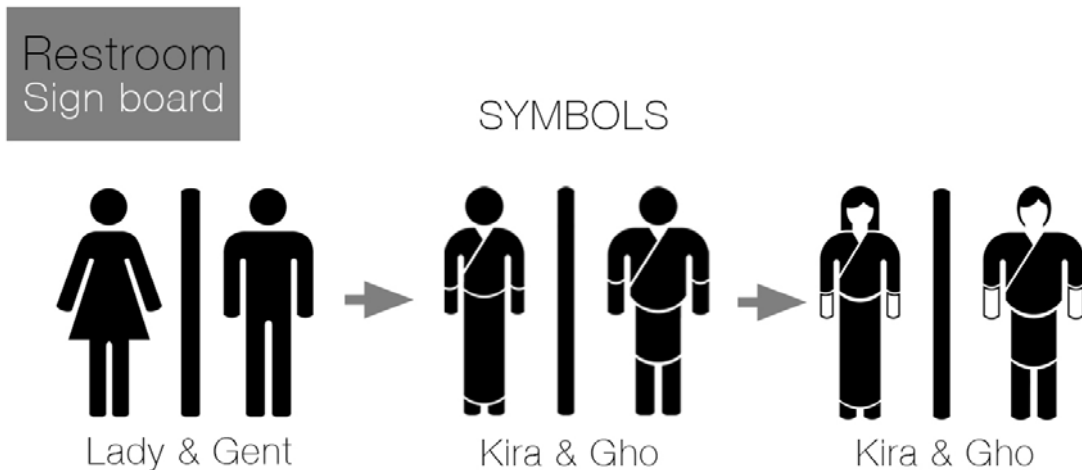


Figure Q1-06. Gender symbol development.



Figure Q1-07. Restrooms signboard option-A

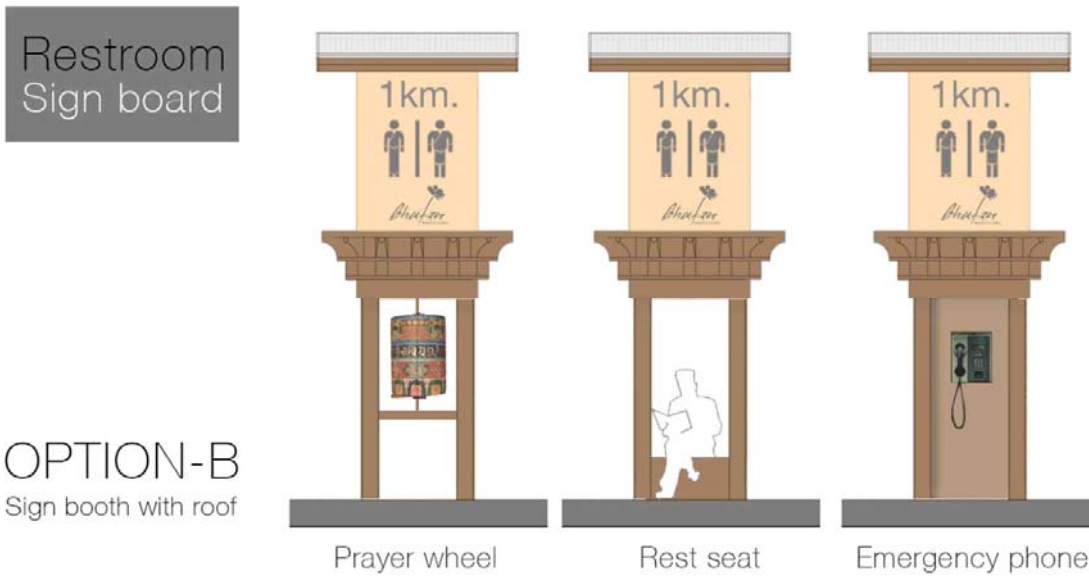


Figure Q1-08. Restrooms signboard option-B



Figure Q1-09. Restrooms signboard presentation perspective

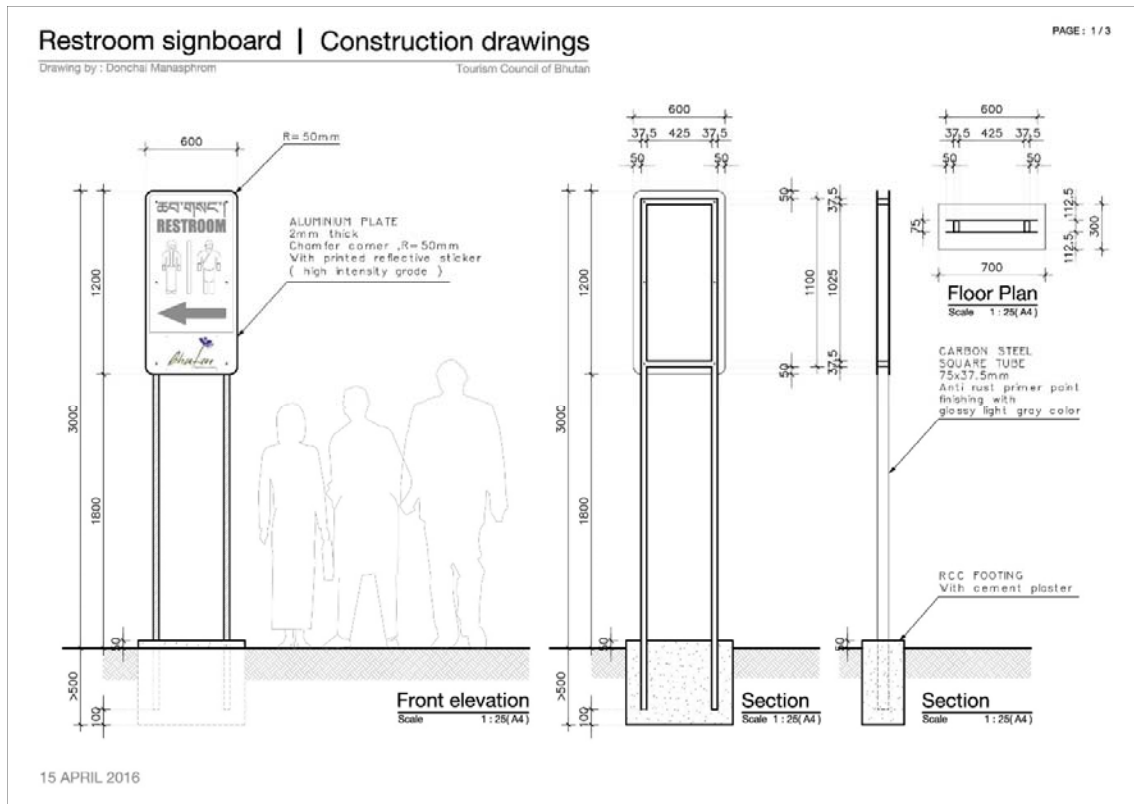


Figure Q1-10. Restrooms signboard final production drawings



Figure Q1-11. Restrooms signboard final production drawings

D3 : Ramthangkha restrooms (Taksang base)

Design development of Ramthangkha restrooms which was in construction process.

Project status : under construction revision



Figure Q1-12. Existing façade of Ramthangkha (Taksang base) restrooms construction

Ramthangkha Restroom | Design Development Drawings # 3

Drawing by : Donchai Manasphrom

Tourism Council of Bhutan



Figure Q1-13. Presentation design perspective of Ramthangkha (Taksang base) restrooms construction

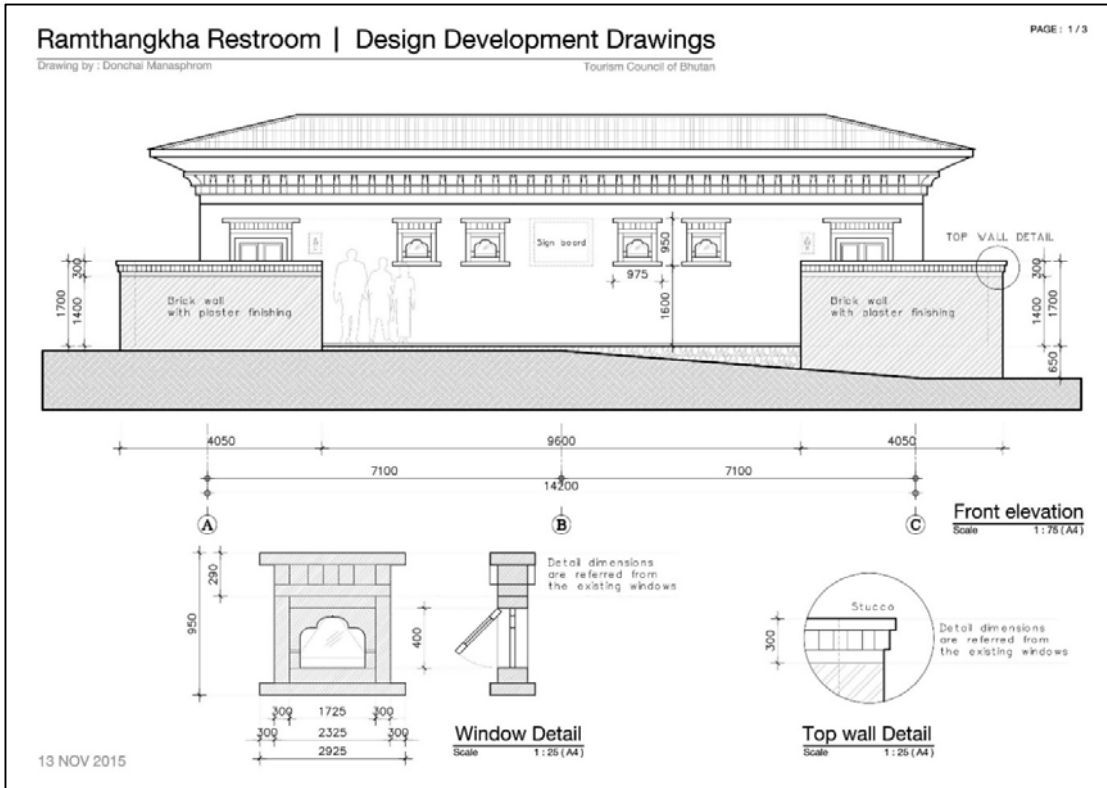


Figure Q1-14. Renovation drawings of Ramthangkha (Taksang base) restrooms

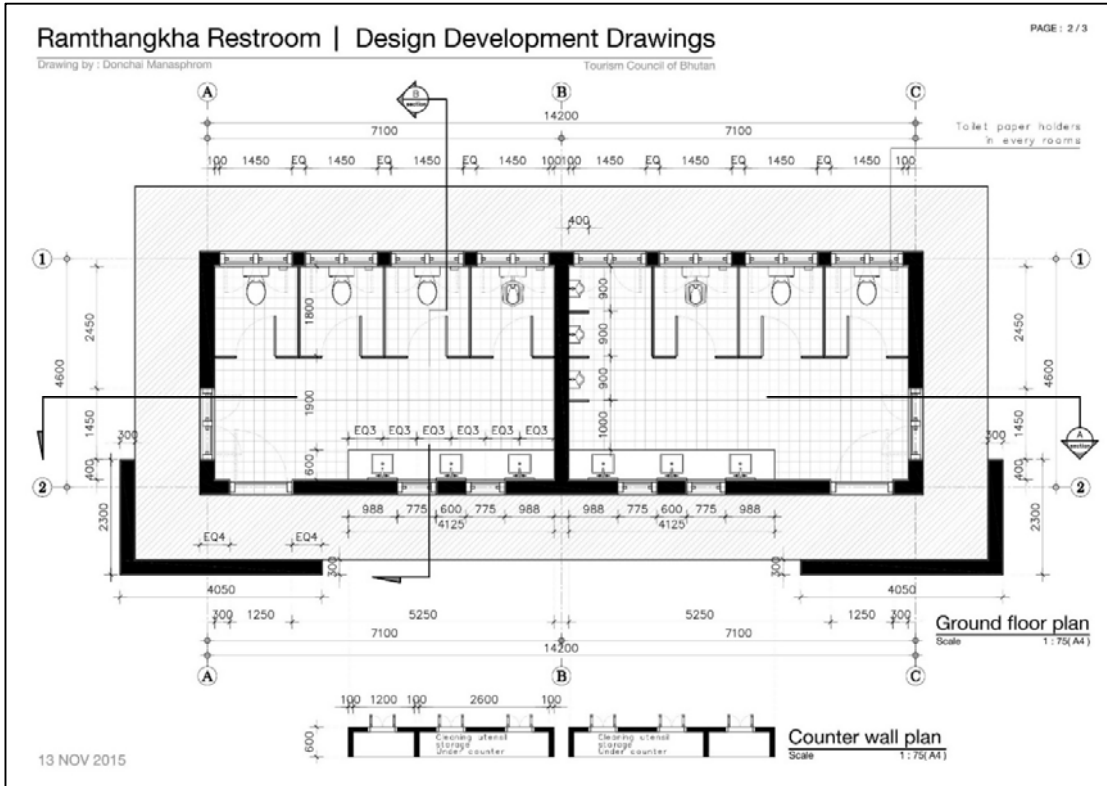


Figure Q1-15. Renovation drawings of Ramthangkha (Taksang base) restrooms

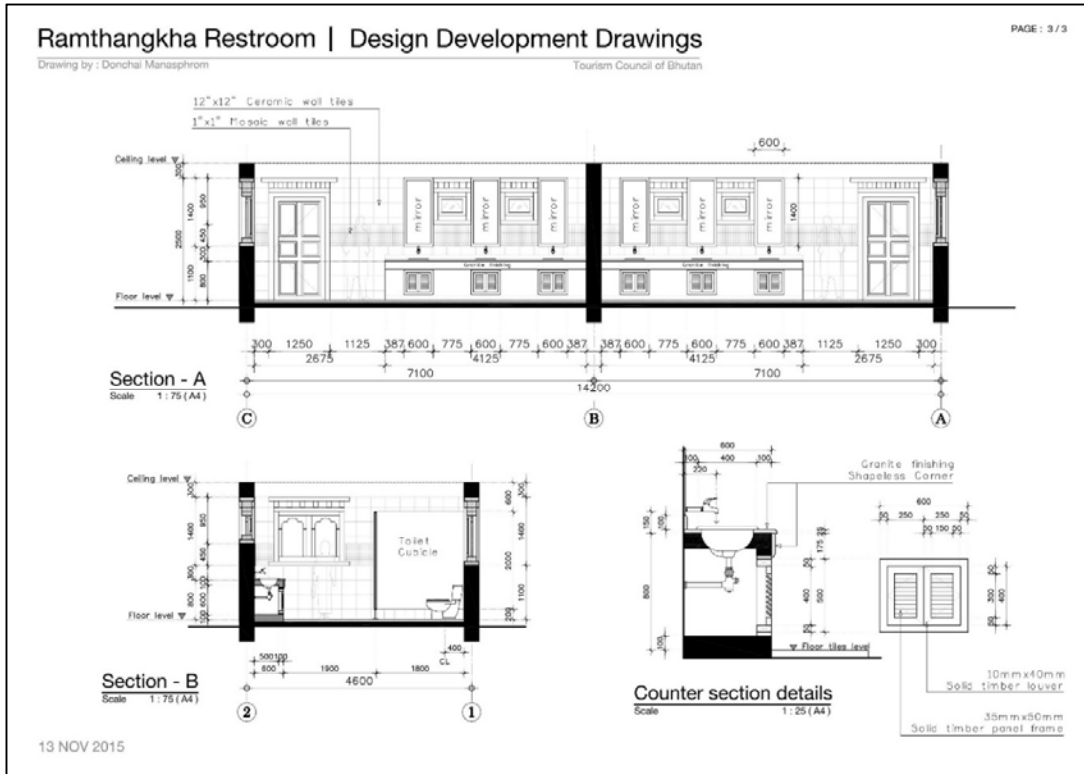


Figure Q1-16. Renovation drawings of Ramthangkha (Taksang base) restrooms

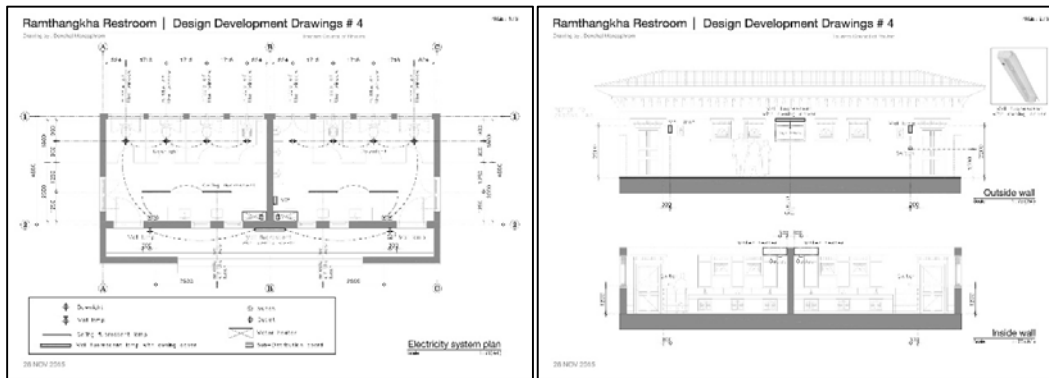


Figure Q1-17,18. Electrical system renovation drawings of Ramthangkha (Taksang base) restrooms

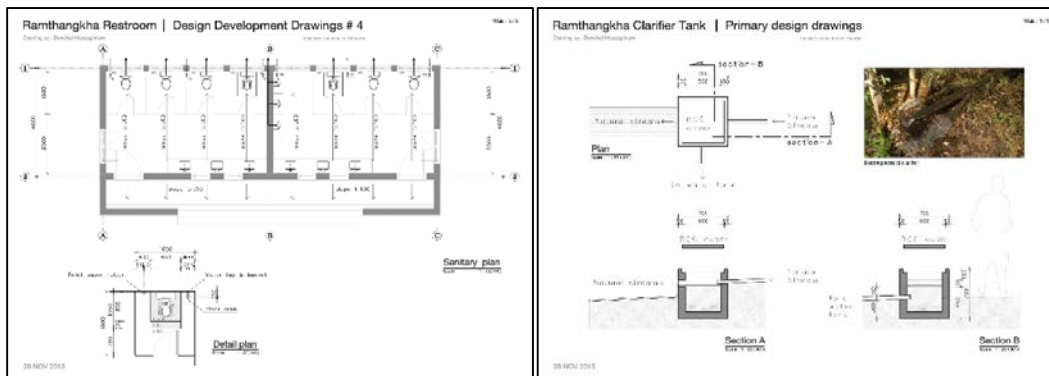


Figure Q1-19,20. Sanitary system renovation drawings of Ramthangkha (Taksang base) restrooms

D4 : Ramthangkha market shed (Taksang base)

Design of market shed fence to block horses from entering the market court area and control the tourist circulation.

Project status : Completed construction



Figure Q1-21. Existing market shed at Ramthangkha (Taksang base)

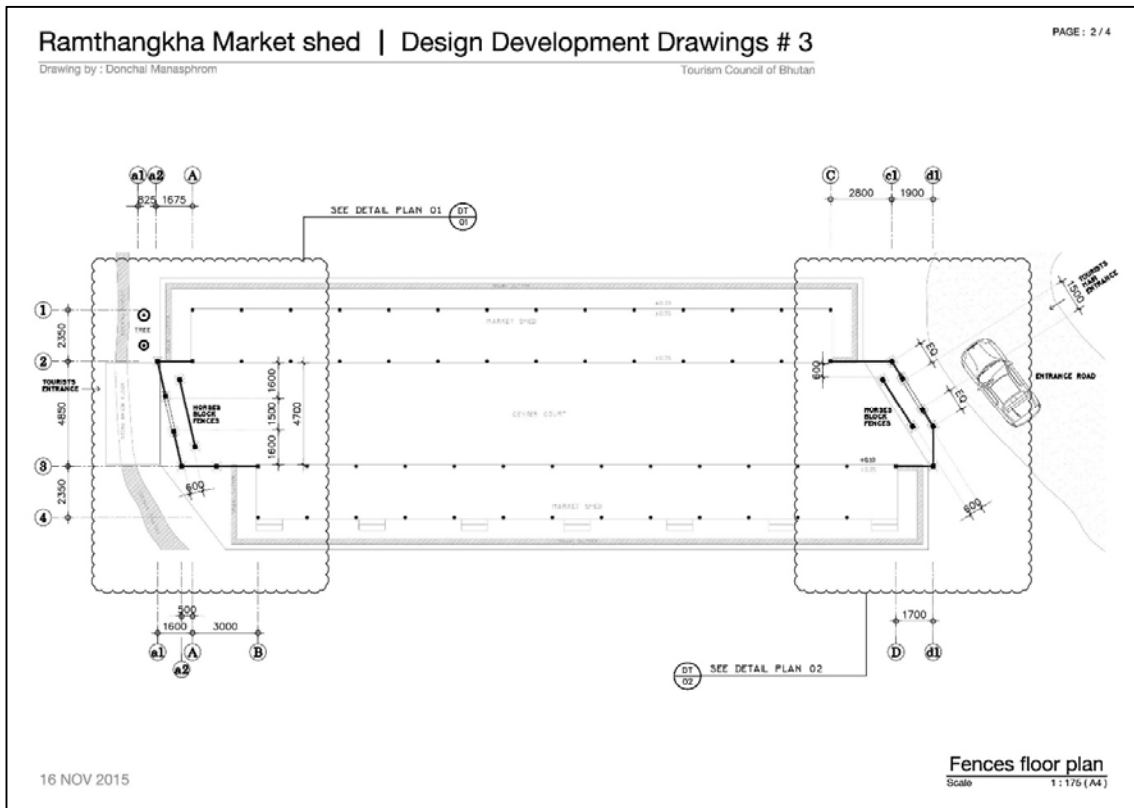


Figure Q1-22. Fences plan of Ramthangkha market shed (Taksang base)

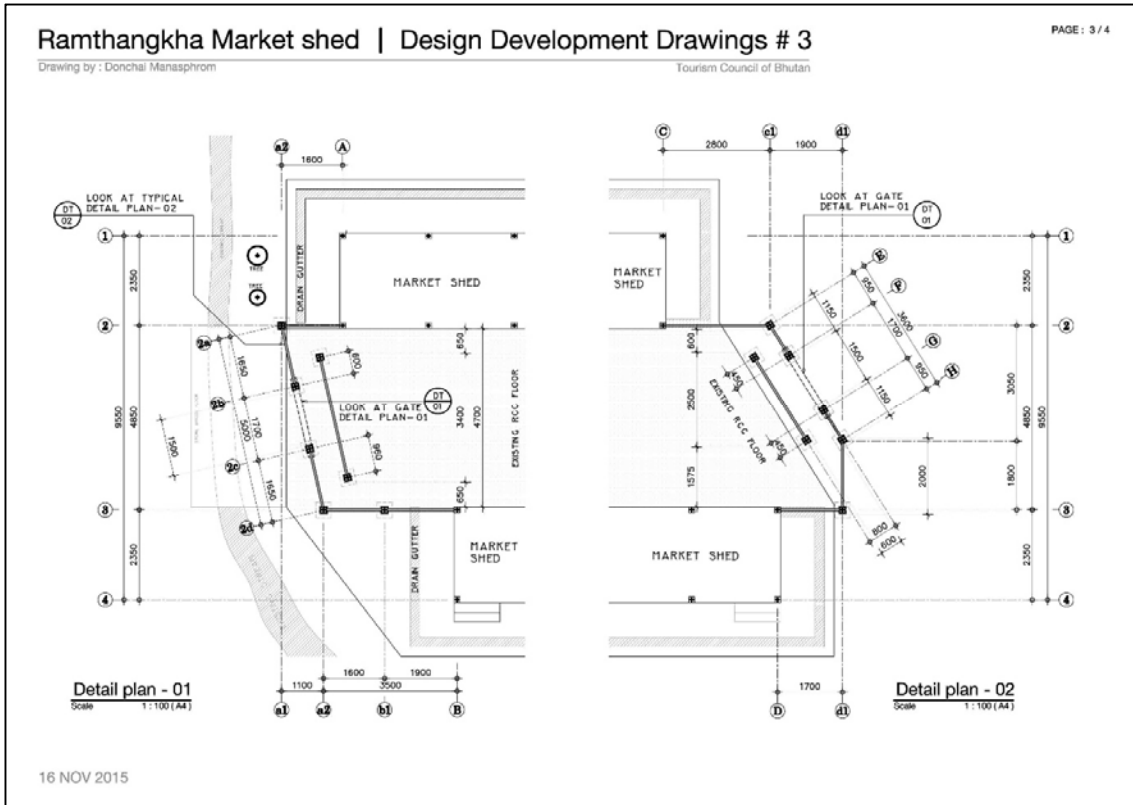


Figure Q1-23. Detail plans of fences

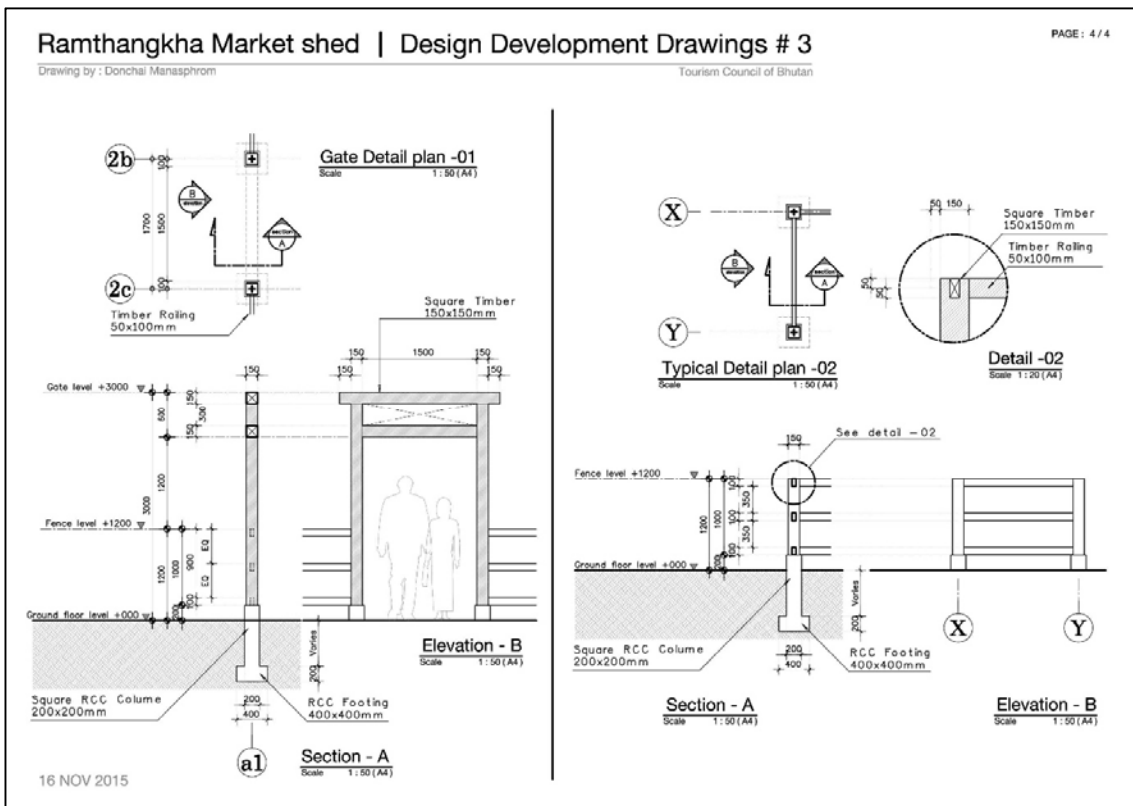


Figure Q1-24. Detail elevations and sections

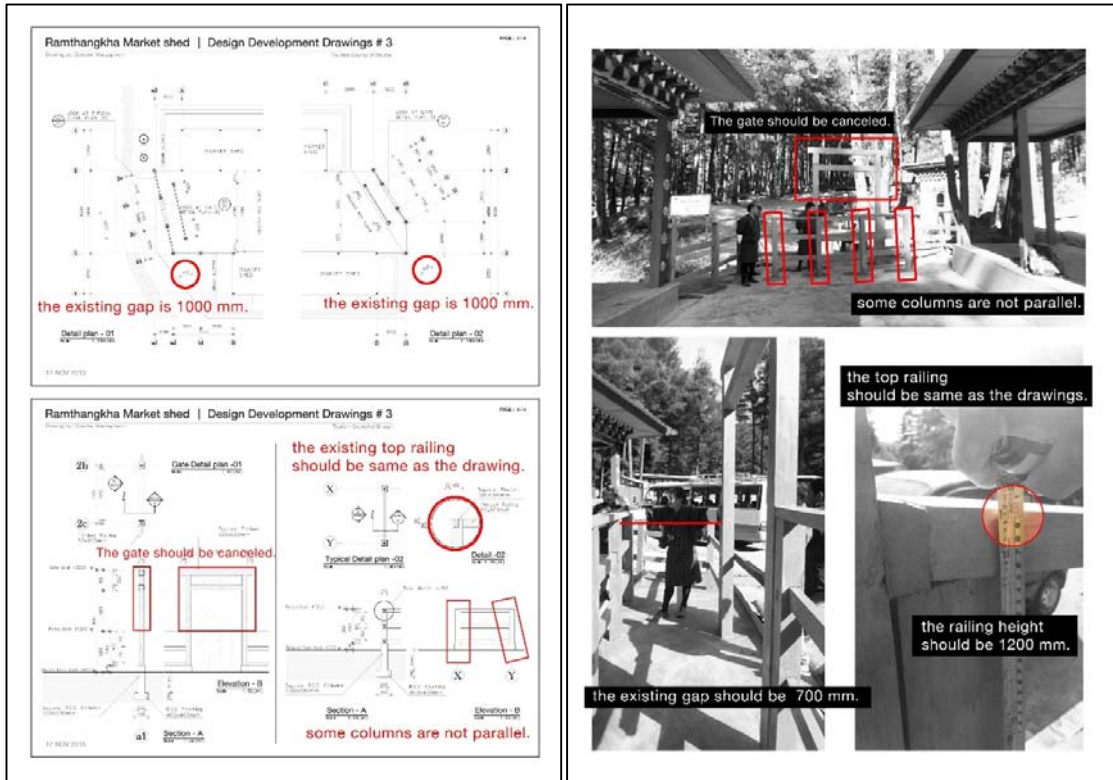


Figure Q1-25,26. Monitoring report of Ramthangkha market shed fences



Figure Q1-27. Complete of Ramthangkha market shed fences

D5 : Handloom center restrooms (Trashigang)

Design development of the existing design of Handloom center restrooms in Trashigang and construction drawings.

Project status : Completed construction drawings.

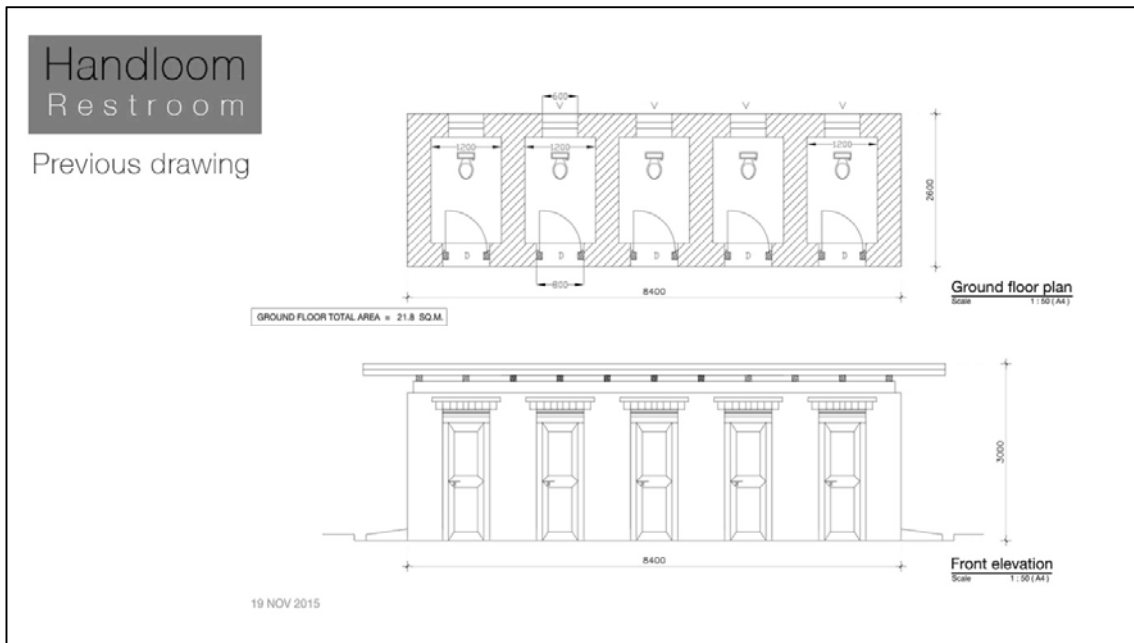


Figure Q1-28. Existing design of Handloom center restrooms



Figure Q1-29. Revision design of Handloom center restrooms

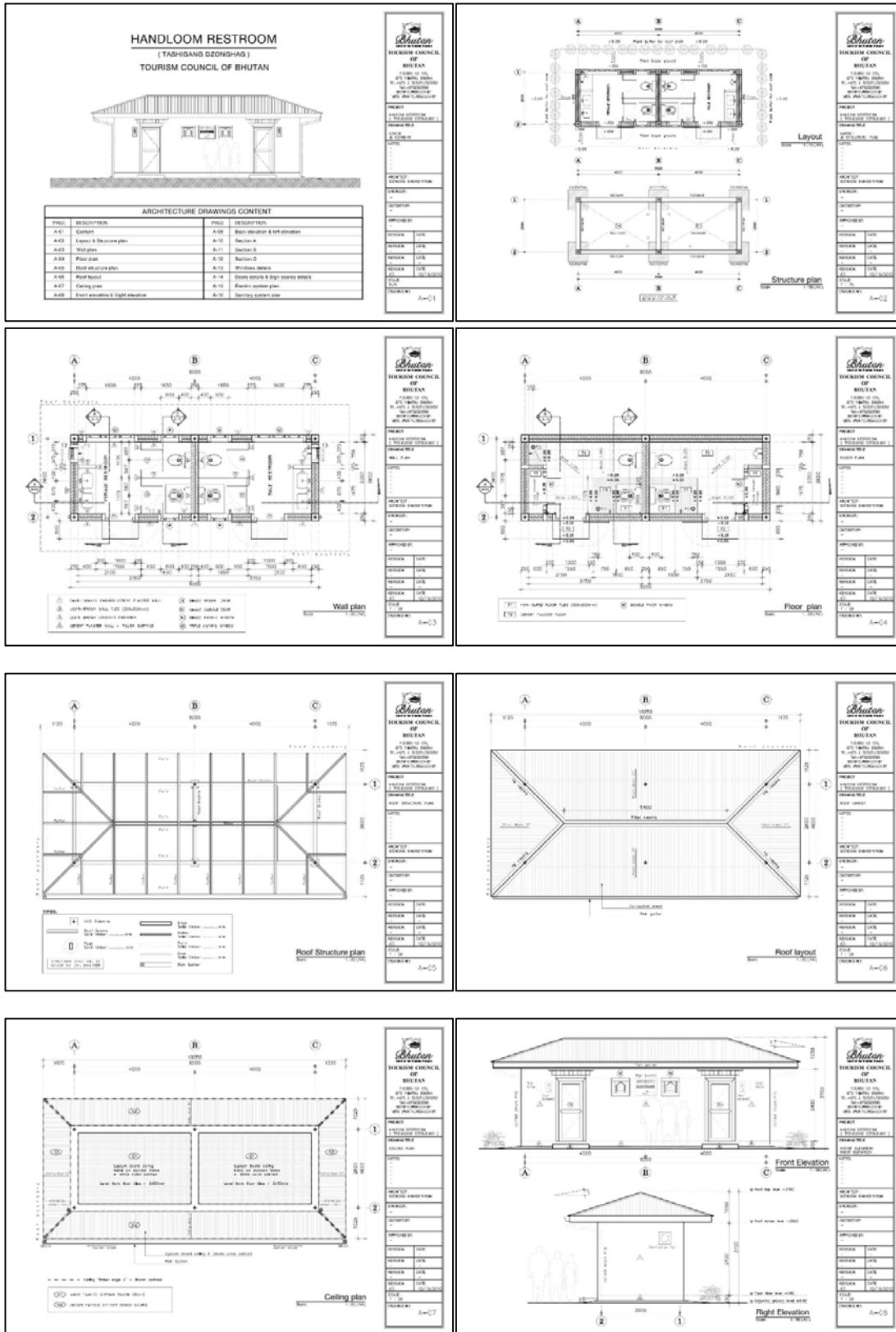


Figure Q1-30-37. Construction drawings of Handloom center restrooms

D6 : Chuzom restrooms (Thimphu-Paro highways)

Renovation design of Chuzom restrooms on Thimphu-Paro highway which got problem from leaking roof.

Project status : Completed renovation drawings.



Figure Q1-46. Existing Chuzom restrooms (Thimphu-Paro highway)

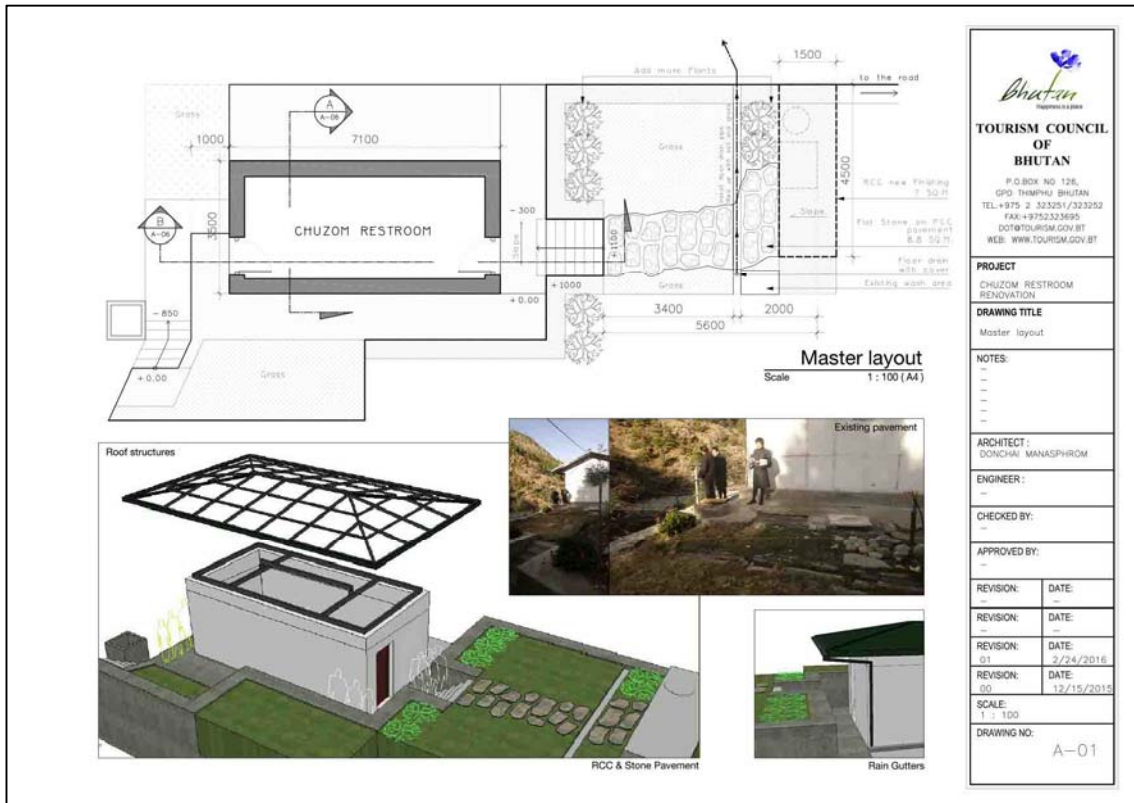


Figure Q1-47. Renovation drawing of Chuzom restrooms (Thimphu-Paro highway)

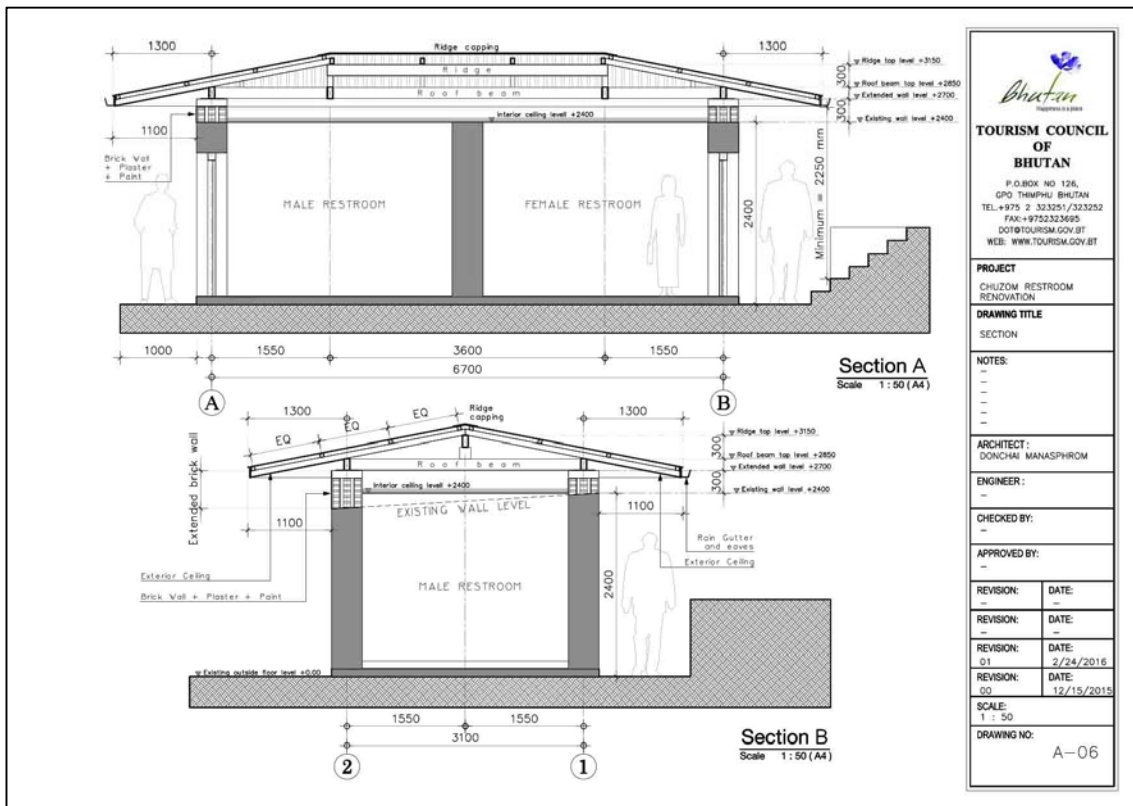
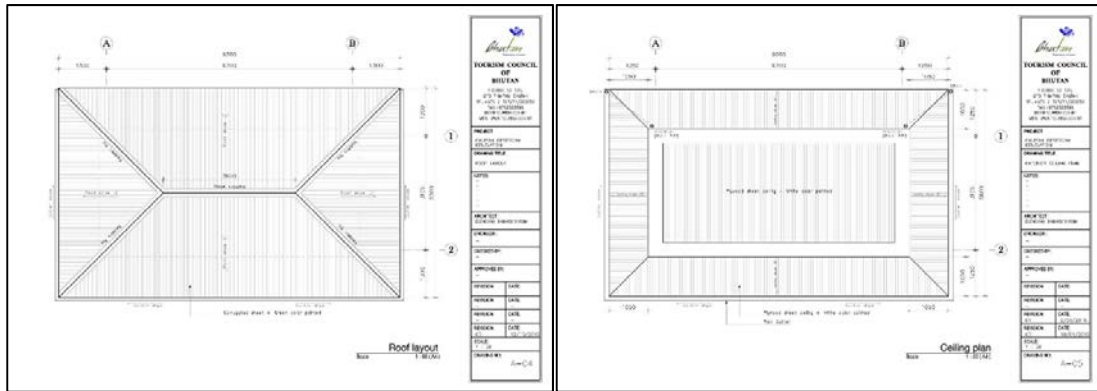
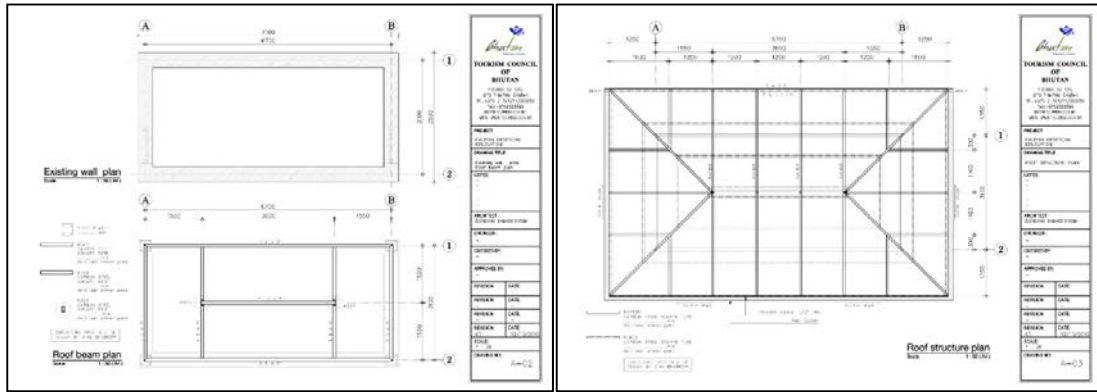


Figure Q1-48-52. Renovation drawing of Chuzom restrooms (Thimphu-Paro highway)

S1 : Lawala site survey trip (Phobjikha junction)

Monitoring and collecting case studies data of cafeteria along the way to Lawala site which will be the location of TCB new cafeteria.

Project status : Completed data collecting

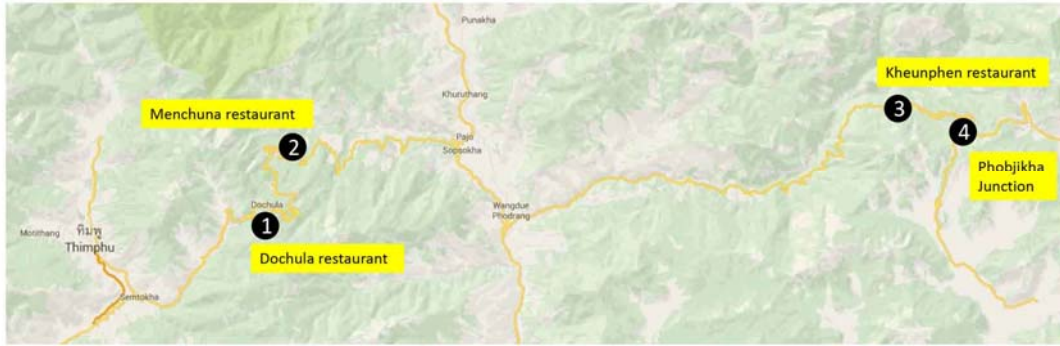


Figure Q1-53. Restaurant sites position

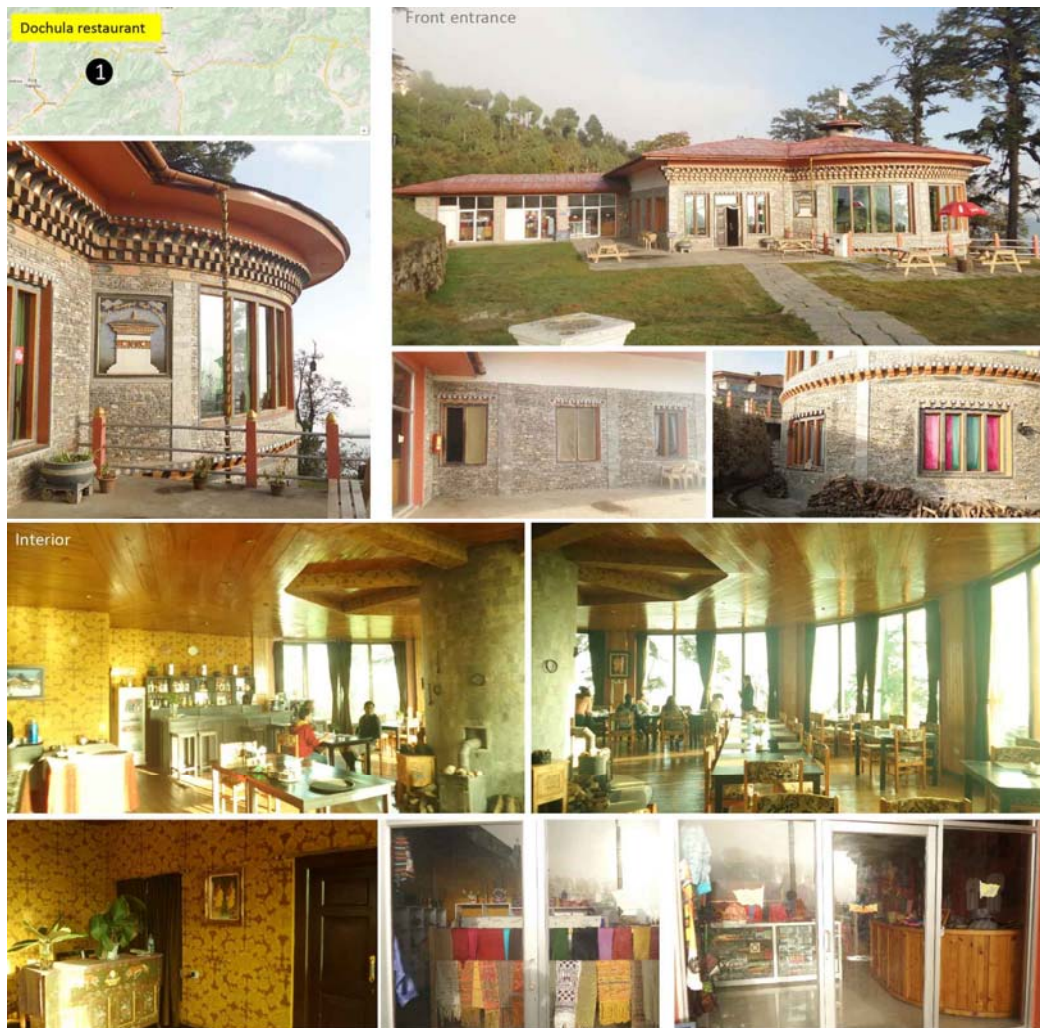


Figure Q1-54. Dochula restaurant case study photos (Thimphu-Wangdue)

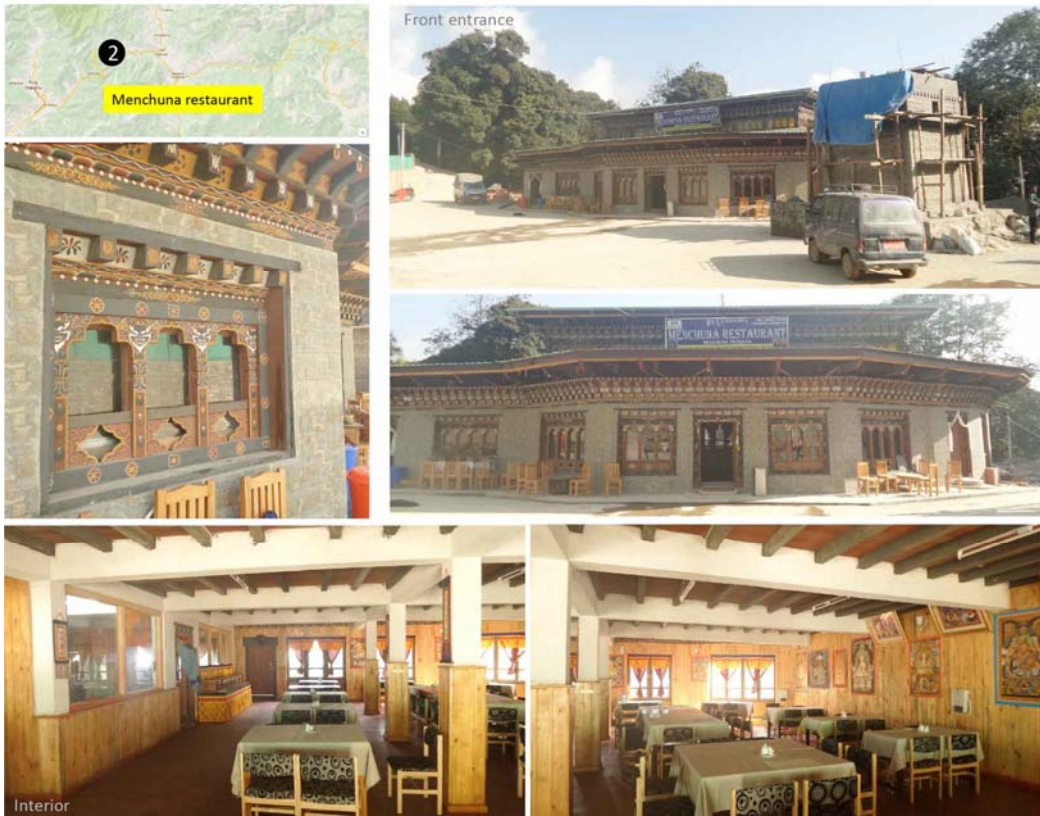


Figure Q1-55. Menchuna restaurant case study photos (Thimphu-Wangdue)



Figure Q1-54. Kheunphen restaurant case study photos (Nobding)



Figure Q1-55. Lawala cafeteria site survey (Phobjikha junction)

S2 : Chingkarab restrooms monitoring (Paro)

Trekking trip to monitor and recommend the construction of Chingkarab restrooms on the trekking route to Jomohari base camp.

Project status : Completed monitoring and recommendation



Figure Q1-56. Chingkarab restrooms monitoring (Paro)

S3 : Jomolhari site survey trekking (Paro)

Trekking trip to monitor and recommend the existing tourism facilities of Jomohari base camp.

Project status : Completed monitoring and recommendation



Figure Q1-57. Jomolhari base camp monitoring (Paro)

Recommendation of hotel drawings

Review of the submission hotel drawings and provide some recommendation to meet at least 3-stars standard to get technical clearance from TCB. The new recommendation system was created by the volunteer by scanning the hotel drawings and draft new comments on the background drawings. This method is easier to understand than providing only comments document as before. And soft-file drawings are easier to collect than paper drawings.

R1 : Bumthang lodge (Mr.Phurba Wangdi)

Project status : Not meet standard yet

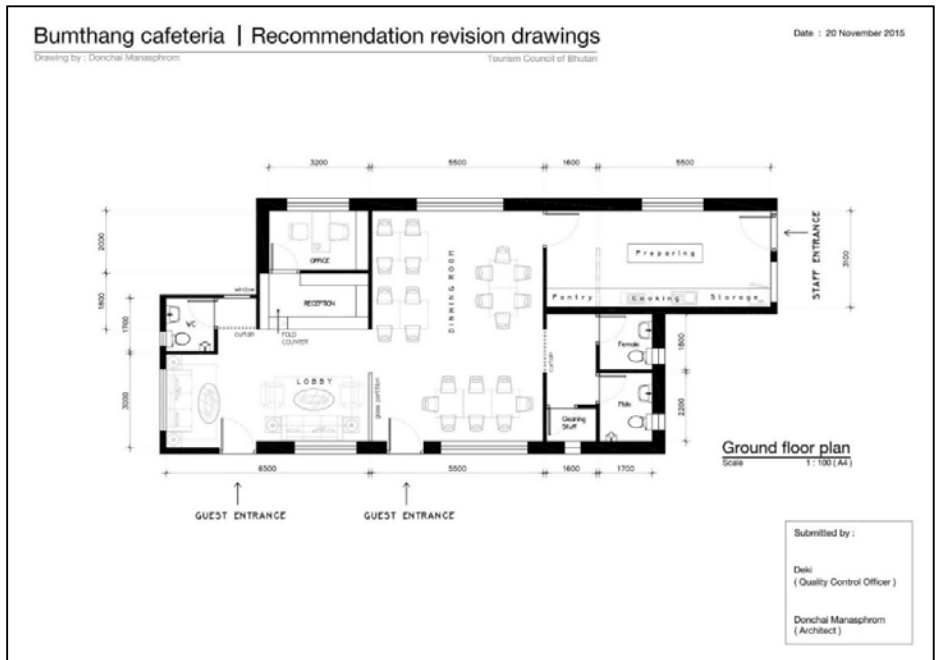
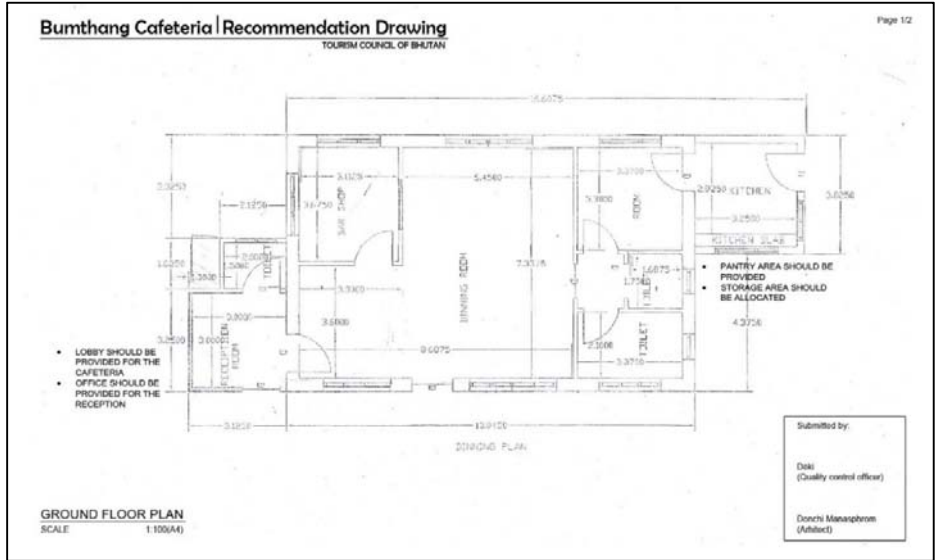


Figure Q1-58,59. Bumthang lodge recommendation drawings (Paro)

R2 : Khuruthang hotel (Mr.Tashi Tshering)

Project status : Not meet standard yet

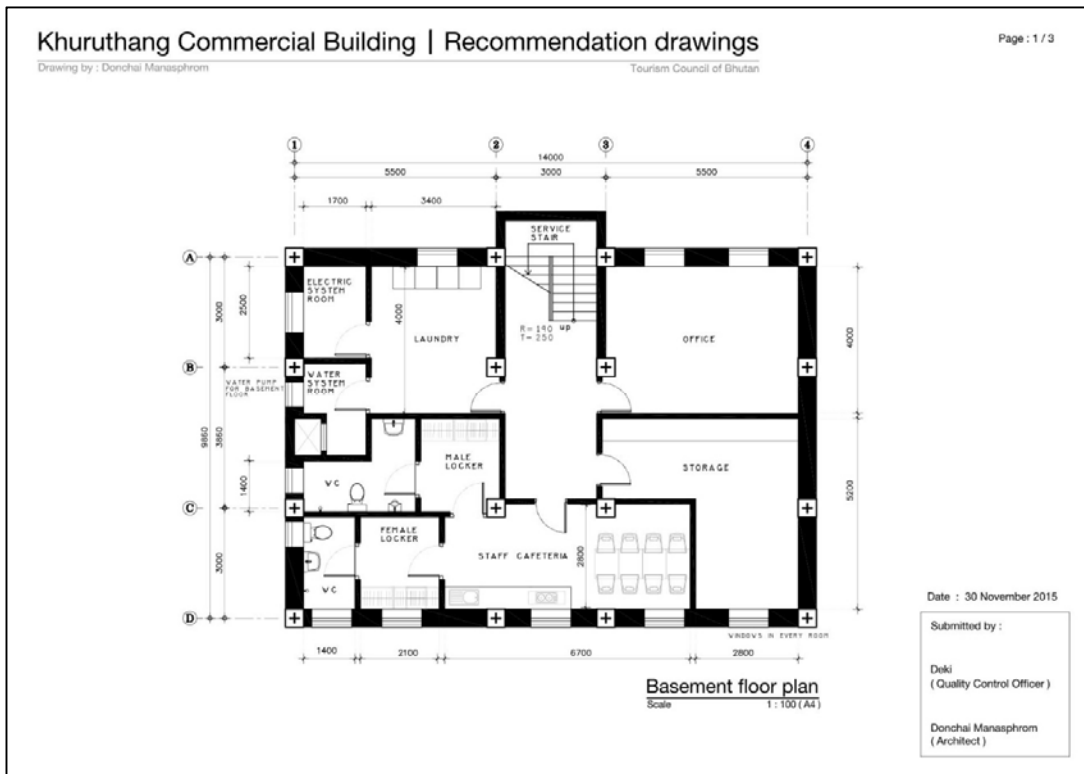
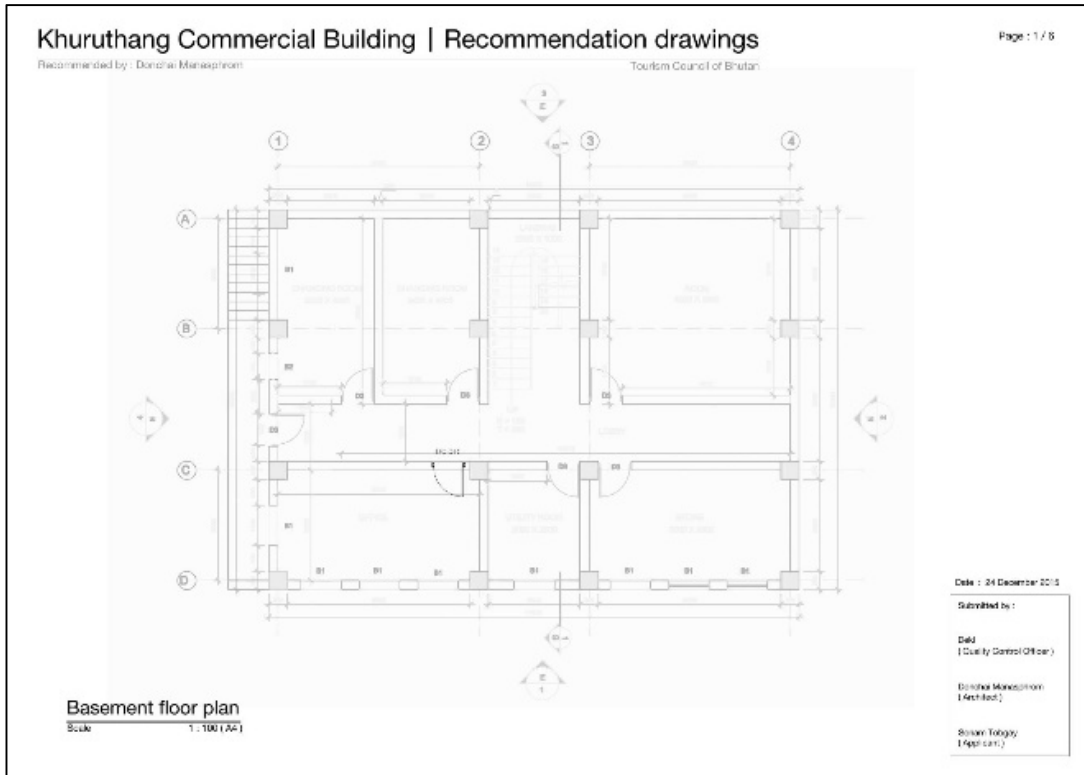


Figure Q1-60,61. Khuruthang hotel recommendation drawings – Basement floor plan

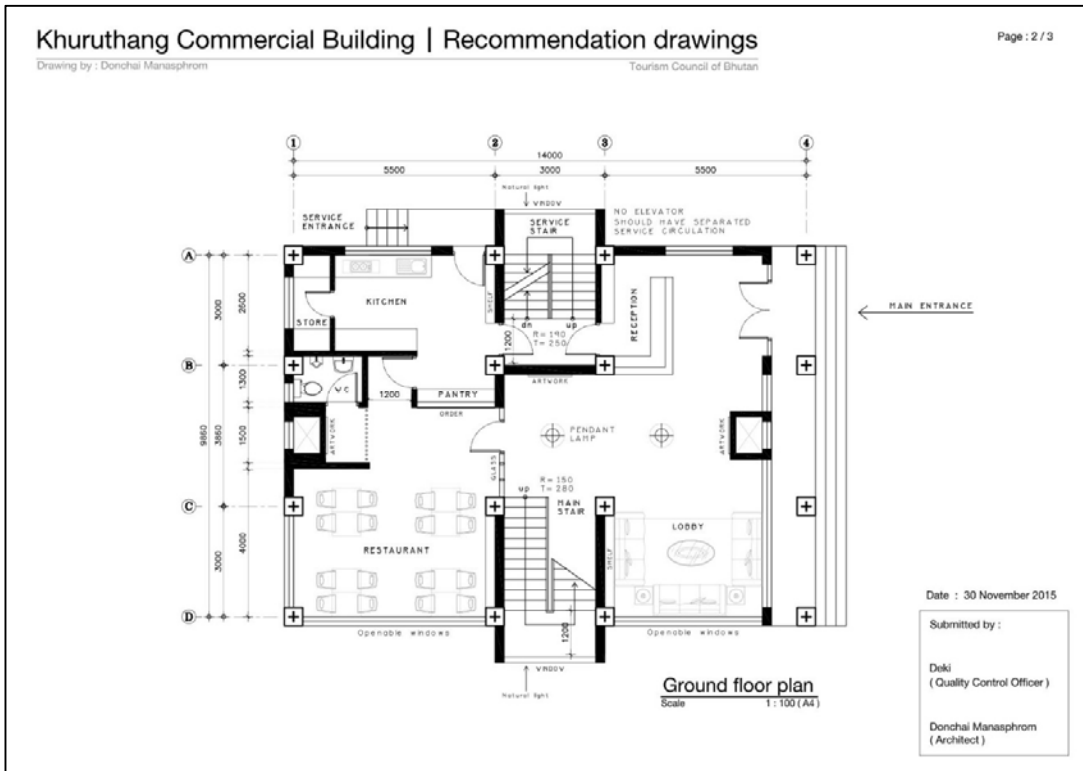
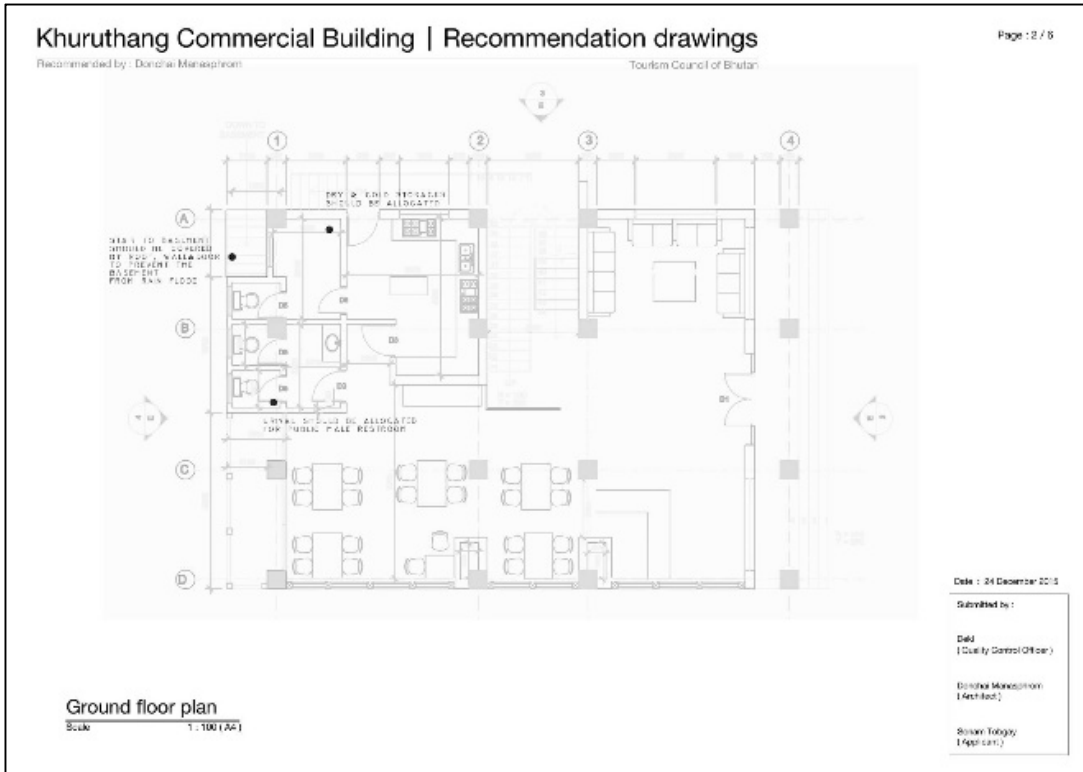


Figure Q1-62,63. Khuruthang hotel recommendation drawings – Ground floor plan

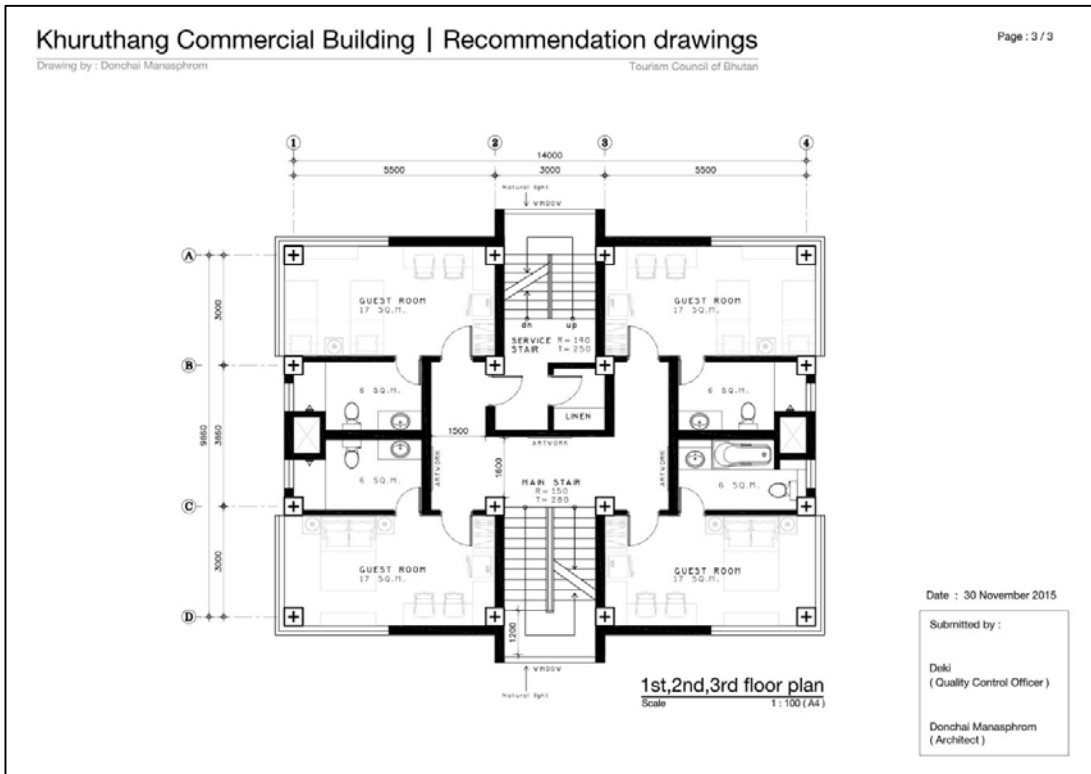
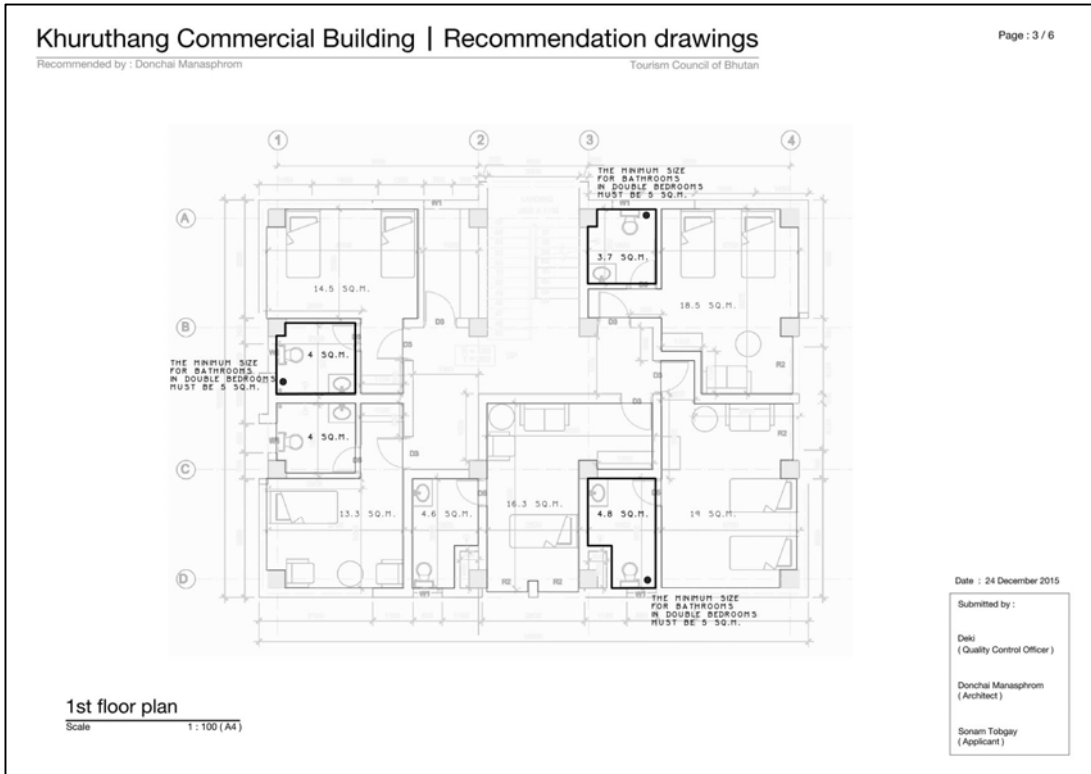


Figure Q1-64,65. Khuruthang hotel recommendation drawings – 1st,2nd & 3rd floor plans

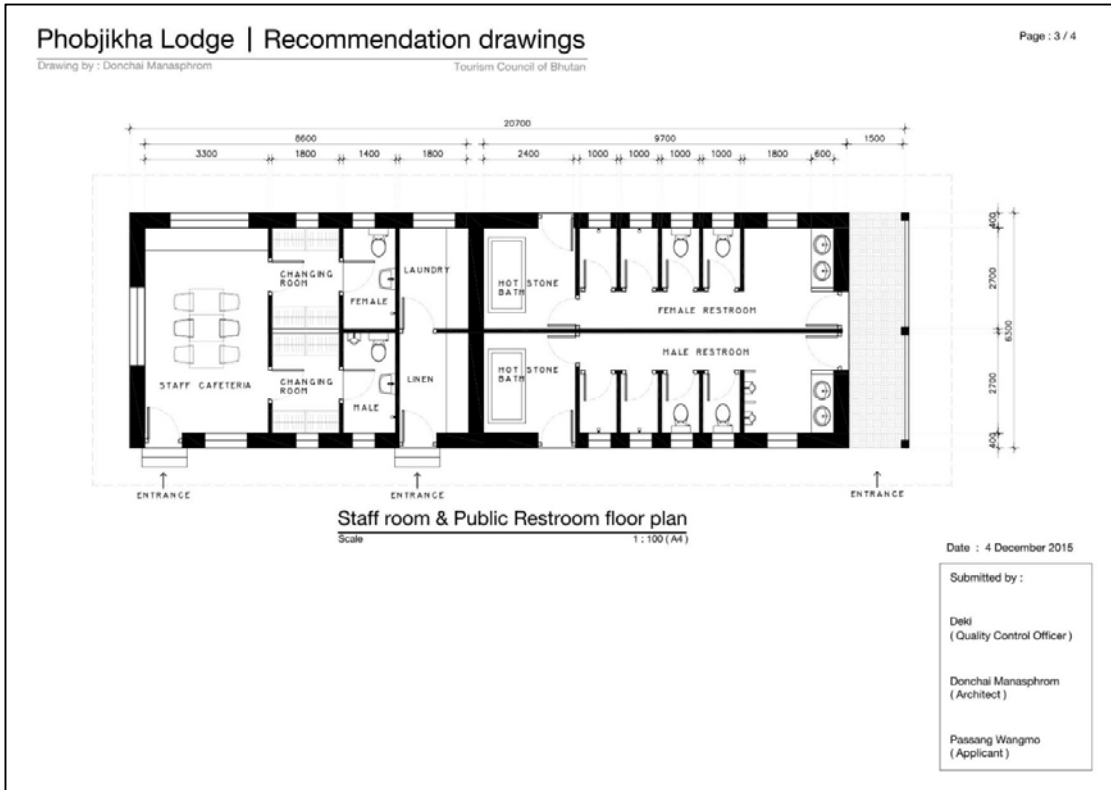


Figure Q1-68. Phobjikha lodge recommendation drawings – Staff quarter floor plan

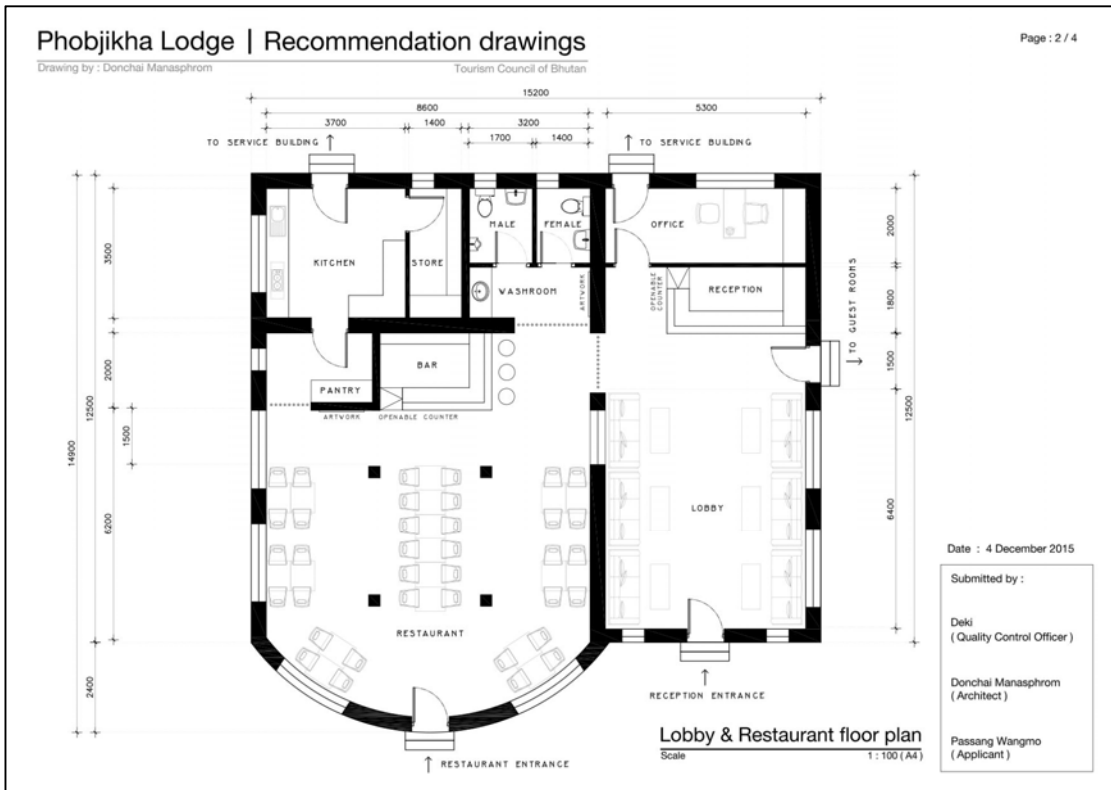


Figure Q1-69. Phobjikha lodge recommendation drawings – Main building floor plans

R4 : Chubachu hotel (Ms.Pema Yuden)

Project status : Not meet standard yet

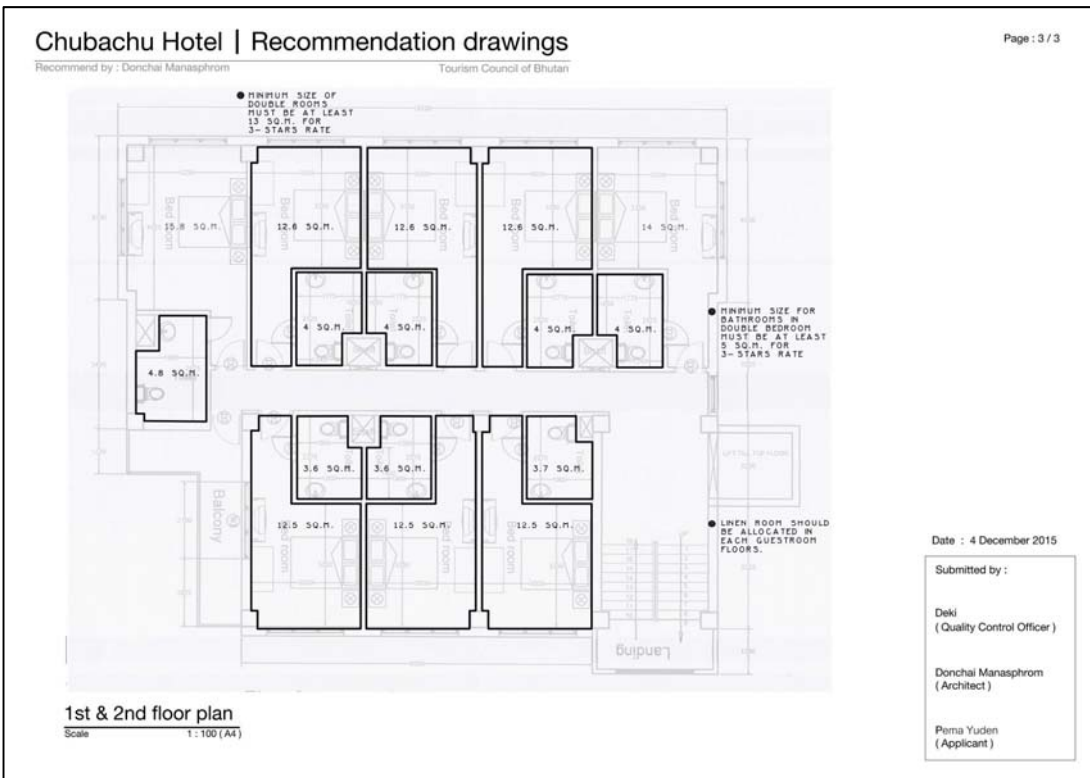
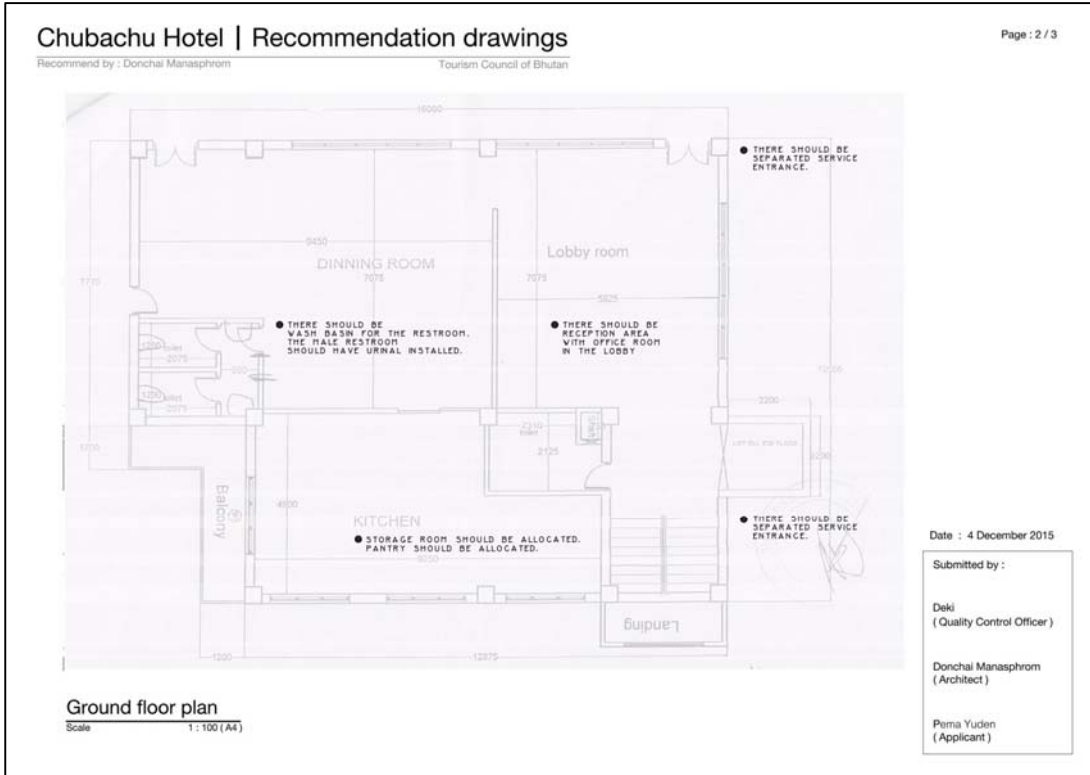
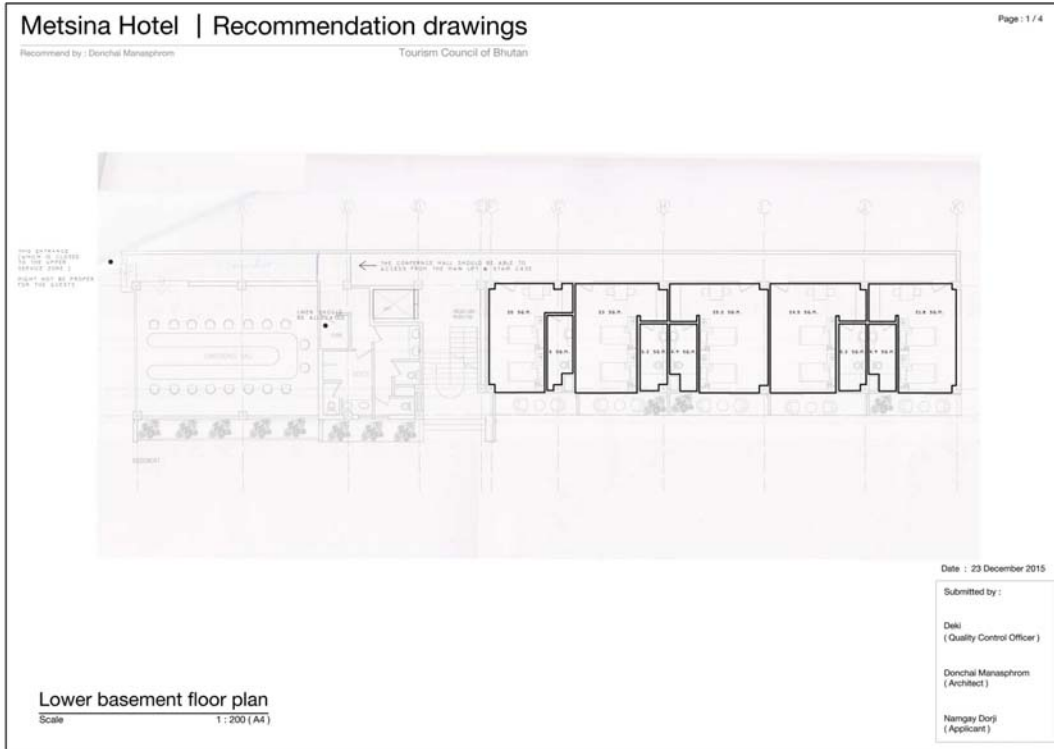


Figure Q1-70,71. Chubachu hotel recommendation drawings

R5 : Metsina hotel (Mr.Namgay Dorji)

Project status : Not meet standard yet



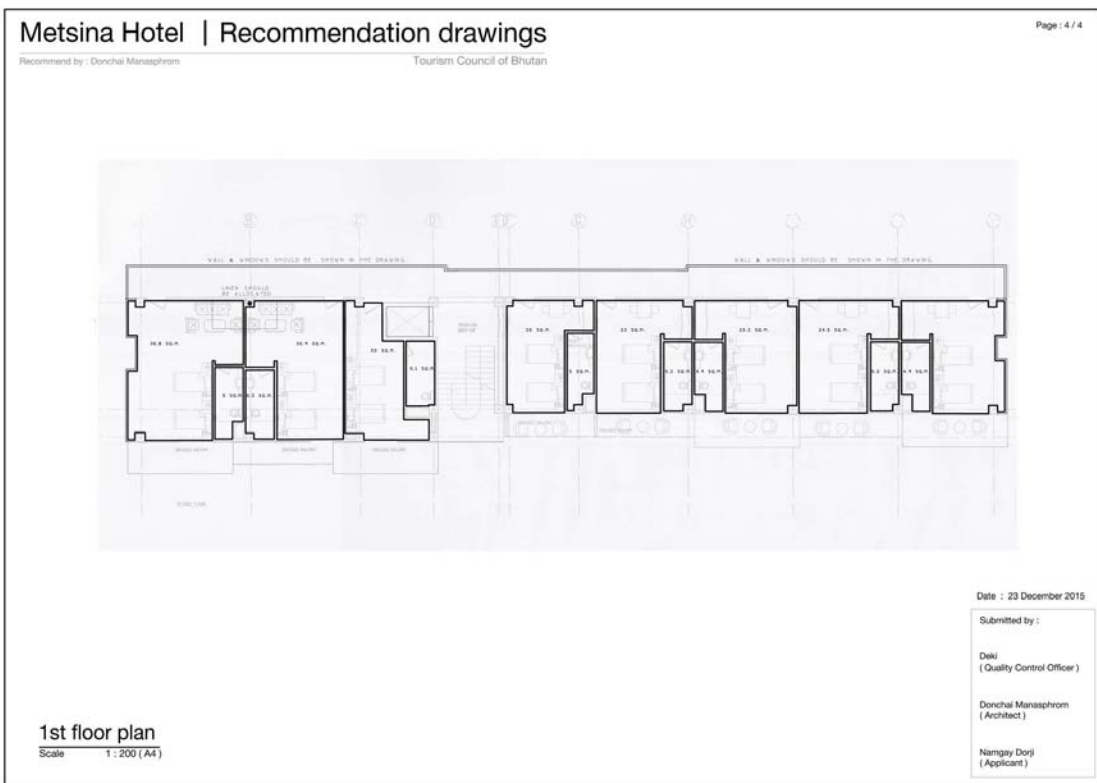
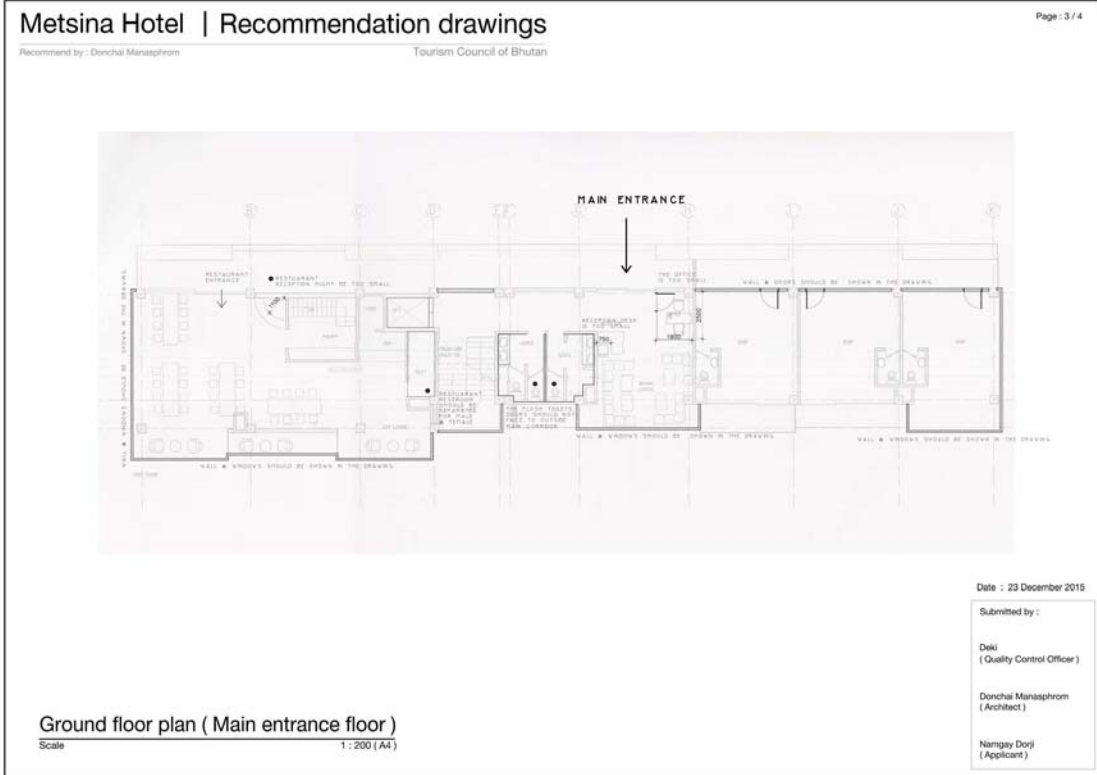


Figure Q1-74,75. Metsina hotel recommendation drawings

R6 : Motithang service apartment (Ms.Aum Dechen)

Project status : Not meet standard yet

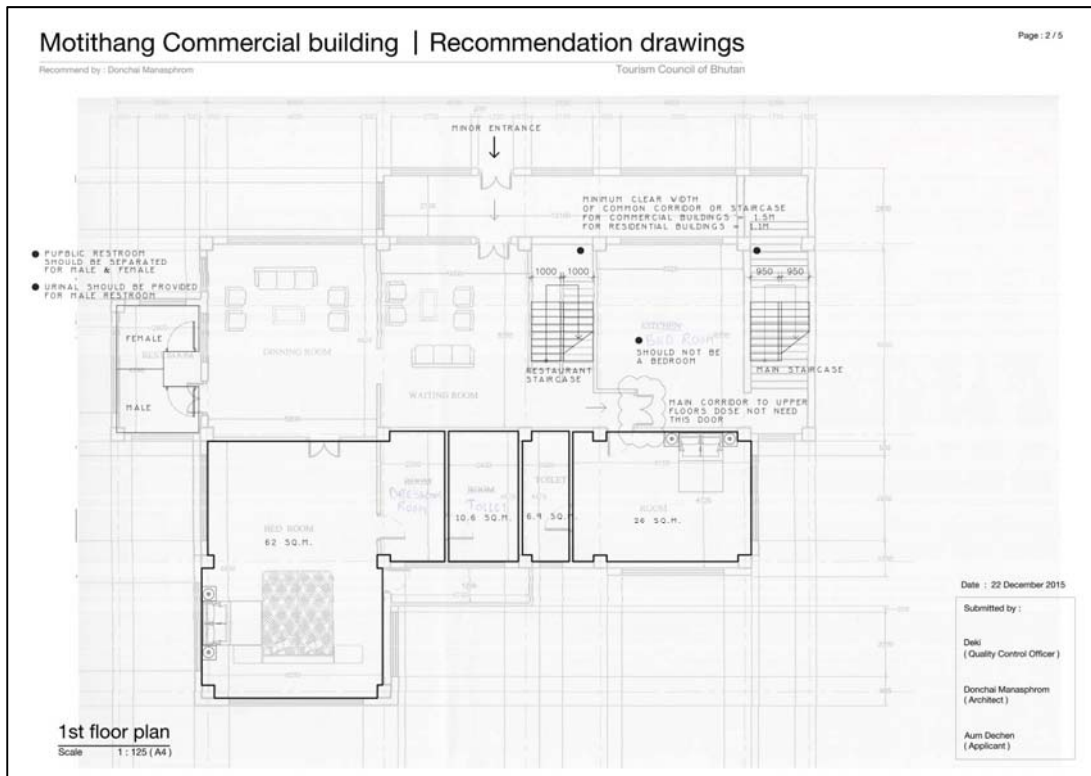
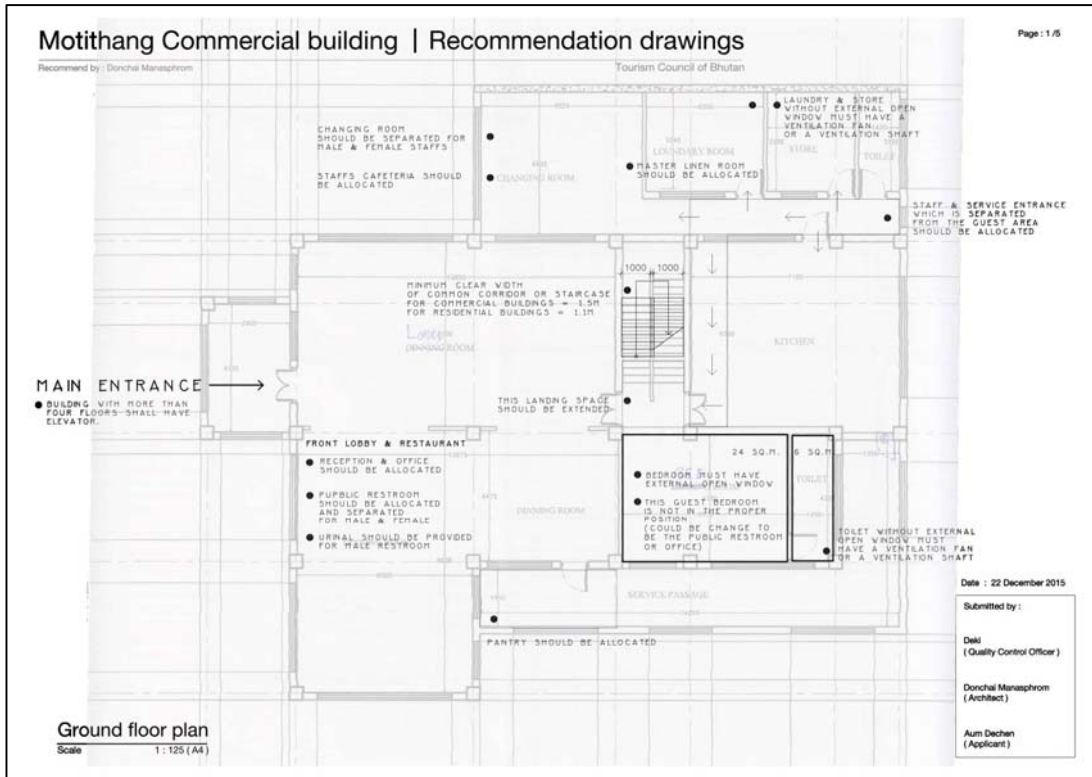


Figure Q1-76,77. Motithang service apartment recommendation drawings

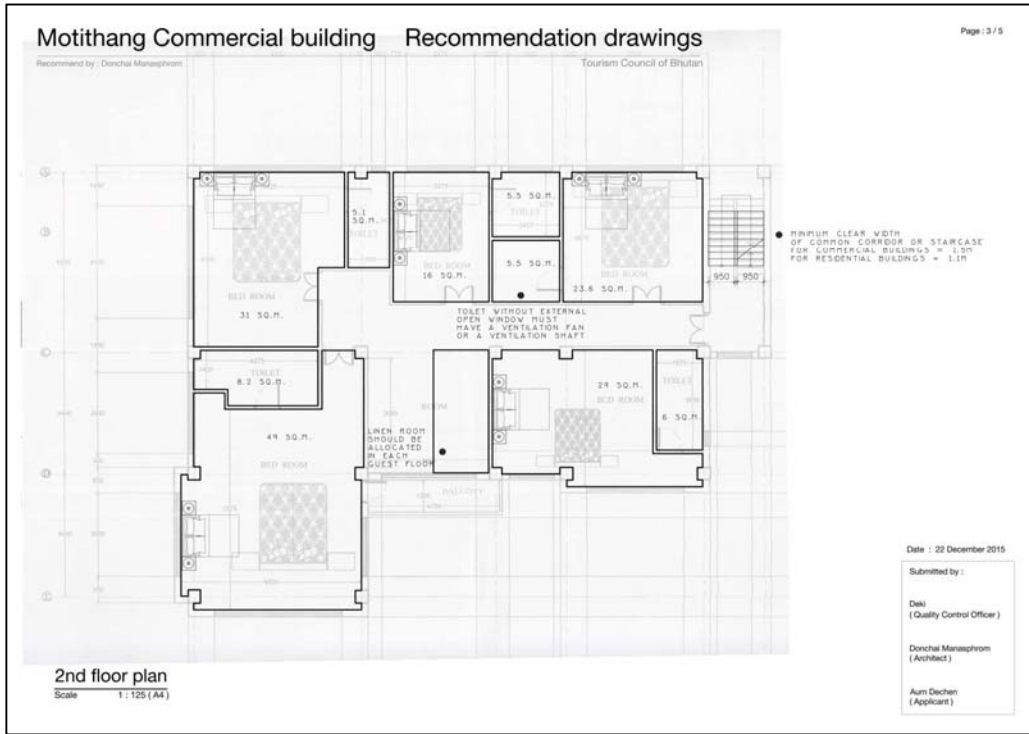


Figure Q1-78. Motithang service apartment recommendation drawings

R7 : Nobding hotel (Mr.Phub Tshewang)

Project status : Not meet standard yet

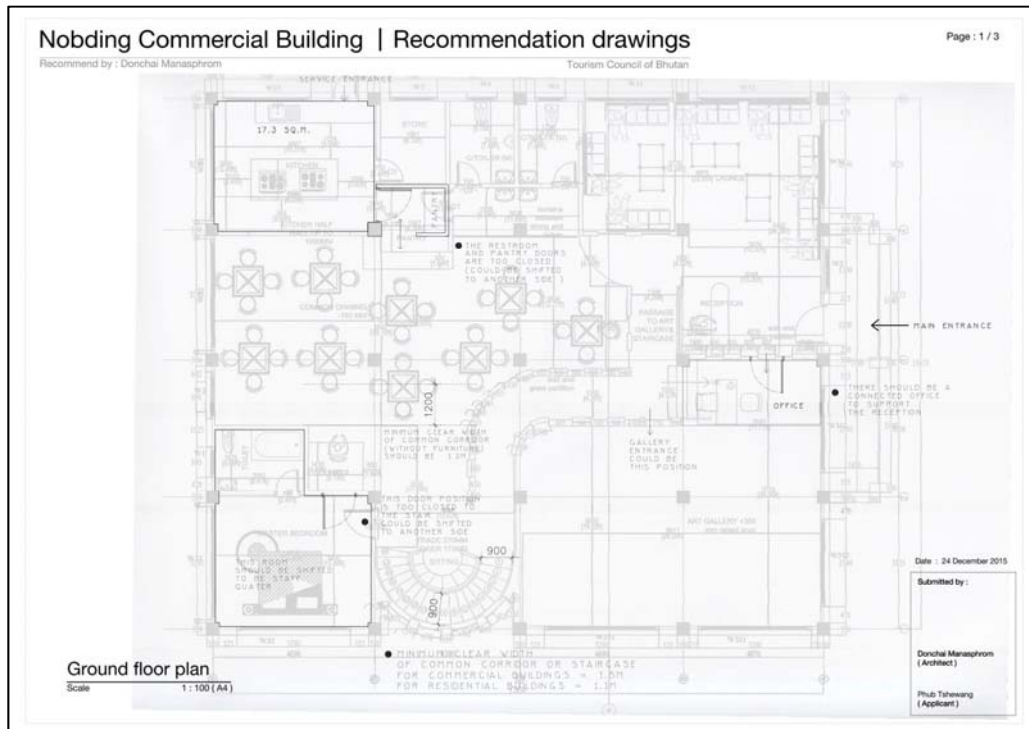


Figure Q1-79. Nobding hotel recommendation drawings

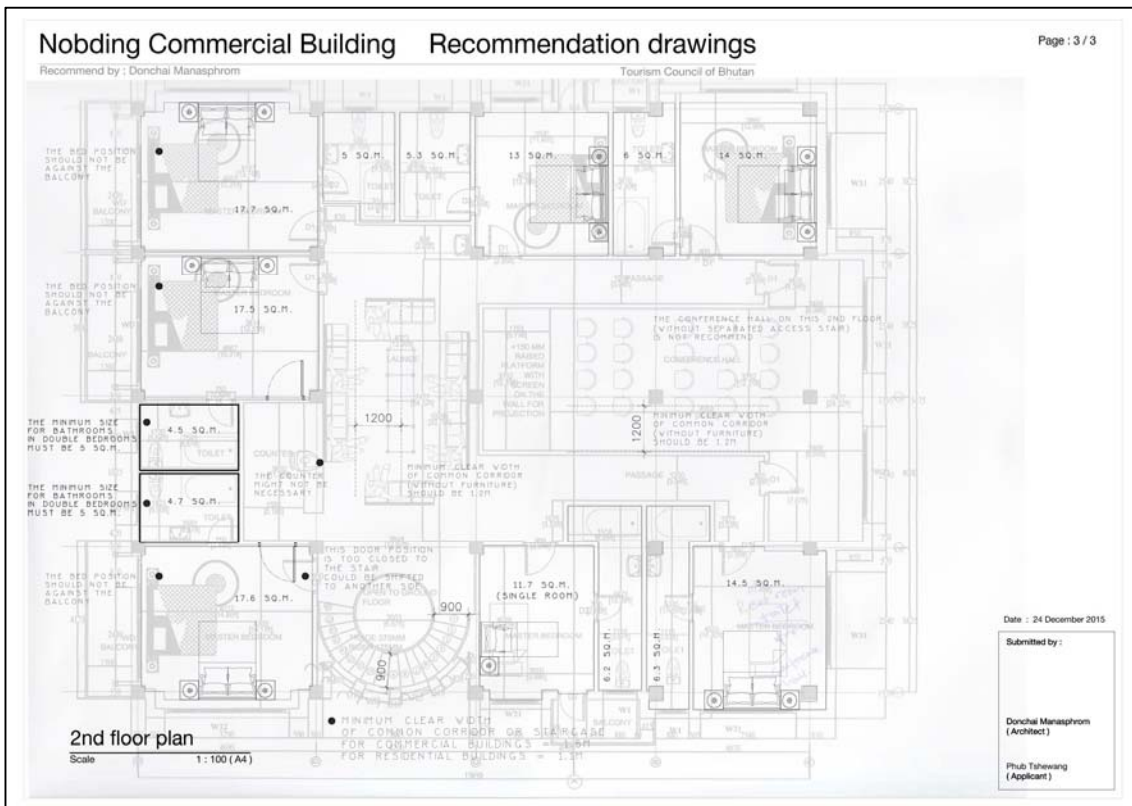
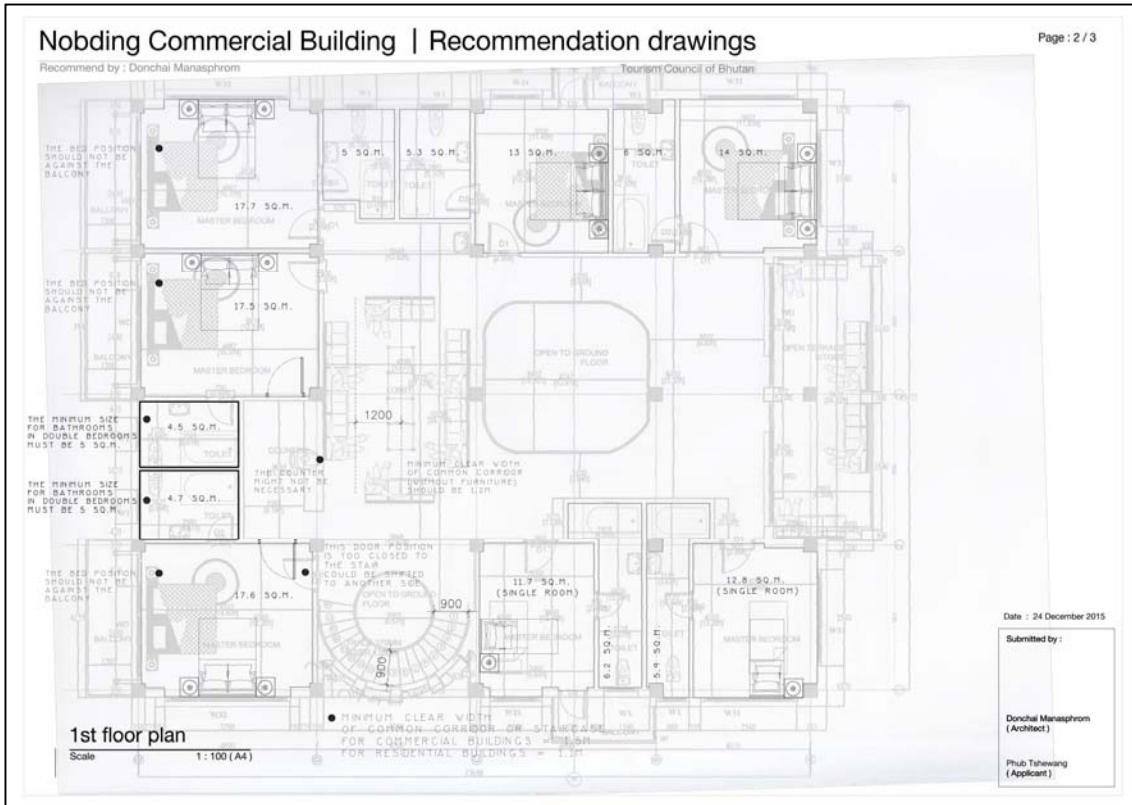


Figure Q1-80,81. Nobding hotel recommendation drawings

R8 : Samtse lodge (Mr.Nawang Dorji)

Project status : Not meet standard yet

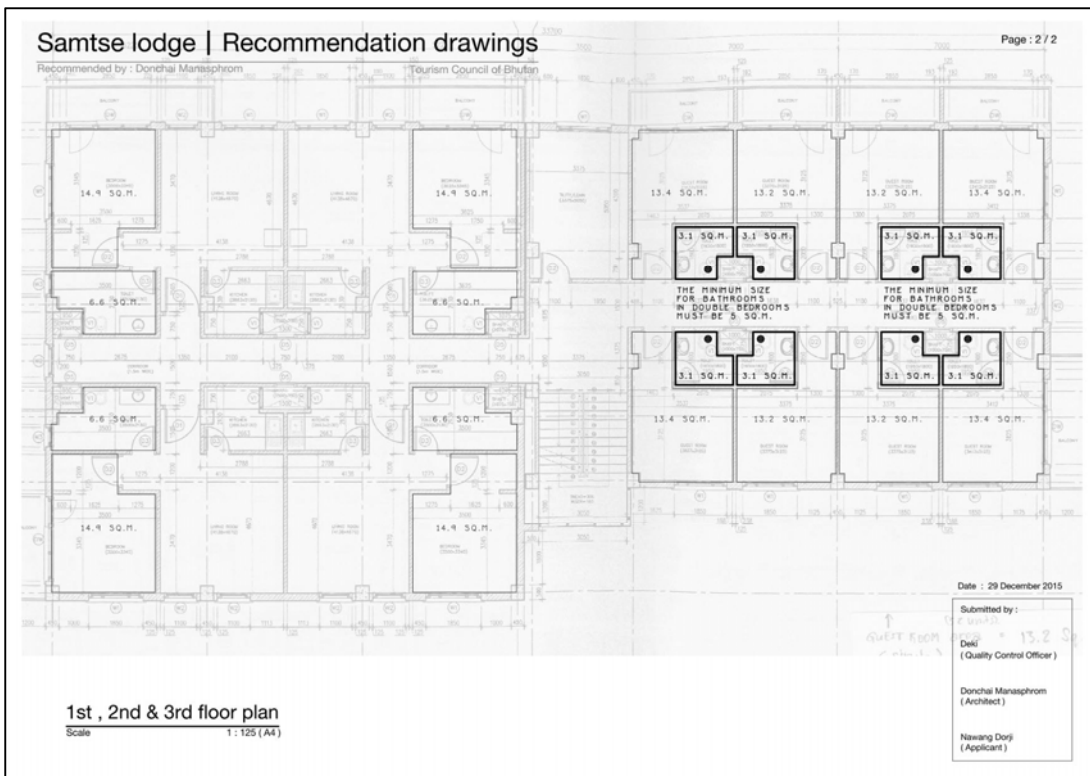
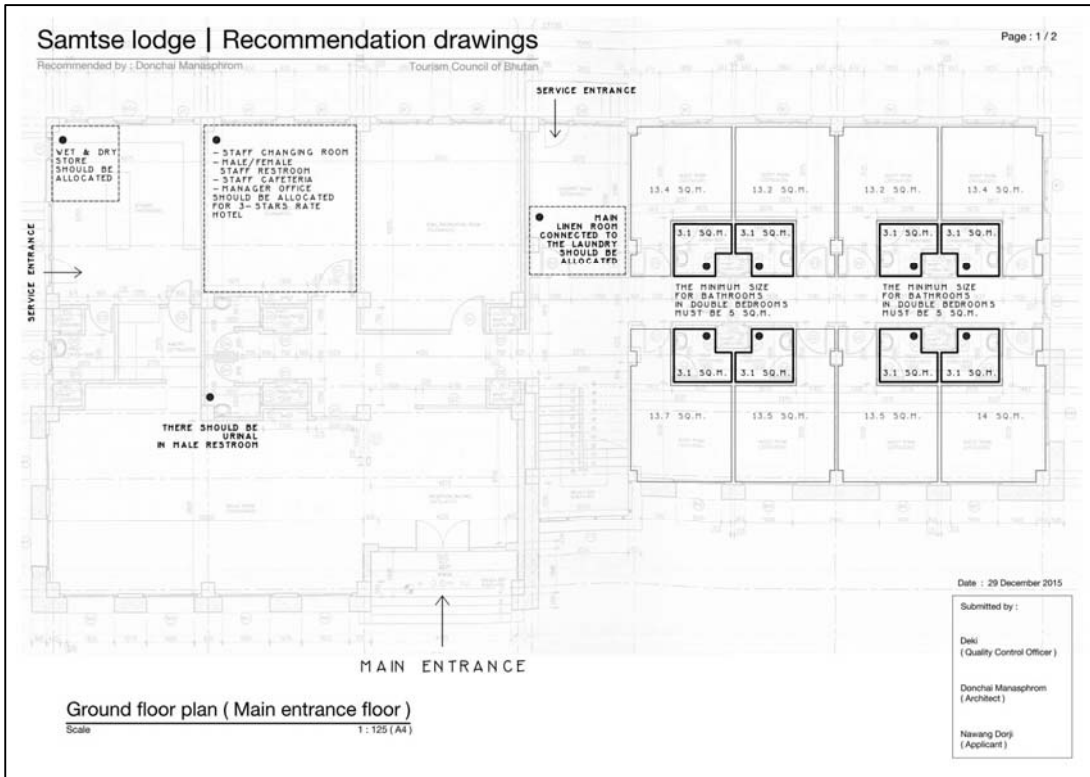


Figure Q1-82,83. Samtse lodge recommendation drawings

R9 : Wangkha Chukha hotel

Project status : Not meet standard yet

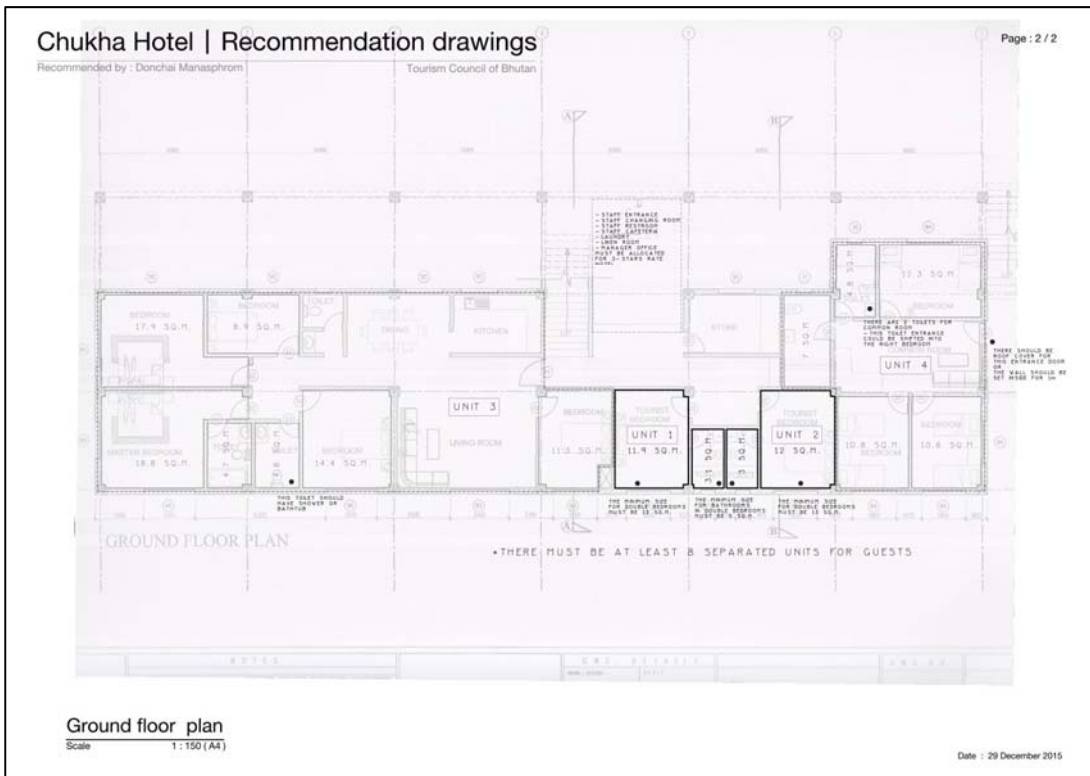
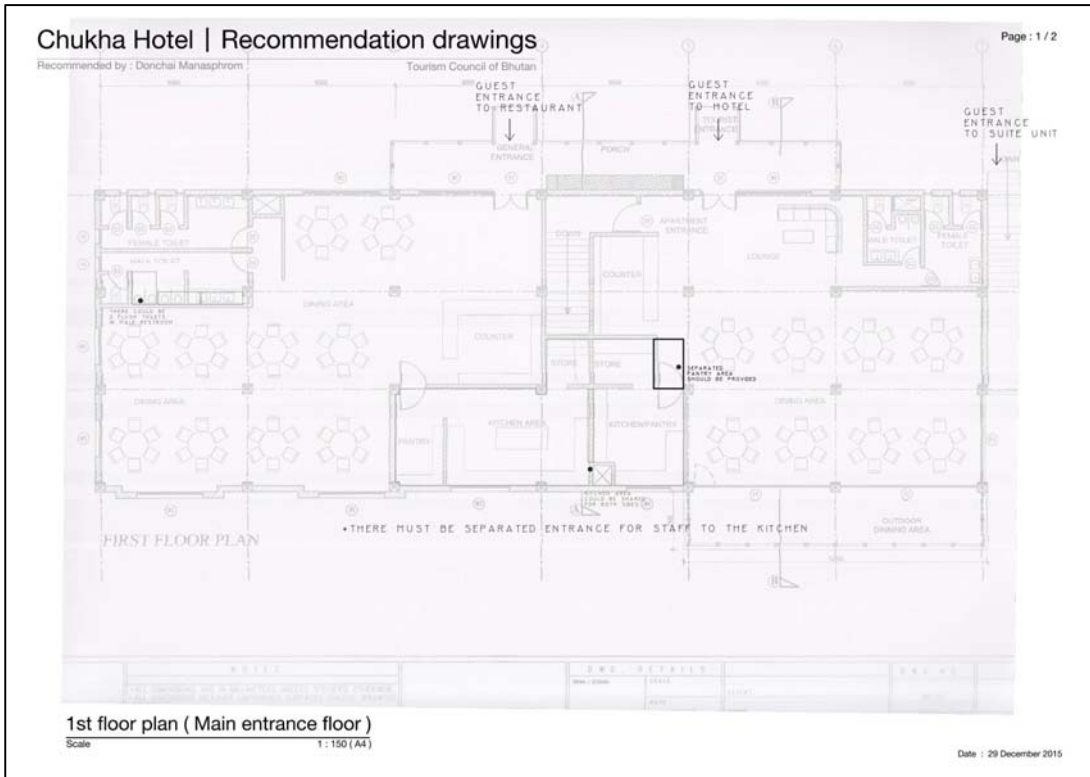


Figure Q1-84,85. Wangkha Chukha hotel recommendation drawings

R10 : Tsentu resort (Ms.Sangye Sangmo)

Project status : Not meet standard yet

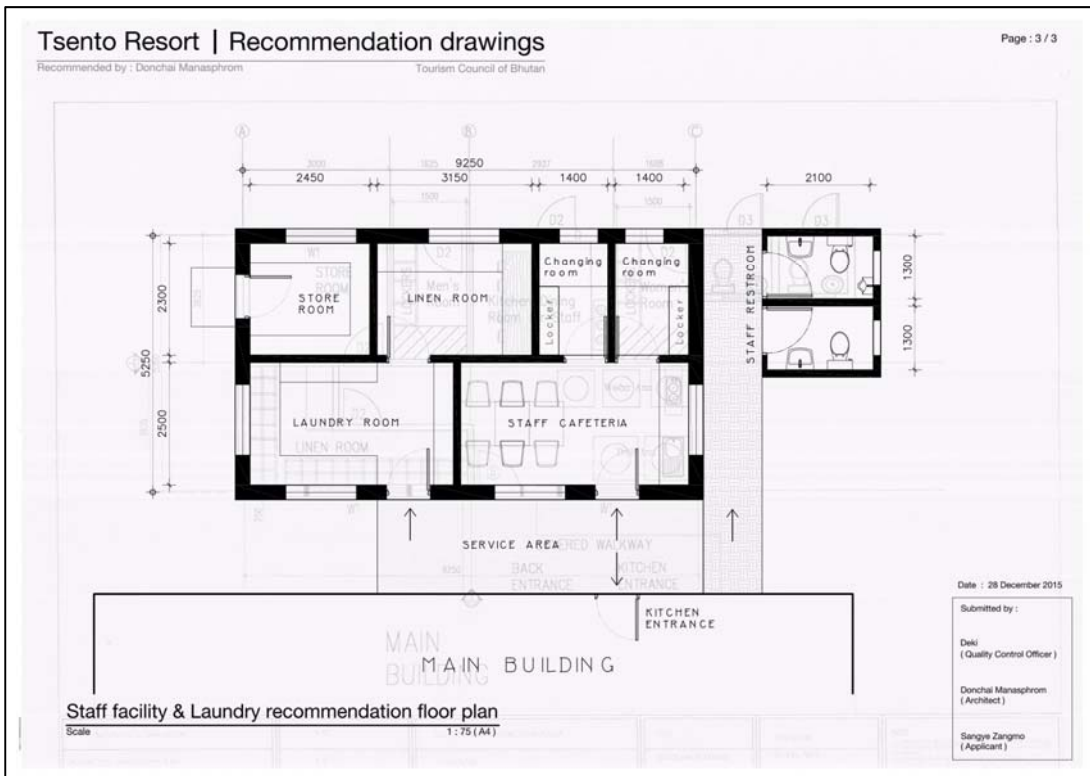
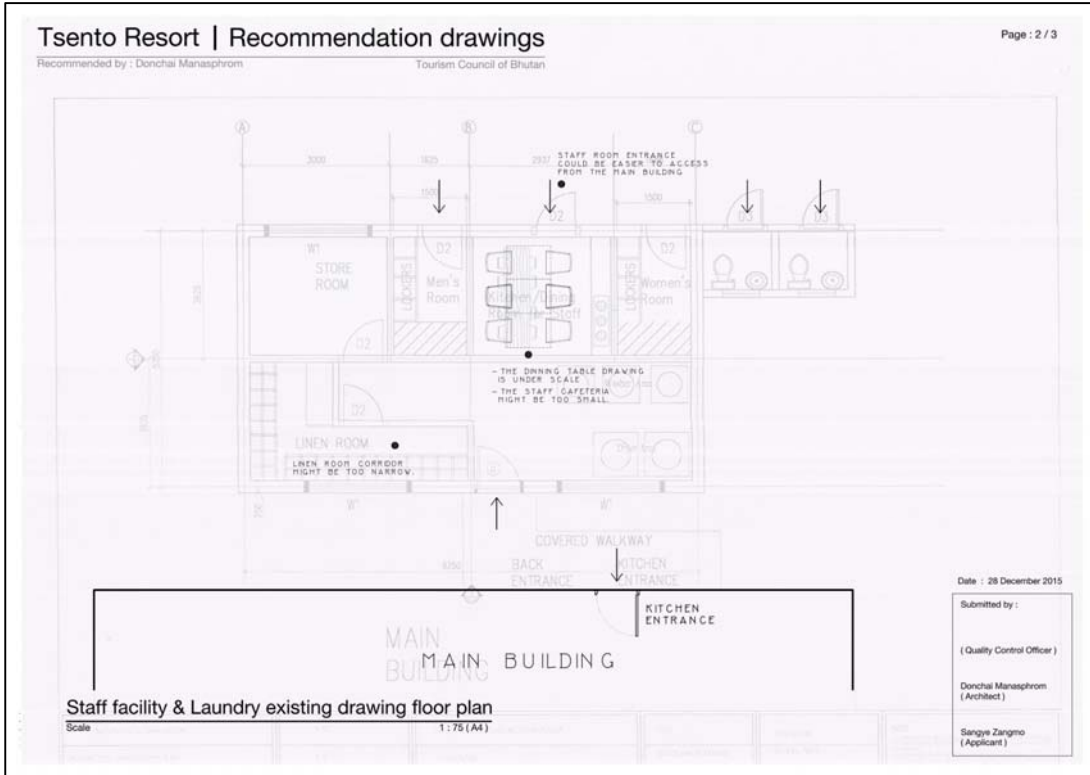


Figure Q1-86,87. Tsentu resort recommendation drawings

Quarter 2: January 3, 2016 - April 2, 2016

Objective

1. Improve architectural skill of new Bhutanese junior-architect partner.
2. Develop design and drawings standard of tourism infrastructure.
3. Develop hotel design standard.

Output/Activities

1. Sangchen Dorji Lhundrup nunnery restrooms (Punakha) design & construction drawings
2. Pel Khewang Shedra restrooms (Phobjikha) design & construction drawings
3. Shana bridge (Jomolhari trekking route) design & construction drawings
4. Memorial Chorten existing restrooms renovation design
5. Royal Institute of Tourism and Hospitality (RITH) facilities design development
6. Dorji Goenpa cafeteria (Trongsa) design & construction drawings
7. Chumey cafeteria (Bumthang) design & construction drawings
8. Ramthangkha restrooms (Taktsang base) renovation monitoring
9. Highway signboard of Dochula restrooms installation monitoring
10. Highway signboard of Menchuna restrooms installation monitoring
11. Sengor cafeteria (Mongar) maintenance survey
12. Mongar bird-watching camp (Mongar) maintenance survey
13. Hotels recommendation drawings
14. Bhutan hotel design standard modification

Key Performance Indicators

1. Complete of design drawings and construction
2. Quality of design and construction
3. Understanding of applicants in hotel drawings recommendation

Critical Success Factors

1. Input from volunteer
2. Support from counterpart and partner
3. Cooperation from contractors and engineers

Counterpart Personnel

- Mr.Pema Samdrup (Infrastructure officer)

Partner architect

- Ms.Dehen Lhazom Chhophel (Junior architect) (*Joined TCB since 1st January 2016*)

D1 : Sangchen Dorji Lhundrup nunnery restrooms (Punakha)

Design of Sangchen Dorji Lhundrup nunnery restrooms in Punakha. The existing 1 restroom was not proper for “pay to entry” place.

Project status : completed construction drawings



Figure Q2-01. Sangchen Dorji Lhundrup nunnery restrooms from Thimphu-Punakha highway



Figure Q2-02. Existing 1 indian-type restroom for all tourists and nuns at Sangchen nunnery (Punakha)

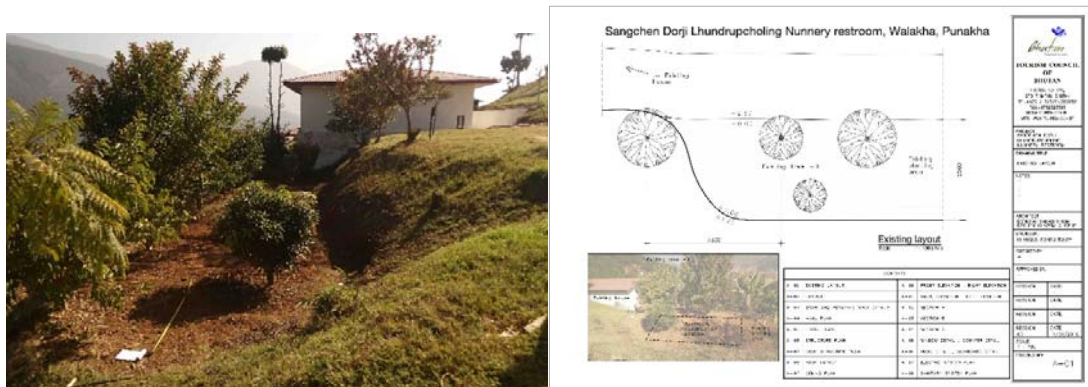


Figure Q2-02. New restrooms site at Sangchen Dorji Lhundrup nunnery

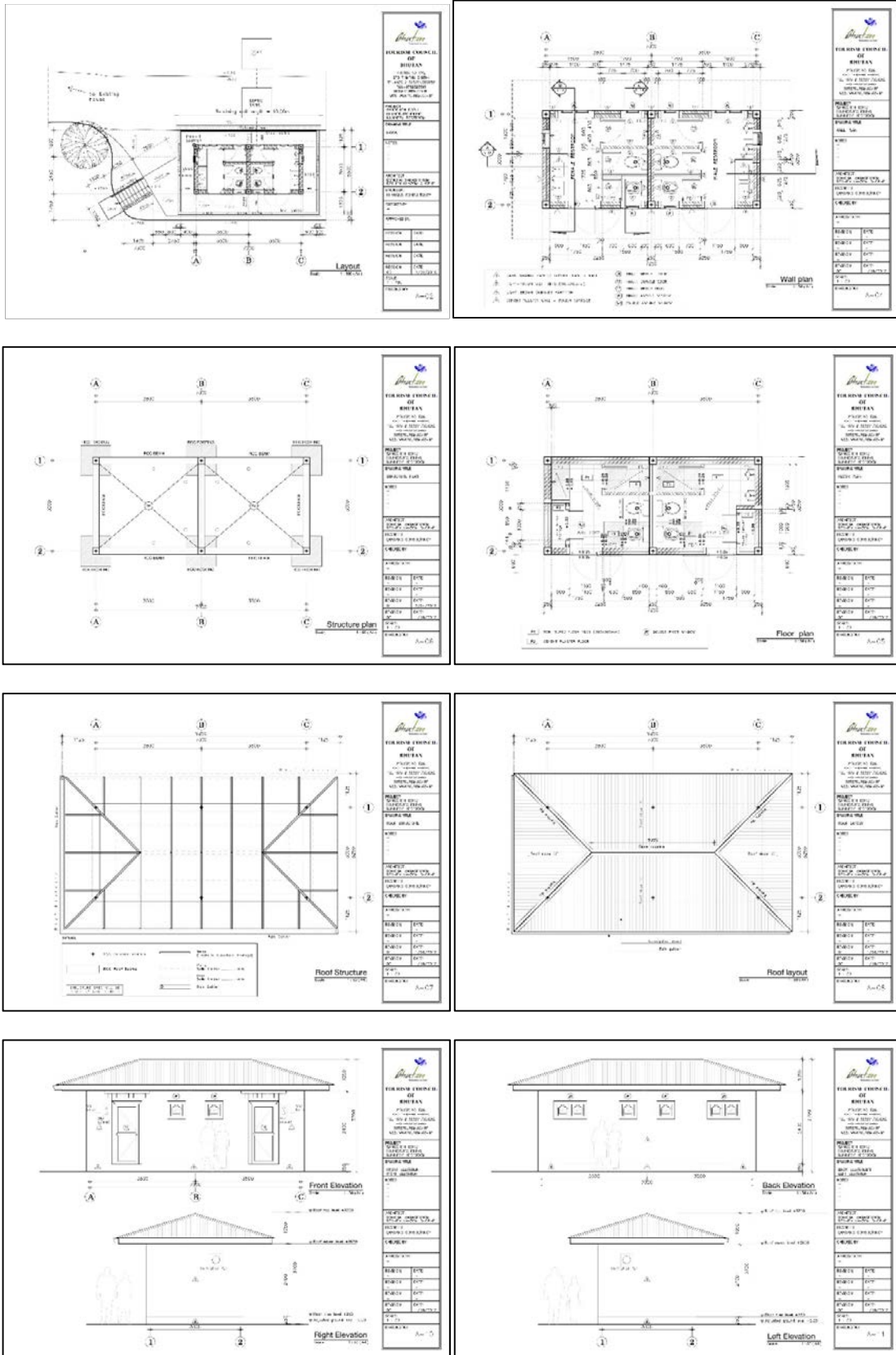


Figure Q2-03-10. Construction drawings of Sangchen Dorji Lhundrup nunnery restrooms

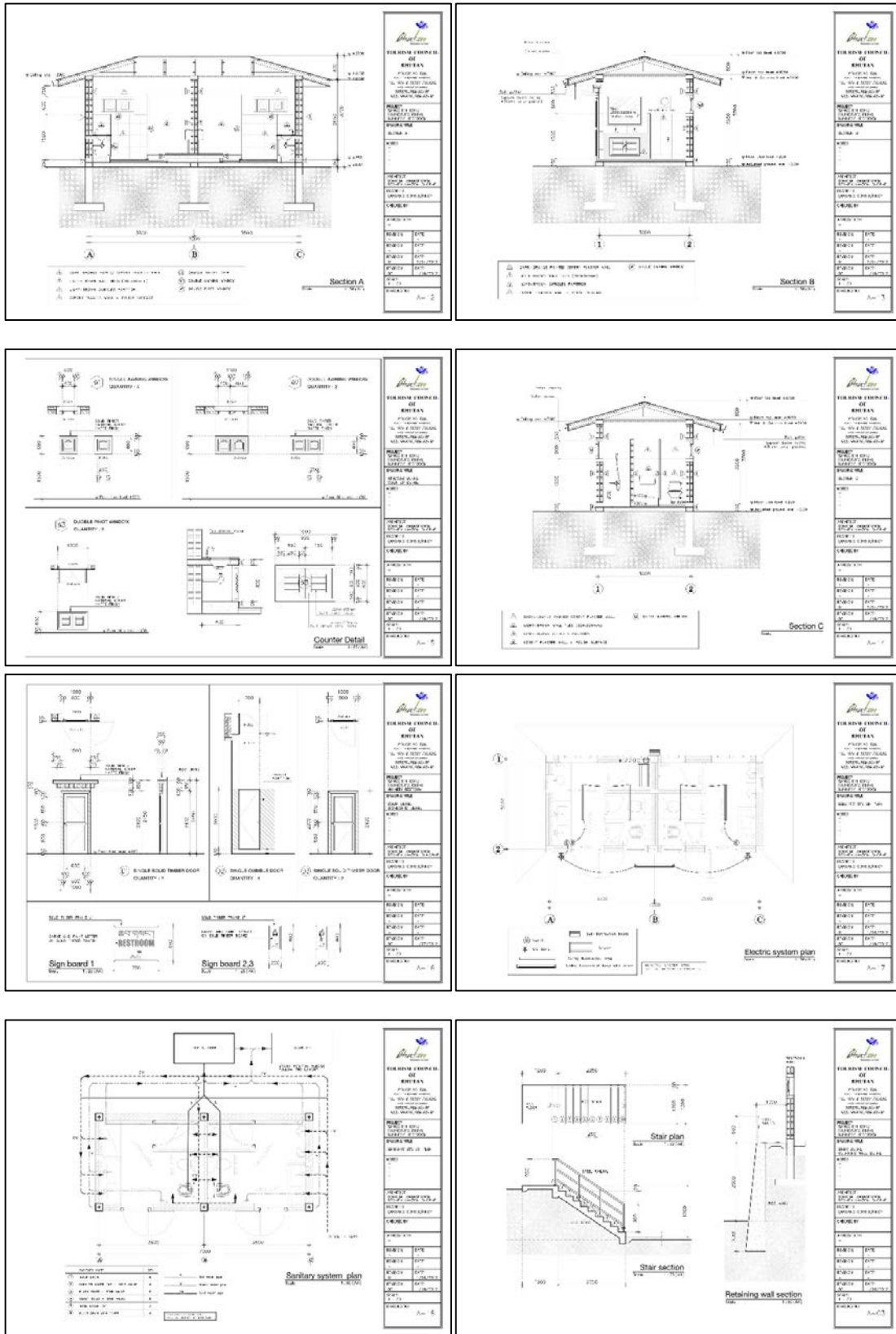


Figure Q2-11-18. Construction drawings of Sangchen Dorji Lhundrup nunnery restrooms

SANGCHEN DORJI LHUENDRUP NUNNERY RESTROOM | SUMMARY WORKS

| | DATE | TCB | LHAWANG SURVEY |
|----------|---------------------------|---|--|
| | 20 th DEC 2015 | -Site visiting | -Site visiting |
| JANUARY | 19 th JAN 2016 | -Sent construction drawings for engineer structure design. | |
| | 26 th JAN 2016 | -Sent addition layout drawings. | |
| FEBRUARY | 2 nd FEB 2016 | | -Sent update drawings and BOQ. -Structure -Electricity system -Plumbing system |
| | 5 th FEB 2016 | -Meeting with the engineer for rectifying of drawings. | -Meeting with the architect for rectifying of drawings. |
| | 29 th FEB 2016 | | -Sent update drawings and BOQ. -Structure -Electricity system -Plumbing system |
| MARCH | 1 st MAR 2016 | -Meeting with the engineer for rectifying of drawings. | -Meeting with the engineer for rectifying of drawings. |
| | 7 th MAR 2016 | -Sent BOQ review comments. | |
| | 24 th MAR 2016 | | -Sent update drawings and BOQ. -Structure -(no electricity system update) -Plumbing system |
| | | -Sent BOQ review comments. | |
| | 28 th MAR 2016 | | Sent update BOQ. -Electricity system (no drawings update) |
| | 29 th MAR 2016 | | (Morning) -Sent update electrical BOQ. (Evening) -Sent update drawings and BOQ. -Structure -(no electricity system drawing) -Plumbing system |
| APRIL | 1 st APR 2016 | | -Sent update drawings and BOQ. -Structure -Electricity system -Plumbing system |
| | | -Sent BOQ review comments. | |
| | 4 th APR 2016 | -Meeting with the Electrical engineer for rectifying of drawings. | -Meeting with the architect for rectifying of drawings. |
| | 6 th APR 2016 | | -Sent final drawings and BOQ. -Structure -Electricity system -Plumbing system |
| | 7 th APR 2016 | - Finalize the bidding document. | |

Figure Q2-19. Drawings and document timeline of Sangchen Dorji Lhundrup nunnery restrooms project

D2 : Pel Khewang Jangchopcholing Shedra restrooms (Phobjikha)

Design of Pel Khewang Jangchopcholing Shedra restrooms in Phobjikha. The temple is the destination for Gangtey natural trail. But there is no public restrooms for tourists at this temple.

Project status : completed construction drawings



Figure Q2-20. Pel Khewang Jangchopcholing Shedra restrooms from Phobjikha valley.



Figure Q2-21. Pel Khewang Jangchopcholing Shedra.



Figure Q2-22. New restrooms location in Pel Khewang Jangchopcholing Shedra.

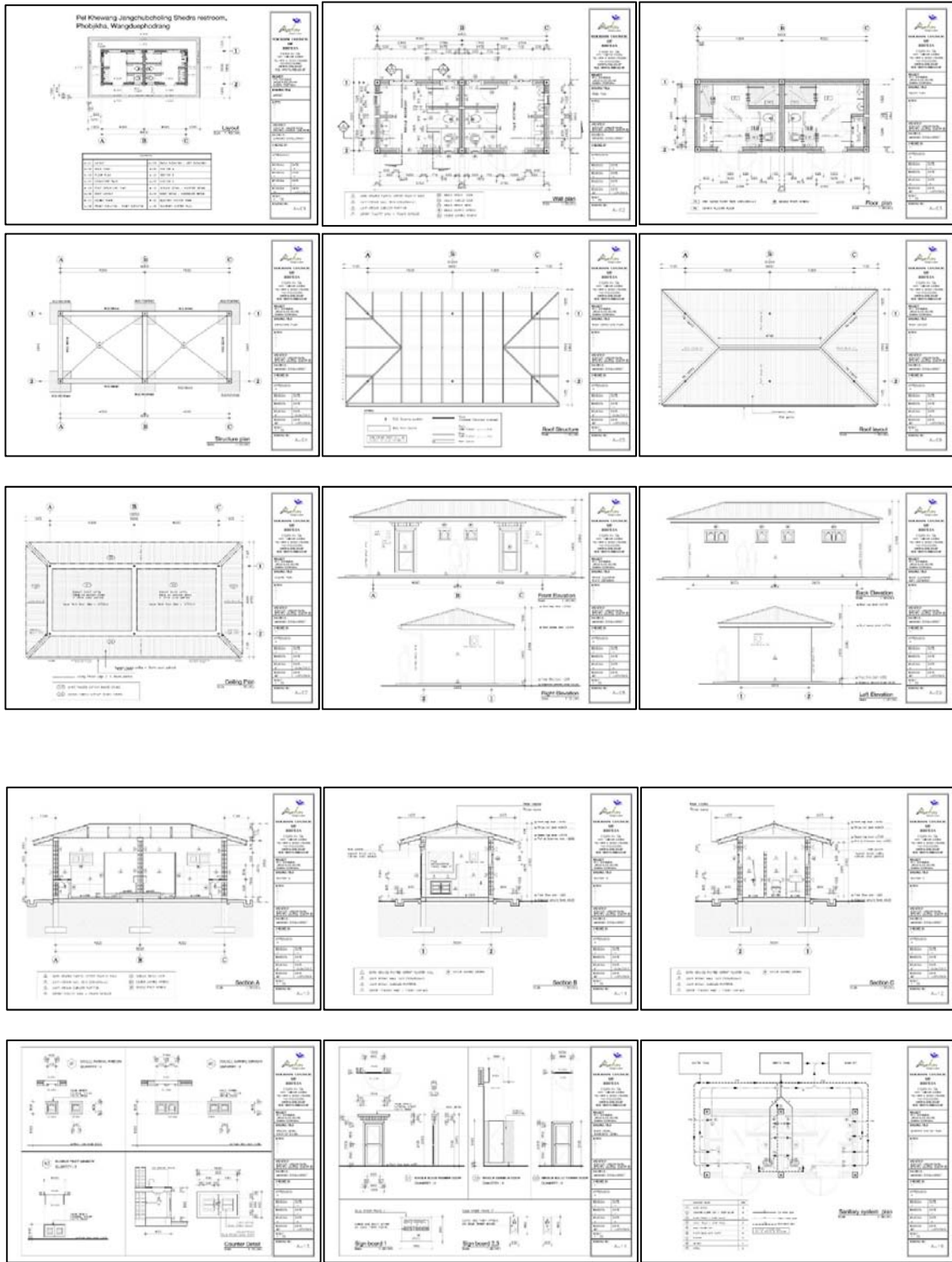


Figure Q2-31-38. Construction drawings of Pel Khewang Jangchopcholing Shedra restrooms.

PEL KHEWANG JANGCHUPCHOLING SHEDRA RESTROOM | SUMMARY WORKS

| | DATE | TCB | LHAWANG SURVEY |
|----------|---------------------------|---|--|
| | 20 th DEC 2015 | -Site visiting | -Site visiting |
| JANUARY | 27 th JAN 2016 | -Sent construction drawings for engineer structure design. | |
| FEBRUARY | 2 nd FEB 2016 | | -Sent update drawings and BOQ. -Structure -Electricity system -Plumbing system |
| | 5 th FEB 2016 | -Meeting with the engineer for rectifying of drawings. | -Meeting with the architect for rectifying of drawings. |
| | 29 th FEB 2016 | | -Sent update drawings and BOQ. -Structure -Electricity system -Plumbing system |
| MARCH | 1 st MAR 2016 | -Meeting with the engineer for rectifying of drawings. | -Meeting with the architect for rectifying of drawings. |
| | 7 th MAR 2016 | -Sent BOQ review comments. | |
| | 24 th MAR 2016 | | -Sent update drawings and BOQ. -Structure -(no electricity system update) -Plumbing system |
| | | -Sent BOQ review comments. | |
| | 29 th MAR 2016 | | -Sent update drawings and BOQ. -Structure -(no electricity system drawing) -Plumbing system |
| APRIL | 1 st APR 2016 | | -Sent update drawings and BOQ. -Structure -Electricity system -Plumbing system |
| | | -Sent BOQ review comments. | |
| | 4 th APR 2016 | -Meeting with the Electrical engineer for rectifying of drawings. | -Meeting with the architect for rectifying of drawings. |
| | 6 th APR 2016 | | -Sent final drawings and BOQ. -Structure -Electricity system -Plumbing system |
| | 7 th APR 2016 | - Finalize the bidding document. | |

Figure Q2-39. Drawings and document timeline of Pel Khewang Jangchopcholing Shedra restrooms project.

D3 : Shana bridge (Jomolhari trekking route)

Renovation design of Shana bridge on Jomolhari trekking route. The existing bridge was old and weak. It's the bridge at the beginning of Jomolhari trekking route which tourists often take photos with before start trekking.

Project status : completed construction drawings

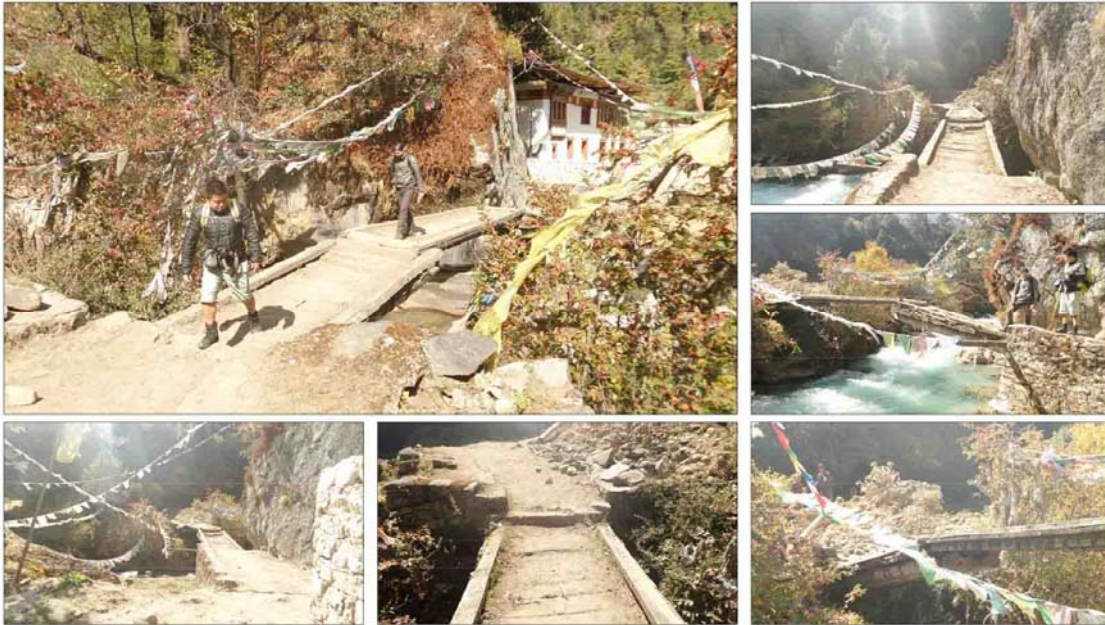


Figure Q2-40. Existing Shana bridge, beginning of Jomolhari trekking route.

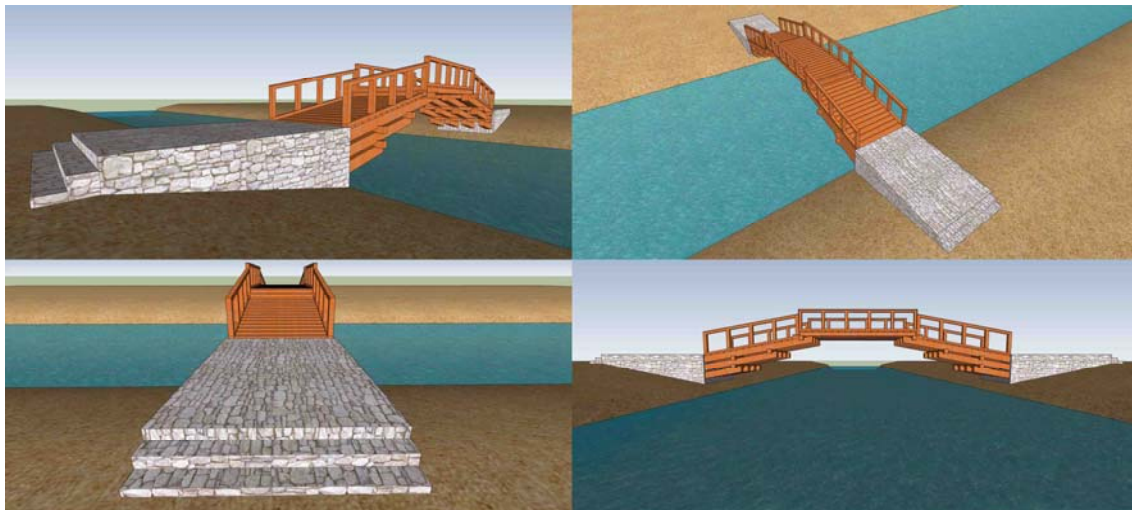


Figure Q2-41. Primary design of new Shana bridge.

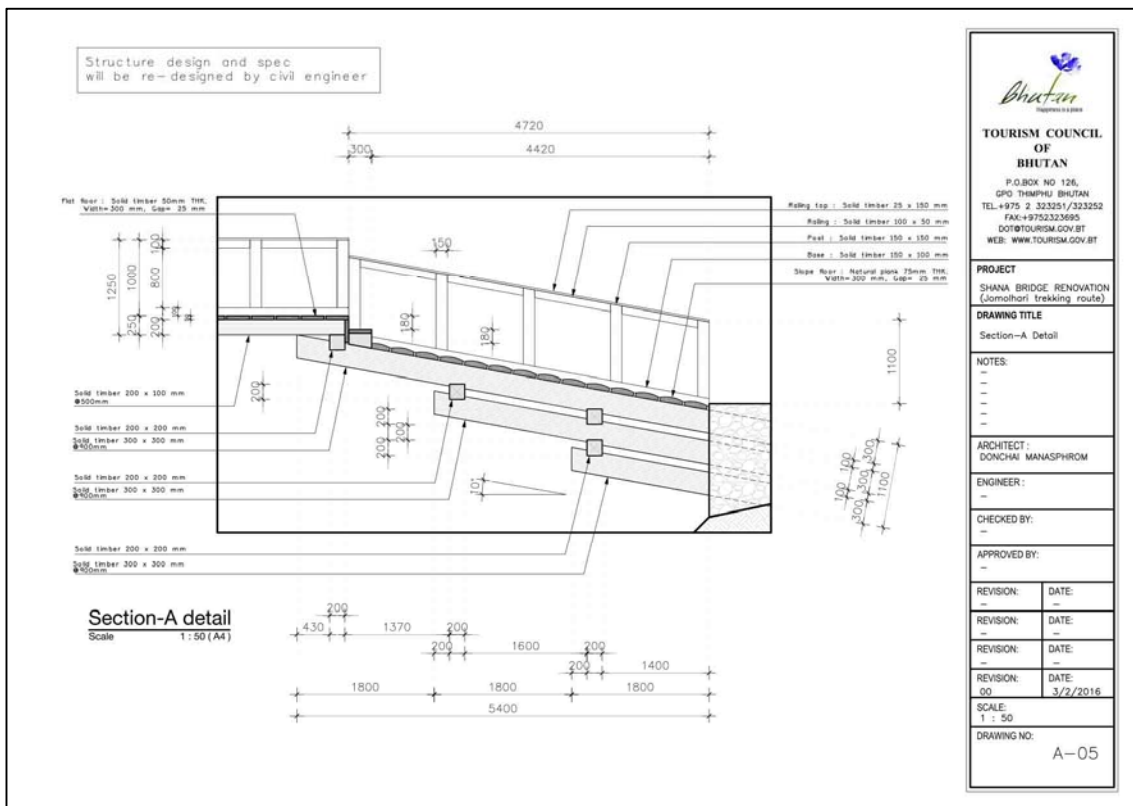
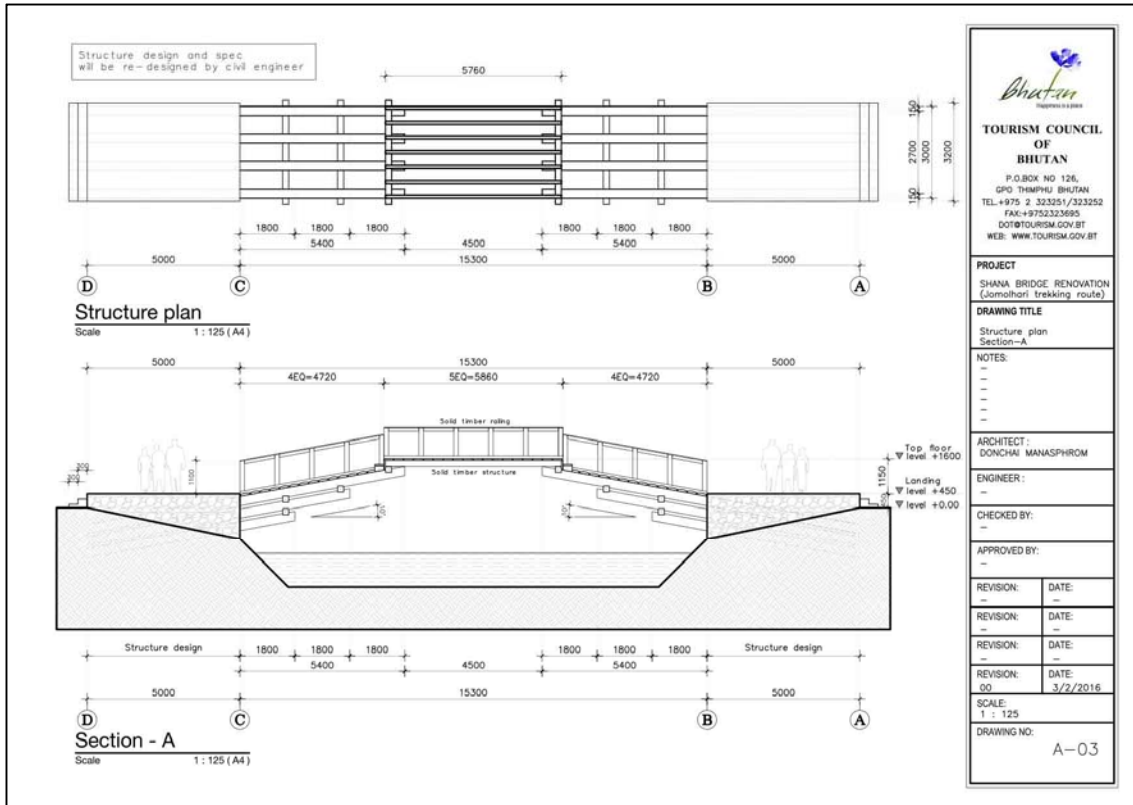


Figure Q2-42,43. Construction drawings of new Shana bridge.

D4 : Memorial Chorten existing restrooms renovation

Memorial Chorten is an important landmark temple in Thimphu. The existing pay & use public restrooms is quiet old and dirty because of sanitary problem. The existing indian-type toilet in female restrooms is too high because of improper sanitary pipe design. Urinal drainages are not installed properly, leave bad smell stuck in the solid room.

Project status : completed presentation drawings



Figure Q2-46. Existing restrooms at Memorial Chorten.

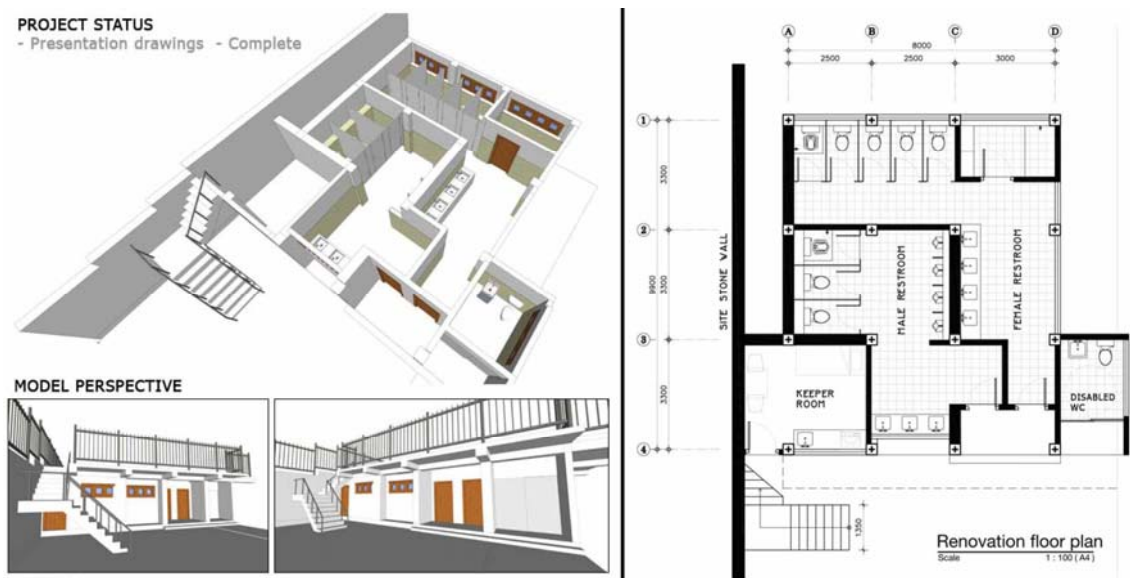


Figure Q2-47. Renovation design of the existing restrooms at Memorial Chorten.

D5 : Royal Institute of Tourism and Hospitality (RITH) facilities

Design of facilities in Royal Institute of Tourism an Hospitality (RITH) include lighting poles, Signboard and portrait stands.

LIGHTING POLES

Project status : completed layout drawings



Figure Q2-48. Existing site measurement for lighting poles

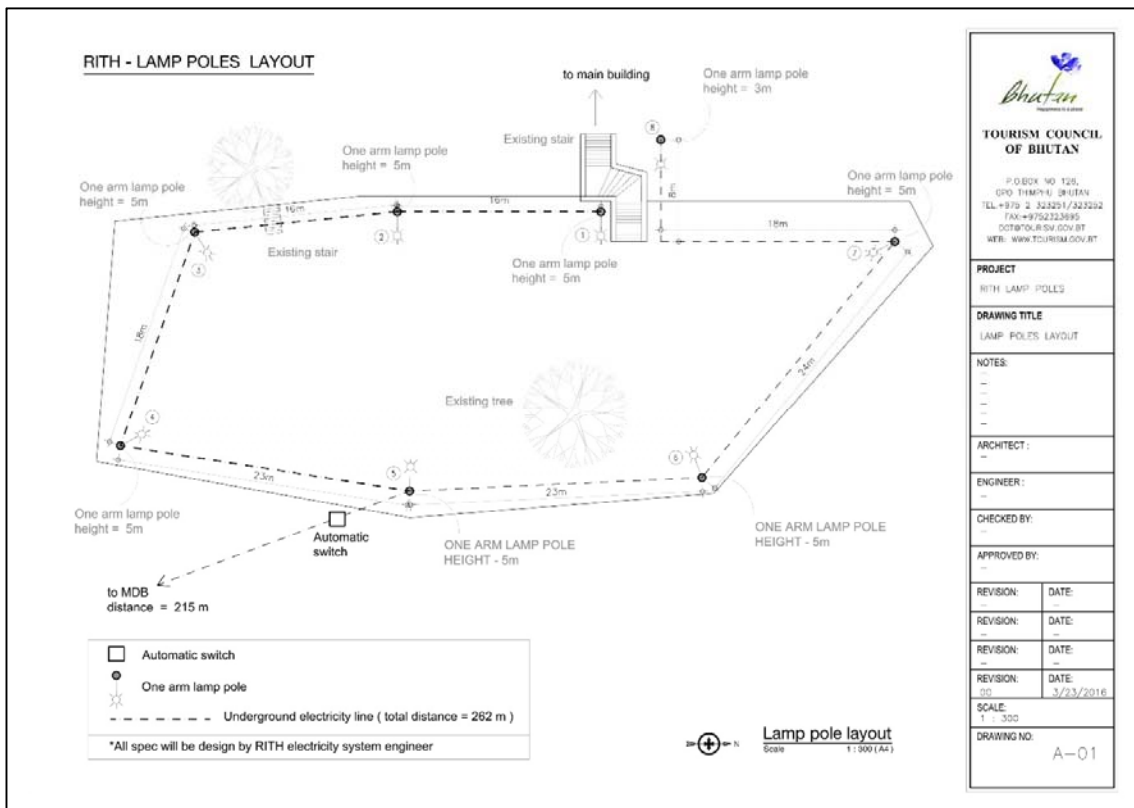


Figure Q2-49. Layout drawing of lighting poles

ENTRANCE SIGNBOARD

Project status : completed design drawings



Figure Q2-50. Presentation drawings of RITH entrance signboard

PORTRAIT STANDS

Project status : completed design drawings



Figure Q2-51. Presentation drawings of Kings portrait stands at RITH

D6 : Dorji Goenpa cafeteria (Trongsa)

Design development of TCB cafeteria prototype which will be construct in Trongsa. The cafeteria is belong to private owner but TCB will support the budget for public restrooms part.

Project status : completed construction drawings



Figure Q2-52. Site survey of Dorji Goenpa cafeteria in Trongsa.

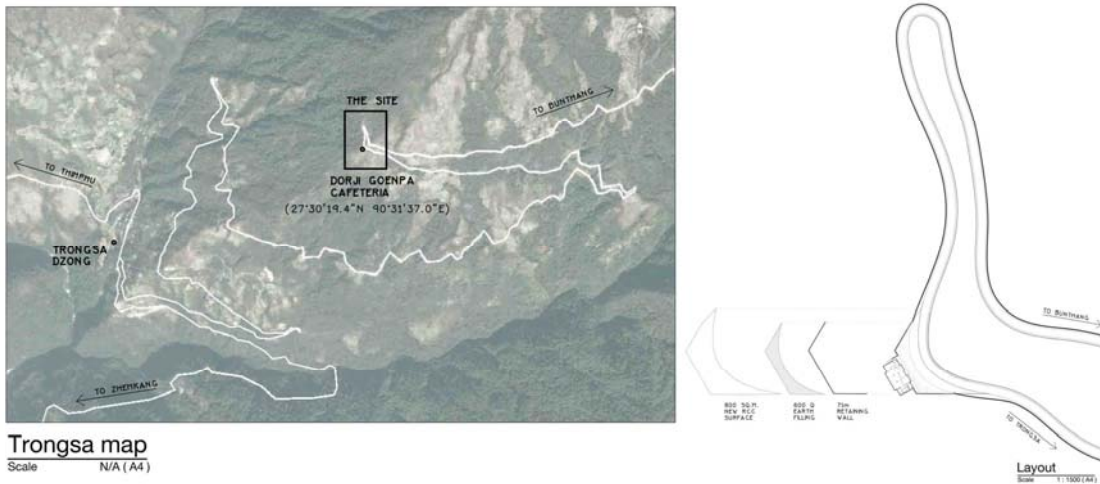


Figure Q2-53. Site position of Dorji Goenpa cafeteria in Trongsa.

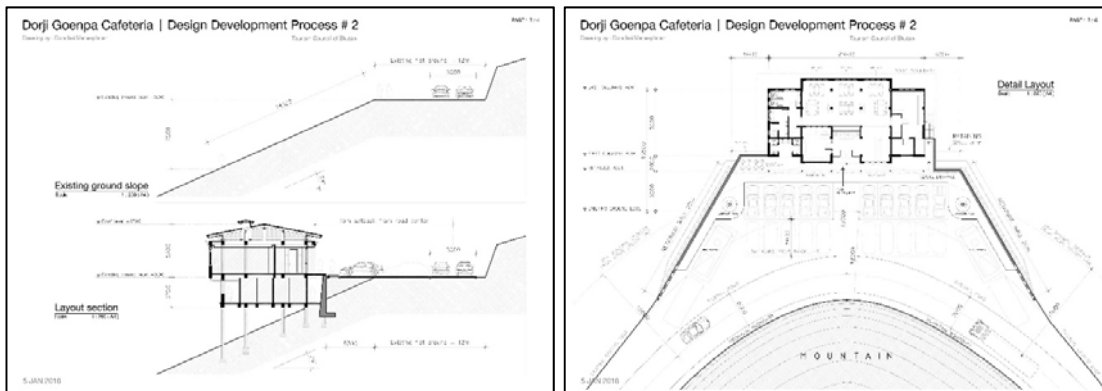


Figure Q2-54. Section and layout study of Dorji Goenpa cafeteria in Trongsa.

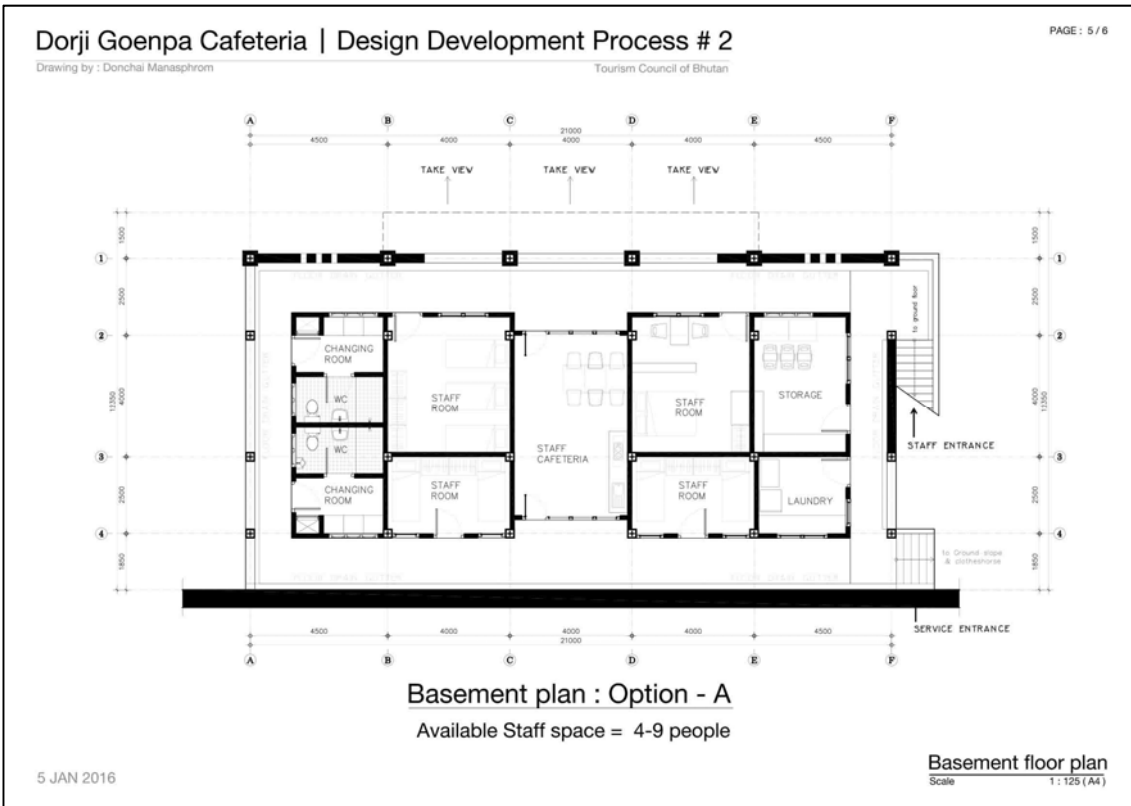
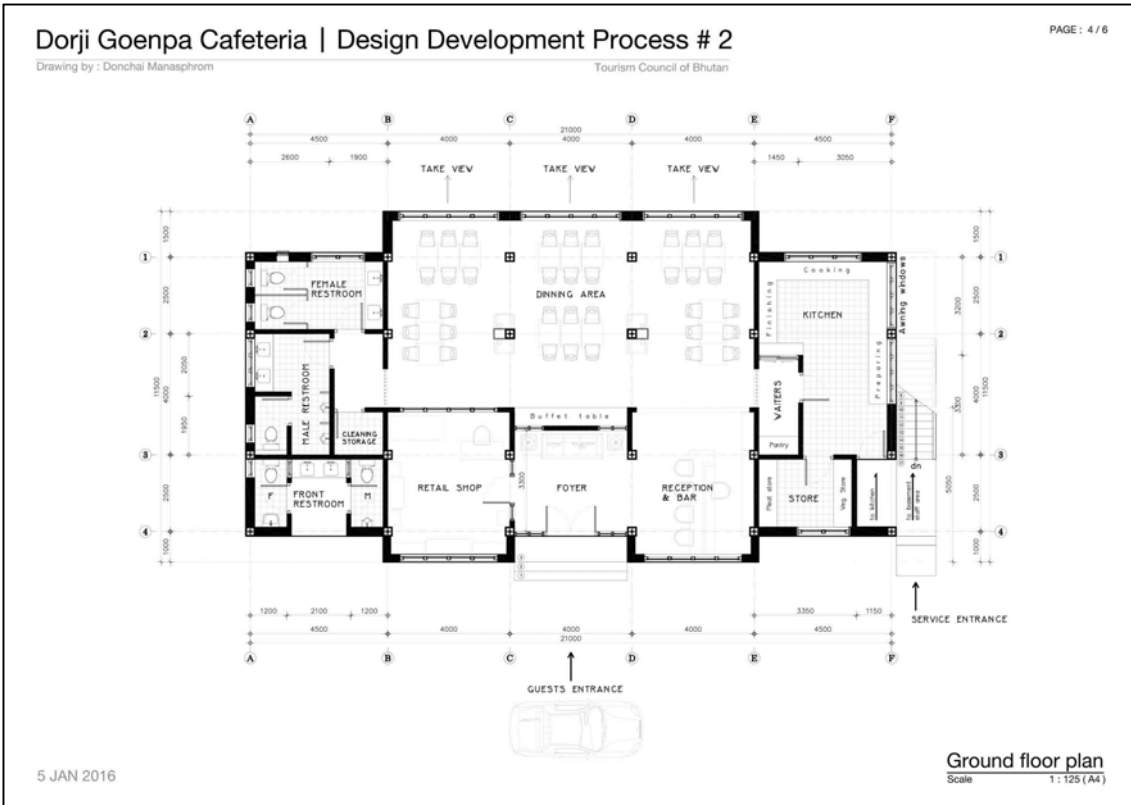


Figure Q2-55,56. Primary floor plans of Dorji Goenpa cafeteria in Trongsa.

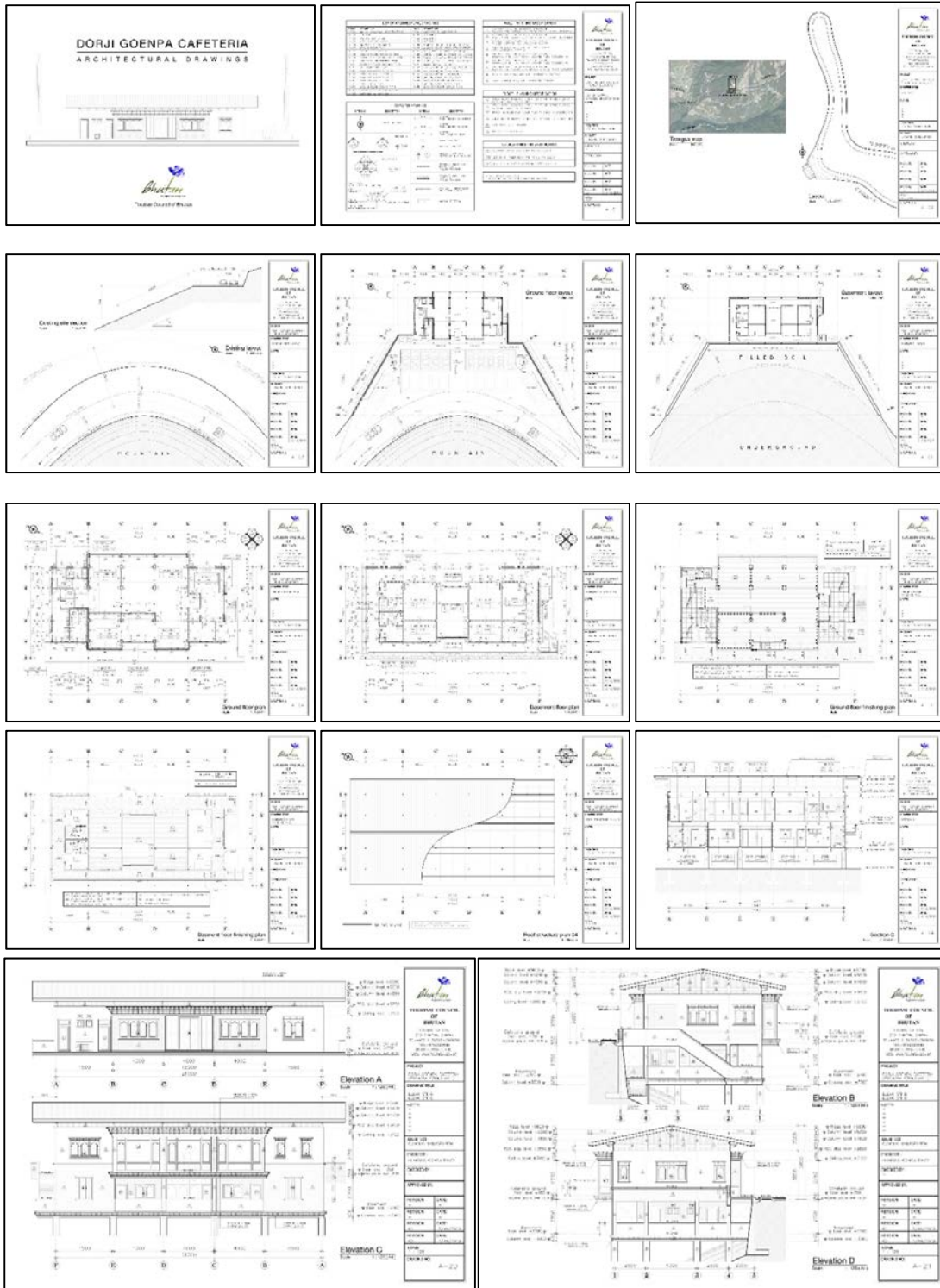


Figure Q2-65-78. Construction drawings of Dorji Goenpa cafeteria in Trongsa.



Figure Q2-79-96. Construction drawings of Dorji Goenpa cafeteria in Trongsa.

DORJI GOENPA CAFETERIA | FLOOR AREA

| | |
|---|----------------------|
| Total floor area | |
| - Hardscape area | = 670 sq.m. |
| - Building area | = 520 sq.m. (100%) |
| - TCB area (Grid line A to grid line B) | = 110 sq.m. (21.15%) |
| - Owner area (Grid line B to grid line F) | = 410 sq.m. (78.85%) |

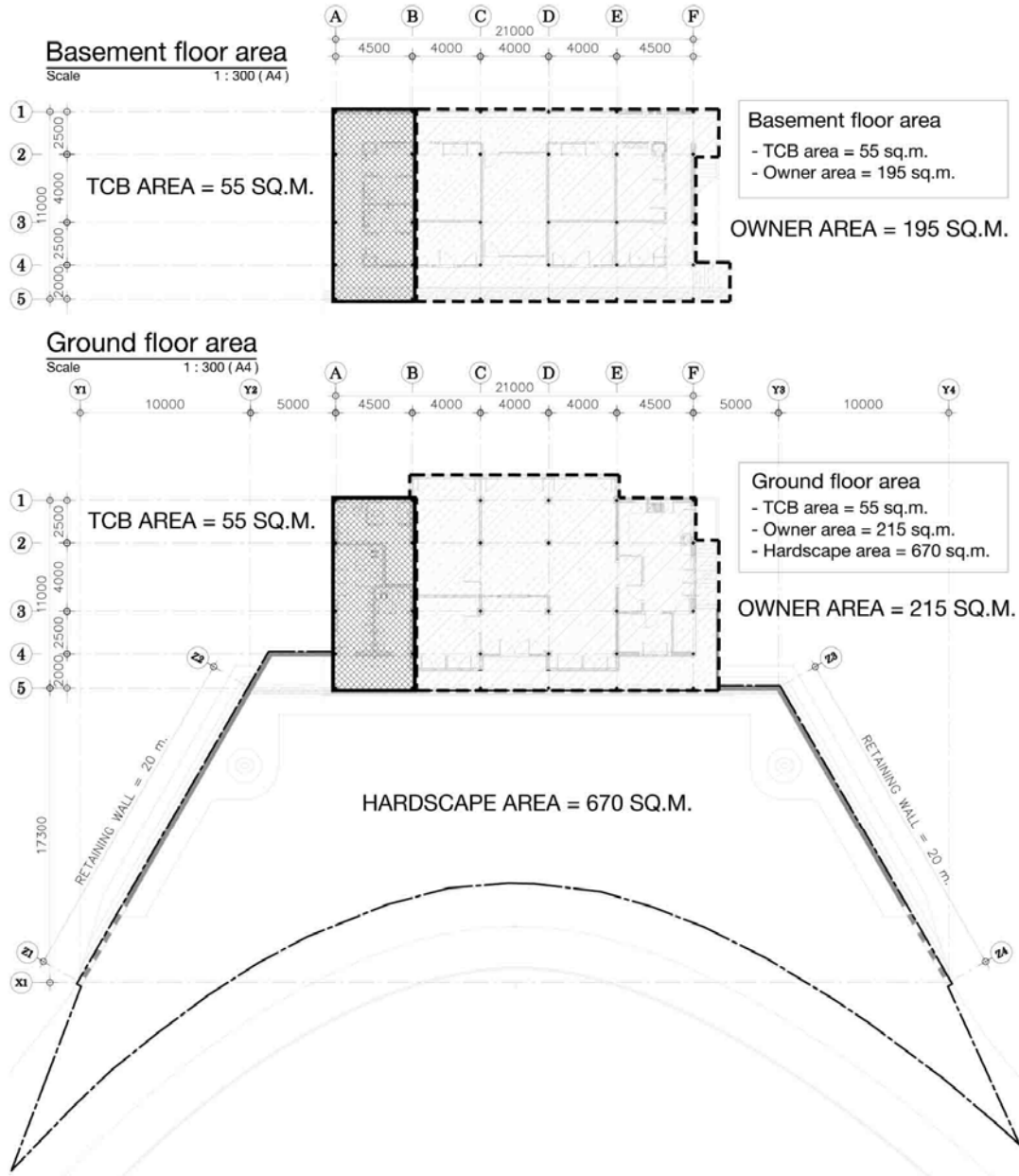


Figure Q2-97. Floor area of Dorji Goenpa cafeteria in Trongsa.

DORJI GOENPA CAFETERIA | SUMMARY WORKS

| | DATE | TCB | LHAWANG SURVEY |
|---------------------------|---|---|--|
| | 20 th DEC 2015 | -Site visiting | -Site visiting |
| JANUARY | 12 th JAN 2016 | -Sent main construction drawings (plans and section) for engineer structure design. | |
| | 15 th JAN 2016 | -Sent addition roof plans, addition sections and elevation drawings. | |
| | 19 th JAN 2016 | -Sent addition elevations drawings. | |
| | 28 th JAN 2016 | -Sent addition Staircase detail drawing. | |
| FEBRUARY | 1 st FEB 2016 | -Sent windows and doors details for cost estimation. | |
| | 2 nd FEB 2016 | | -Sent update drawings. -Structure |
| | 5 th FEB 2016 | -Meeting with the engineer for rectifying of drawings. | -Meeting with the architect for rectifying of drawings. |
| | 12 th FEB 2016 | -Sent lighting and outlet plans for engineer electricity system design. (Final architectural drawings) | |
| | 29 th FEB 2016 | | -Sent update drawings and BOQ. -Structure -Electricity system -Plumbing system |
| MARCH | 1 st MAR 2016 | -Meeting with the engineer for rectifying of drawings. | -Meeting with the architect for rectifying of drawings. |
| | 7 th MAR 2016 | -Sent BOQ review comments. | |
| | 8 th -12 th MAR'16 (Trashigang Tour) | -Site visiting | -Site visiting |
| | 10 th MAR 2016 | | -Sent update drawings. -Structure. -(no electricity system update) -(no Plumbing system update) |
| | 14 th MAR 2016 | -Meeting with the engineer for rectifying of drawings. | -Meeting with the architect for rectifying of drawings. |
| | 24 th MAR 2016 | | -Sent update drawings and BOQ. -Structure. -Electricity system -Plumbing system |
| | 25 th MAR 2016 | -Sent BOQ and engineering drawings review comments. | |
| 31 st MAR 2016 | -Meeting with the consultant | -Meeting with TCB | |
| APRIL | 7 th APR 2016 | | -Sent revised structure drawings. (no revised electrical drawings) -Sent update BOQ. |
| | 13 th APR 2016 | -Sent review document of electrical work BOQ. | |
| | 25 th APR 2016 | -Sent BOQ review document. | -Sent revised electrical drawings. -Sent update BOQ. |
| | 26 th APR 2016 | -Sent BOQ review document. -meeting with LHAWANG SURVEY and revised the BOQ together. -Complete drawings and BOQ. | -Sent update BOQ. -meeting with the architect and revised the BOQ together. -Complete drawings and BOQ. |

Figure Q2-98. Drawings and document timeline of Dorji Goenpa cafeteria project.

D7 : Chumey cafeteria (Bumthang)

Design development of TCB cafeteria prototype which will be construct in Bumthang. The cafeteria is belong to private owner but TCB will support the budget for public restrooms part.

Project status : completed construction drawings



Figure Q2-99. Site location of Chumey cafeteria in Bumthang.

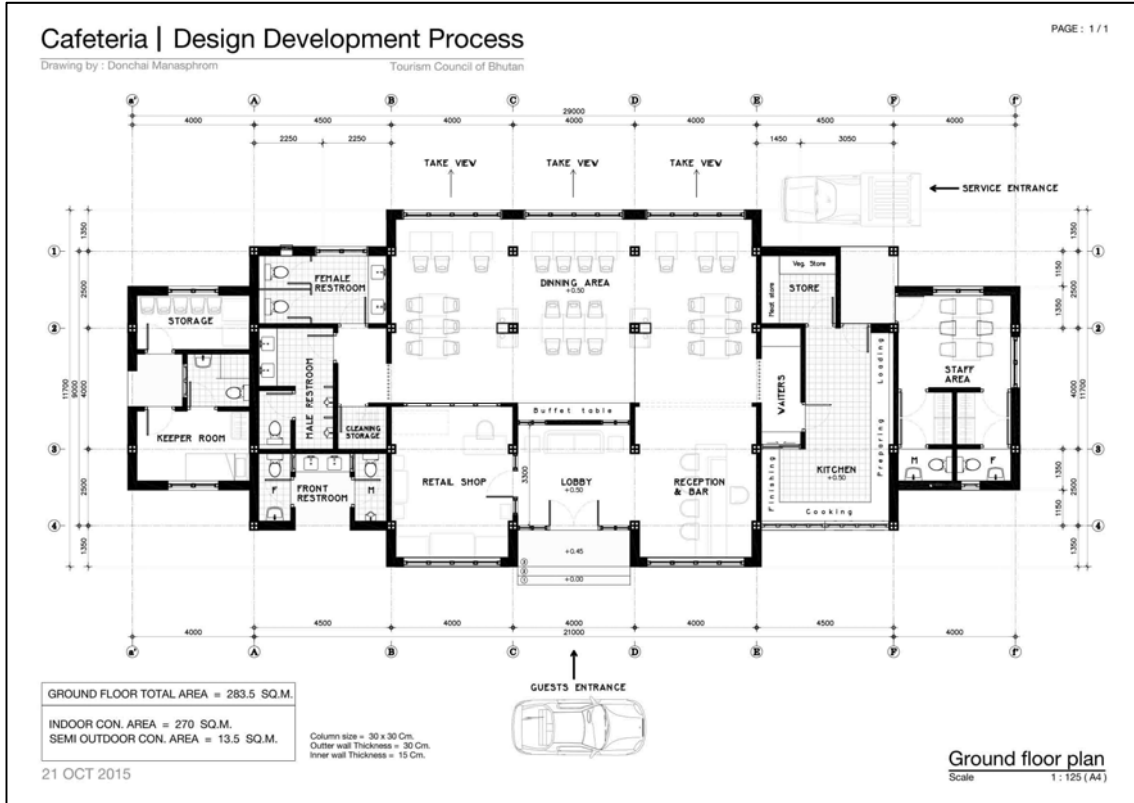


Figure Q2-100. Primary design of Chumey cafeteria in Bumthang.

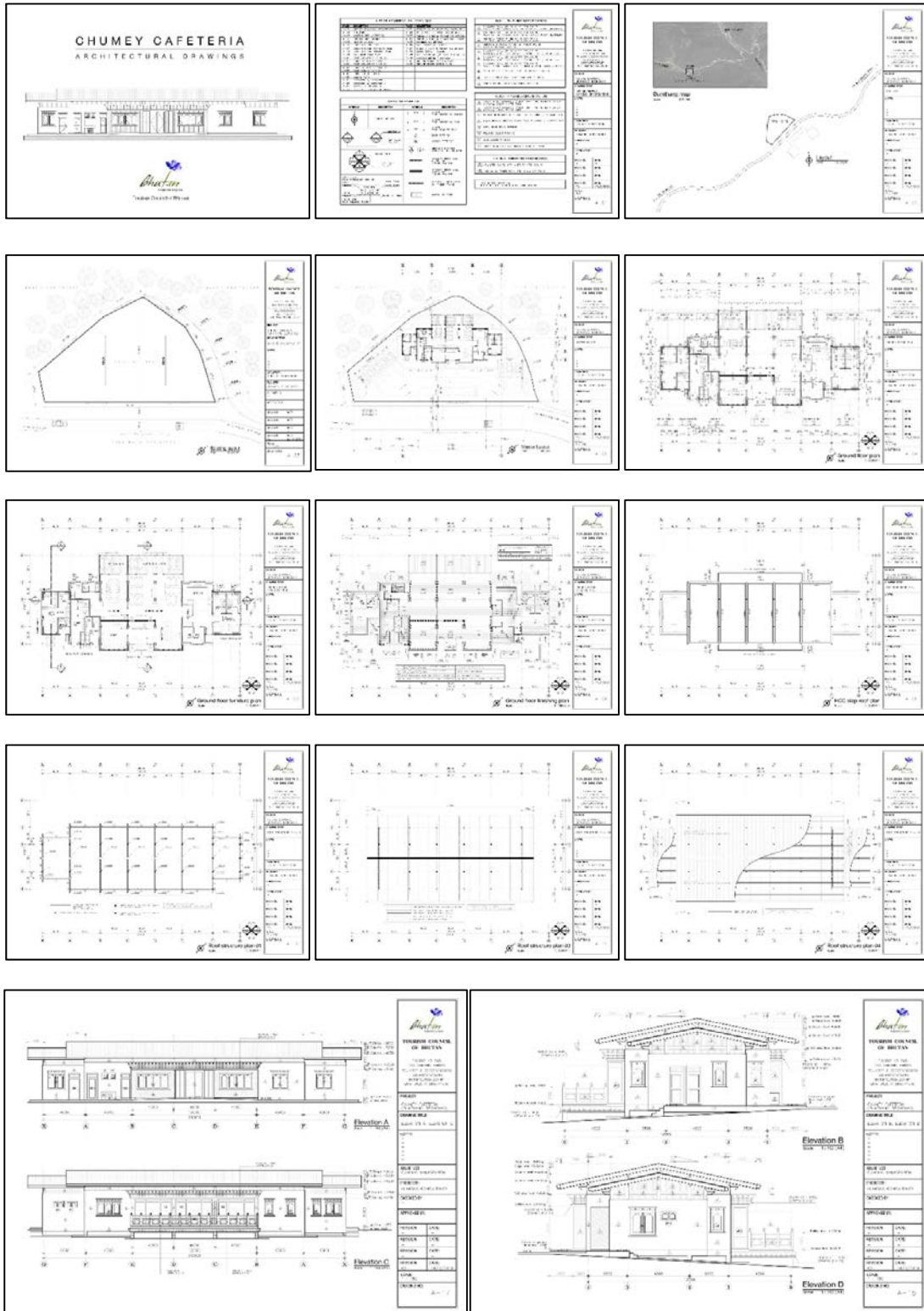


Figure Q2-101-114. Primary design of Chumey cafeteria in Bumthang.

CHUMEY CAFETERIA | FLOOR AREA

| | |
|---|----------------------|
| Total floor area | |
| - Hardscape area | = 620 sq.m. |
| - Building area | = 330 sq.m. (100%) |
| - TCB area (Grid line X to grid line B) | = 85 sq.m. (25.75%) |
| - Owner area (Grid line B to grid line G) | = 245 sq.m. (74.25%) |

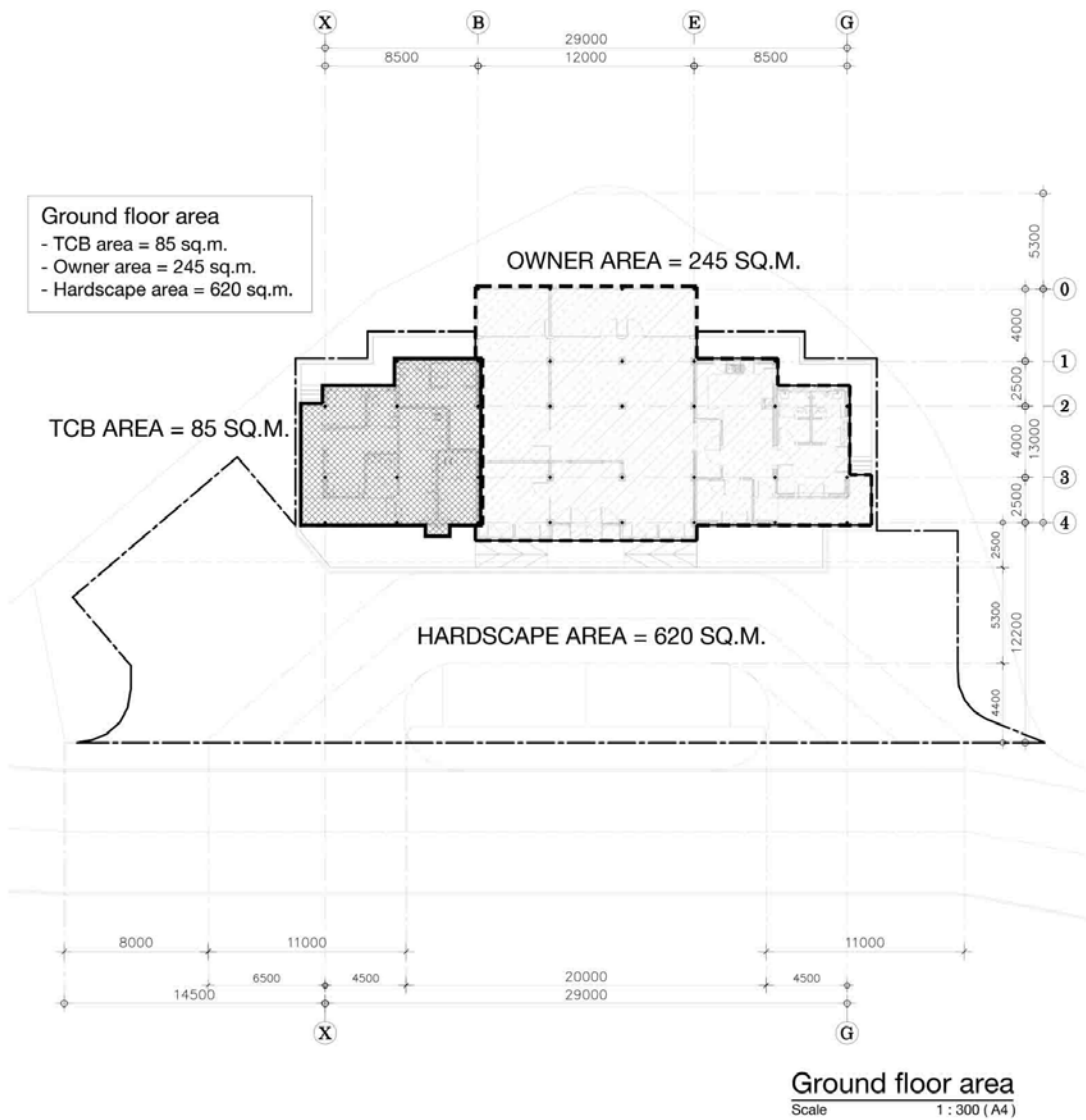


Figure Q2-129. Floor area of Chumey cafeteria in Bumthang.

M1 : Ramthangkha restrooms renovation (Taksang base)

Construction monitoring of Ramthangkha restrooms renovation at Taksang base. Travel to the site to recommend and collect construction data for monitoring reports.

Project status : completed construction

page 1/2



- The front elevation with new windows is quiet good. Human eye level is at the low edge.

1/3/16



- The front switch position is higher than the design.



- The top wall detail is quiet good. the Boghs size will be increase by plastering.

page 2/2

MALE RESTROOM



- The interior windows position is quiet good.
- The counter front covers position are not revised.

1/3/16



- The urinals level is at 75cm .be able to use but higher than the standard. (60 cm) (Difficult to revised)



- The electricity nodes are on the mirrors position. They will be reposition.
- The switch position is higher than the design.

FEMALE RESTROOM

page 1/4

EXTERIOR



- The top wall details are not painted.

1/20/16



- Back side of the wall is not painted.



- Hidden piping plaster is not finished.

page 2/4

MALE RESTROOM



- The wash basin doors position is not revised.

1/20/16

The geyser position is not proper.



1st Wash basin door 2nd Wash basin door 3rd Wash basin door



The wash basin doors details are not as same as the drawing

M2 : Highway signboard of Dochula restrooms

Installation monitoring of highway signboard for Dochula restrooms.

Project status : completed installation



Figure Q2-138. Installation monitoring of Dochula restrooms signboard.

M3 : Highway signboard of Menchuna restrooms

Installation monitoring of highway signboard for Menchuna restrooms.

Project status : completed installation



Figure Q2-139. Installation monitoring of Menchuna restrooms signboard.

M4 : Sengor cafeteria (Mongar)

Travel to Mongar district to monitor TCB existing cafeteria and collect data for maintenance.
 Project status : completed maintenance drawings

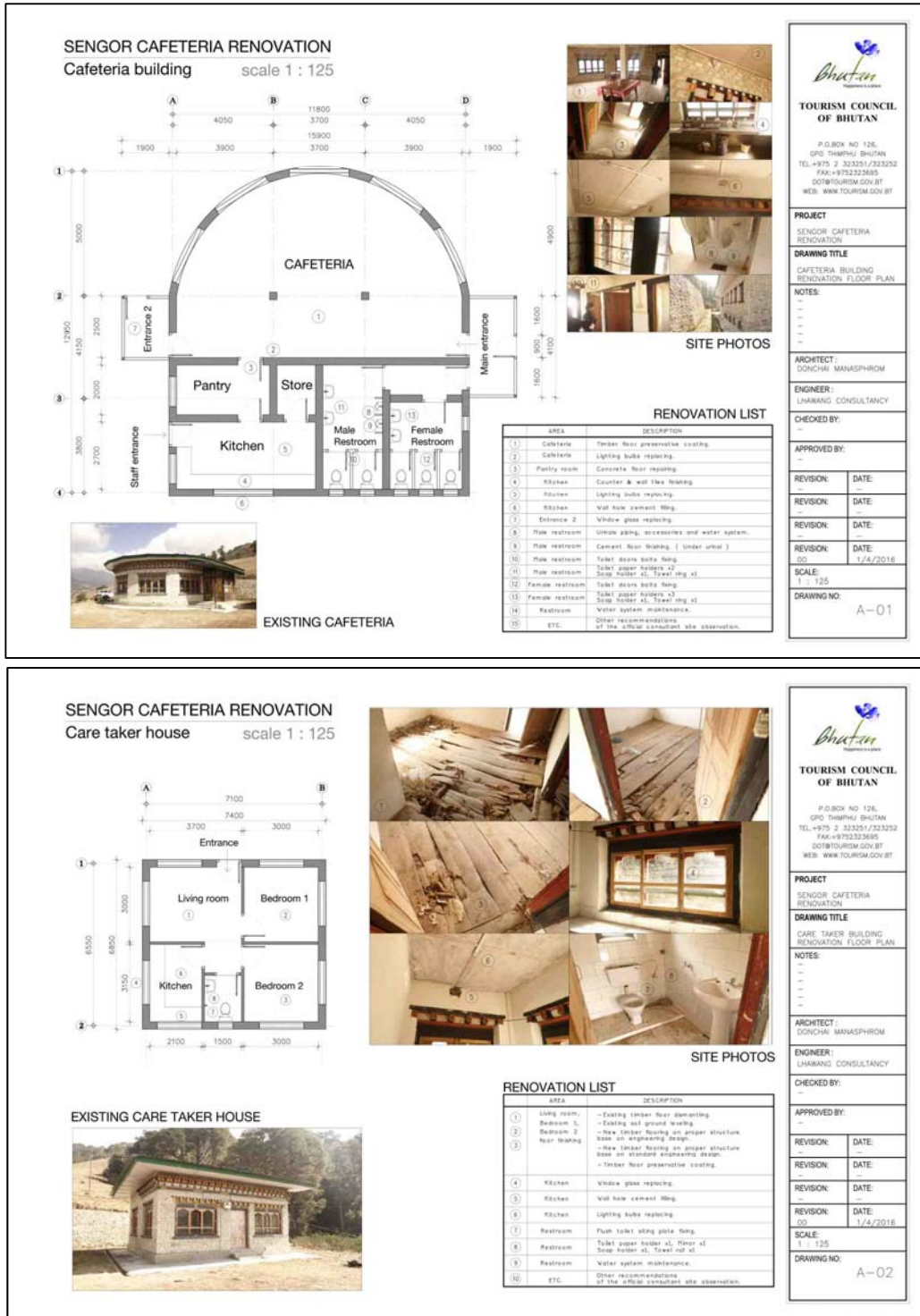


Figure Q2-140,141. Monitoring report of Sengor existing cafeteria.

M5 : Mongar bird-watching camp site (Mongar)

Travel to Mongar district to monitor TCB existing bird watching camp site and collect data for maintenance.

Project status : completed maintenance drawings



Figure Q2-142. Monitoring of Mongar bird-watching camp site.



Figure Q2-143. Monitoring report of Mongar bird-watching camp site.

S1 : Handloom center restrooms (Trashigang)

Travel to Trashigang district to see the location of new restrooms at handloom center.

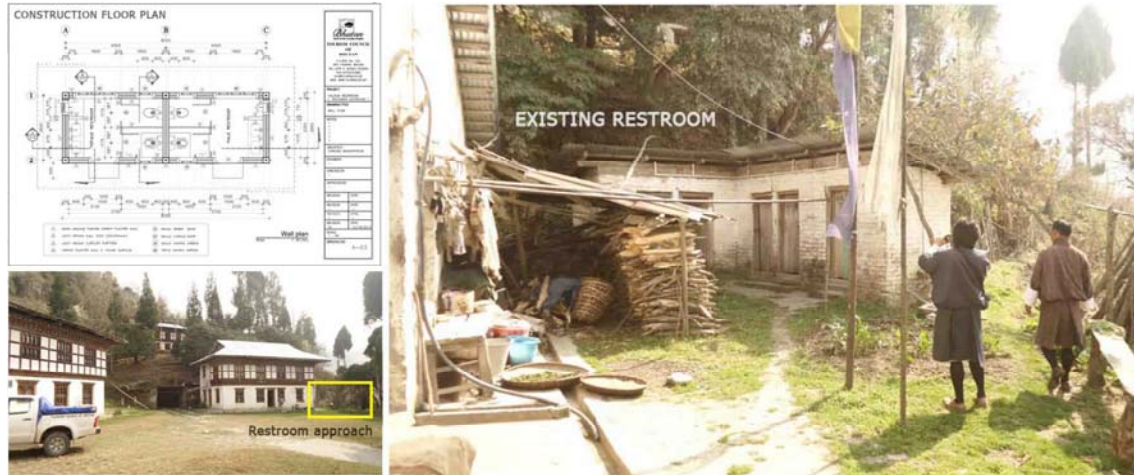


Figure Q2-144. Construction site of new restrooms at handloom center in Trashigang.

S2 : Bayphu cafeteria site (Trashigang)

Travel to Trashigang district to see the location of new cafeteria project of TCB.

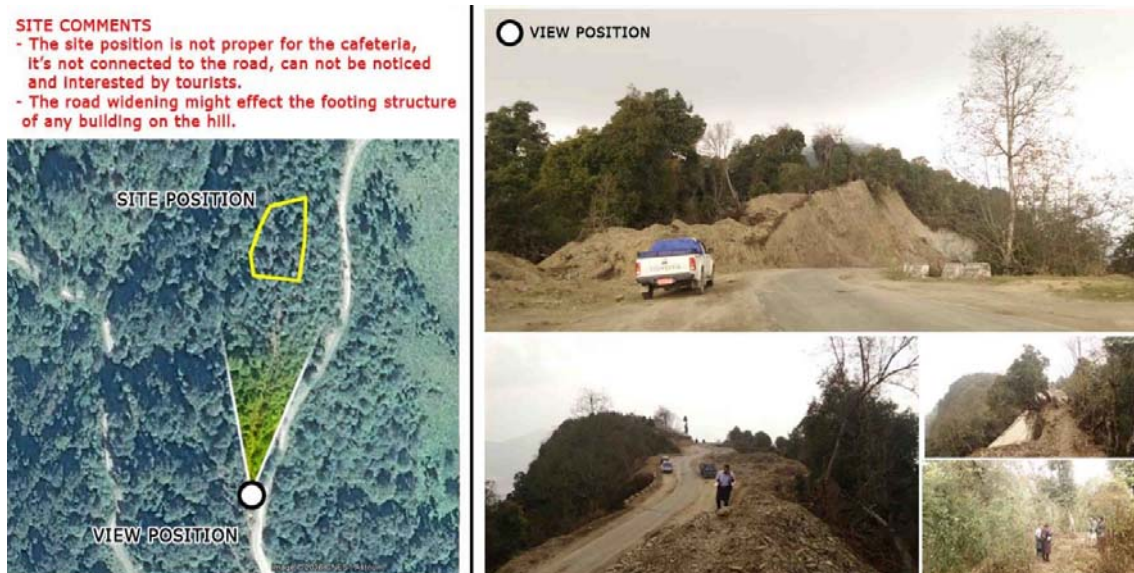


Figure Q2-145. Optional site of new cafeteria in Trashigang.

Recommendation of hotel drawings

R1 : Guma Punakha hotel (Ms.Chhimi Wangmo)

Project status : Clearance given

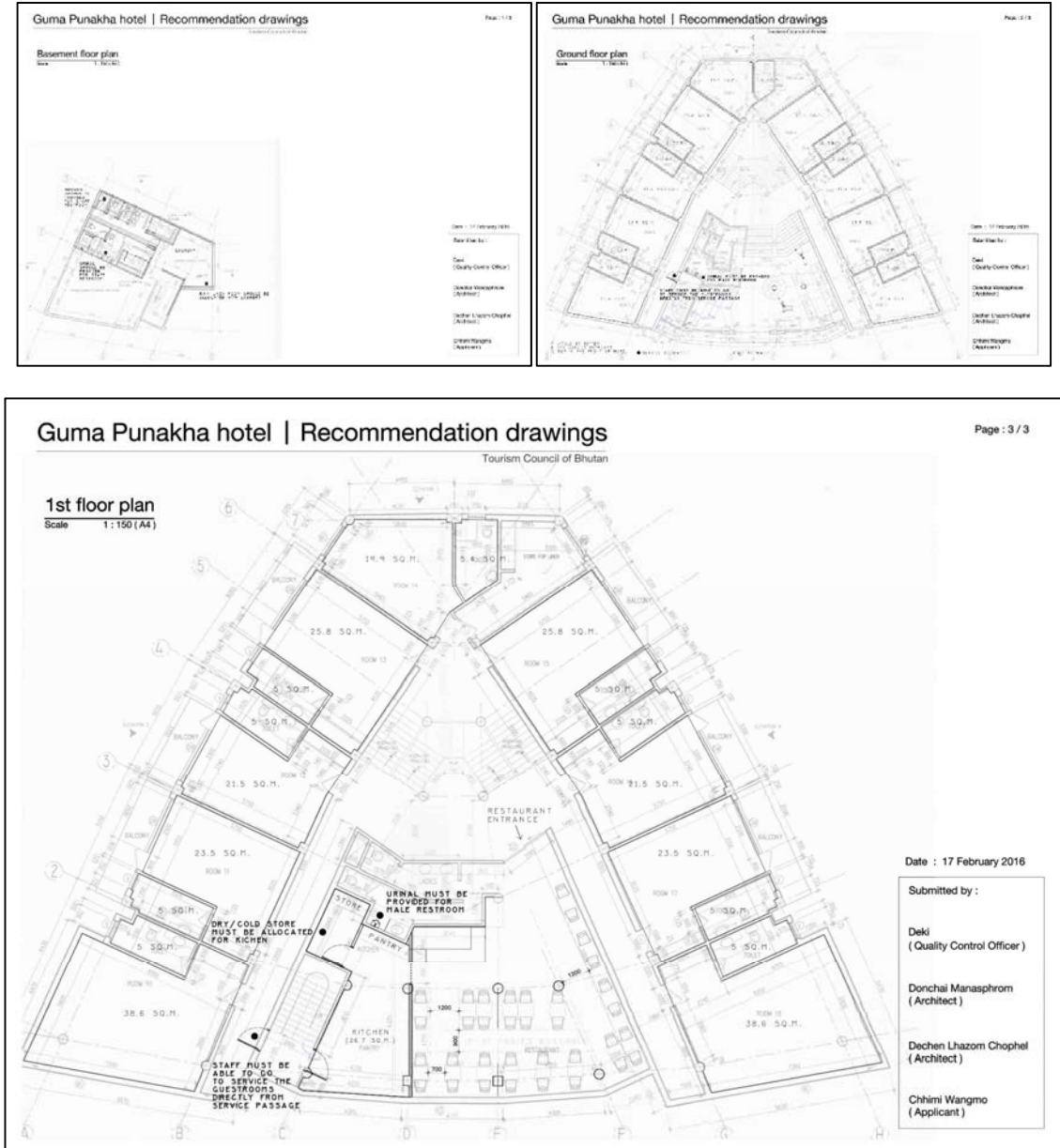


Figure Q2-146-148. Recommendation drawings of Guma punakha hotel.

R2 : Phuentsholing resort (Mr.Kuldeep Ghalley)

Project status : note meet standard yet

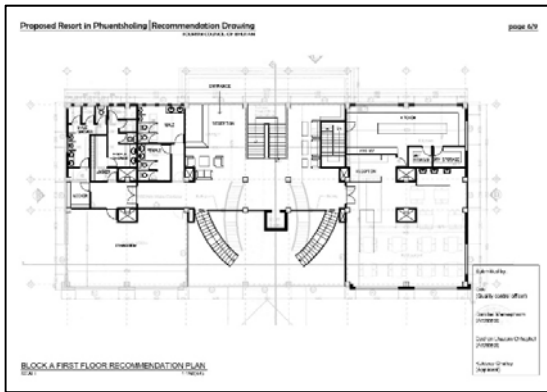
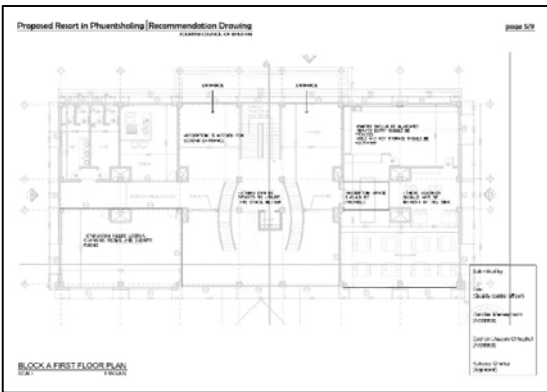
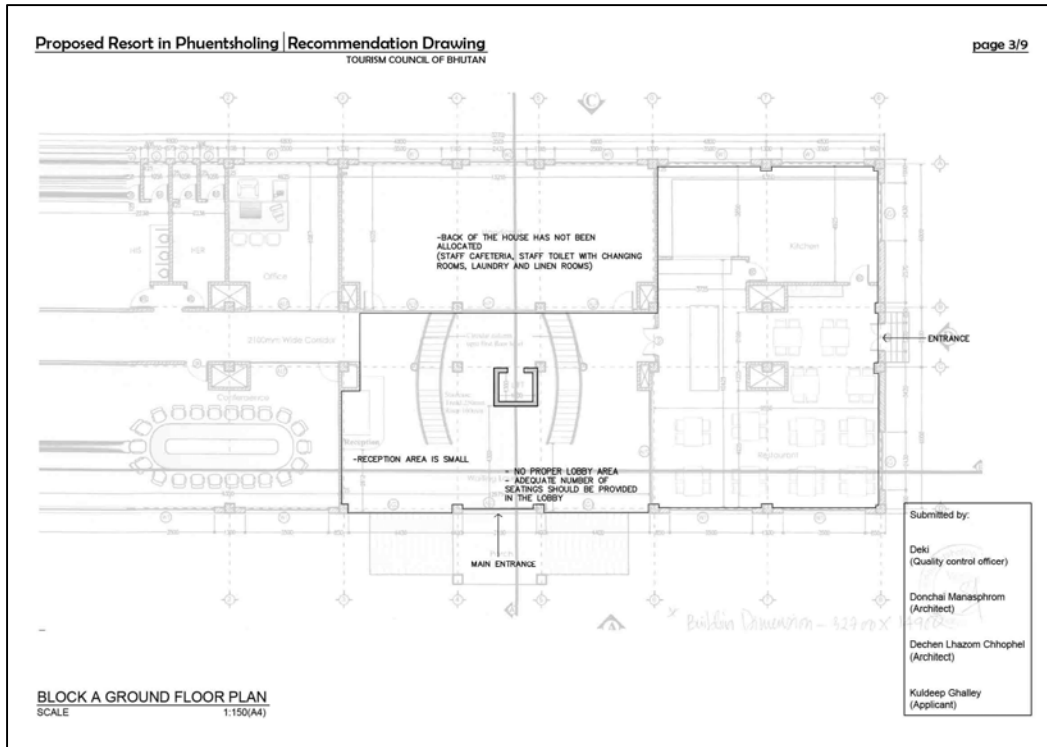


Figure Q2-149-153. Recommendation drawings of Phuentsholing resort.

R3 : Nobding hotel (Mr.Phub Tshewang)

Project status : clearance given

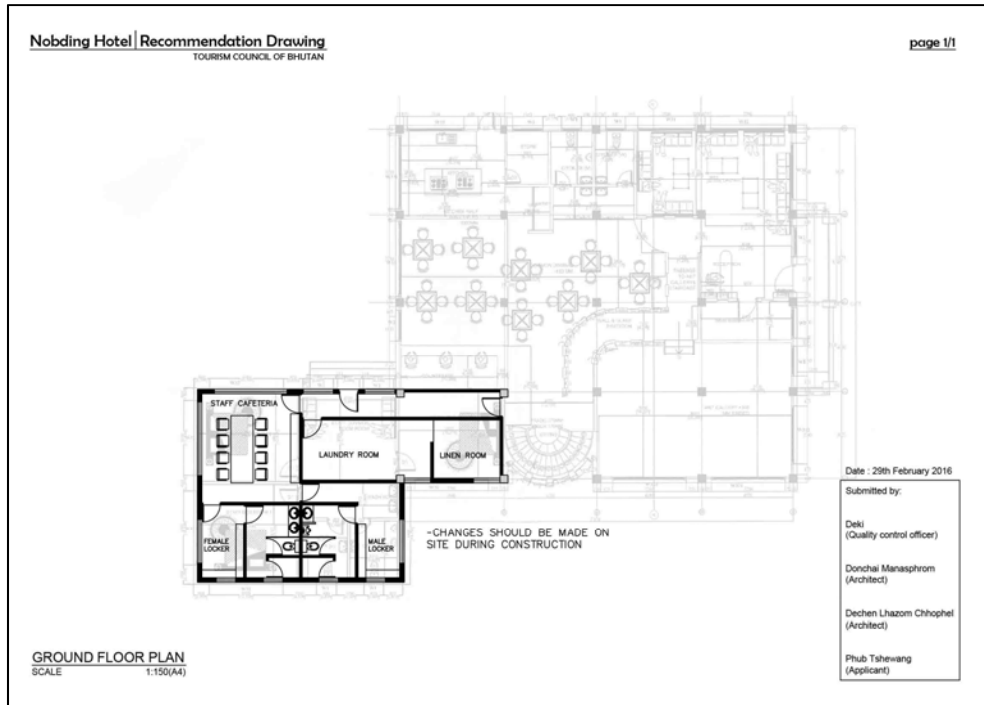


Figure Q2-154. Recommendation drawings of Nobding hotel

R4 : Thimphu apartment (Mr.Tshering Dhendup)

Project status : clearance given

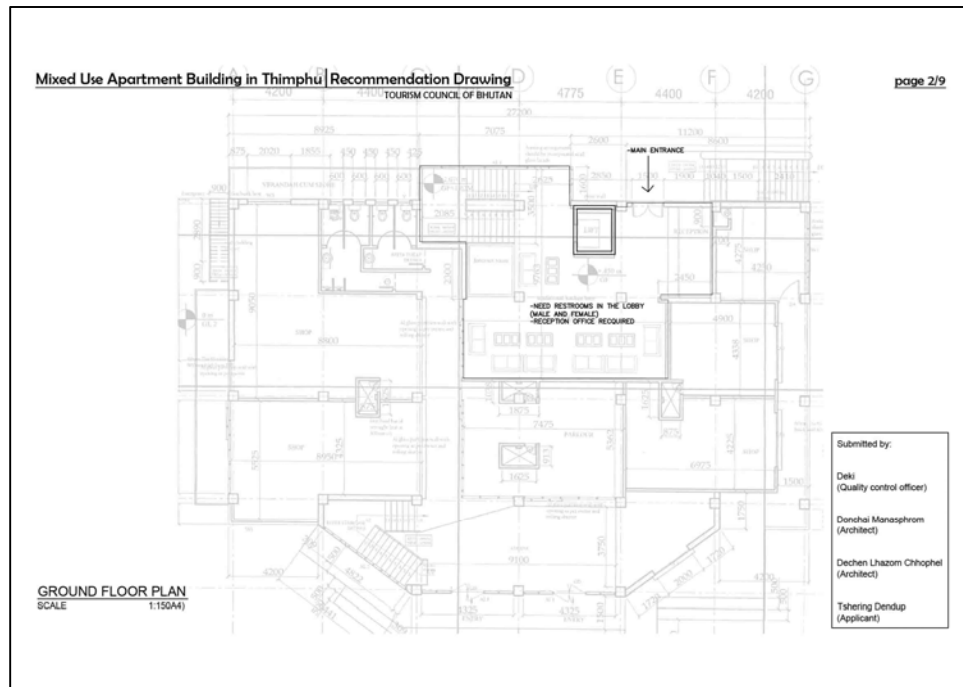


Figure Q2-155. Recommendation drawings of Thimphu apartment

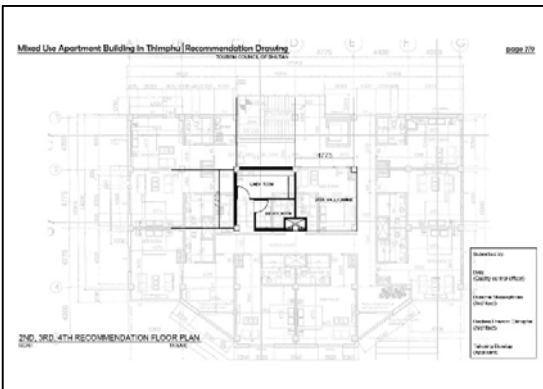
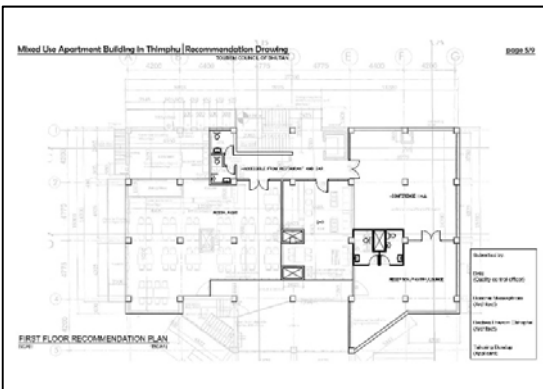
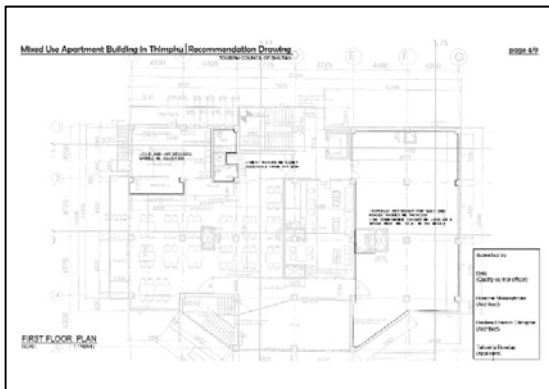
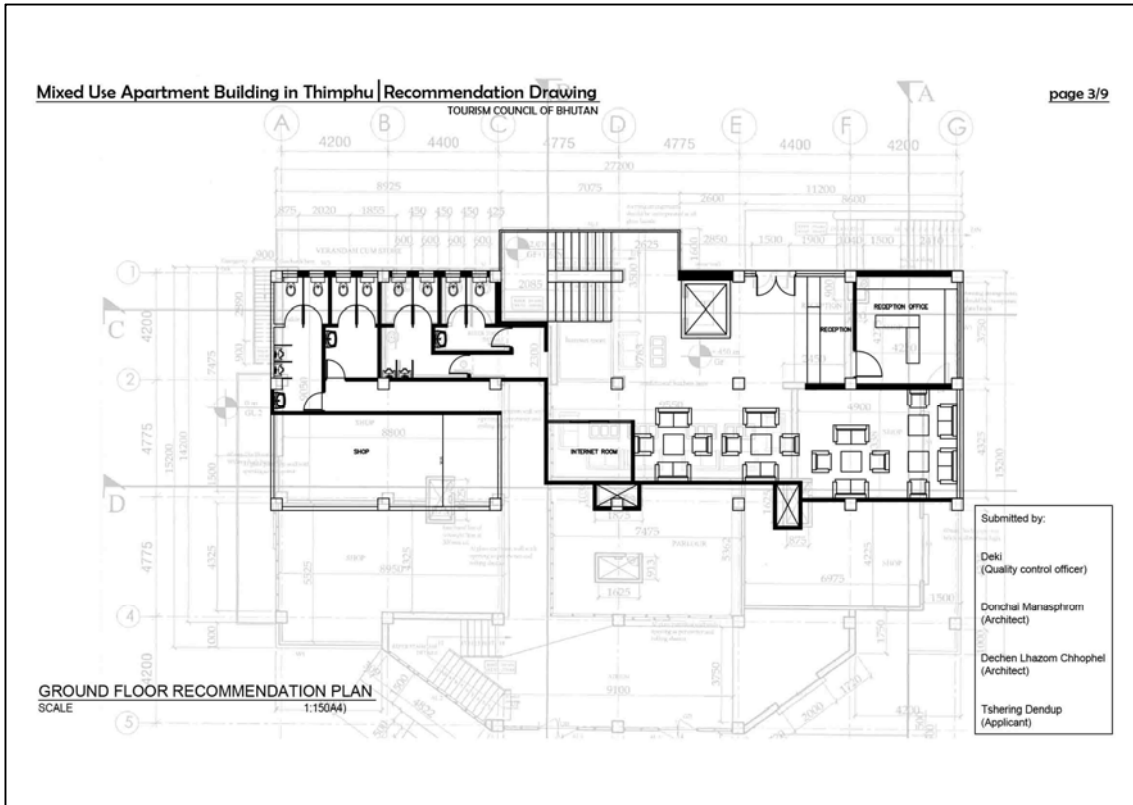


Figure Q2-156-160. Recommendation drawings of Thimphu apartment

R5 : Paro hotel (Mr.Tshering)

Project status : clearance given

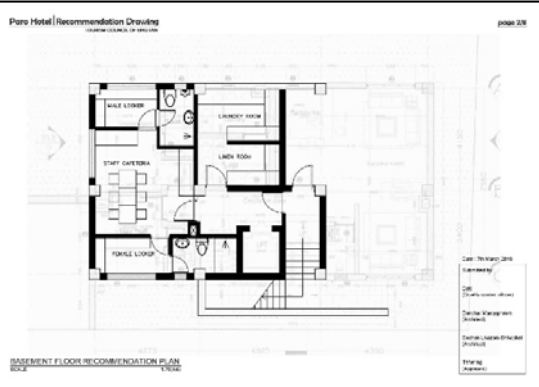
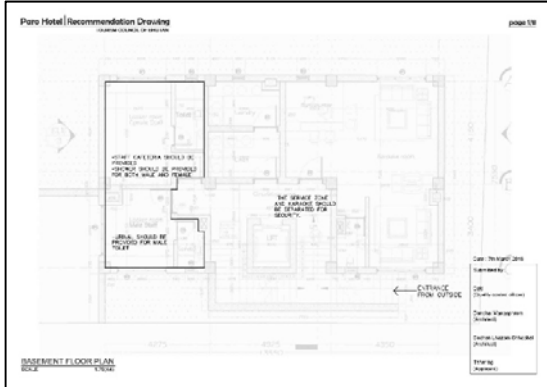
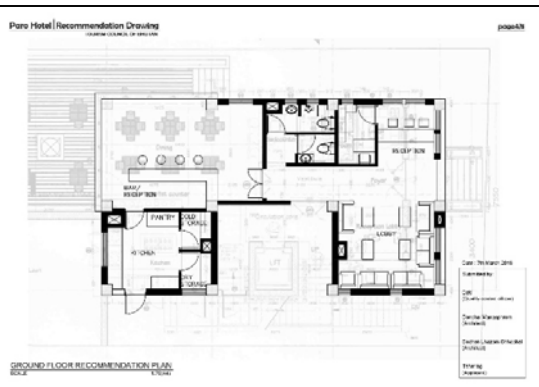
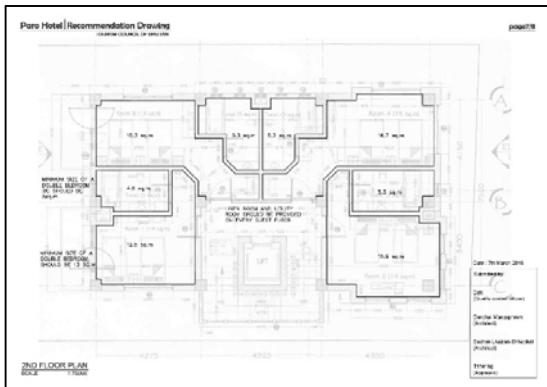
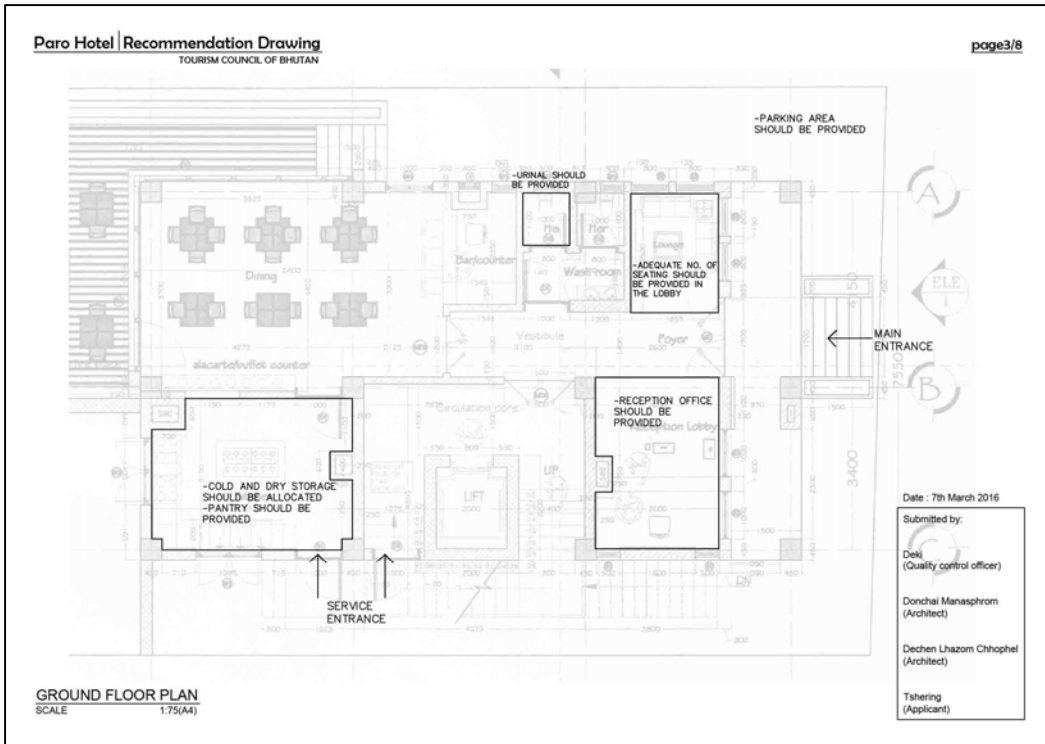


Figure Q2-161-165. Recommendation drawings of Paro hotel

R6 : Paro farm lodge (Mr.Yeshey Nidup)

Project status : not meet standard yet

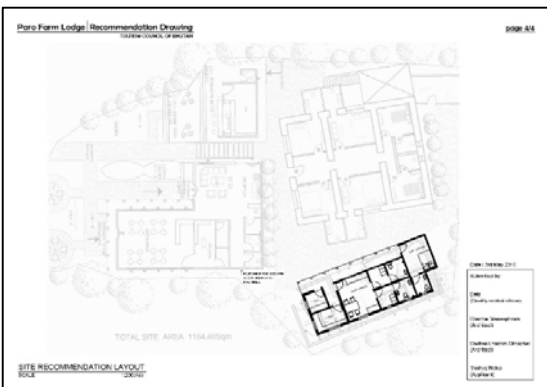
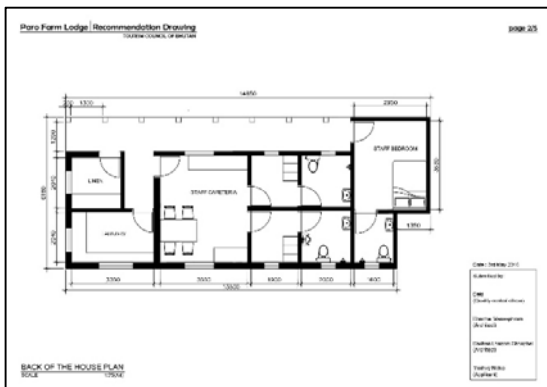
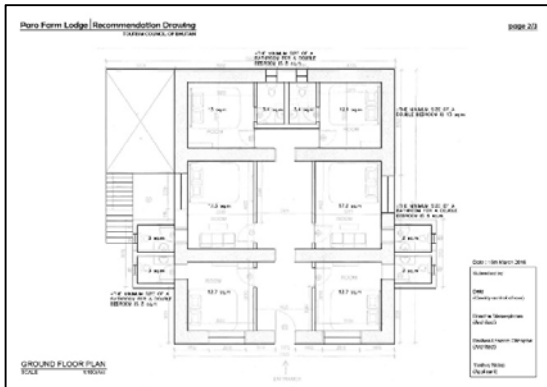
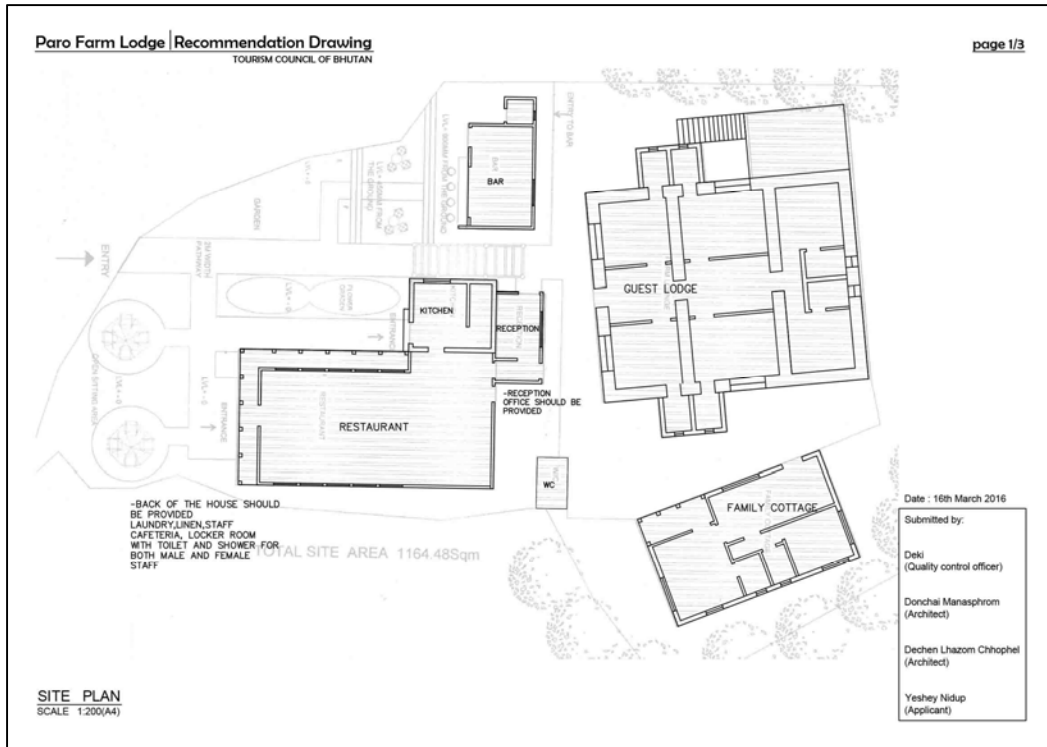


Figure Q2-166-170. Recommendation drawings of Paro farm lodge.

R7 : Bjazam Thimphu hotel (Ms.Shera Om)

Project status : clearance given

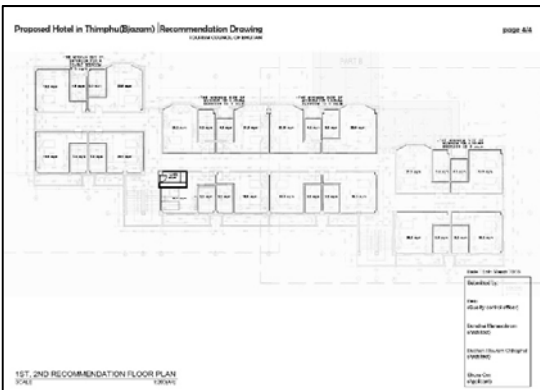
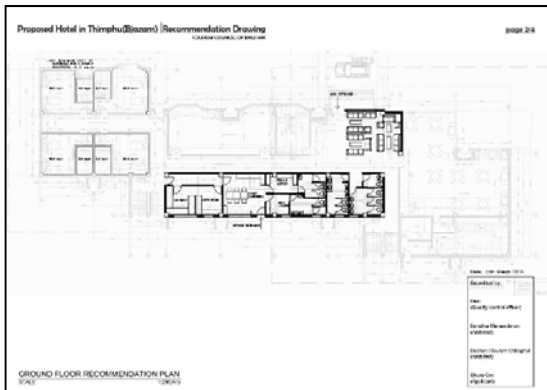
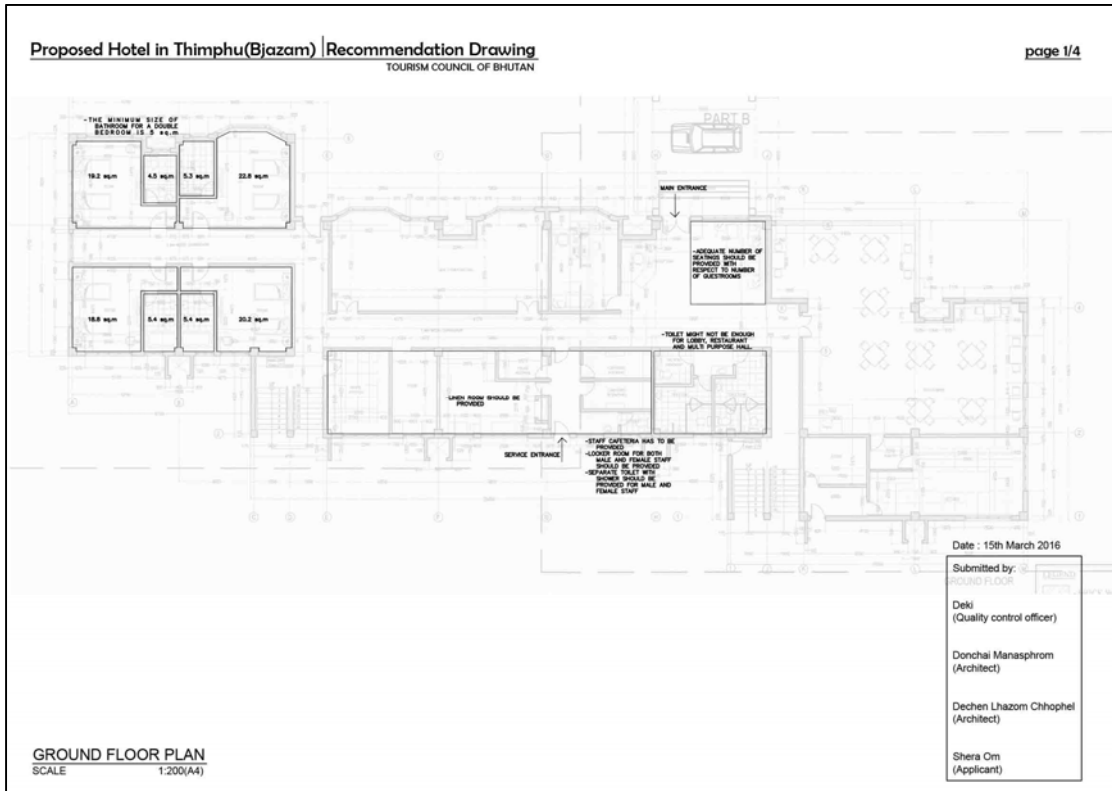


Figure Q2-171-173. Recommendation drawings of Bjazam Thimphu hotel.

R8 : Khuruthang Punakha hotel (Mr.Mindu)

Project status : not meet standard yet

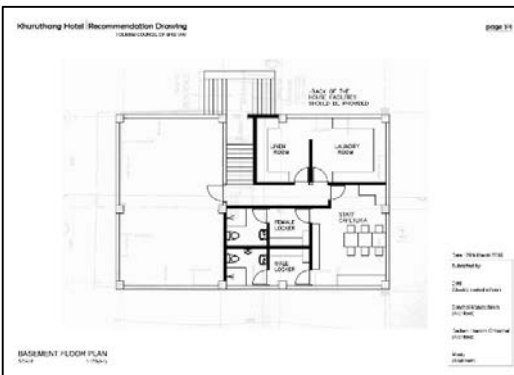
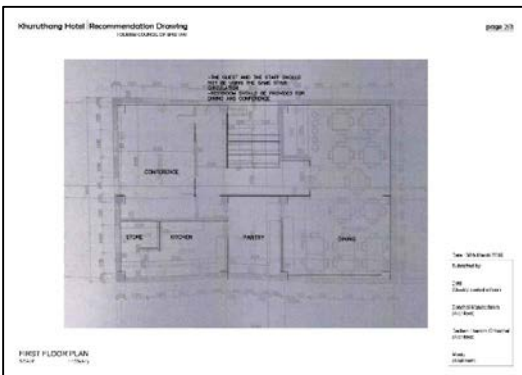
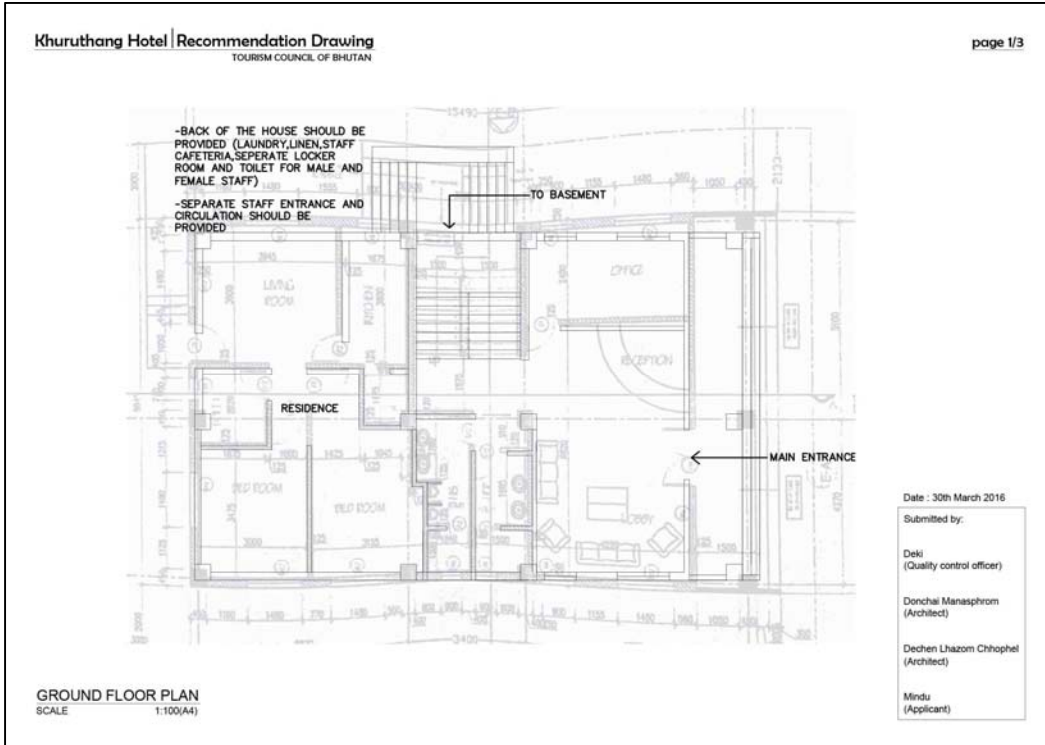


Figure Q2-174-176. Recommendation drawings of Khuruthang hotel.

R9 : Paro Norwang lodge (Ms.Choki Wangmo)

Project status : not meet standard yet

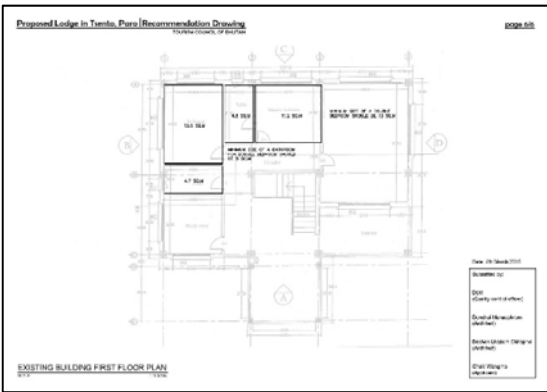
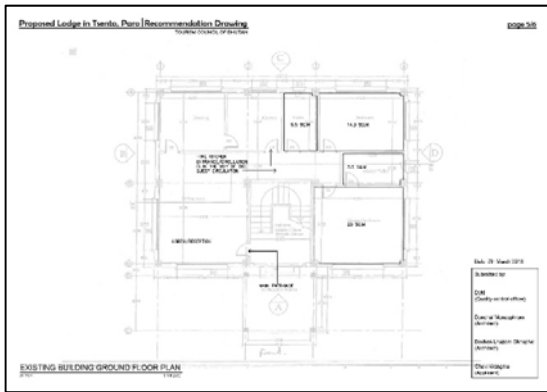
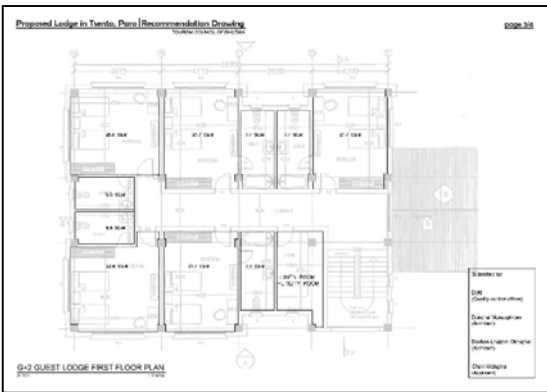
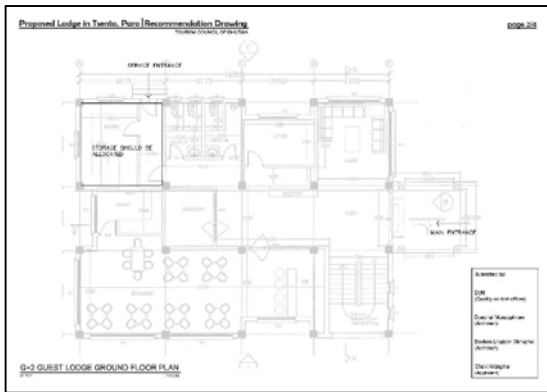
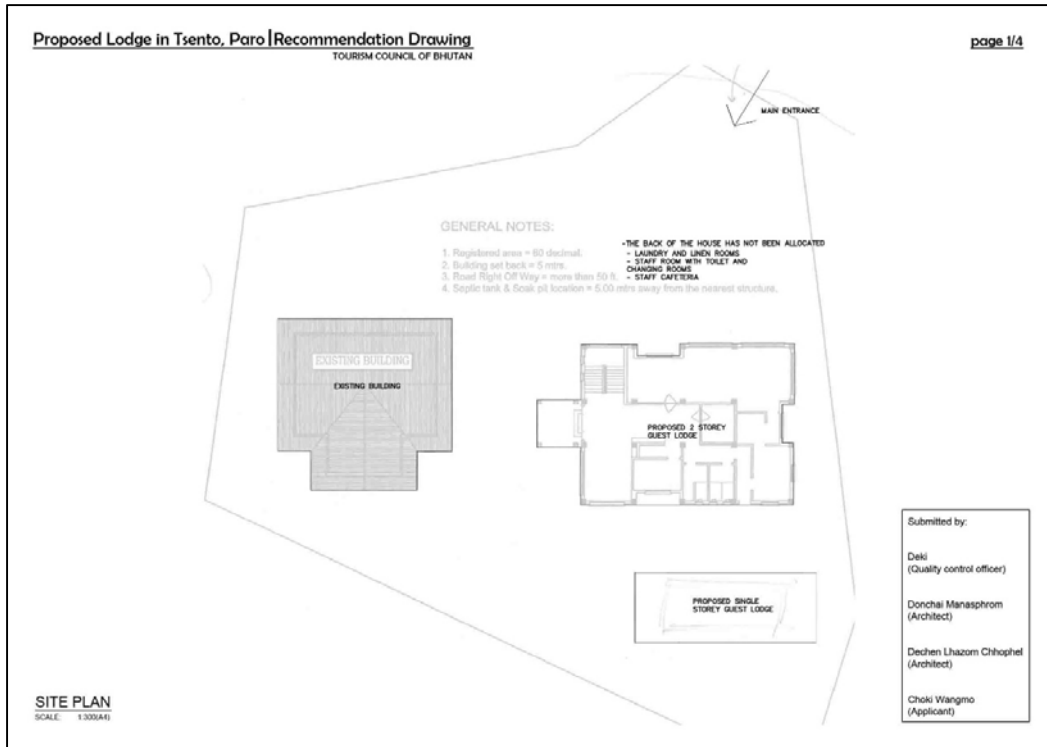


Figure Q2-177-181. Recommendation drawings of Paro Norwang lodge.

Quarter 3: April 3, 2016 - July 2, 2016

Objective

1. Improve architectural skill of new Bhutanese junior-architect partner.
2. Develop design and drawings standard of tourism infrastructure.
3. Develop hotel design standard.

Output/Activities

1. Memorial Chorten existing restrooms renovation drawings
2. Memorial Chorten disabled facilities design development
3. Manas eco lodge (Royal Manas National Park) design development
4. Tashichho Dzong ticket booth design development
5. TCB & Tarayana foundation restrooms renovation design & construction drawings
6. TCB signboard stand design & production drawings
7. Signboard of TCB restrooms projects design & production drawings
8. Sangchen Dorji Lhundrup nunnery restrooms (Punakha) construction monitoring
9. Pel Khewang Shedra restrooms (Phobjikha) construction monitoring
10. Chuzom restrooms (Thimphu-Paro highways) renovation monitoring
11. Rinchending cafeteria (Phuentsholing) renovation monitoring
12. Manas existing eco lodge projects (Gomphu, Panthang & Panbang) monitoring
13. Hotels recommendation drawings

Key Performance Indicators

1. Complete of design drawings and construction
2. Quality of design and construction
3. Understanding of applicants in hotel drawings recommendation

Critical Success Factors

1. Input from volunteer
2. Support from counterpart and partner
3. Cooperation from contractors and engineers

Counterpart Personnel

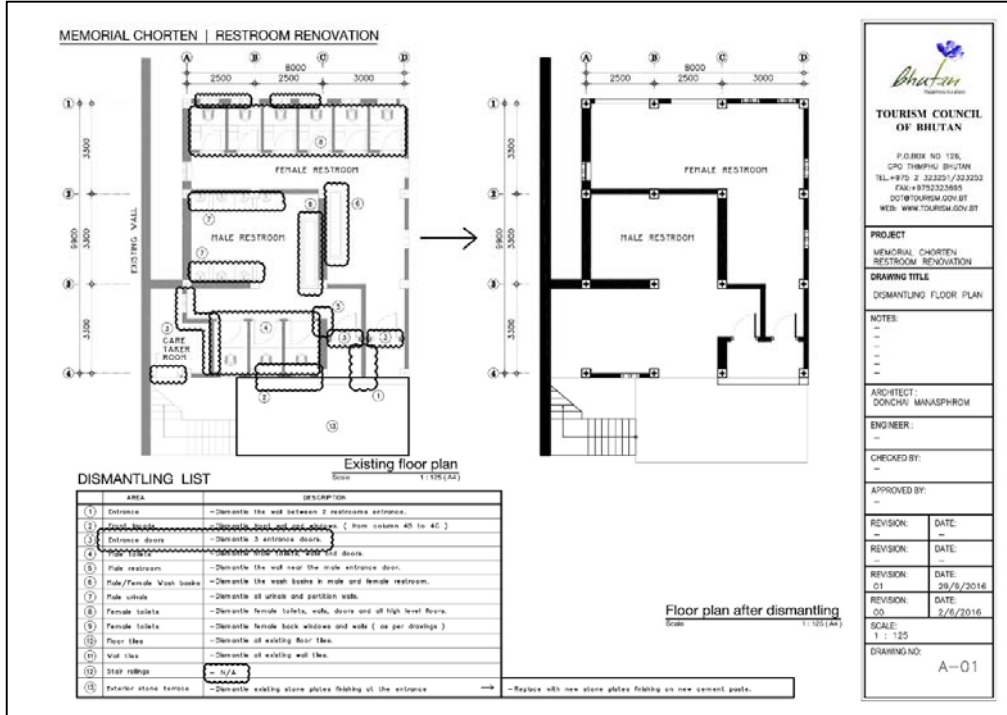
- Mr.Pema Samdrup (Infrastructure officer)

Partner architect

- Ms.Dechen Lhazom Chhophel (Junior architect)

D1 : Memorial Chorten existing restrooms renovation

Construction drawings of Memorial Chorten existing restrooms renovation.
 Project status : completed construction drawings



Tourism Council of Bhutan

P.O. BOX NO 126,
 C/O TRIPBU BHUTAN
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 FAX: +975 2223895
 C/O TOURISM GOV.BT
 WEB: WWW.TOURISM.GOV.BT

PROJECT
 MEMORIAL CHORTEN
 RESTROOM RENOVATION

DRAWING TITLE
 DISMANTLING FLOOR PLAN

NOTES
 .
 .
 .

ARCHITECT:
 DORCHAI MANASPHROM

ENGINEER:
 -

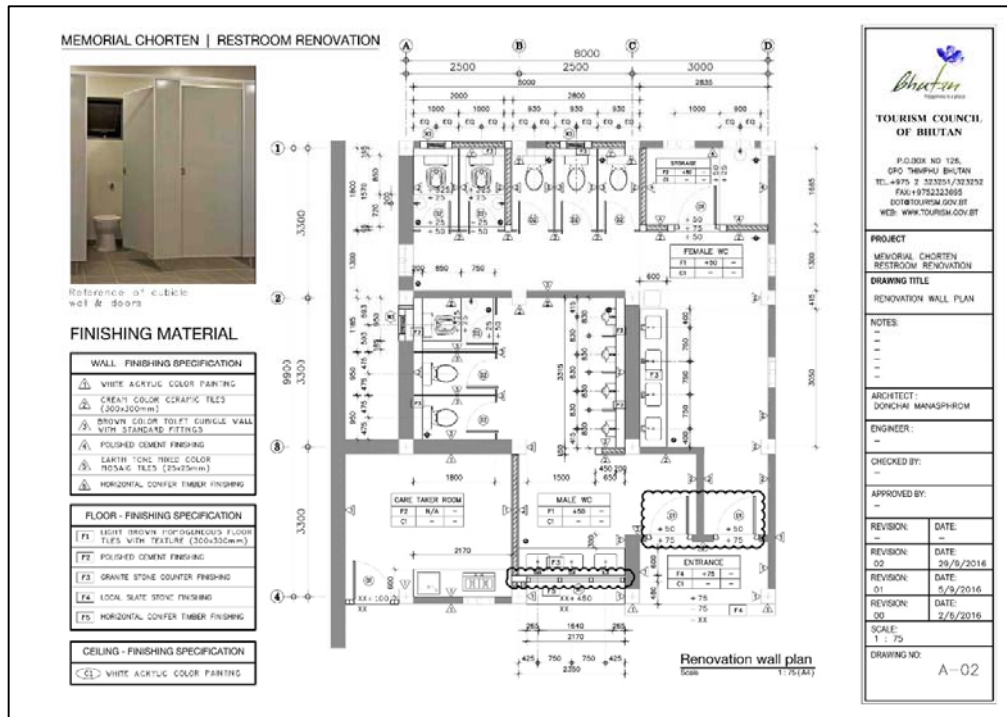
CHECKED BY:
 -

APPROVED BY:
 -

| | |
|--------------|-----------------|
| REVISION: | DATE: |
| REVISION: | DATE: |
| REVISION: 01 | DATE: 29/9/2016 |
| REVISION: 02 | DATE: 2/8/2016 |

SCALE:
 1 : 125

DRAWING NO:
 A-01



Tourism Council of Bhutan

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 WEB: WWW.TOURISM.GOV.BT

PROJECT
 MEMORIAL CHORTEN
 RESTROOM RENOVATION

DRAWING TITLE
 RENOVATION WALL PLAN

NOTES
 .
 .
 .

ARCHITECT:
 DORCHAI MANASPHROM

ENGINEER:
 -

CHECKED BY:
 -

APPROVED BY:
 -

| | |
|--------------|-----------------|
| REVISION: | DATE: |
| REVISION: 02 | DATE: 29/9/2016 |
| REVISION: 01 | DATE: 5/9/2016 |
| REVISION: 03 | DATE: 2/8/2016 |

SCALE:
 1 : 75

DRAWING NO:
 A-02

Figure Q3-01,02. Renovation drawings of Memorial Chorten existing restrooms

D2 : Memorial Chorten disabled facilities

Design development of disabled facilities at Memorial Chorten. TCB would like to provide universal design for Memorial Chorten which is the important tourists landmark in Thimphu.

Project status : completed presentation drawings

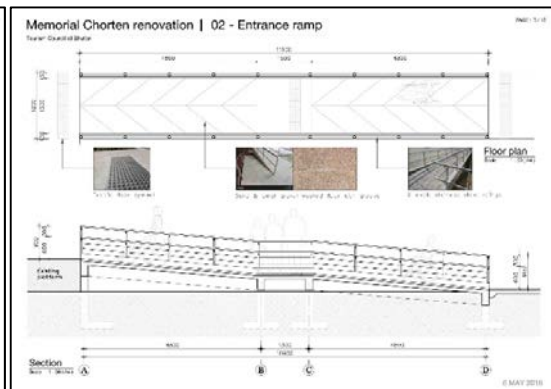
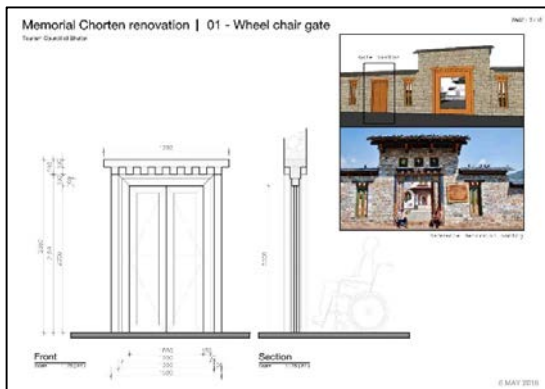
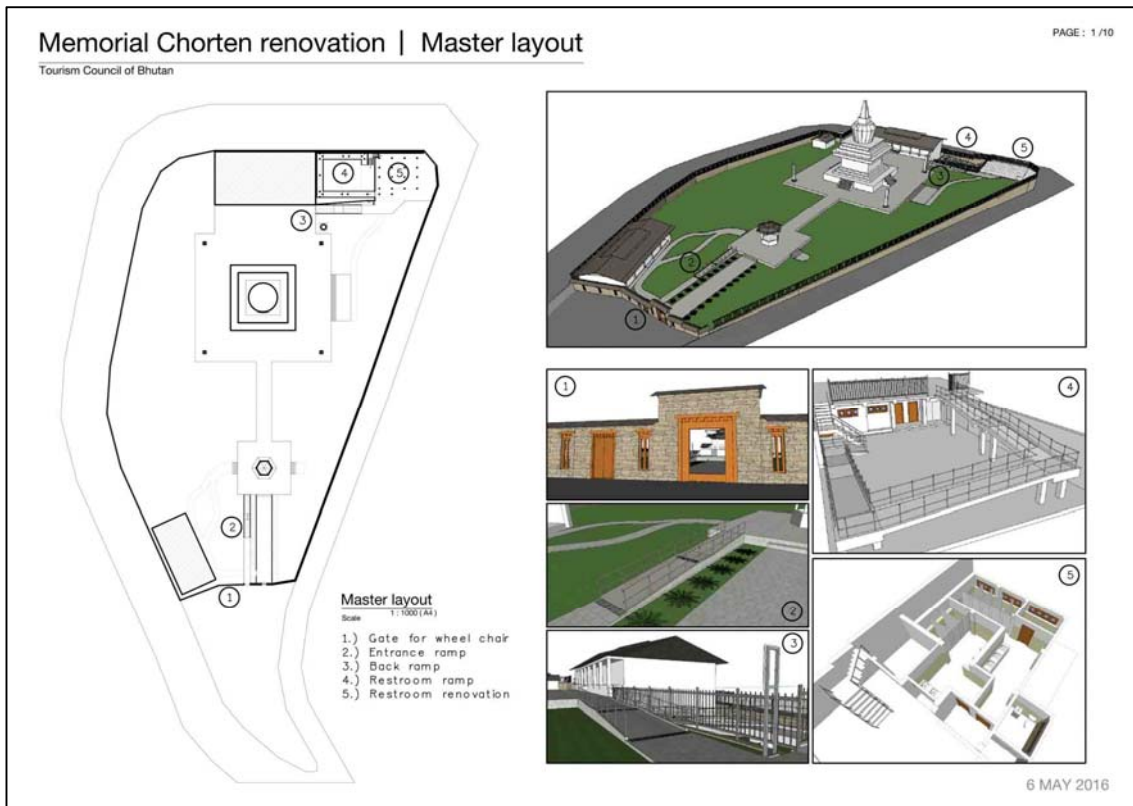


Figure Q3-10-12. Presentation drawings of Memorial Chorten disabled facilities

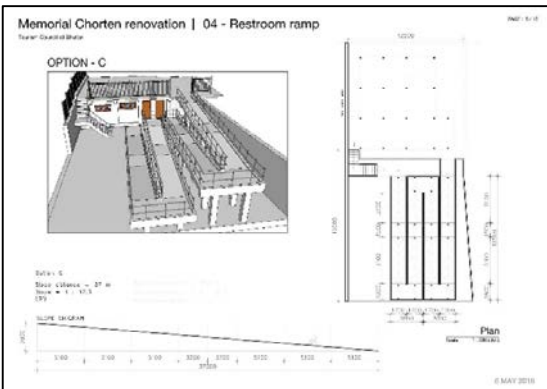
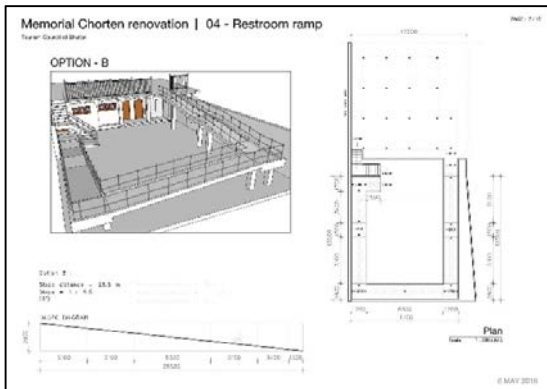
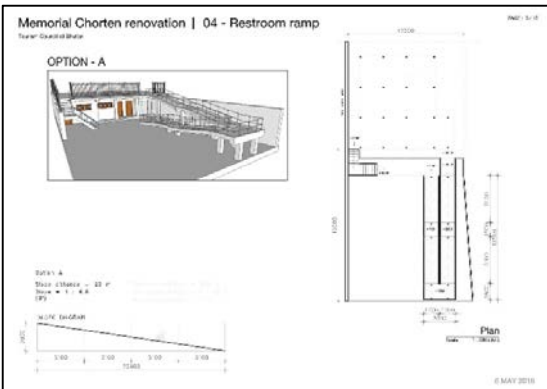
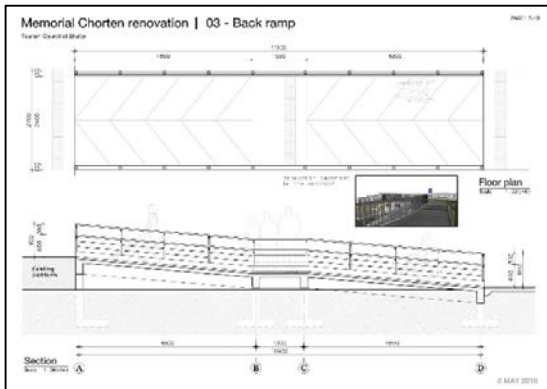
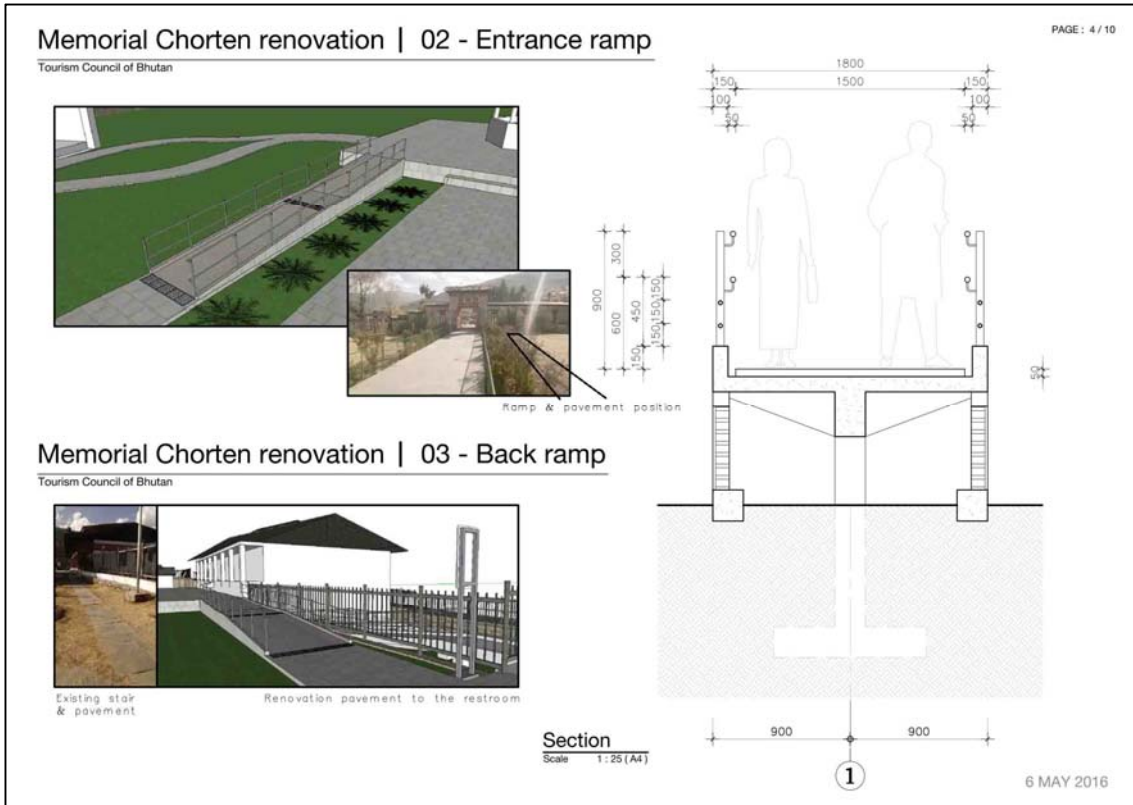


Figure Q3-13-17. Presentation drawings of Memorial Chorten disabled facilities

D3 : Manas eco lodge (Royal Manas National Park)

Design development of disabled facilities at Memorial Chorten. TCB would like to provide universal design for Memorial Chorten which is the important tourists landmark in Thimphu.

Project status : completed presentation drawings

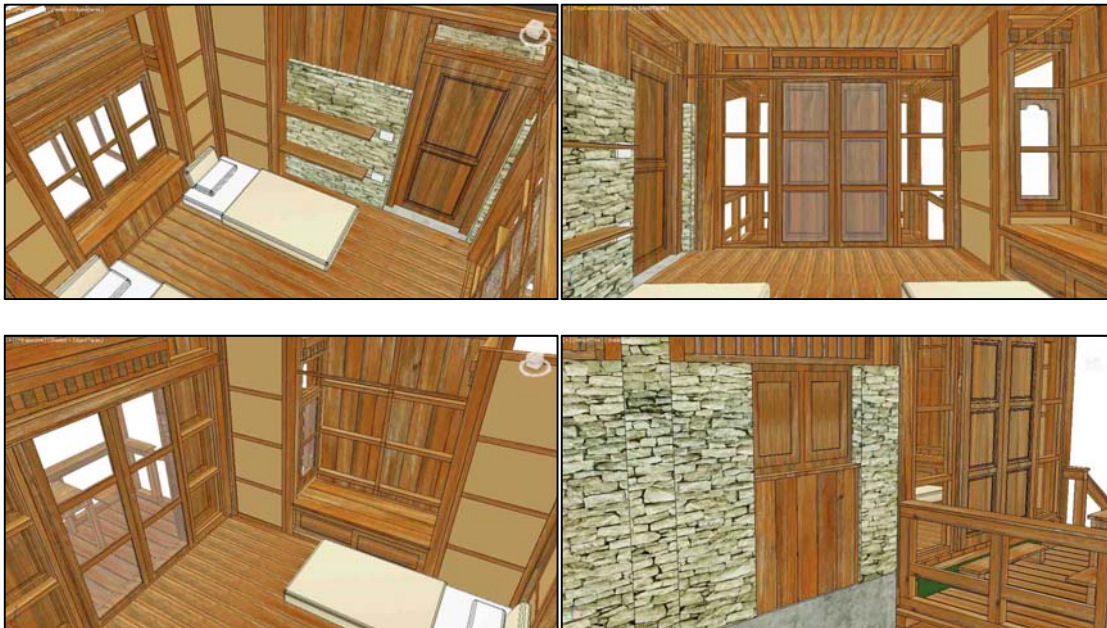
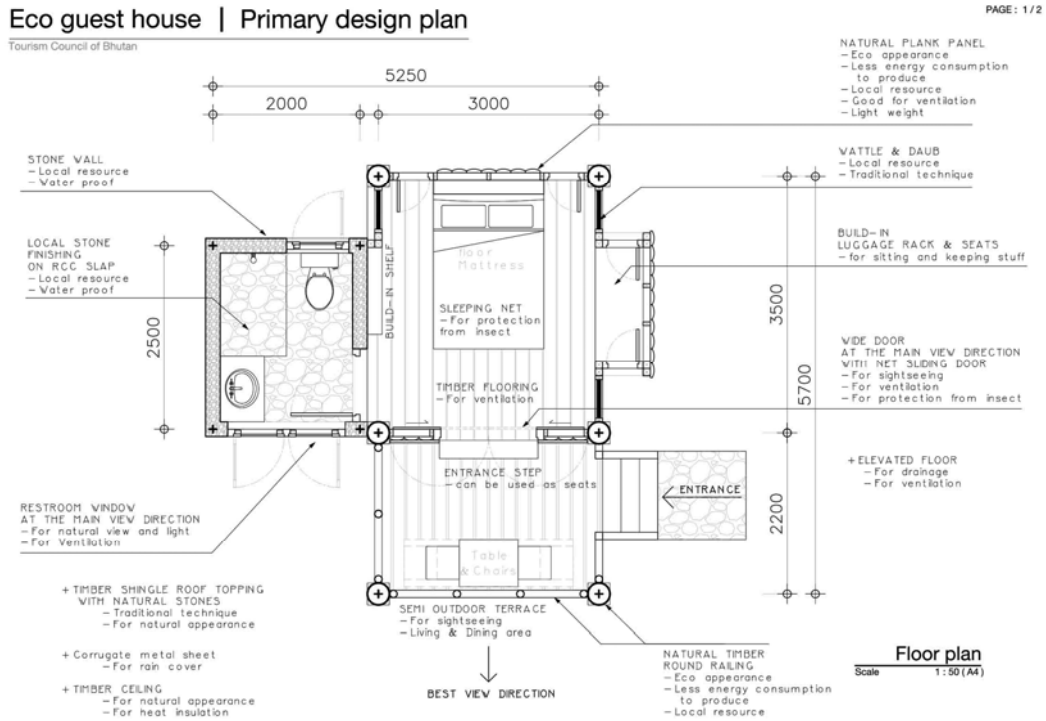


Figure Q3-18-22. Presentation drawings and perspectives of Manas eco lodge

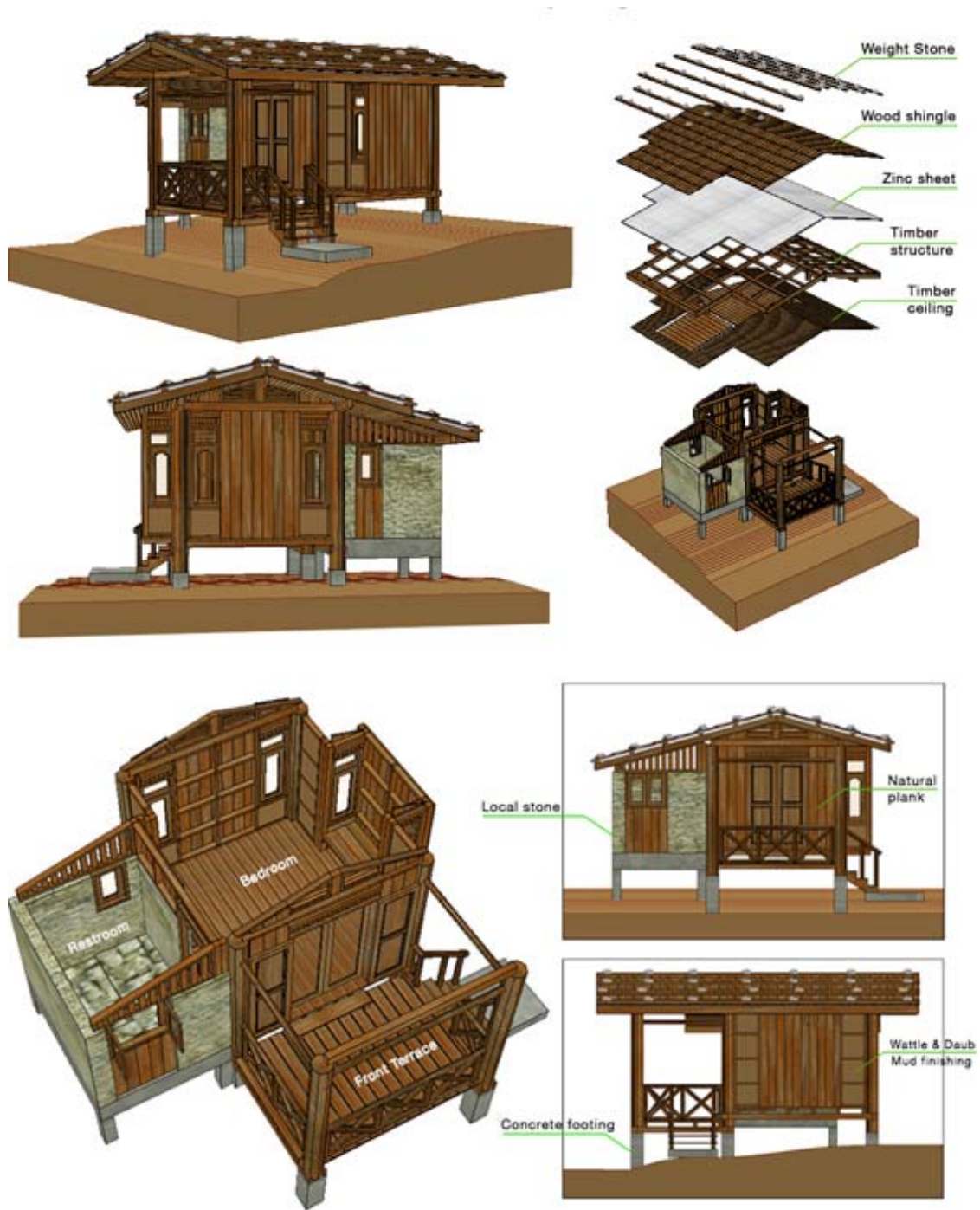


Figure Q3-23. Presentation models of Manas eco lodge

D4 : Tashichho Dzong ticket booth

Design development of Tashichho Dzong ticket booth. TCB would like to start collecting entry fee for visitors which are not in any tour operator management such as indian visitors, volunteers and personal guests.

Project status : completed presentation drawings

OPTION - A : Stand-alone booth at the parking area



OPTION - B : Attached booth at the existing office building

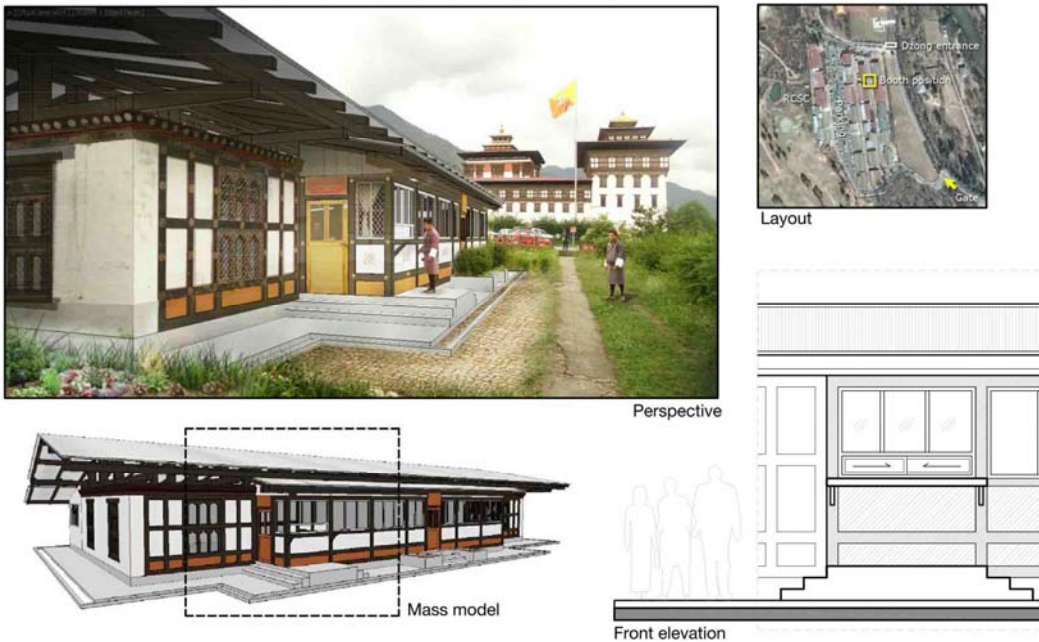


Figure Q3-24. Presentation models of Tashichho Dzong Ticket booth

D5 : TCB & Tarayana foundation restrooms renovation

Design and drawings of TCB & Tarayana foundation restrooms renovation. The existing restrooms design and sanitary system are not work properly. Restrooms of Tourism Council should be a good example of restroom in Bhutan.

Project status : completed renovation drawings

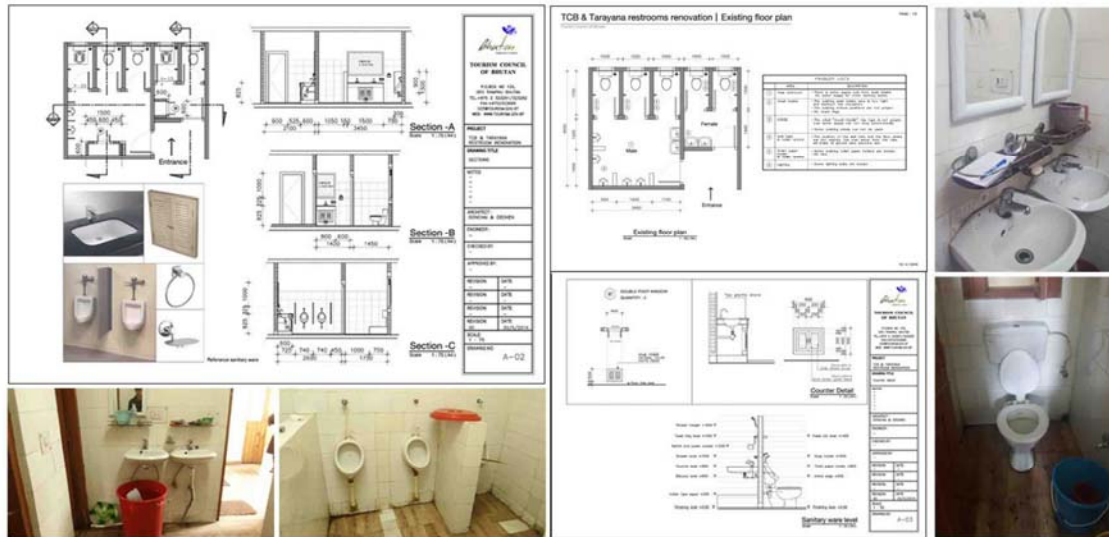
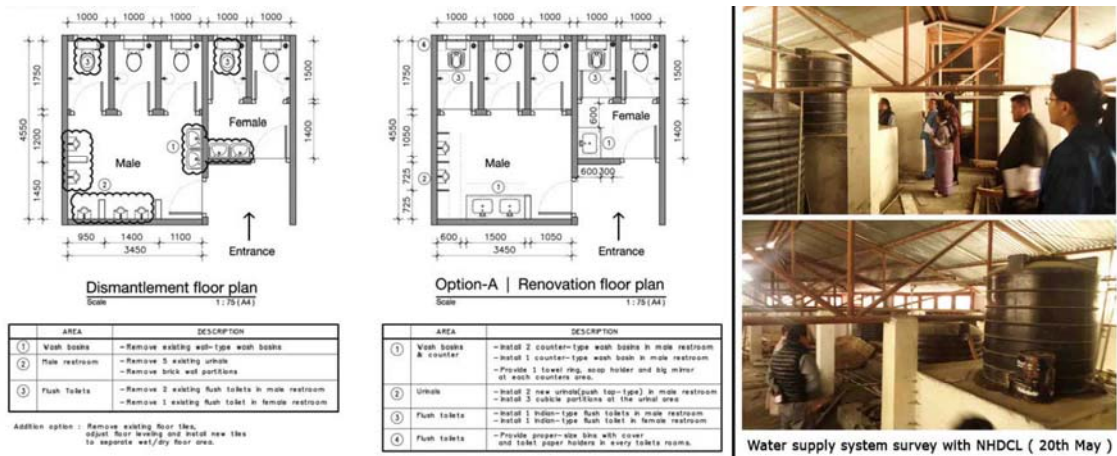


Figure Q3-25. Renovation drawings of TCB & Tarayana foundation restrooms

D6 : TCB signboard stand

Design and drawings of TCB signboard stand.

Project status : completed production

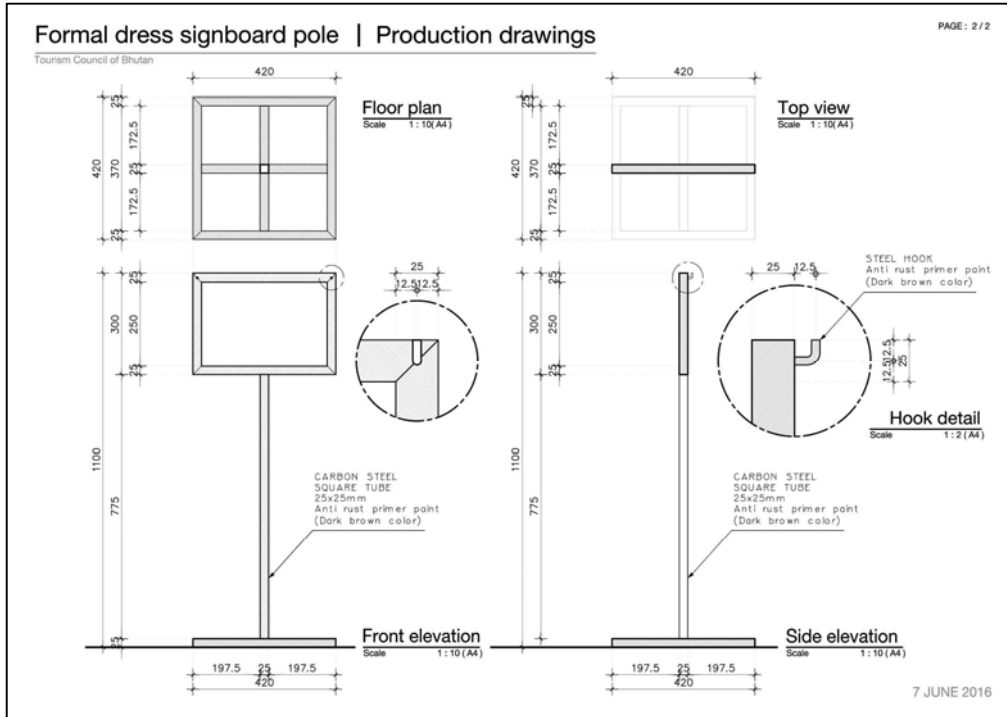


Figure Q3-26,27. Production drawings of TCB signboard stand

D7 : Signboard of TCB restrooms projects

Design and drawings of Timber signboard of TCB restrooms projects.

Project status : completed productions

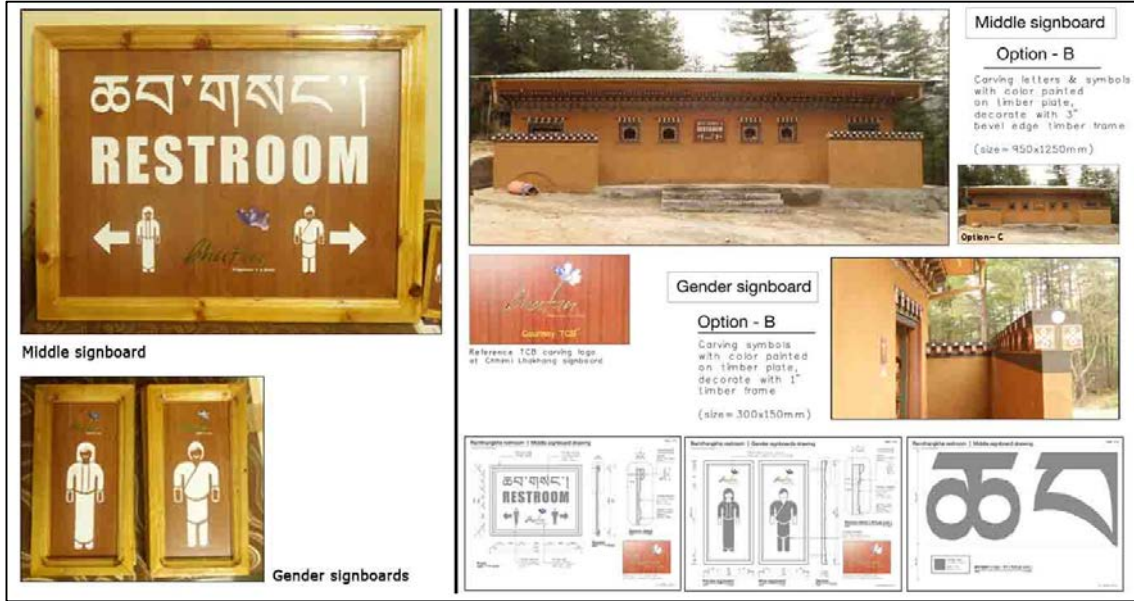


Figure Q3-28. Signboard of Ramthangkha restrooms (Taksang base)



Figure Q3-29. Signboard of Sangchen nunnery & Pel Khewang Sheddra restrooms

M1 : Sangchen Dorji Lhundrup nunnery restrooms (Punakha)

Monitoring of restrooms construction at Sangchen Dorji Lhundrup nunnery in Punakha.

Project status : under construction

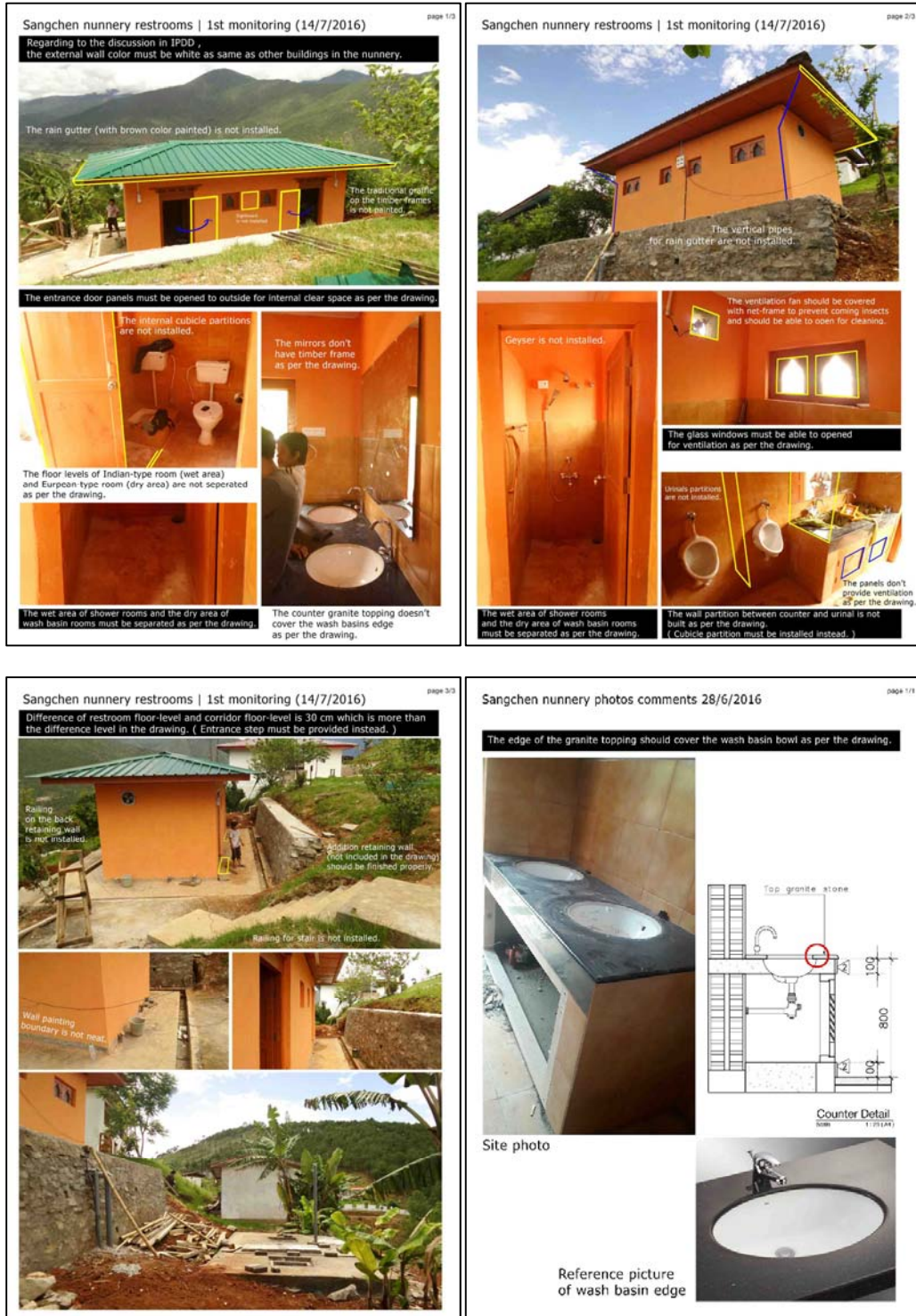


Figure Q3-30-33. Monitoring reports of Sangchen nunnery restrooms construction.

M2 : Pel Khewang Jangchopcholing Shedra restrooms (Phobjikha)

Monitoring of restrooms construction at Pel Khewang Jangchopcholing Shedra in Phobjikha.

Project status : under construction



Figure Q3-34-38. Monitoring reports of Khewang Shedra restrooms construction.

M3 : Chuzom restrooms (Thimphu-Paro highways)

Monitoring of restrooms renovation and signboard installation at Chuzom on Thimphu-Paro highway.
 Project status : under construction

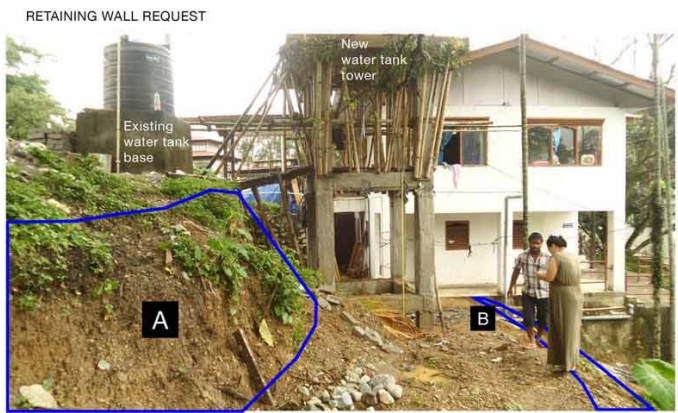


Figure Q3-39-42. Monitoring reports of Chuzom restrooms renovation and signboard installation.

M4 : Rinchending cafeteria (Phuentsholing)

Monitoring of Rinchending cafeteria renovation in Phuentsholing. The site location is in southern Bhutan which is in tropical climate. The renovation is to install window and door to prevent insects.

Project status : under construction



Retaining wall - A
-To construct the RCC stair at "A" position, retaining wall-A should be provided.
-To protect the existing water tank base from sinking, retaining wall-A should be provided.

Retaining wall - B
-To protect the new water tank tower and the walk way at "B" position from sinking, retaining wall-B should be provided.

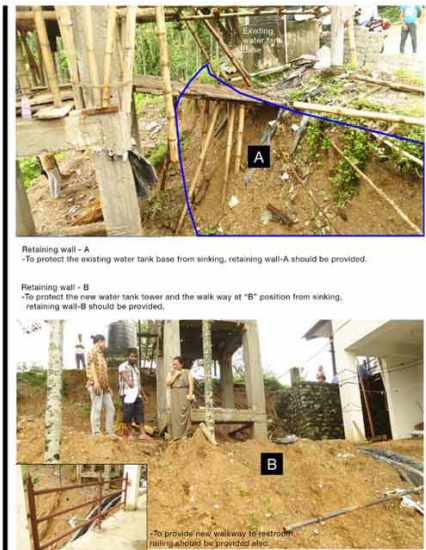


Figure Q3-43,44. Monitoring reports of Rinchending cafeteria renovation.

M5 : Manas existing eco lodge projects (Gomphu, Panthang & Panbang)

Review the existing reports of Royal Manas National park area in Zhemgang and provide some recommendations.

Project status : completed monitoring presentations

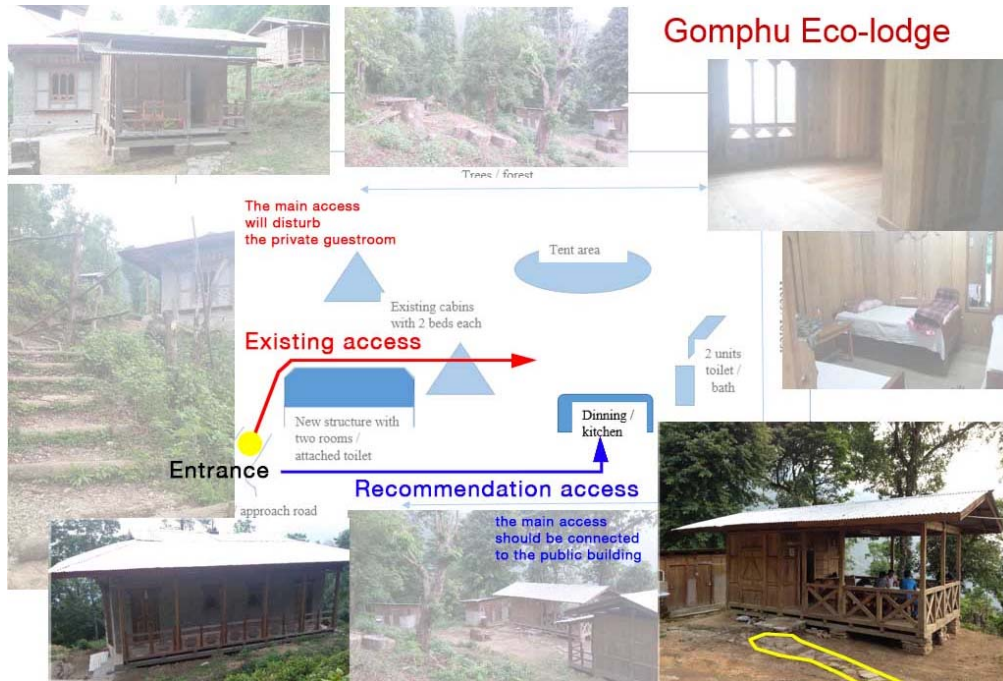


Figure Q3-45. Recommendation of Gomphu eco lodge project.

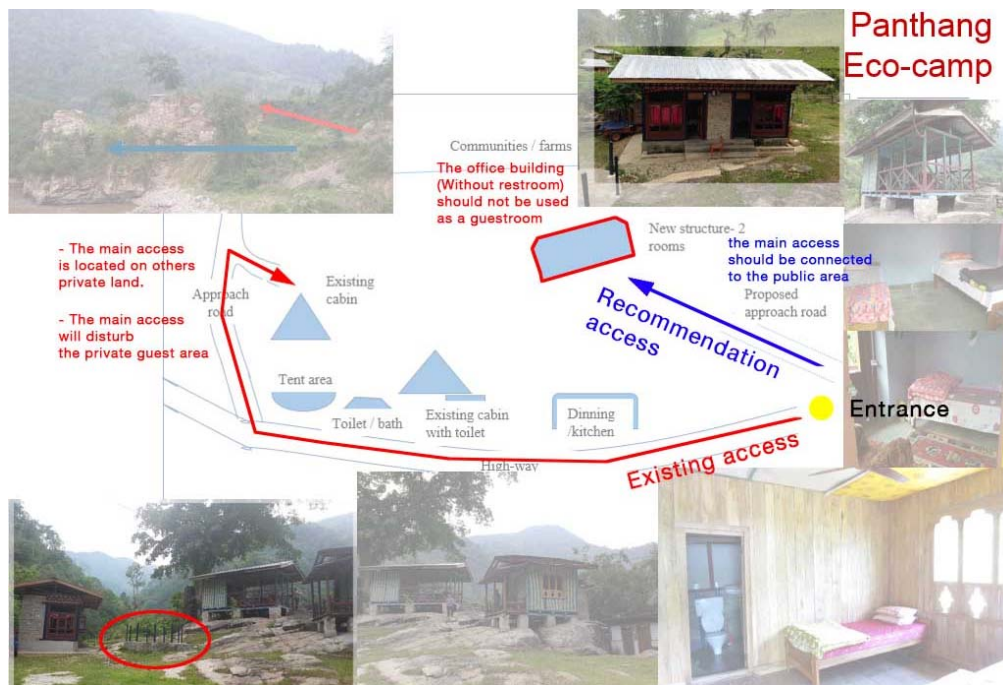


Figure Q3-46. Recommendation of Panthang eco lodge project.

Recommendation of hotel drawings

R1 : Samdrup Jongkhar hotel (Mr.Kencho Tenzin)

Project status : Not meet standard yet

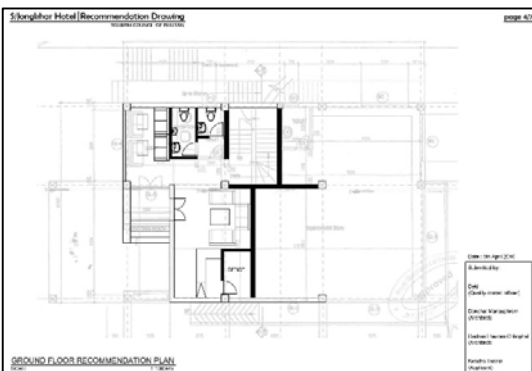
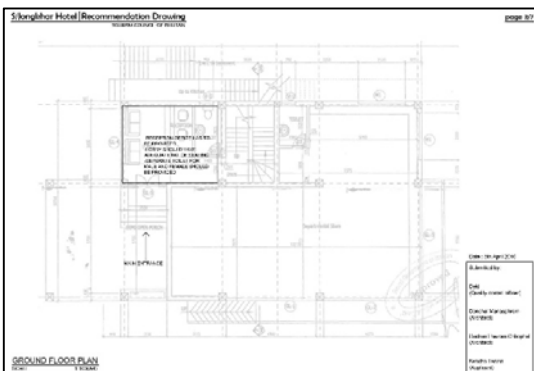
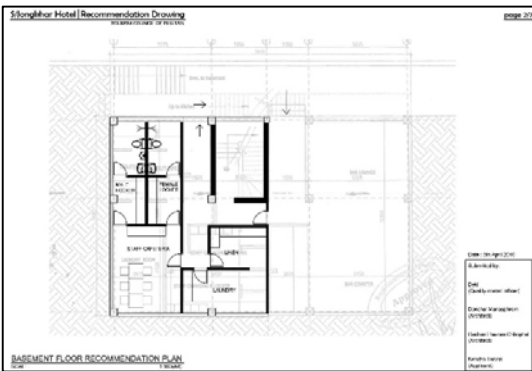
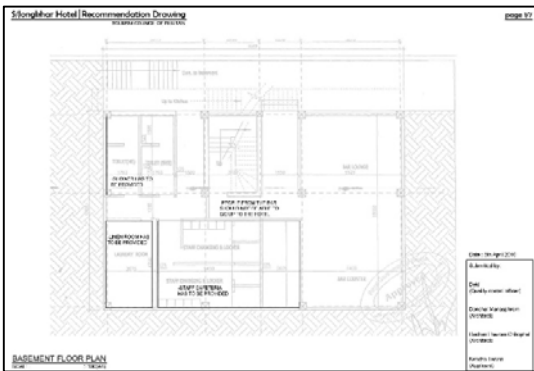
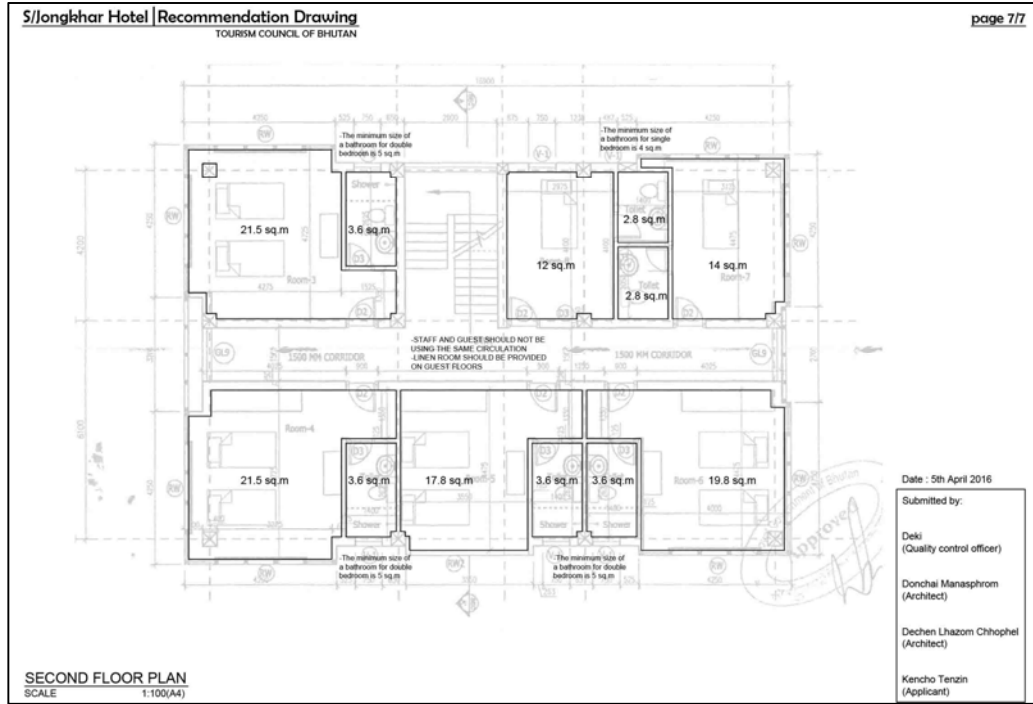


Figure Q3-51-55. Recommendation drawings of Samdrup jongkhar hotel.

R2 : Haa resort (Mr.Nim Dorji)

Project status : Clearance given

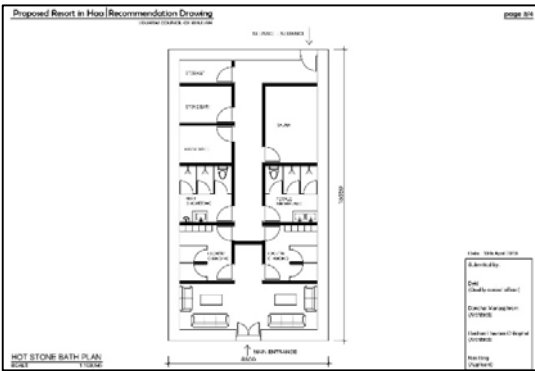
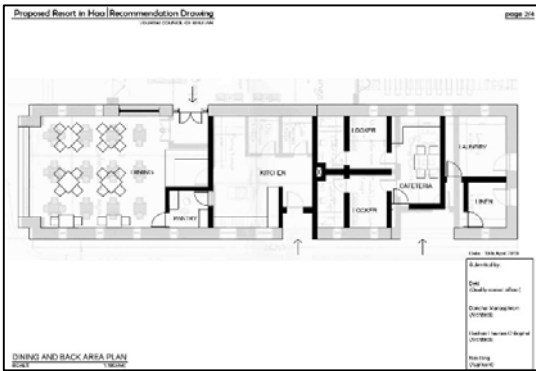
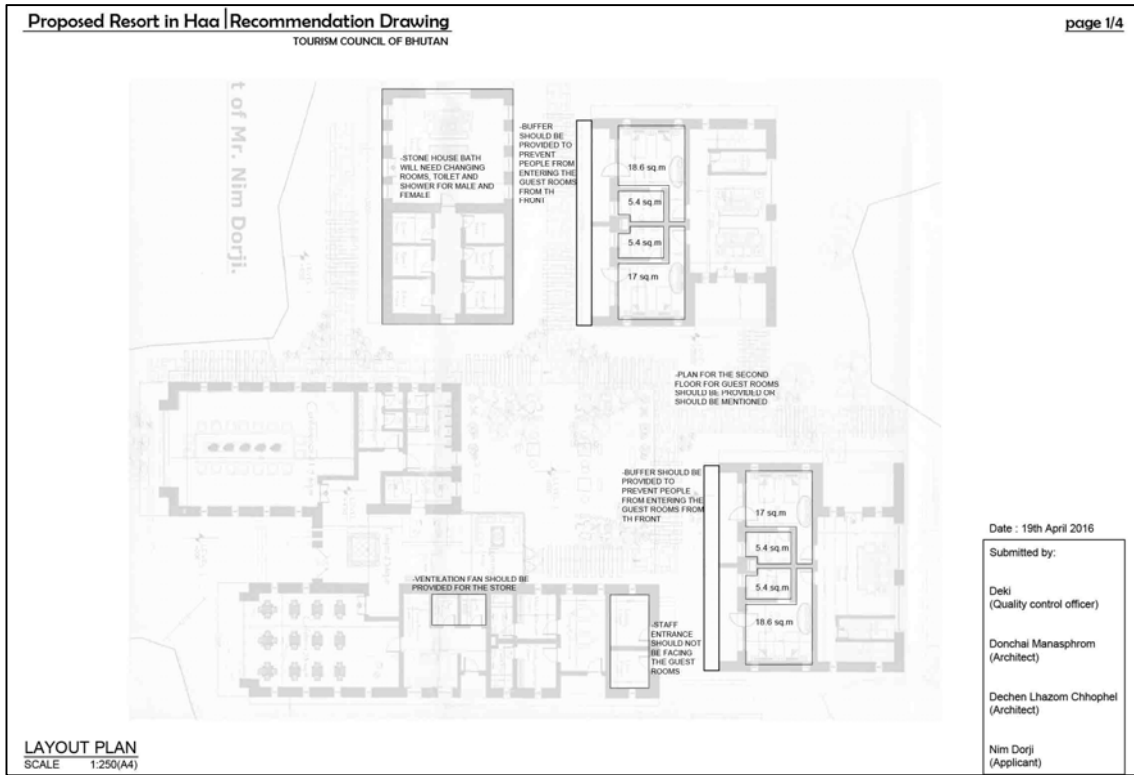


Figure Q3-56-60. Recommendation drawings of Haa resort.

R3 : Thimphu hotel (Ms.Pem Tshering)

Project status : Clearance given

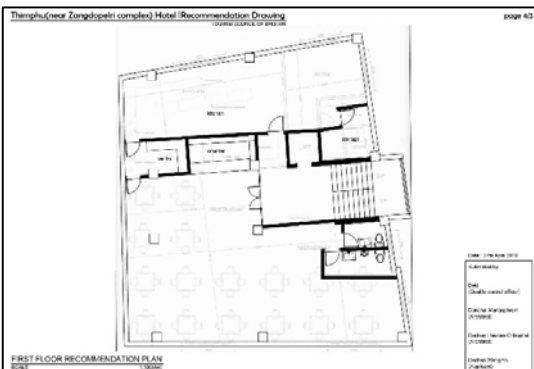
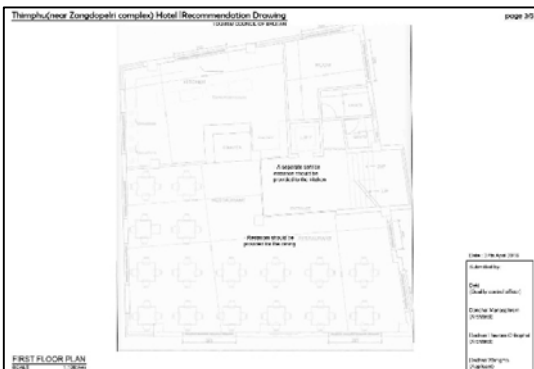
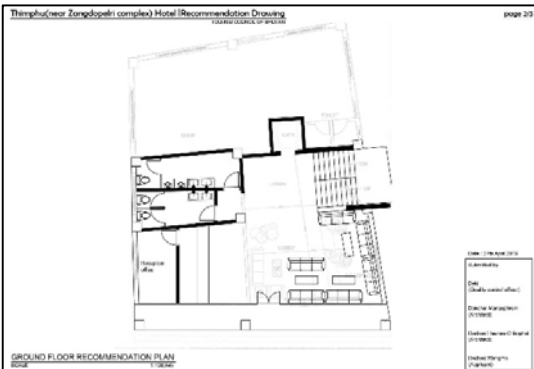
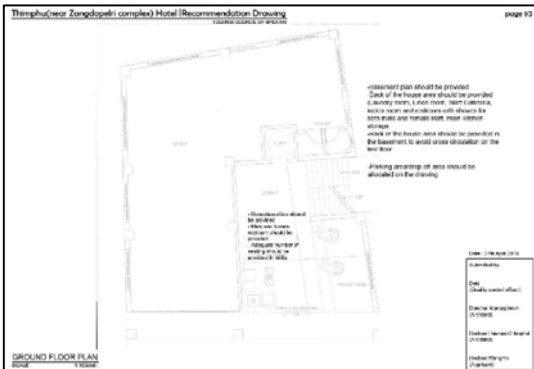
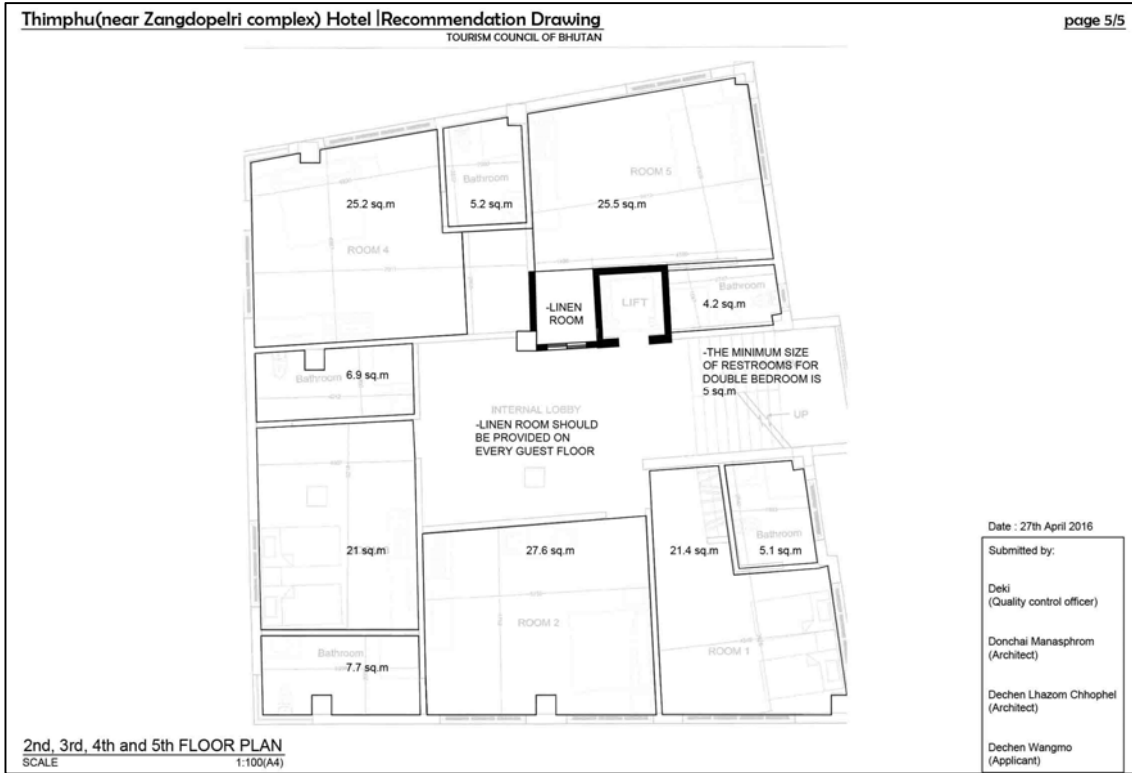


Figure Q3-61-65. Recommendation drawings of Thimphu hotel.

R4 : Paro hotel (Mr.Chencho Wangmo)

Project status : Clearance given

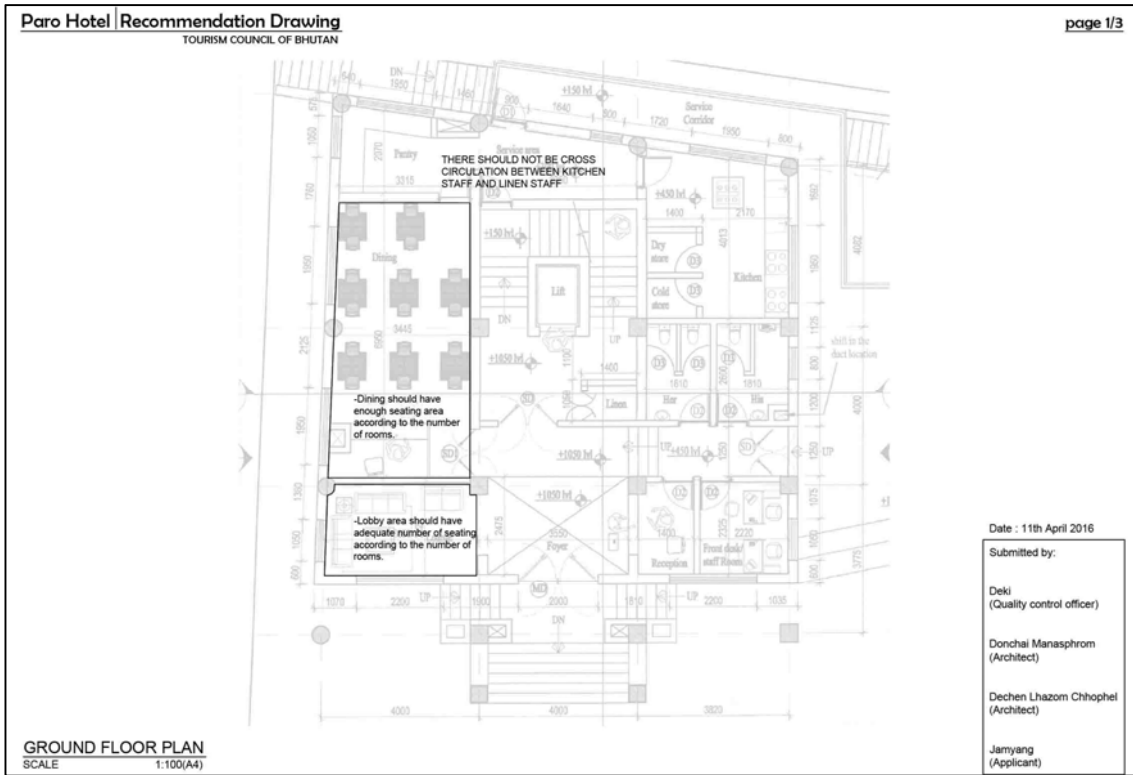


Figure Q3-66-70. Recommendation drawings of Paro hotel.

R5 : Phuentsholing hotel (Mr.K N Sharma)

Project status : Clearance given

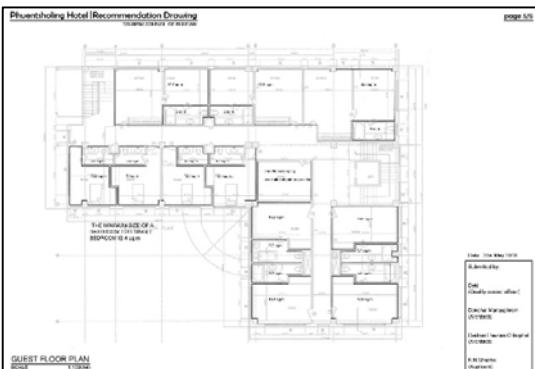
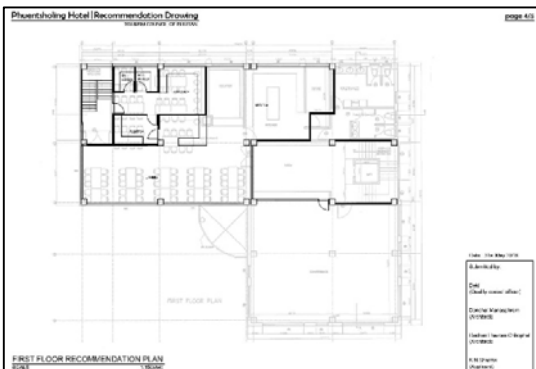
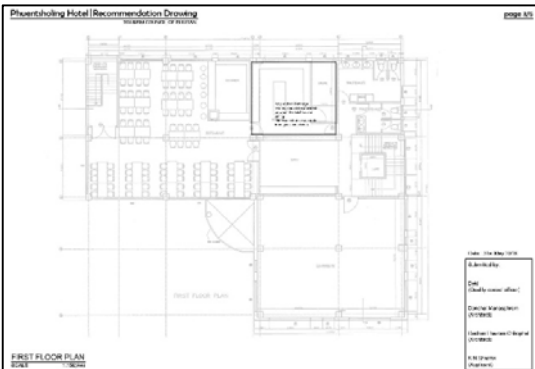
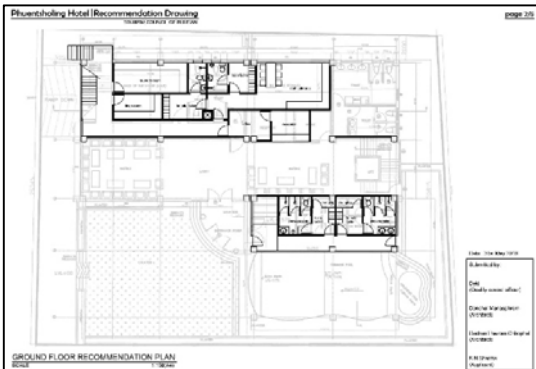
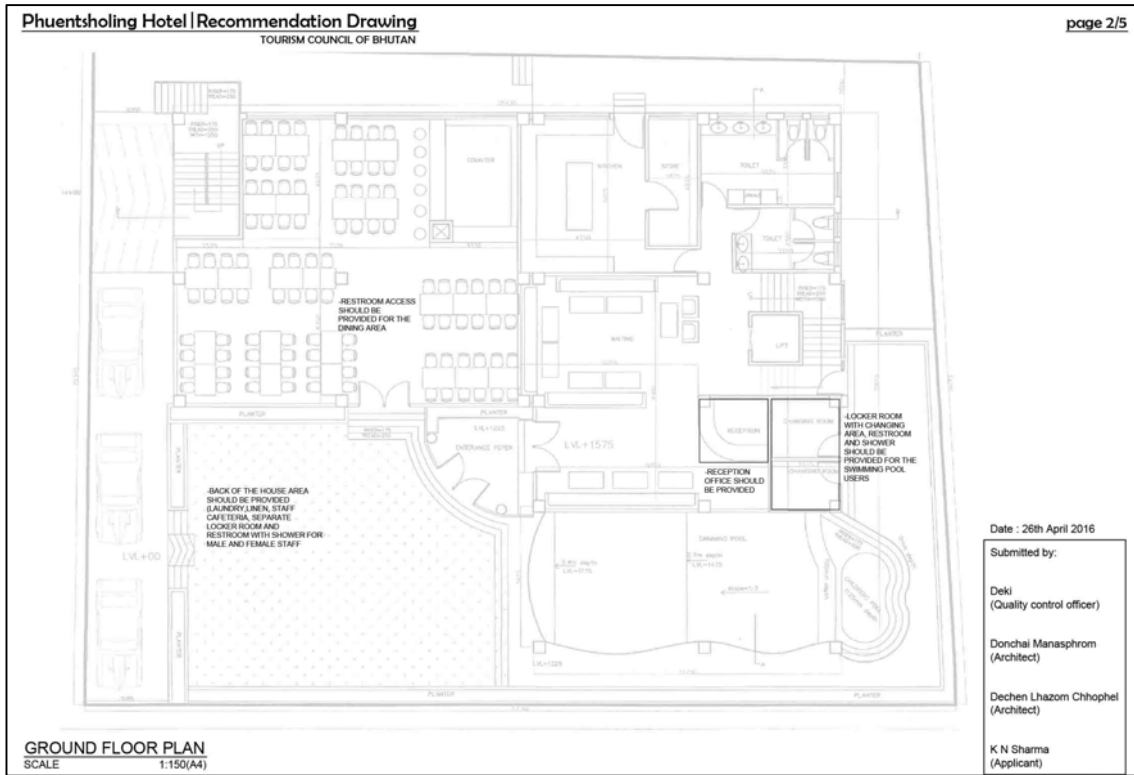


Figure Q3-71-75. Recommendation drawings of Phuentsholing hotel.

R6 : Paro farm lodge (Mr.Yeshey Nidup)

Project status : Not meet standard

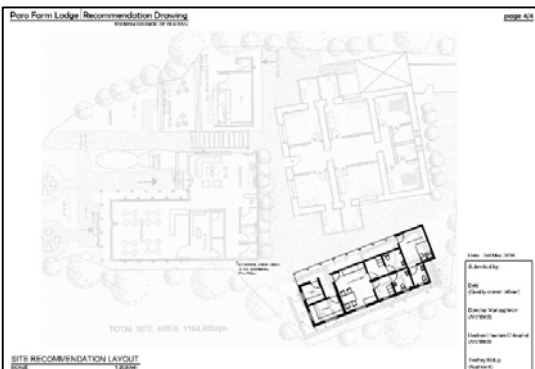
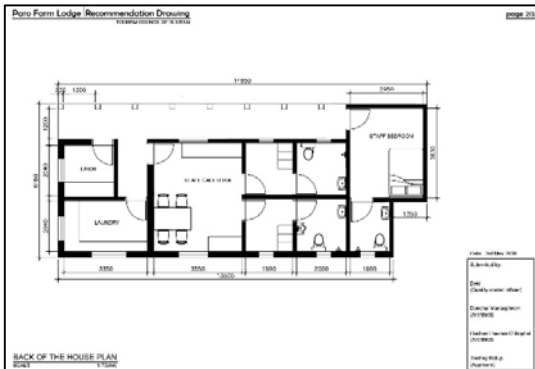
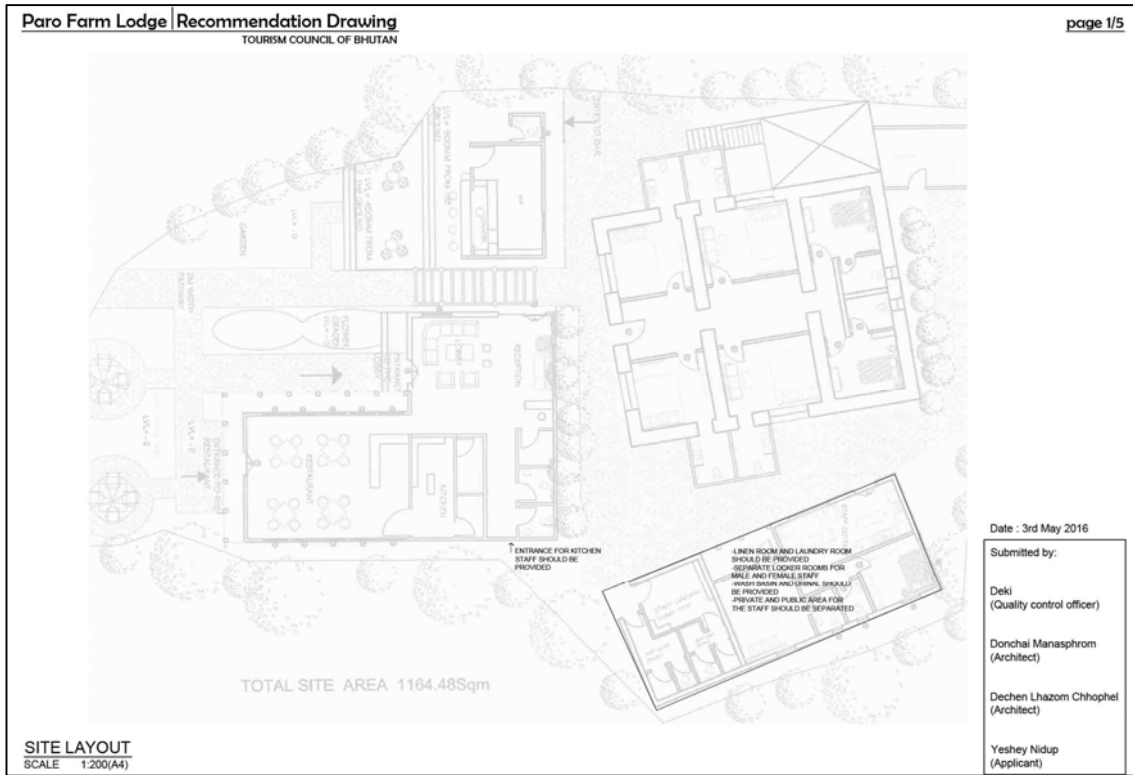


Figure Q3-76-80. Recommendation drawings of Paro farm lodge.

R7 : Zhemgang eco lodge (Mr.Pema)

Project status : Clearance given

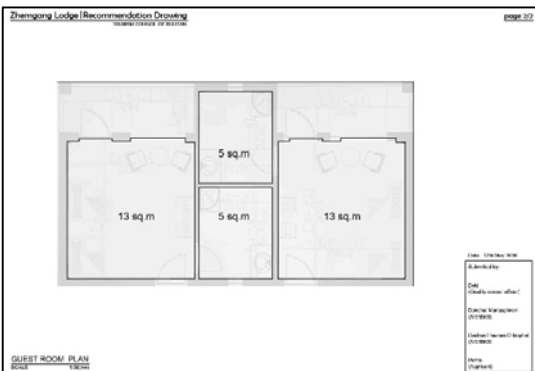
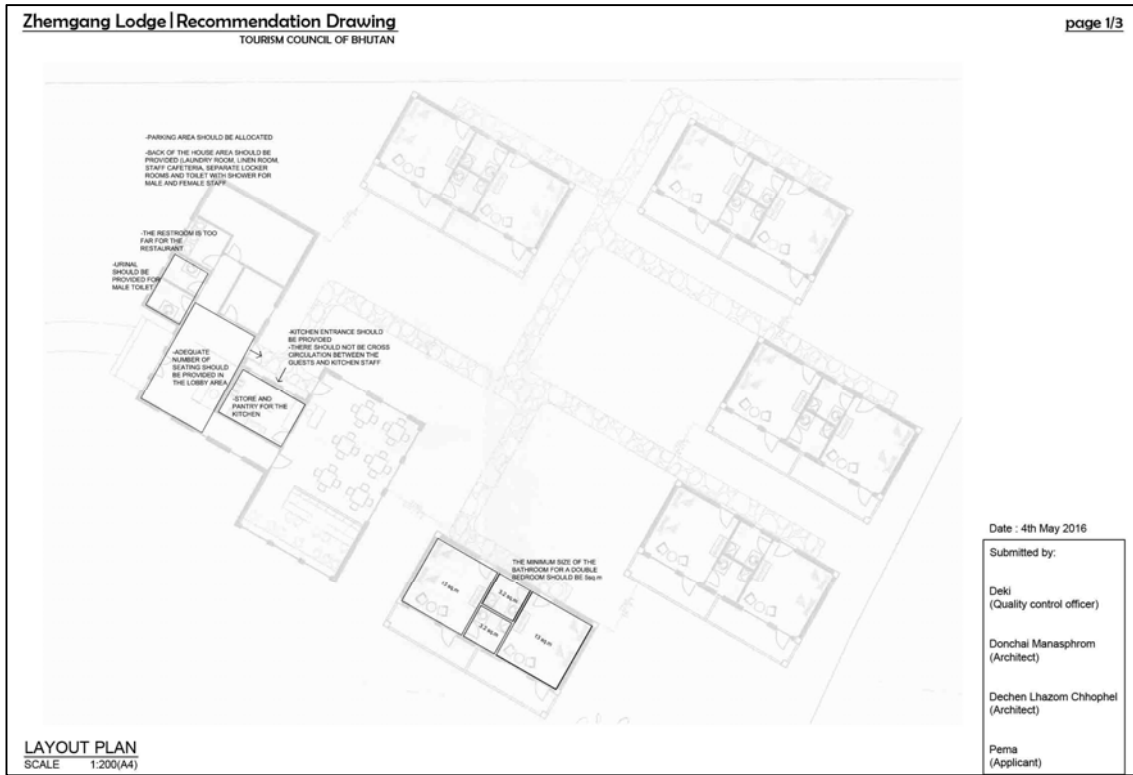


Figure Q3-81-85. Recommendation drawings of Zhemgang eco lodge.

R8 : Babesa service apartment (Ms.Kezang)

Project status : Not meet standard

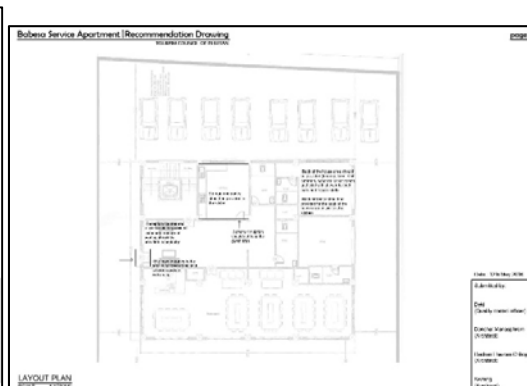
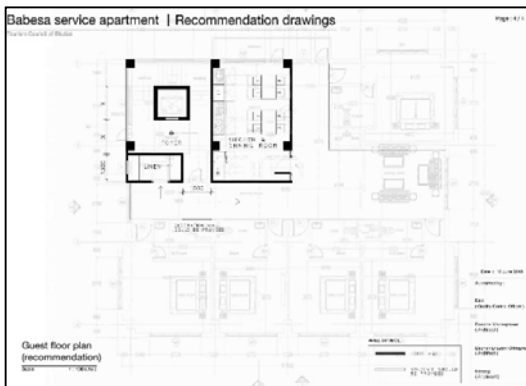
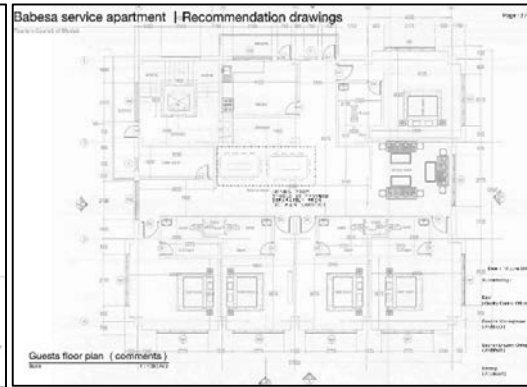
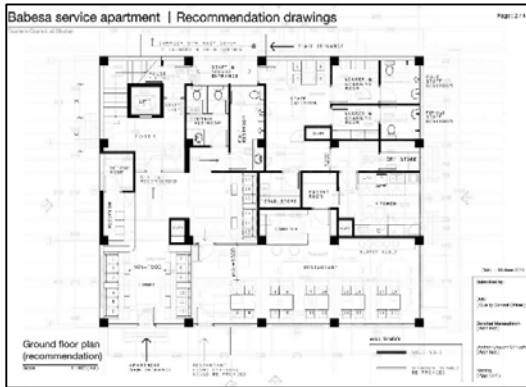


Figure Q3-86-90. Recommendation drawings of Babesa service apartment.

R9 : Samazingkha resort (Mr.Sonam Dukpa)

Project status : Not meet standard

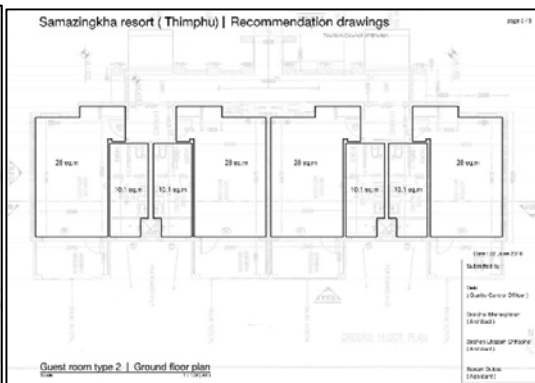
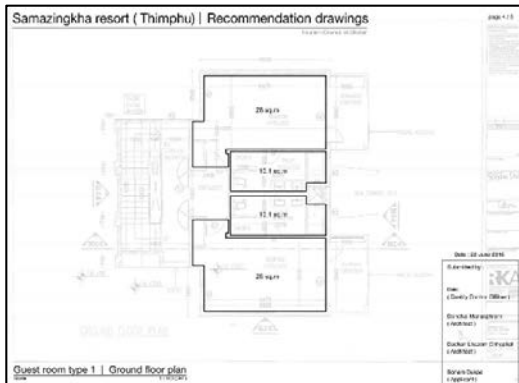
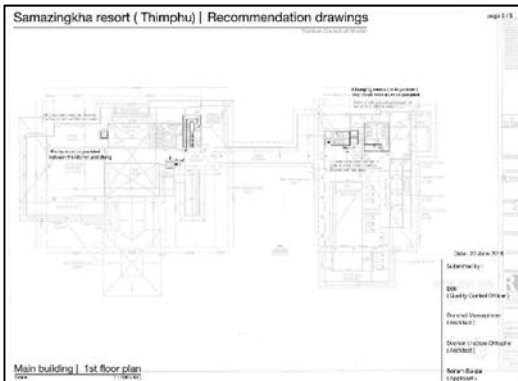
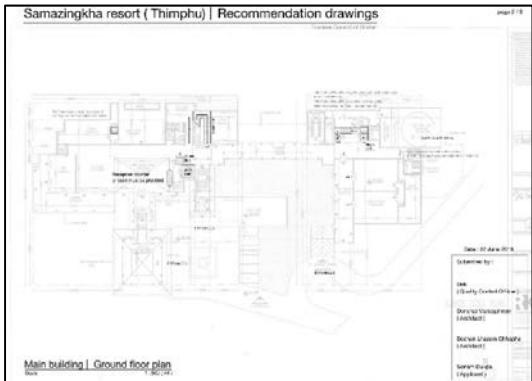
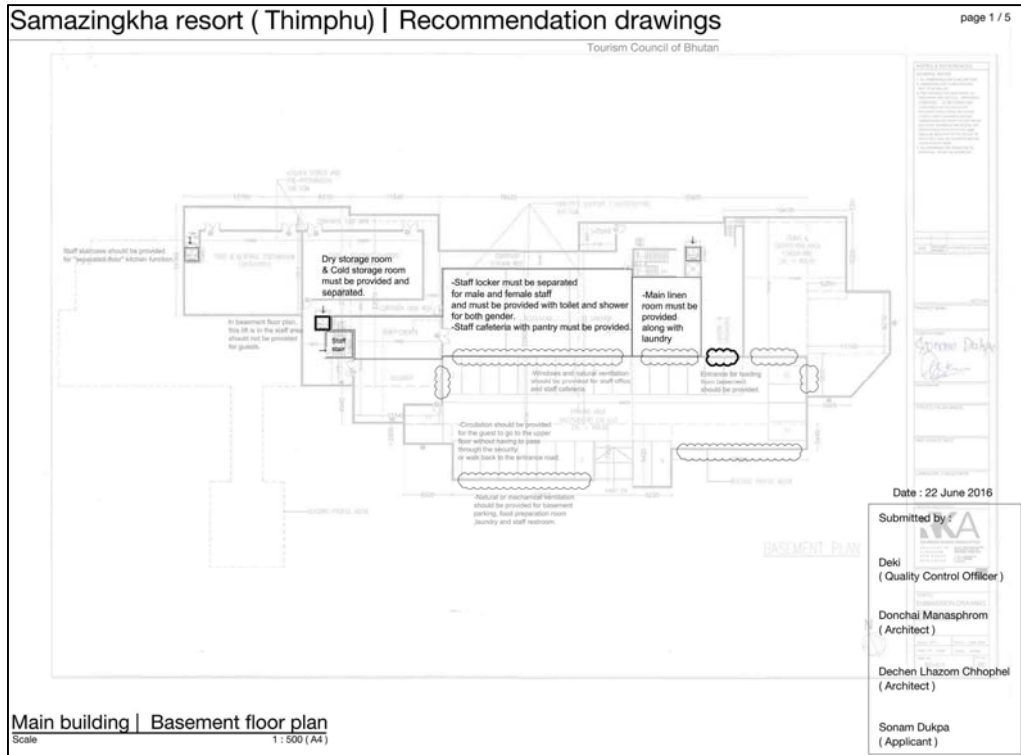


Figure Q3-91-95. Recommendation drawings of Samazingkha resort.

R10 : Gelephu hotel (Mr.Sonam Dema)

Project status : Not meet standard

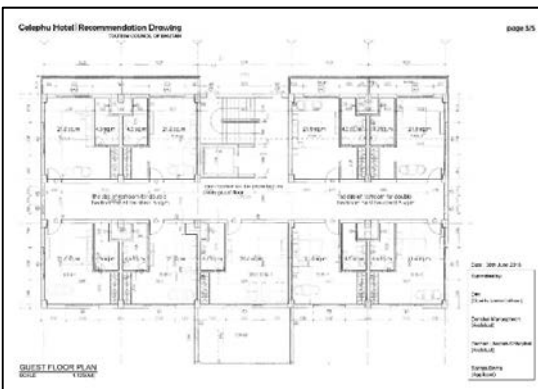
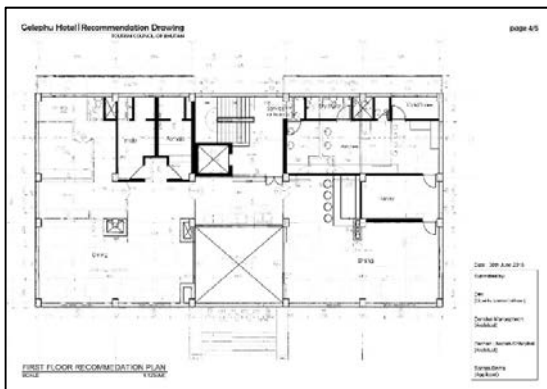
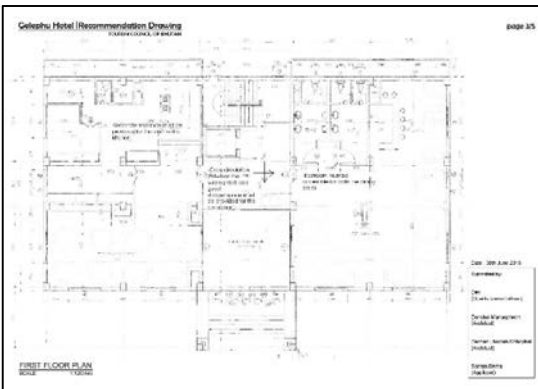
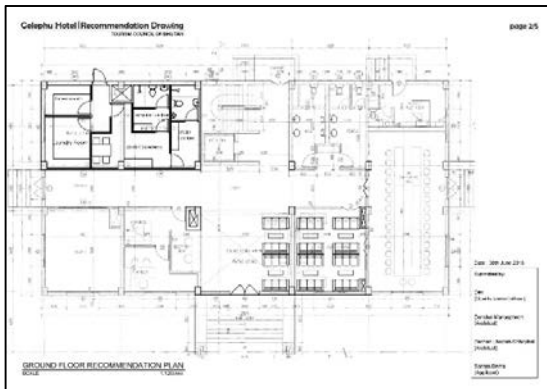
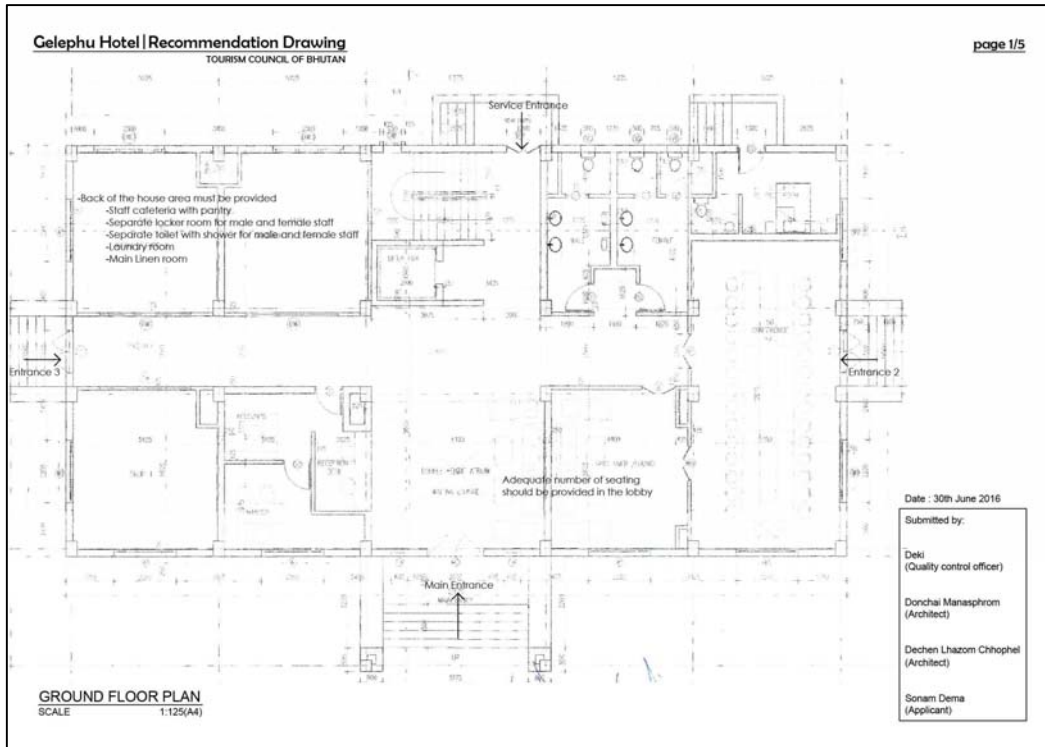


Figure Q3-96-100. Recommendation drawings of Gelephu hotel.

R11 : Babesa hotel (Mr.Gyem Thinley)

Project status : Not meet standard

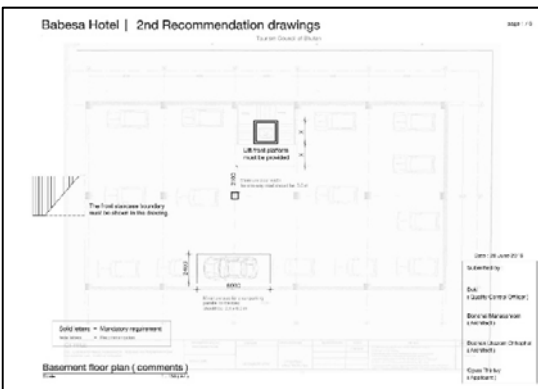
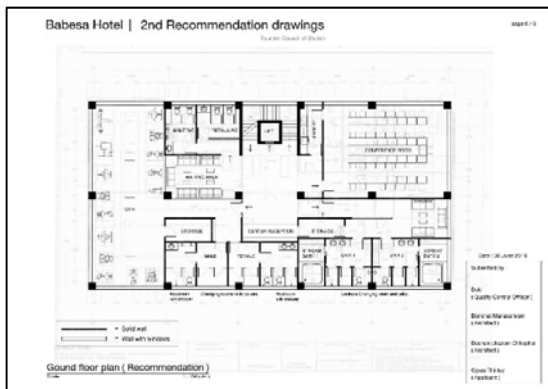
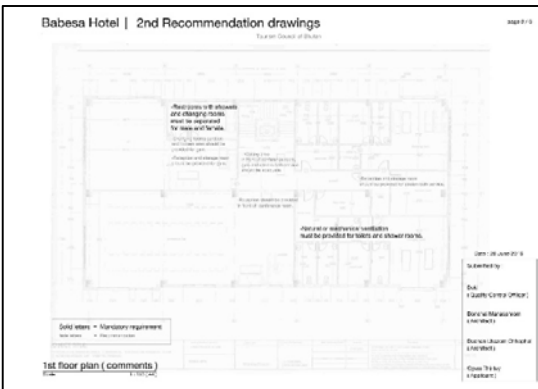
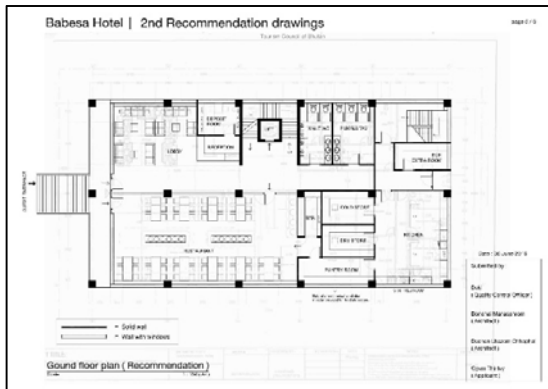
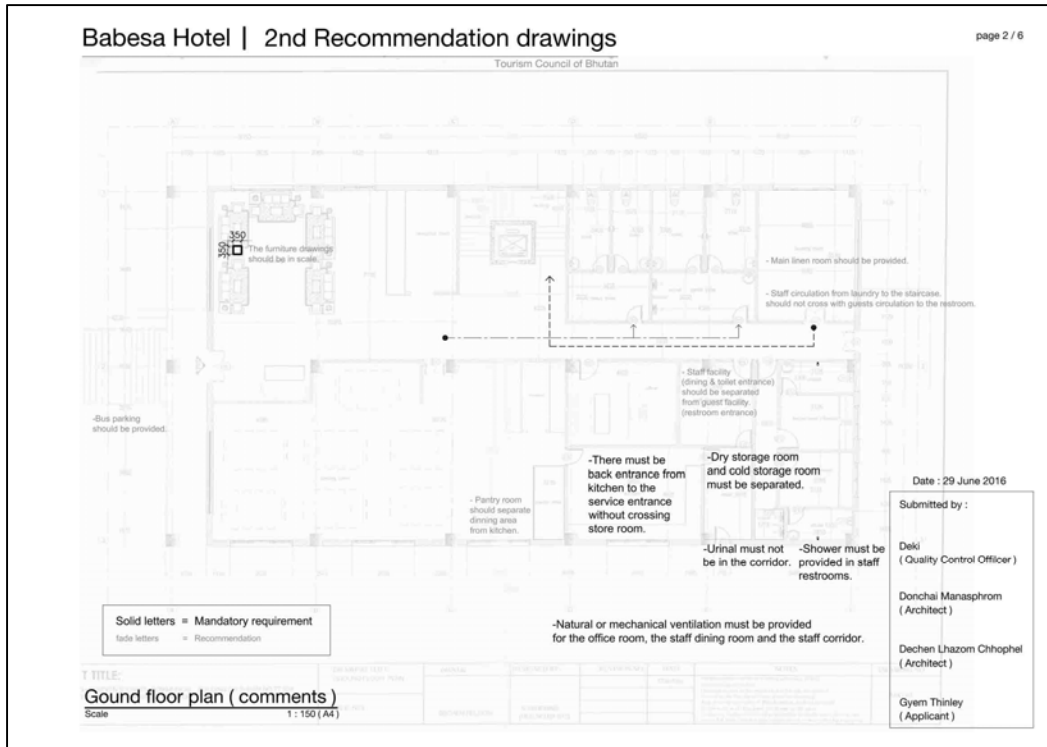


Figure Q3-101-105. Recommendation drawings of Babesa hotel.

R12 : Paro Wangchang hotel (Ms.Dechen Wangdi)

Project status : Not meet standard

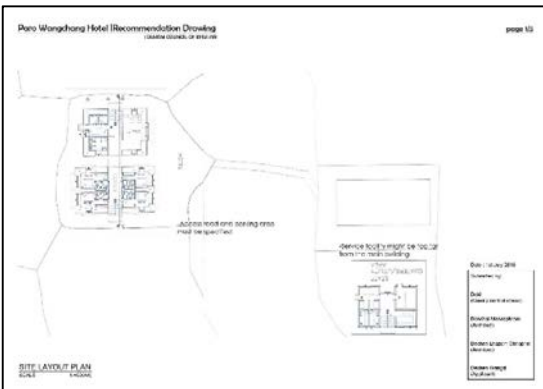
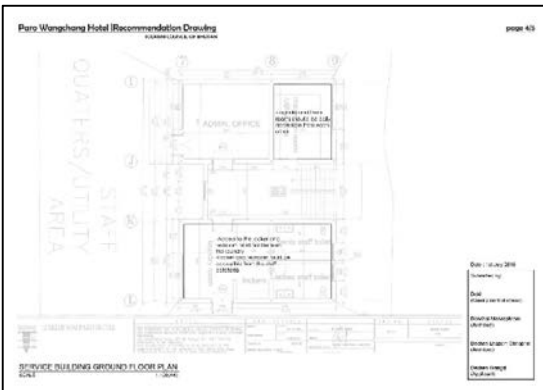
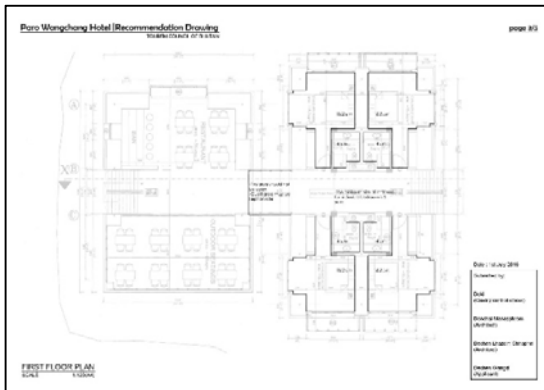
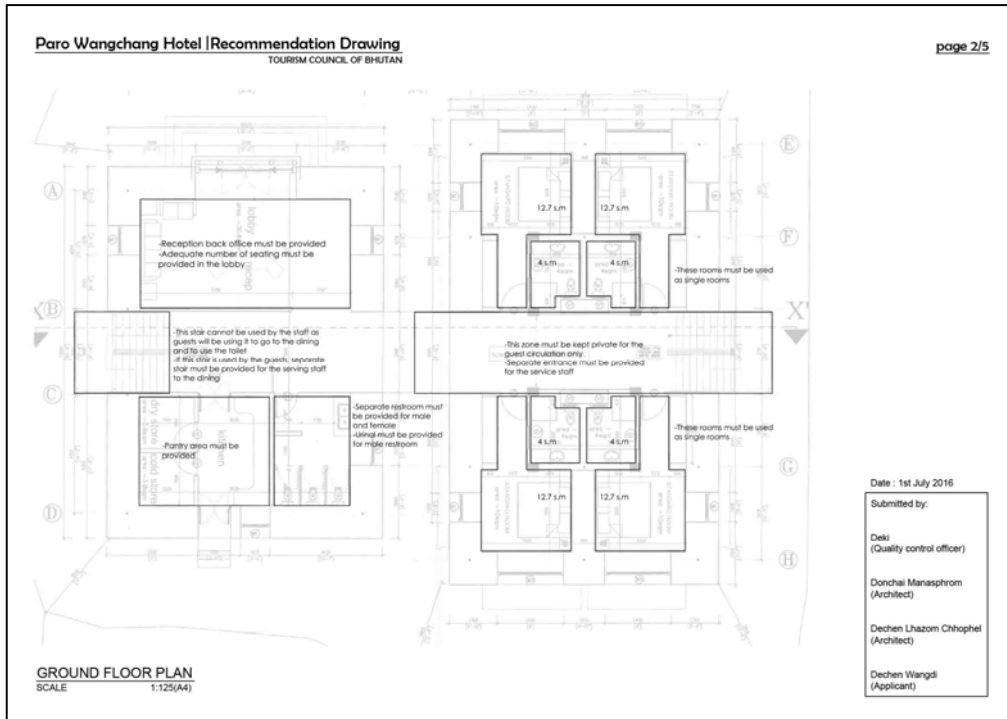


Figure Q3-106-110. Recommendation drawings of Paro Wangchen hotel.

Quarter 4: July 3, 2016 - Oct 2, 2016

Objective

1. Improve architectural skill of new Bhutanese junior-architect partner.
2. Develop design and drawings standard of tourism infrastructure.
3. Develop hotel design standard.

Output/Activities

1. Tashichho Dzong ticket booth construction drawings and construction monitoring
2. Tashichho Dzong tourists lounge design development
3. Tashichho Dzong notification signboard design, drawings and installation monitoring
4. Tashichho Dzong public restrooms design development
5. Memorial Chorten new access for disabled design development
6. Memorial Chorten disabled restrooms design development
7. Chelela public restrooms site survey
8. Manas existing eco lodge projects (Gomphu, Panthang & Panbang) site survey
9. Hotels recommendation drawings
10. Bhutan hotel design standard modification

Key Performance Indicators

1. Complete of design drawings and construction
2. Quality of design and construction
3. Understanding of applicants in hotel drawings recommendation

Critical Success Factors

1. Input from volunteer
2. Support from counterpart and partner
3. Cooperation from contractors and engineers

Counterpart Personnel

- Mr.Pema Samdrup (Infrastructure officer)

Partner architect

- Ms.Dehen Lhazom Chhophel (Junior architect)

D1 : Tashichho Dzong ticket booth

Construction drawings of Tashichho Dzong ticket booth.

Project status : completed construction drawings

TASHICHHO DZONG TICKET BOOTH

Architectural construction drawings



| PAGE | DESCRIPTION |
|------|----------------------------------|
| A-01 | LIST OF DRAWINGS, SPECIFICATIONS |
| A-02 | FLOOR PLAN, WALL PLAN |
| A-03 | ROOF PLAN, ROOF TRUSS DETAIL |
| A-04 | ELEVATIONS |
| A-05 | SECTIONS |
| A-06 | DOOR & WINDOW DETAIL |
| A-07 | DETAIL 1-5 |
| A-08 | DETAIL 6-7 |

| FLOOR - FINISHING SPECIFICATION | |
|---------------------------------|--|
| [F1] | POLISHED CEMENT FINISHING |
| [F2] | LOCAL SLATE STONE FINISHING |
| [F3] | TRIPER FINISHING 20MM THK NATURAL COLOR MATTE FINISH |

| WALL - FINISHING SPECIFICATION | |
|--------------------------------|--|
| ⚠ | SOLID TRIPER STRUCTURE PAINTED WITH EMULSION PAINT COLOR : DARK BROWN (SAME AS EXISTING BUILDING COLOR) |
| ⚠ | TRADITION MUD WALL (WATTLE & DAUB) FINISHING WITH TRADITIONAL PAINT COLOR : RED ORANGE (SAME AS EXISTING BUILDING COLOR) |
| ⚠ | TRADITION MUD WALL (WATTLE & DAUB) FINISHING WITH TRADITIONAL PAINT COLOR : WHITE (SAME AS EXISTING BUILDING COLOR) |
| ⚠ | METAL NET |
| ⚠ | POLISH CERMENT FINISHING |

*ALL WOOD MATERIAL MUST BE COATED WITH WOODSTAIN DARKNESS IS AS SAME AS EXISTING BUILDING
 *TRADITIONAL GRAPHIC MUST BE PAINTED AS SAME AS EXISTING BUILDING



TOURISM COUNCIL OF BHUTAN

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 FAX:+9752323895
 DOT@TOURISM.GOV.BT
 WEB: WWW.TOURISM.GOV.BT

PROJECT
TASHICHHO DZONG TICKET BOOTH

DRAWING TITLE
LIST OF DRAWINGS SPECIFICATIONS

NOTES:
-
-
-

ARCHITECT:
DORJAN MANASHROM
SECHEN LHAZOM CHOPHEL

ENGINEER:
-

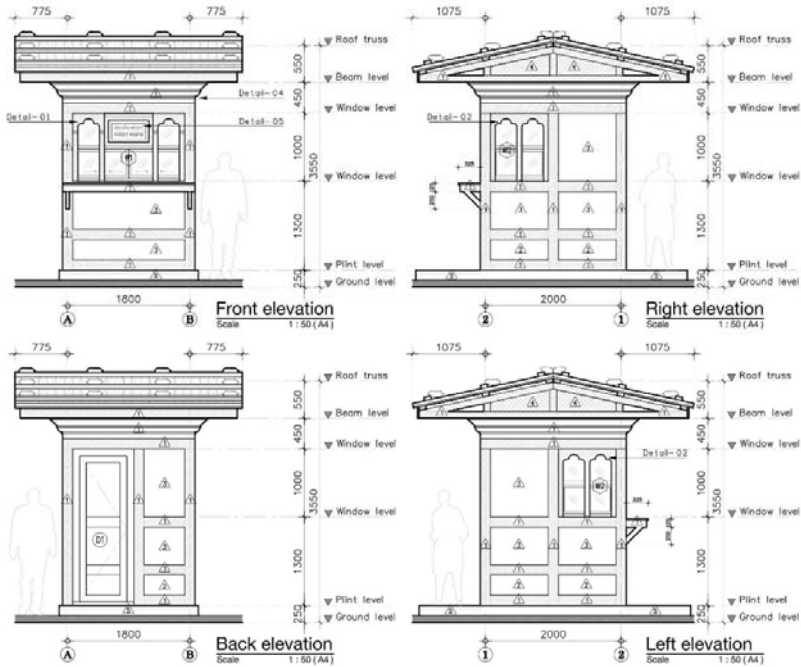
CHECKED BY:
-


APPROVED BY:
-

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| REVISION: | DATE: |
| 00 | 22/7/2016 |

SCALE:
1 : 50

DRAWING NO:
A-01





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PROJECT
TASHICHHO DZONG TICKET BOOTH

DRAWING TITLE
ELEVATIONS

NOTES:
-
-
-

ARCHITECT:
DORJAN MANASHROM
SECHEN LHAZOM CHOPHEL

ENGINEER:
-

CHECKED BY:
-

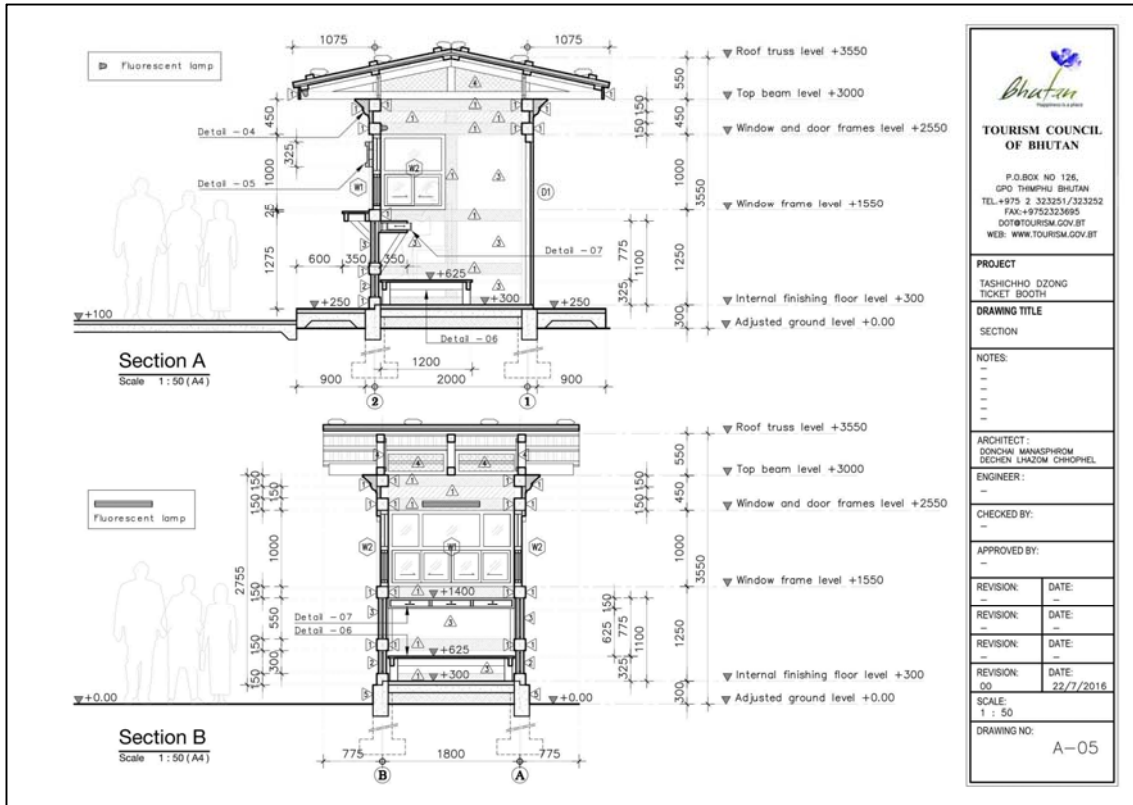
APPROVED BY:
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| REVISION: | DATE: |
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| REVISION: | DATE: |
| - | - |
| REVISION: | DATE: |
| 00 | 22/7/2016 |

SCALE:
1 : 50

DRAWING NO:
A-04

Figure Q4-01,02. Construction drawings of Tashichho Dzong ticket booth.



Tourism Council of Bhutan

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PROJECT
TASHICHO DZONG
TICKET BOOTH

DRAWING TITLE
SECTION

NOTES:
-
-
-
-
-

ARCHITECT:
DONCHAI MANASHROM
(DCHEN LHAZOM CHOPHEL)

ENGINEER:
-

CHECKED BY:
-

APPROVED BY:
-

| | |
|-----------|-------|
| REVISION: | DATE: |
| REVISION: | DATE: |
| REVISION: | DATE: |
| REVISION: | DATE: |

REVISION: 01 DATE: 22/11/2016

SCALE: 1 : 50

DRAWING NO.:
A-05

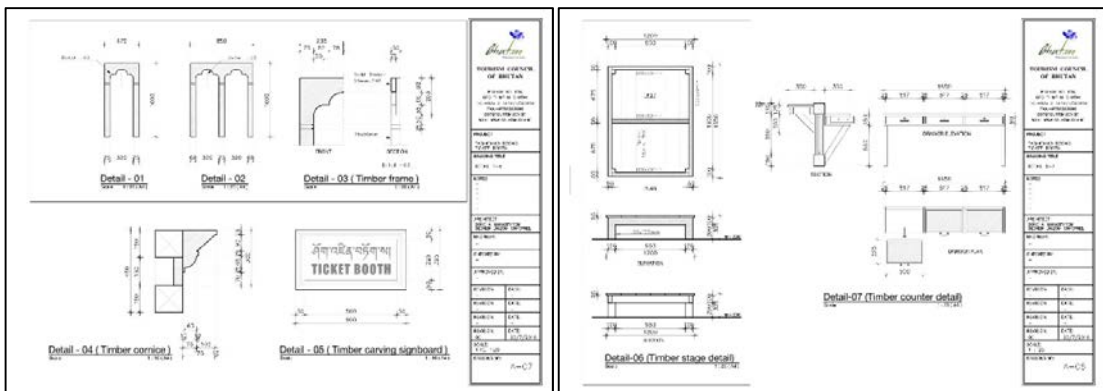
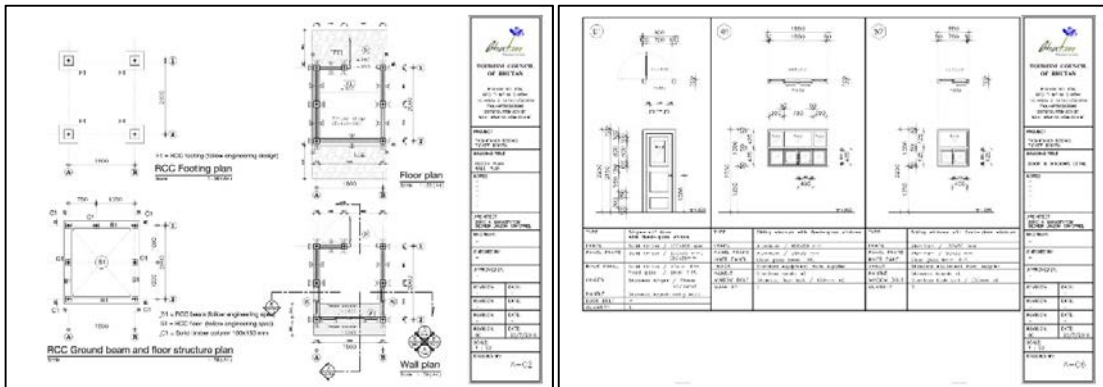


Figure Q4-03-07. Construction drawings of Tashichho Dzong ticket booth.

D2 : Tashichho Dzong tourists lounge

Design development of Tashichho Dzong lounge to serve tourists at parking and ticket booth area.
 Project status : completed primary design

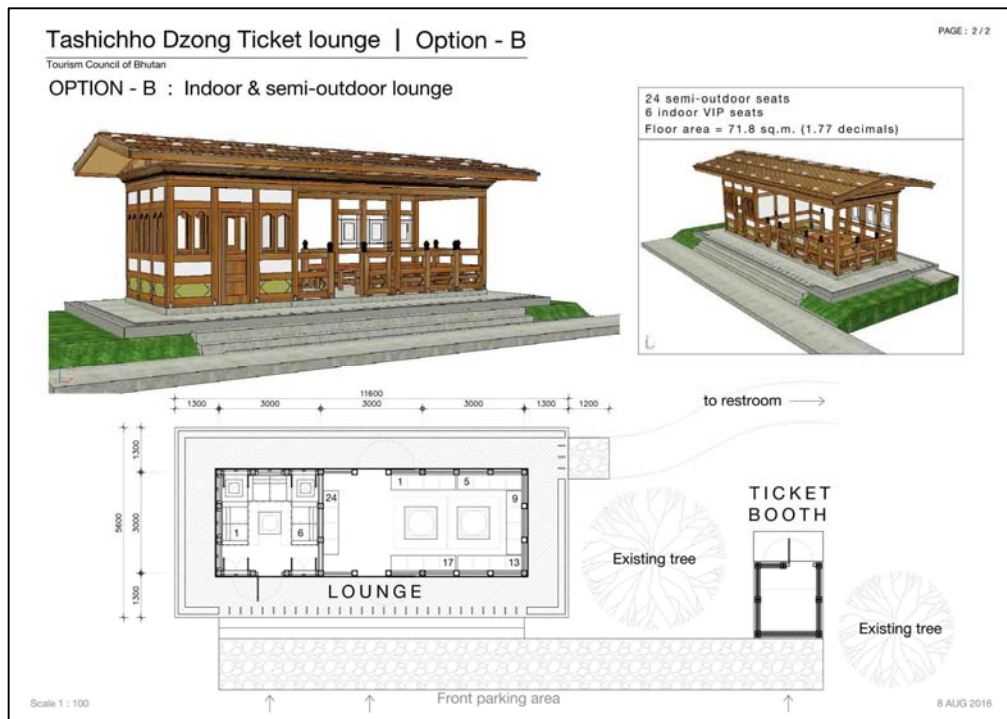
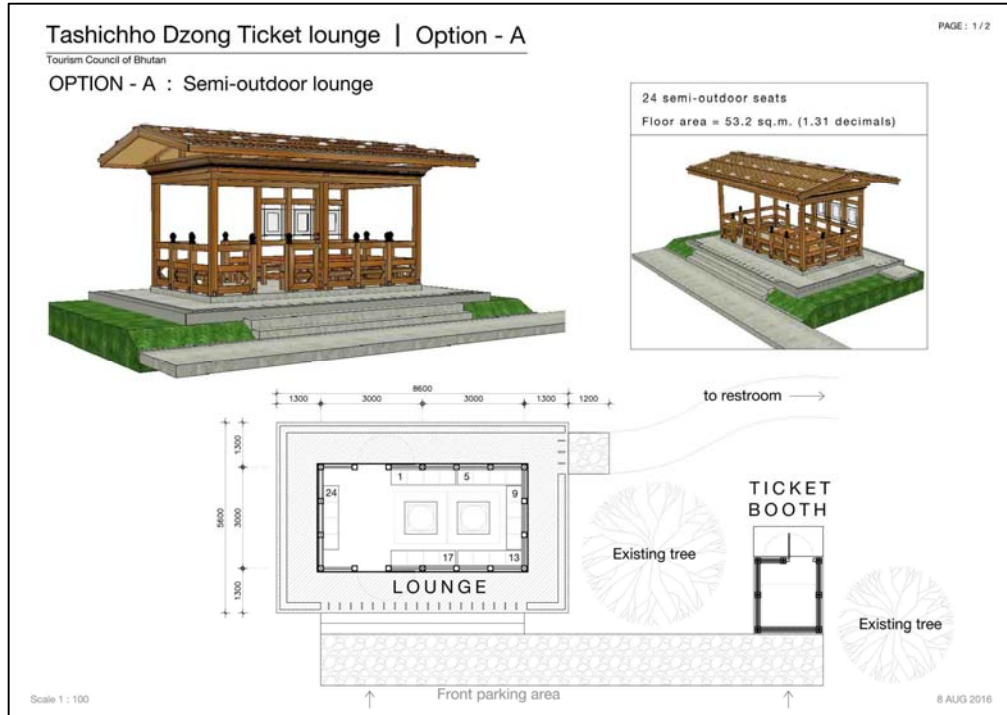


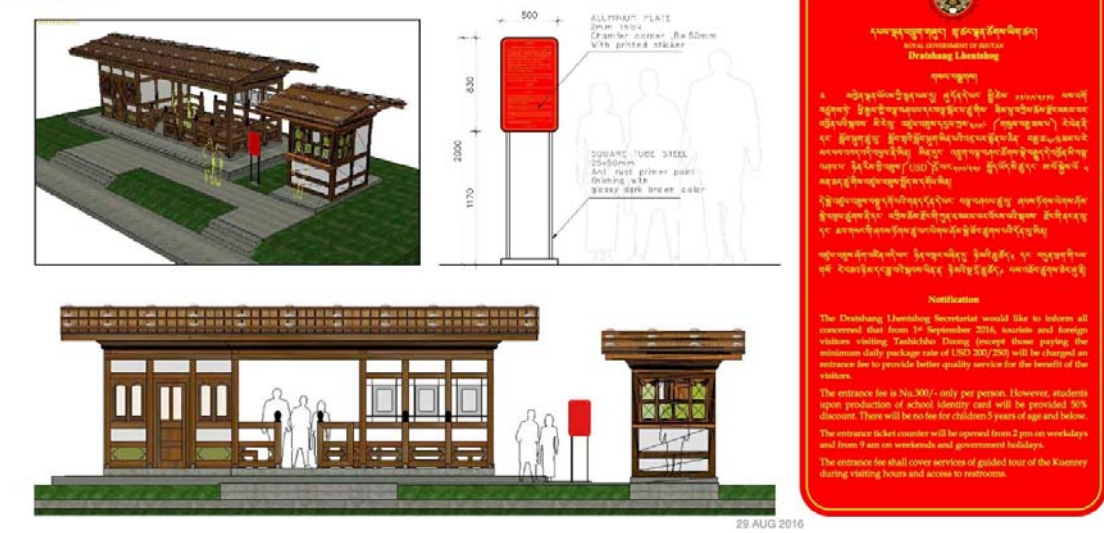
Figure Q4-08,09. Design development of Tashichho Dzong tourists lounge.

D3 : Tashichho Dzong notification signboard

Design development and installation monitoring of Tashichho Dzong notification signboard.

Project status : completed installation

Ticket booth notification signboard | Option - A



Ticket booth notification signboard | Construction drawings

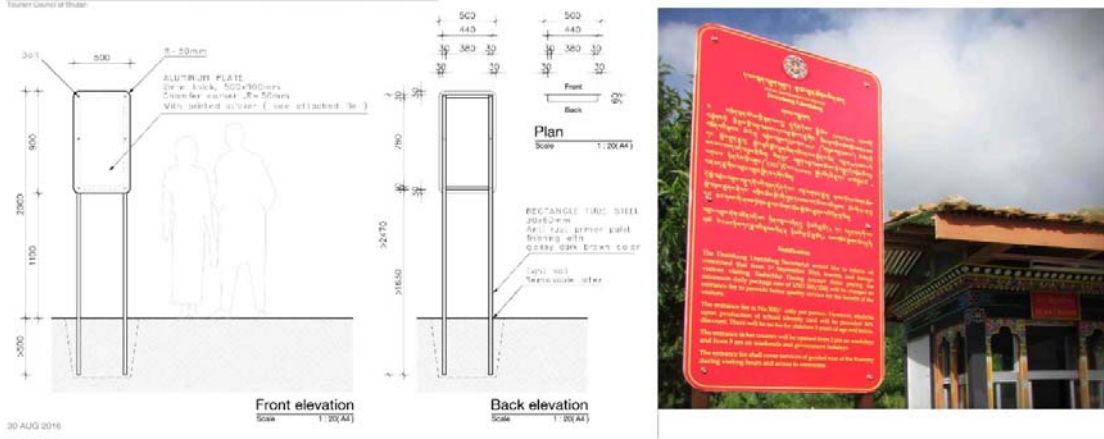


Figure Q4-10,11. Design development of Tashichho Dzong notification signboard.

D4 : Tashichho Dzong public restrooms

Design development of Tashichho Dzong public restrooms at ticket booth and lounge area.

Project status : completed primary design

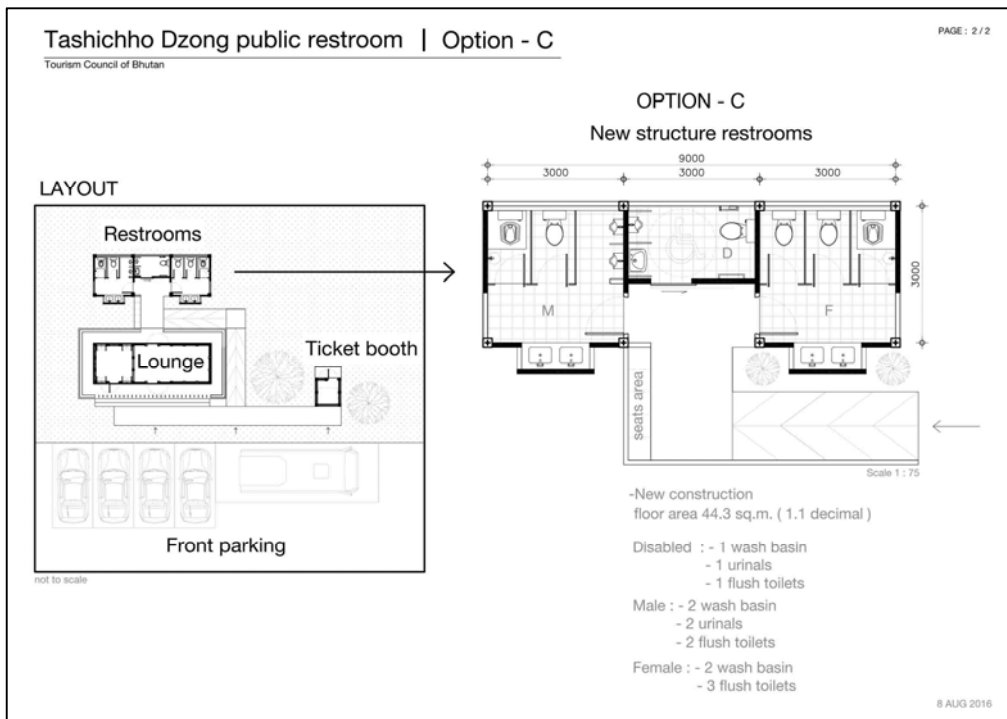
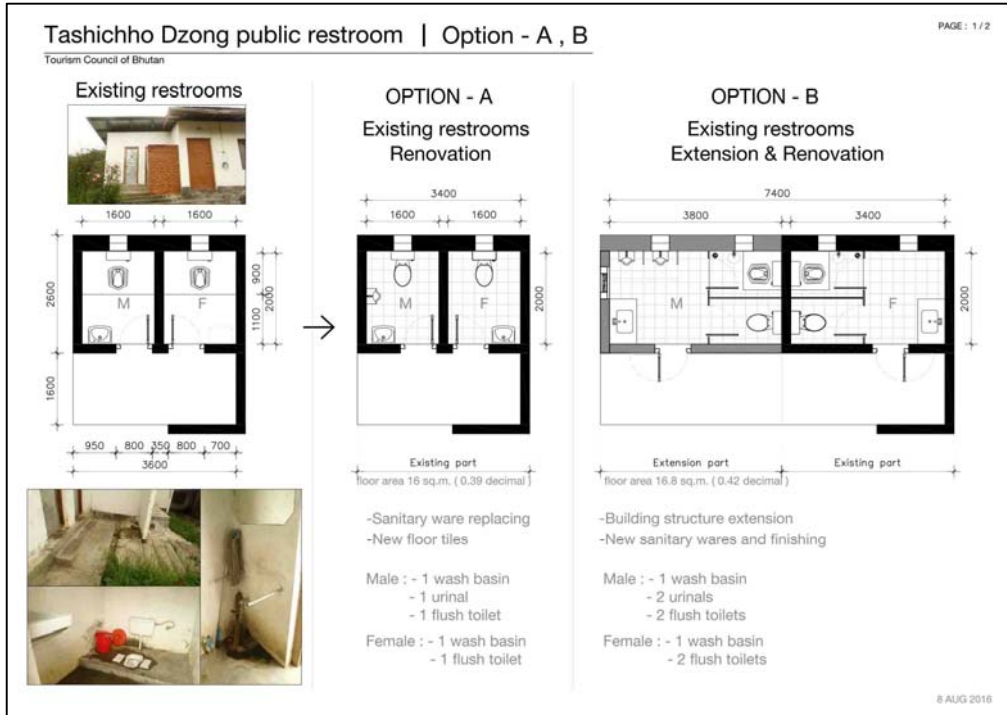


Figure Q4-12,13. Design development of Tashichho Dzong public restrooms.

D5 : Memorial Chorten new access for disabled

Design development of new access for disabled and wheelchair at Memorial Chorten.

Project status : completed primary design

Existing entrance wall



entrance gate



entrance corridor

Figure Q4-14. Existing entrance gate of Memorial Chorten.

Option A

- Remove the timber beam of the gate (Genthoe)
- Increase the entrance corridor level



entrance gate



entrance corridor

Figure Q4-15. Option-A new entrance gate of Memorial Chorten.

Option B

- Add the entrance ramp footpath
- Add slope ramp at the entrance corridor



entrance gate



entrance corridor

Figure Q4-16. Option-B new entrance gate of Memorial Chorten.

Option C

- Add the secondary gate
- Connect the gate to the main pavement



entrance gate



entrance corridor

Figure Q4-17. Option-B new entrance gate of Memorial Chorten.

D6 : Memorial Chorten disabled restrooms

Design development of new restrooms for disabled and old people at Memorial Chorten.
 Project status : completed primary design



Existing site : The north-west corner
 between the butter lamp building & kitchen

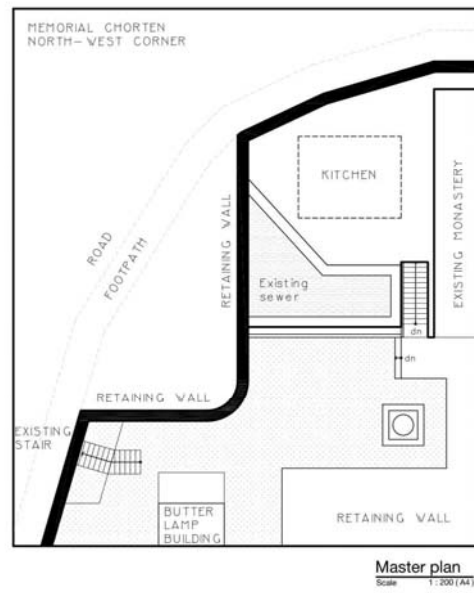
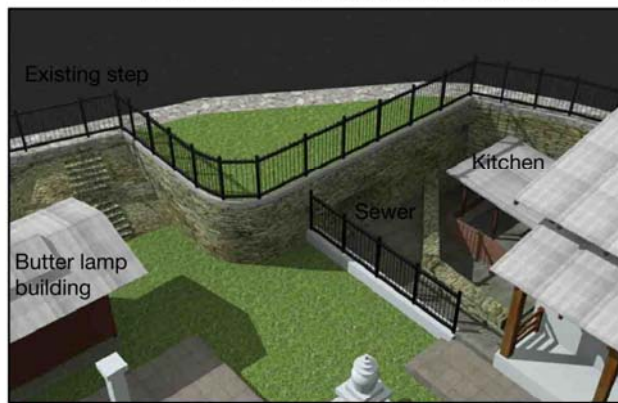
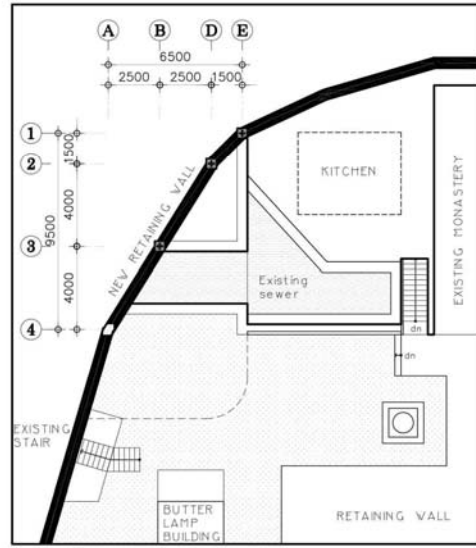


Figure Q4-18,19. Existing site for new disabled restrooms in Memorial Chorten.

Phase #1 : Dismantle the existing retaining wall and construct new retaining wall with new boundary.



Phase #2 : Construct new restroom with green roof slab, new footpath fence and new ramp for wheel chair.

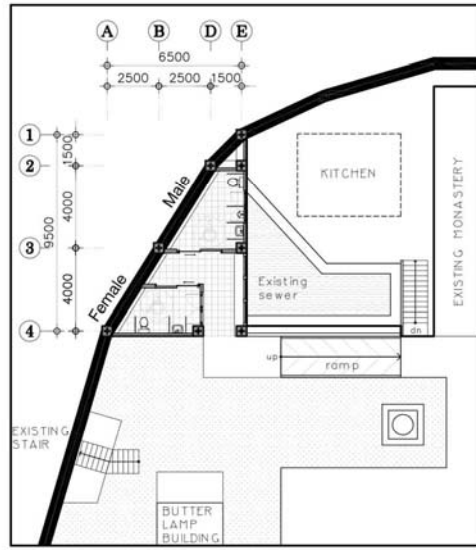
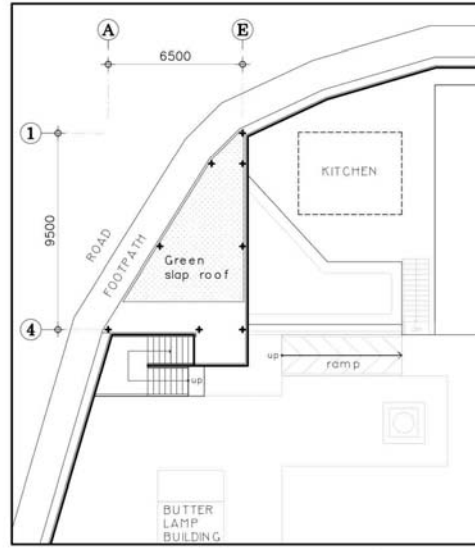


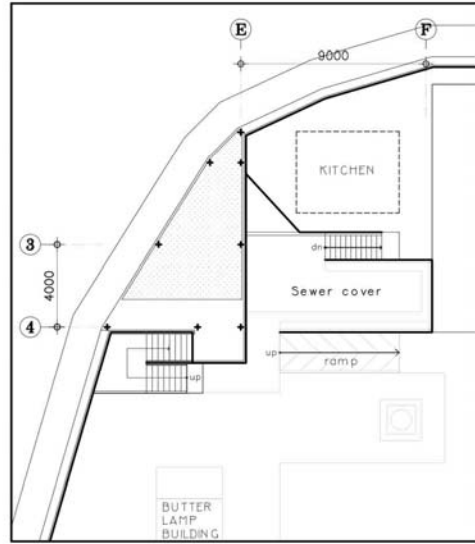
Figure Q4-20,21. Design development and construction plan of new disabled restrooms in Memorial Chorten.

Phase #3 : Dismantle the existing step behind the butter lamp building and construct new staircase with timber railing.



Master plan
Scale 1:200 (A4)

Phase #4 : Dismantle the existing stair to the kitchen and construct new sewer slab-cover with new staircase.



Master plan
Scale 1:200 (A4)

Figure Q4-22,23. Design development and construction plan of new disabled restrooms in Memorial Chorten.

M1 : Tashichho Dzong ticket booth

Construction monitoring of Tashichho Dzong Ticket booth.

Project status : completed construction



Figure Q4-24-26. Construction monitoring of Tashichho Dzong ticket booth.

S1 : Chelela public restrooms site (Thimphu-Haa highway)

Site survey for construction of new public restrooms on the highway to Chelela pass, Haa.
 Project status : completed site survey.

Site position

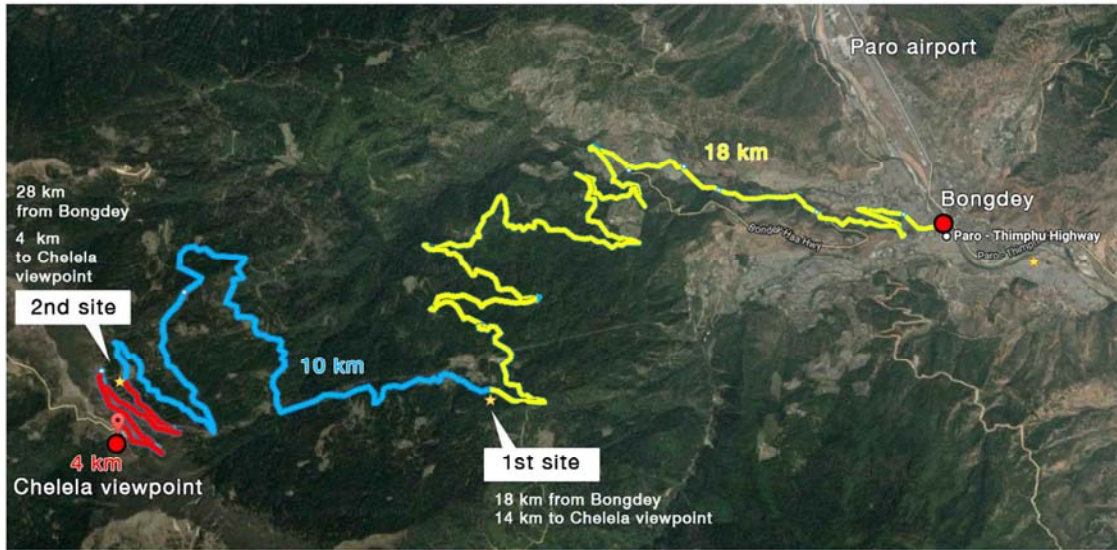


Figure Q4-27. Site position of Chelela restrooms site survey.

**1st site : The land size is big enough for restroom but too small for cafeteria
 need land extension by cut&fill , existing tree removing and retaining wall.**



Figure Q4-28. 1st site of Chelela restrooms site survey.

2nd site : The land size is big enough for restroom and cafeteria
Opened view available , not too far from Chelela pass (4km)



Figure Q4-28. 2nd site of Chelela restrooms site survey.

S2 : Manas existing eco lodge projects (Gomphu, Panthang & Panbang)

Site survey for recommendation of existing eco lodge project in Royal Manas National Park and new design development of Manas information center in Panbang.

Project status : completed site survey.

SITE POSITIONS

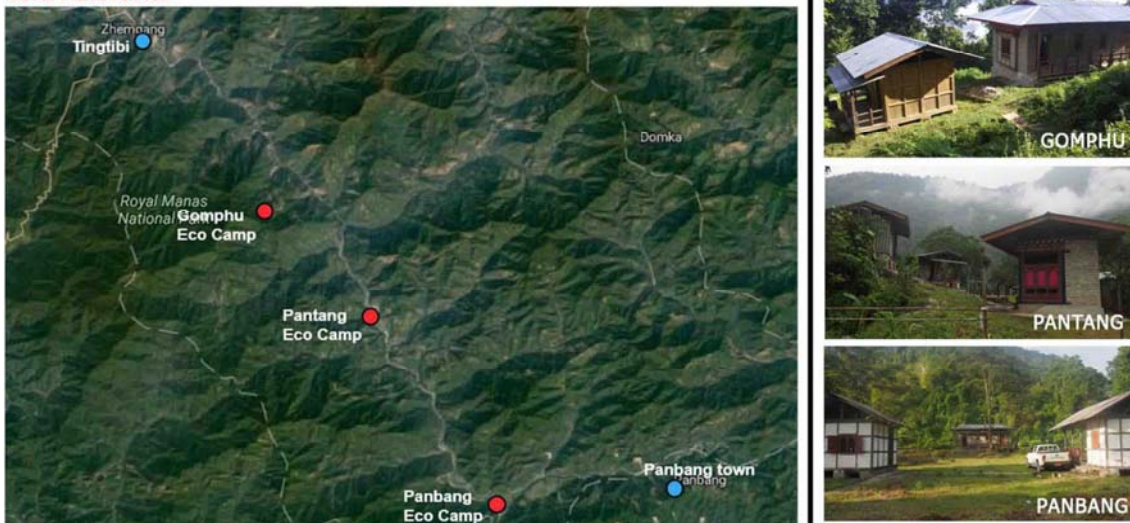


Figure Q4-29. Site position of existing eco lodge in Manas.

Gomphu eco lodge site survey

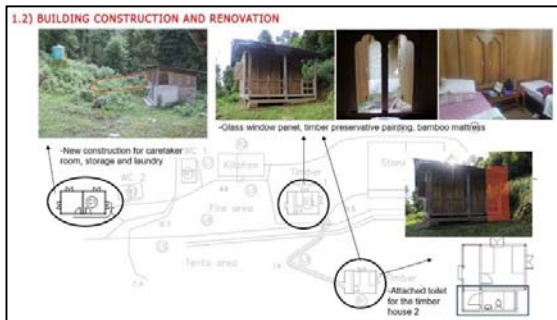
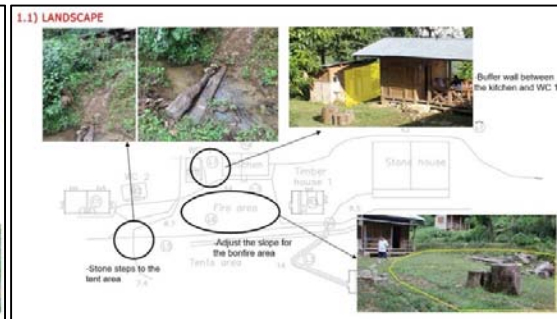
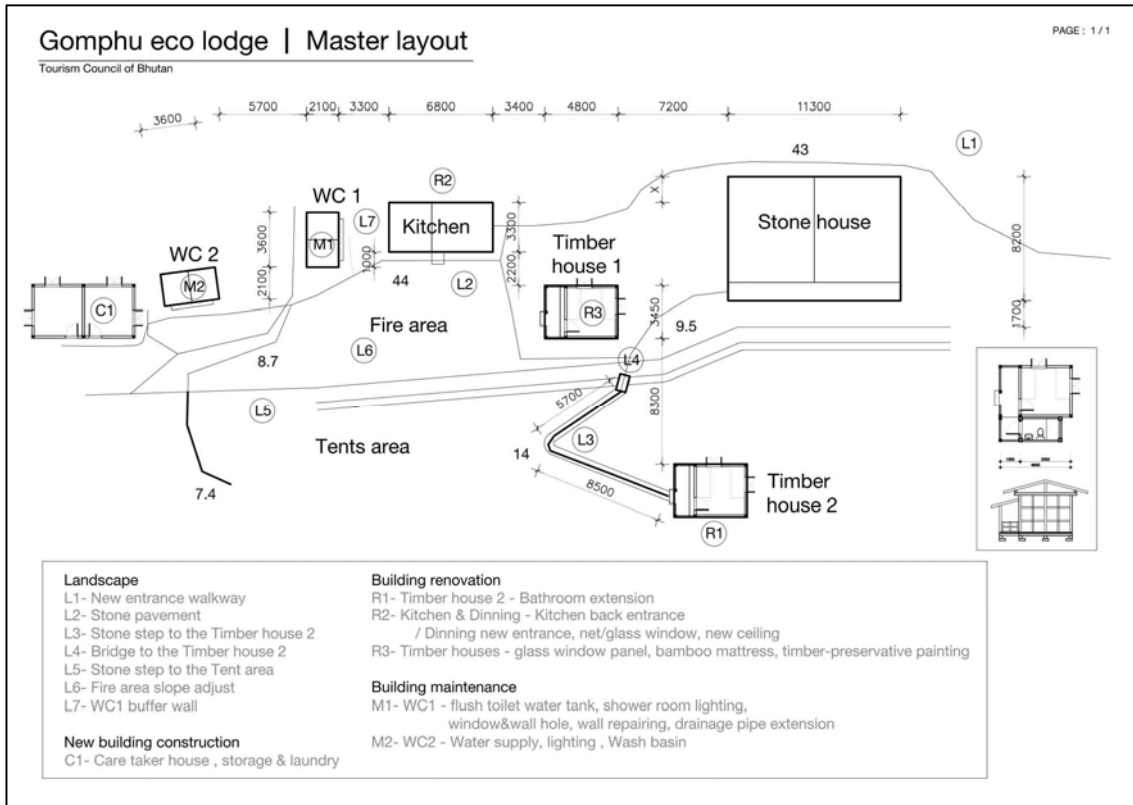


Figure Q4-30-34. Gomphu eco lodge site survey and recommendation.

Panhang eco lodge site survey

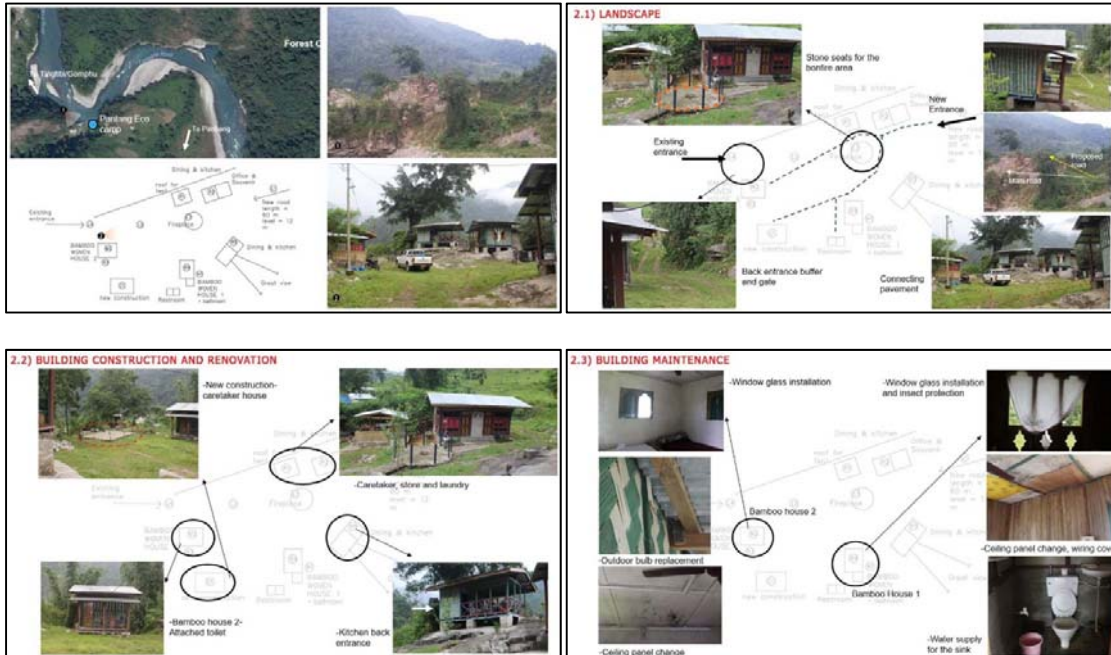
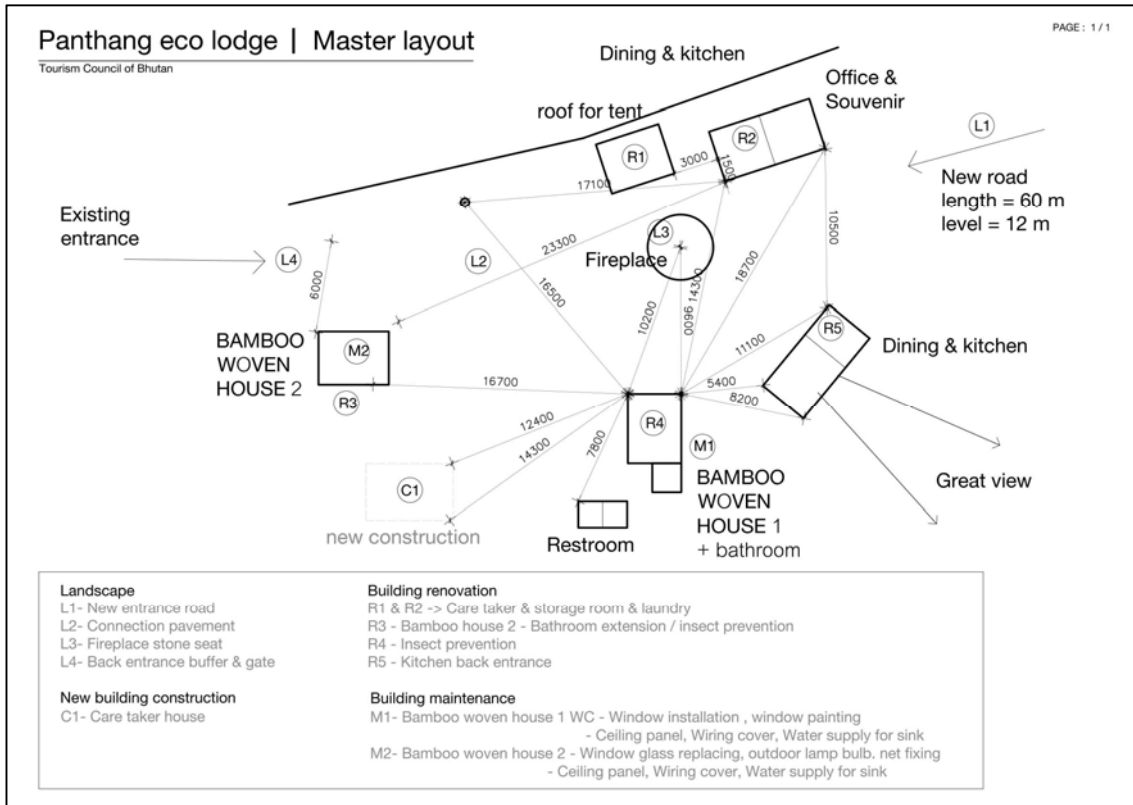


Figure Q4-35-39. Panhang eco lodge site survey and recommendation.

Panbang eco lodge site survey

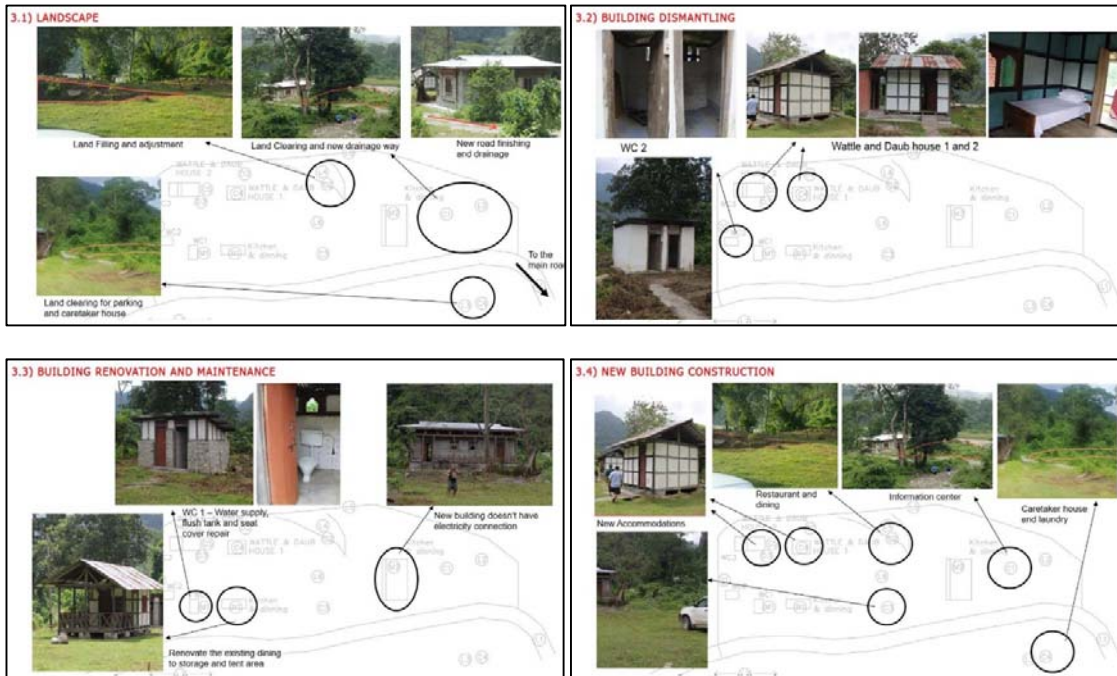
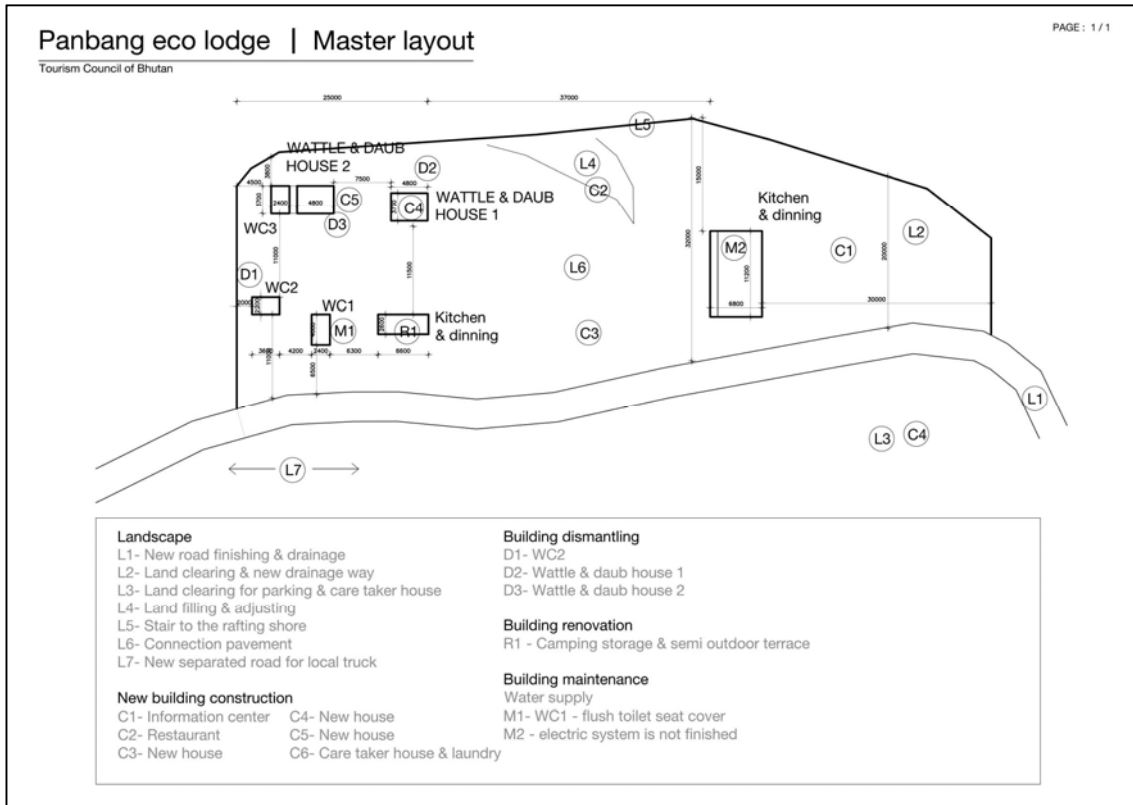


Figure Q4-40-44. Panbang eco lodge site survey and recommendation.

Recommendation of hotel drawings

R1 : Panbang resort (Mr.Ugyen Tshering)

Project status : Not meet standard yet

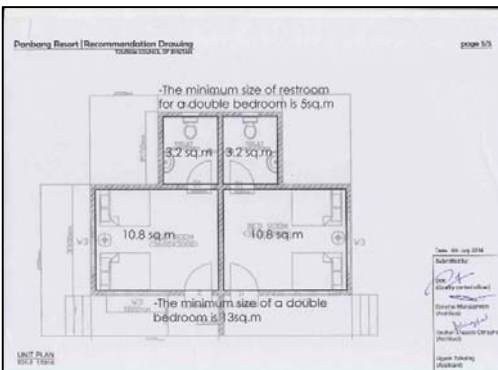
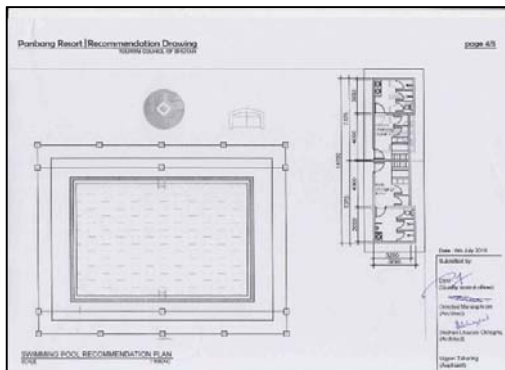
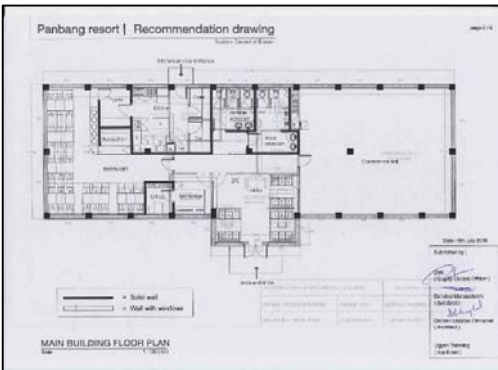
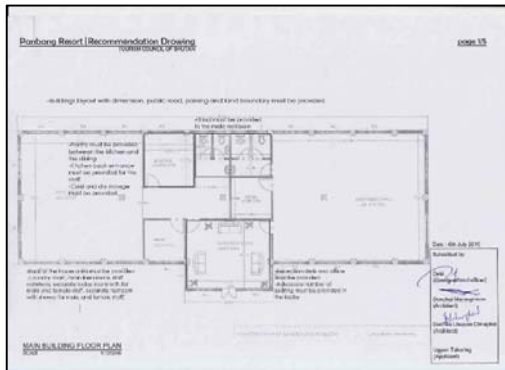
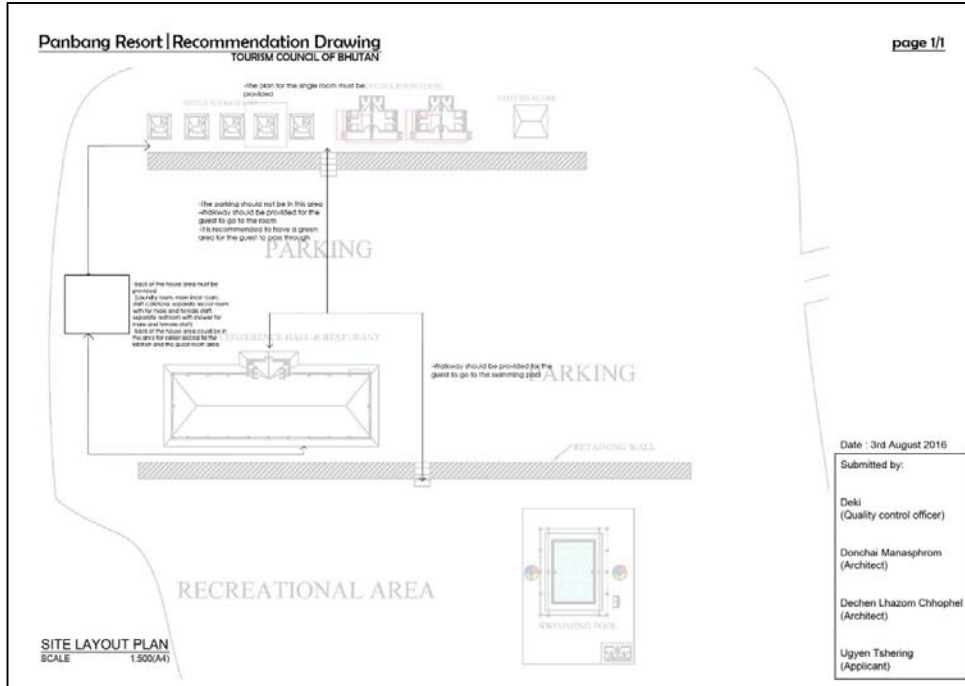


Figure Q4-45-49. Recommendation drawings of Panbang resort.

R2 : Gelephu resort (Mr.Tenzin Sangpo)

Project status : Not meet standard yet

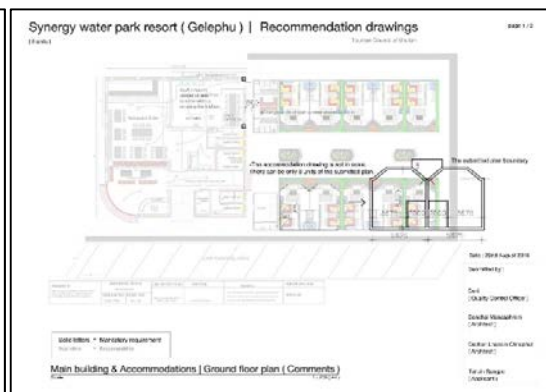
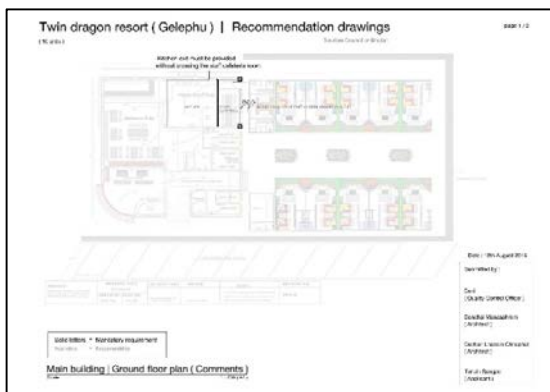
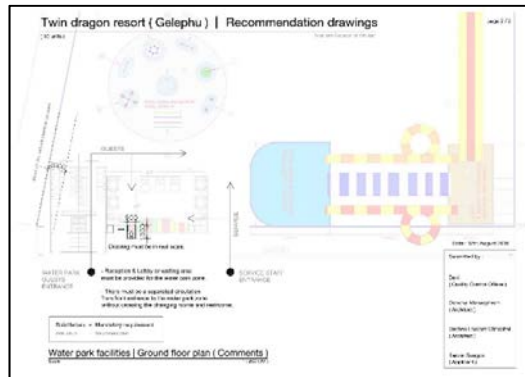
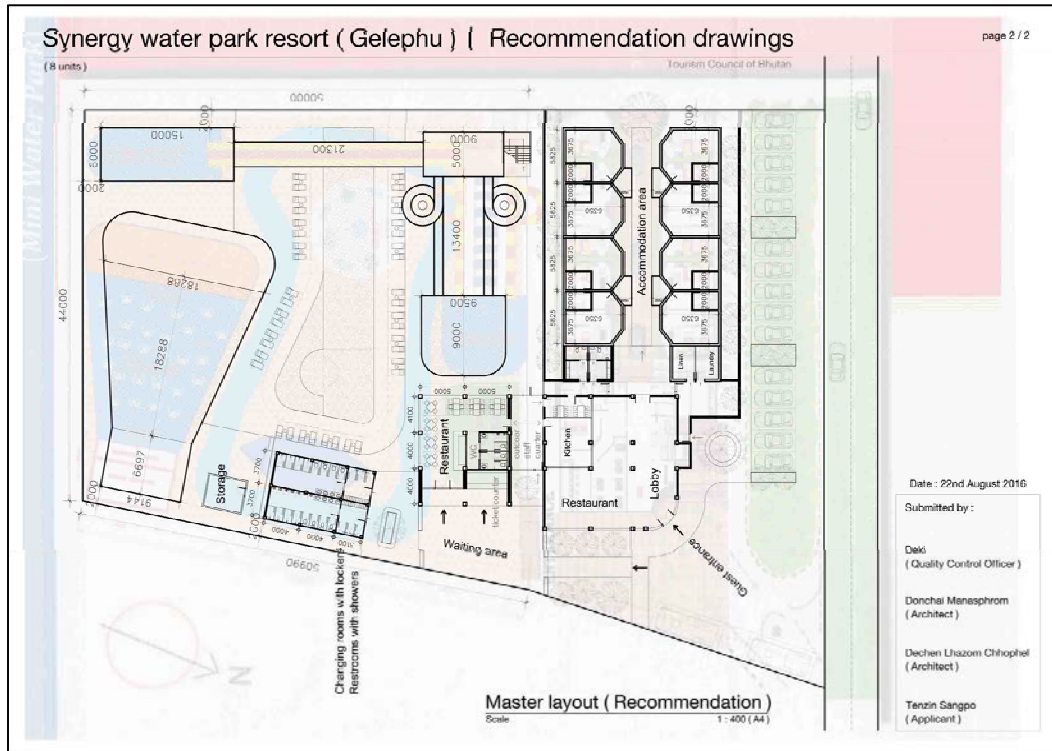


Figure Q4-50-53. Recommendation drawings of Gelephu resort.

R3 : Paro Wangchen hotel (Ms.Dechen Wangdi)

Project status : Not meet standard yet

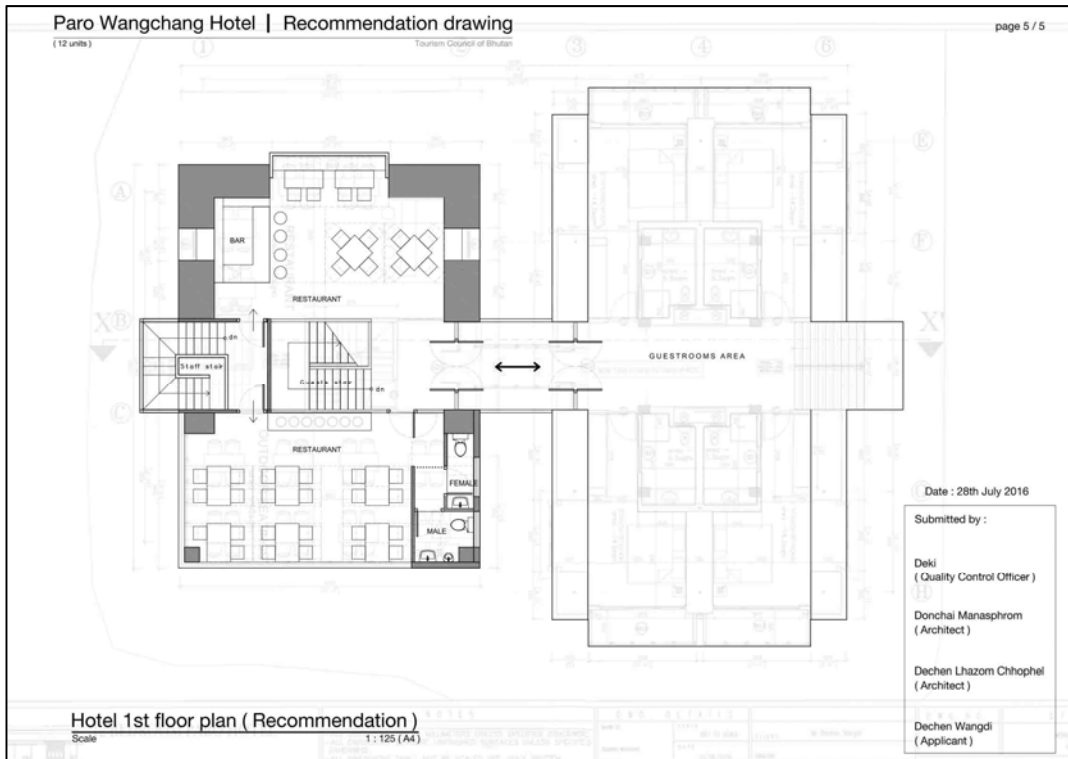
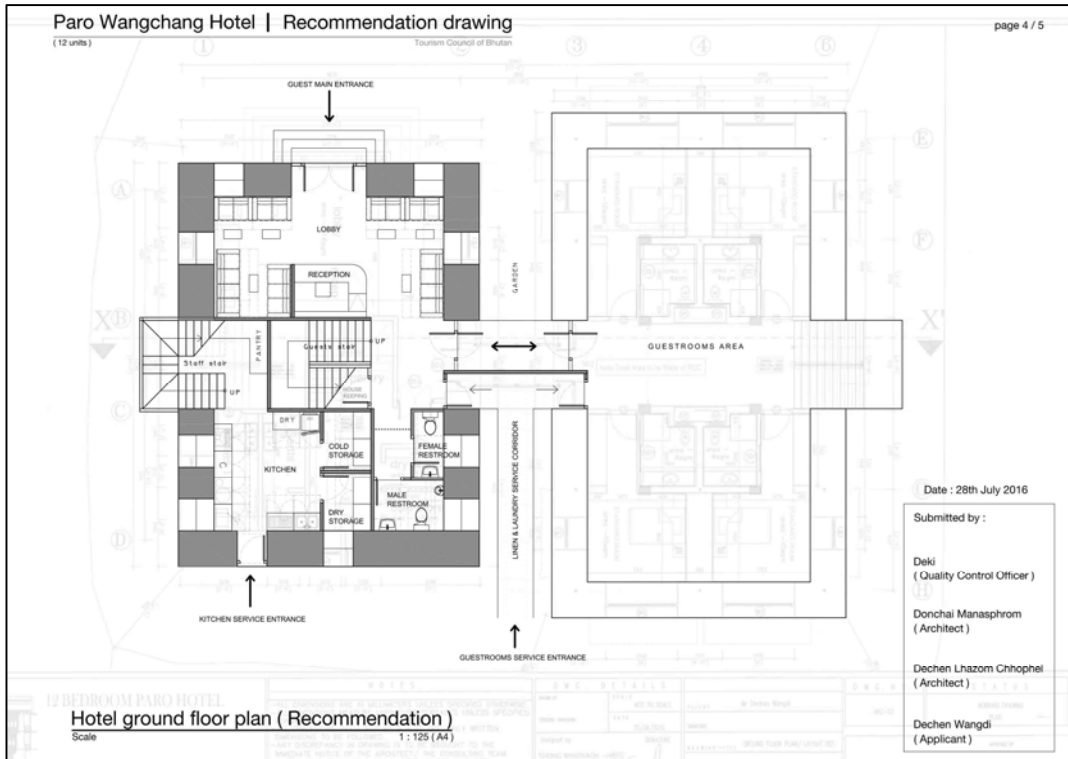


Figure Q4-54,55. Recommendation drawings of Paro Wangchen hotel.

R4 : Khuruthang hotel (Mr.Mindu)

Project status : Clearance given

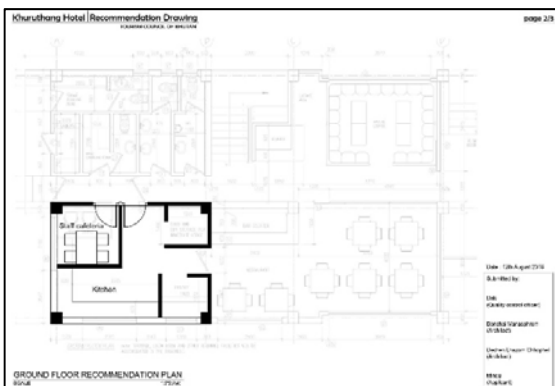
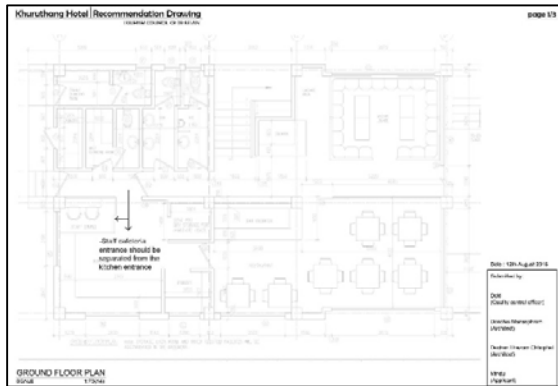
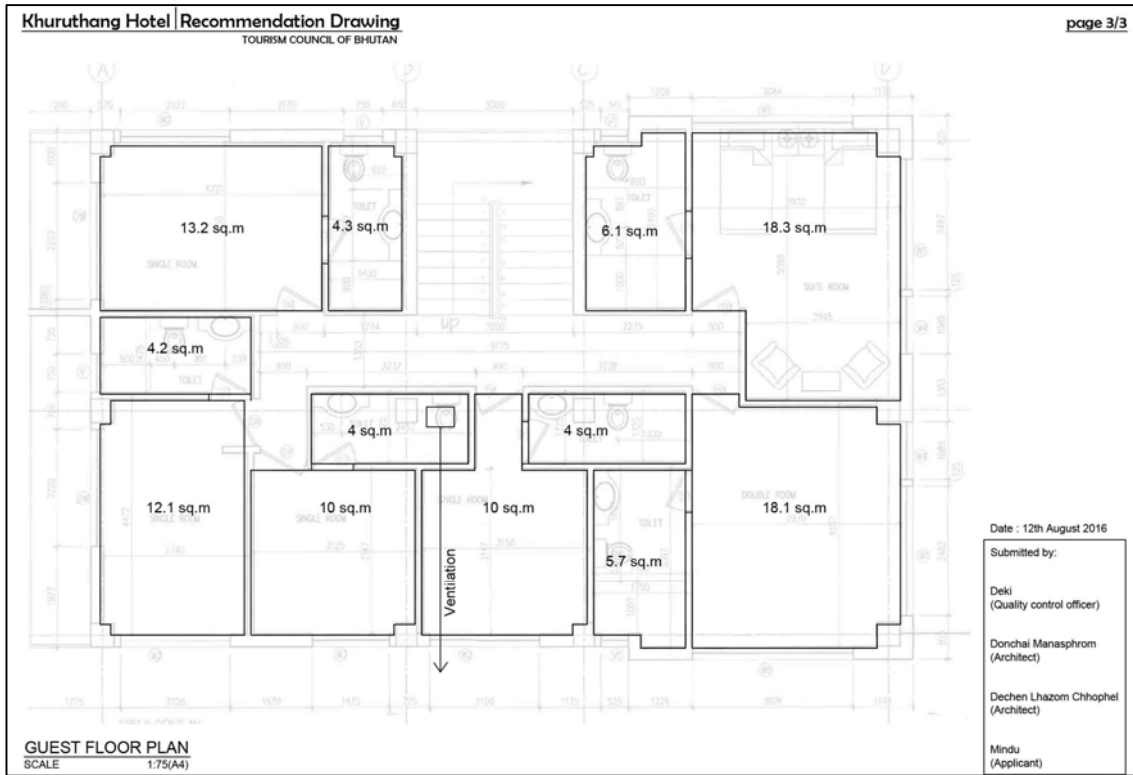


Figure Q4-56-58. Recommendation drawings of Khuruthang hotel.

R5 : Punakha lodge (Mr.Sangay Wangchuk)

Project status : Clearance given

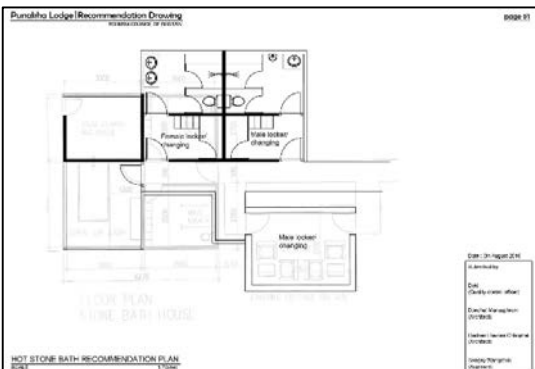
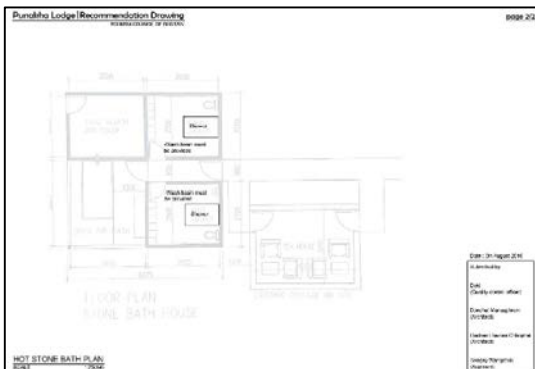
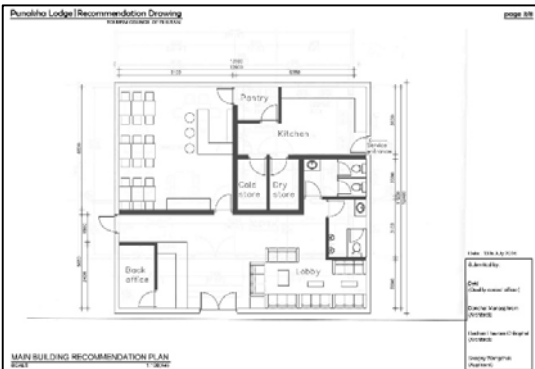
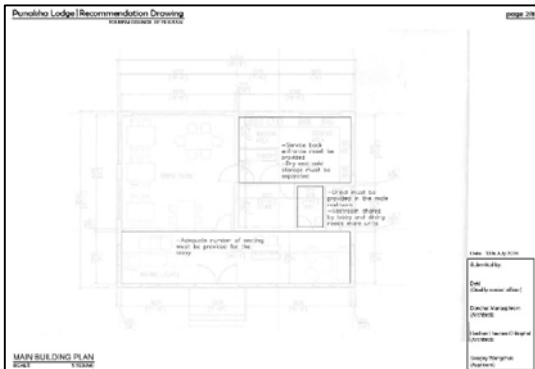
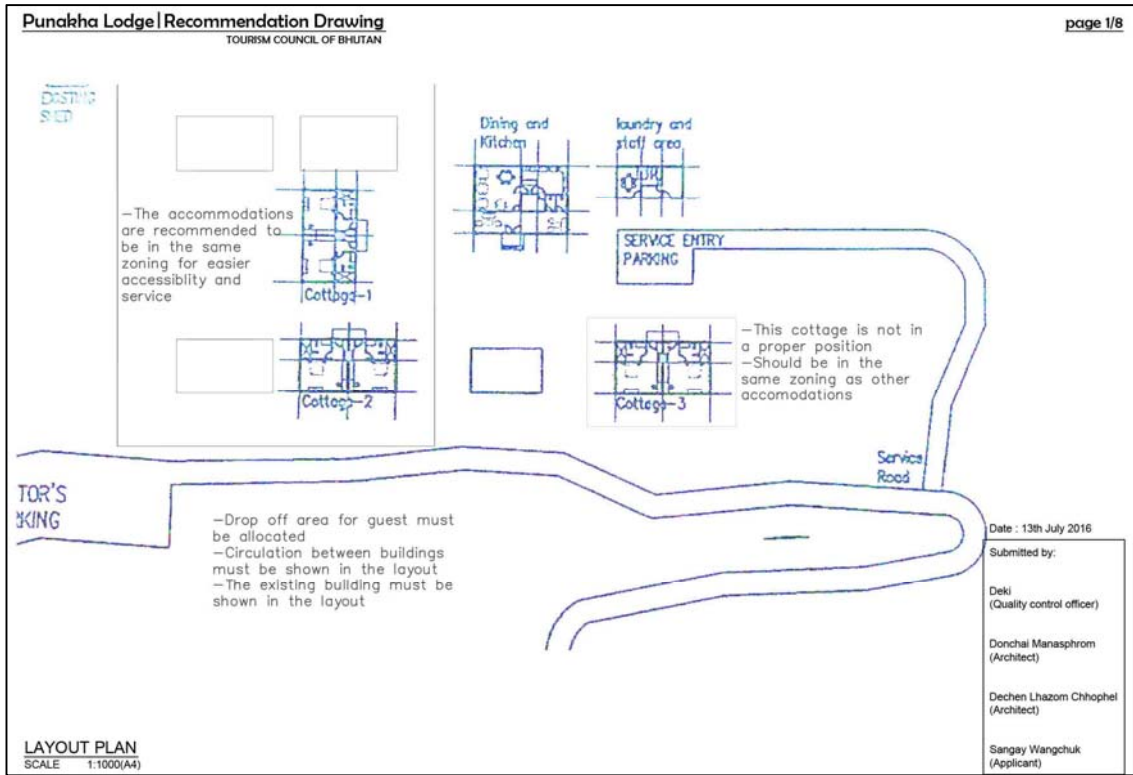


Figure Q4-59-63. Recommendation drawings of Punakha lodge.

R6 : New Babesa hotel (Ms.Pema Wangchen)

Project status : Clearance given

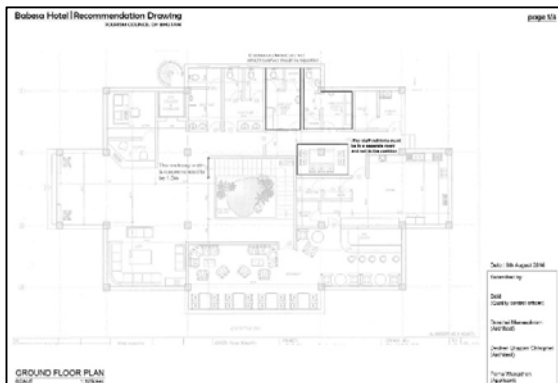
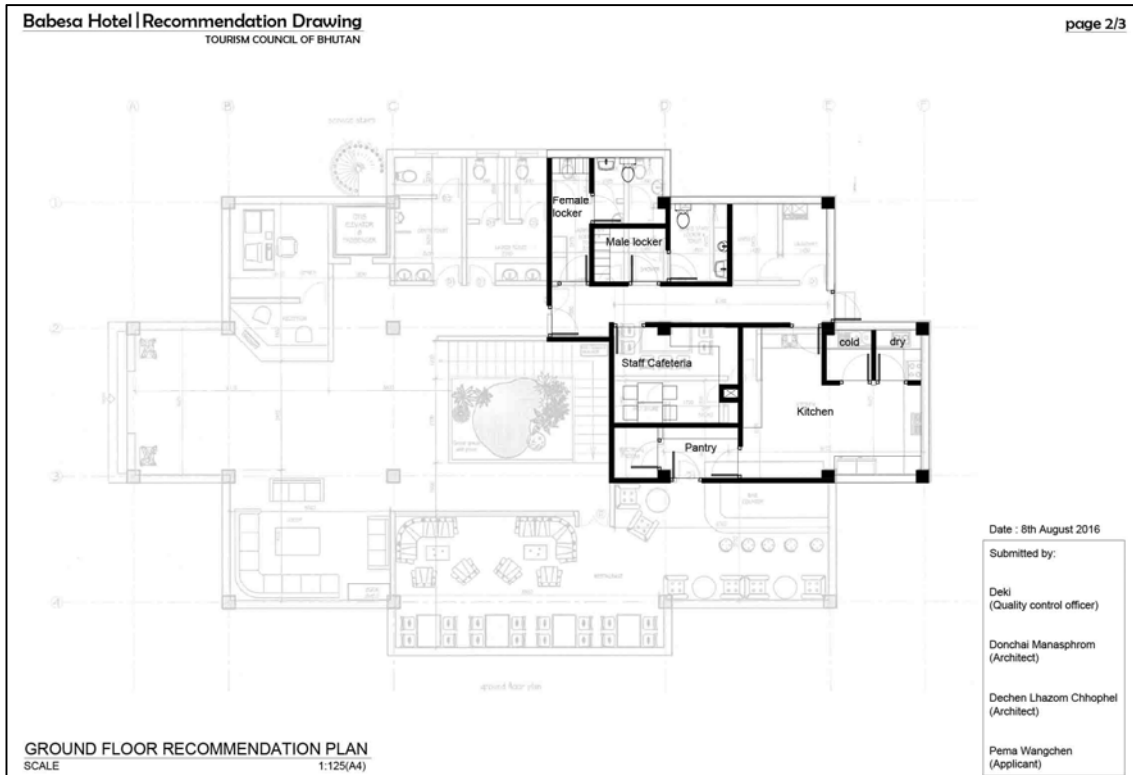


Figure Q4-64-66. Recommendation drawings of new Babesa hotel.

R7 : Paro eco lodge (Ms.Tshering Yuden)

Project status : Clearance given

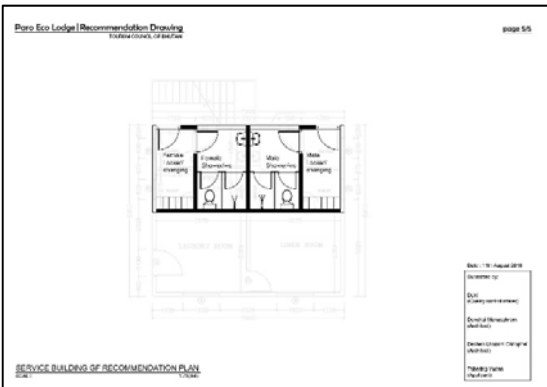
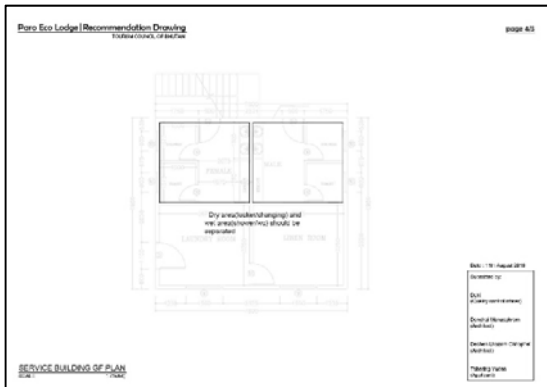
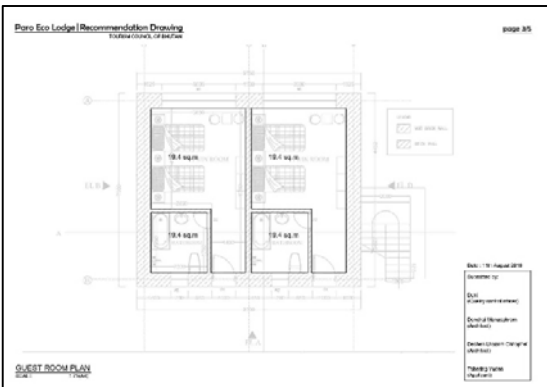
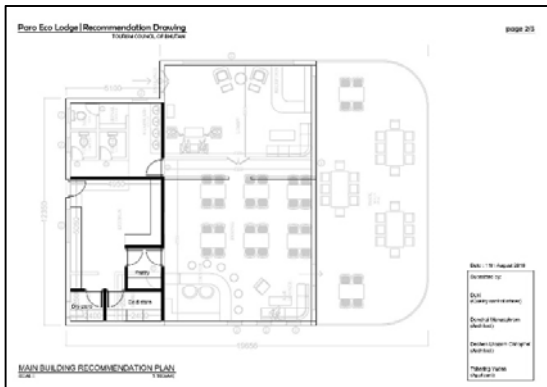
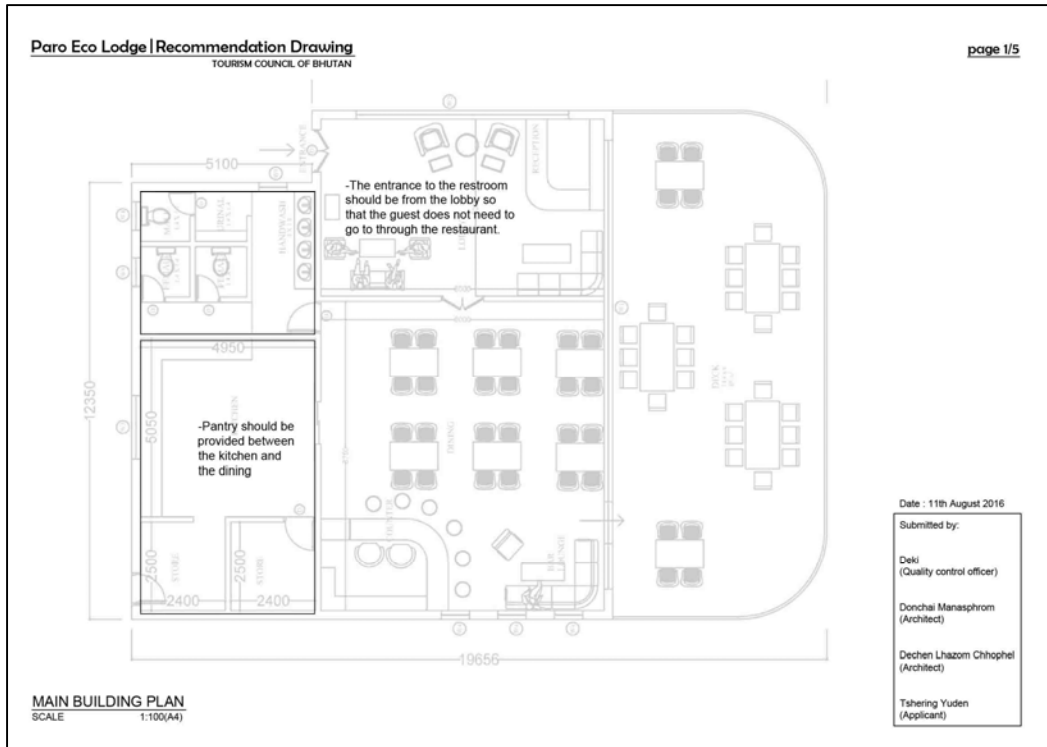


Figure Q4-67-71. Recommendation drawings of Paro eco lodge.

R8 : Phuentsholing hotel (Mr.Namgay Nidup)

Project status : Not meet standard yet

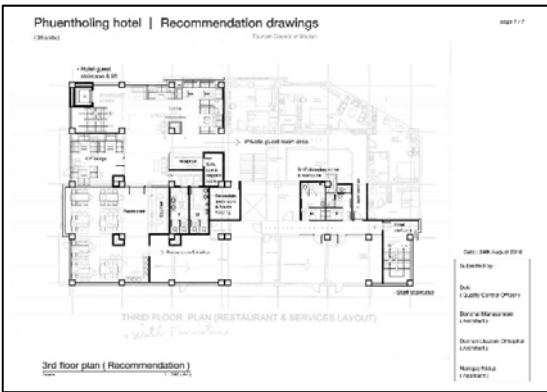
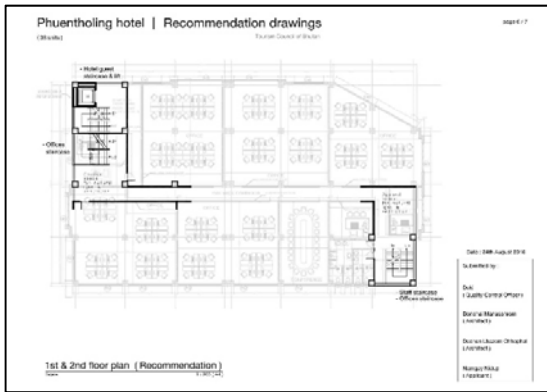
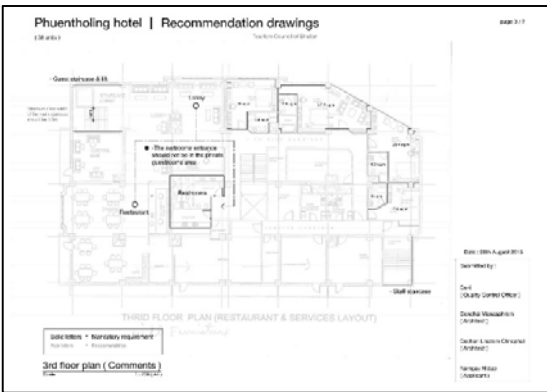
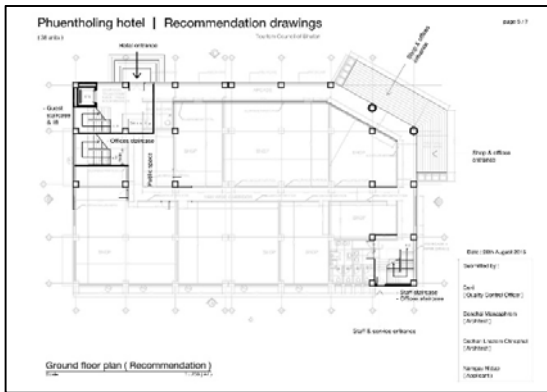
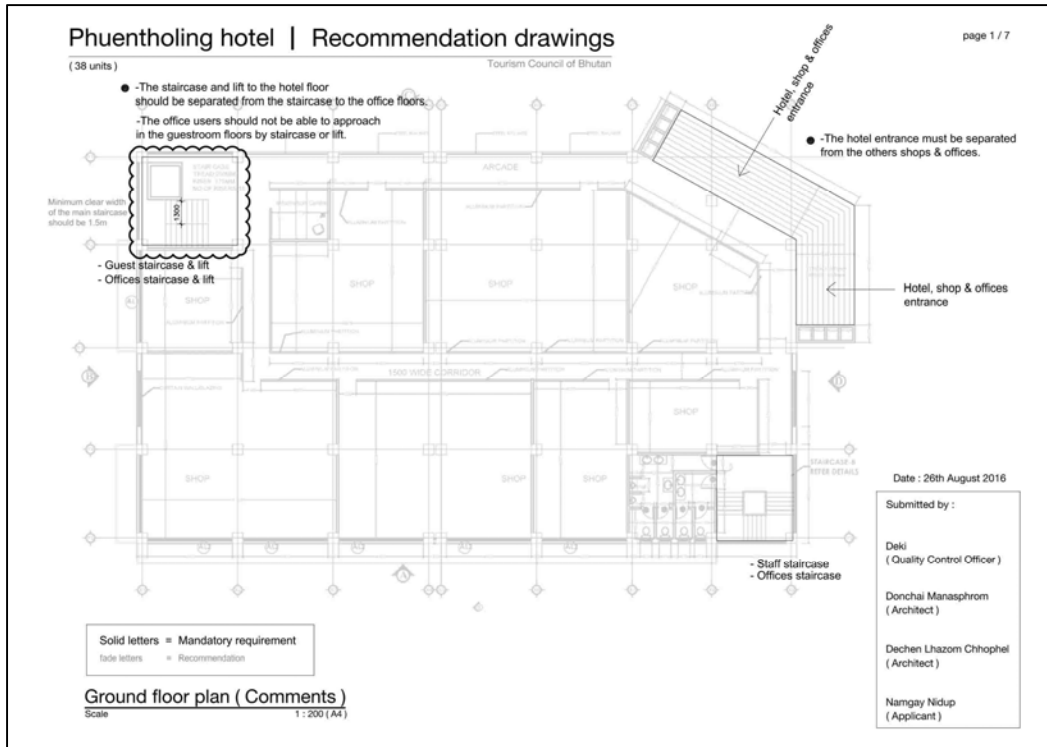


Figure Q4-72-76. Recommendation drawings of Phuentsholing hotel.

R9 : Samazingkha resort (Mr.Sonam Dukpa)

Project status : Not meet standard yet

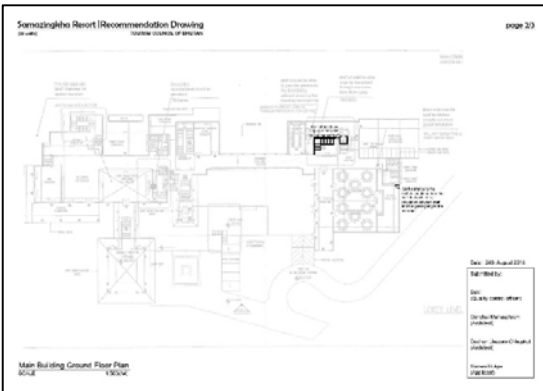
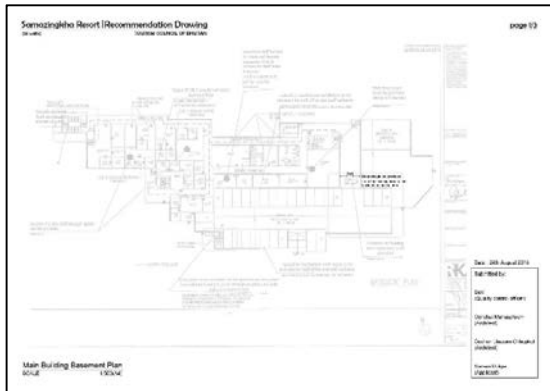
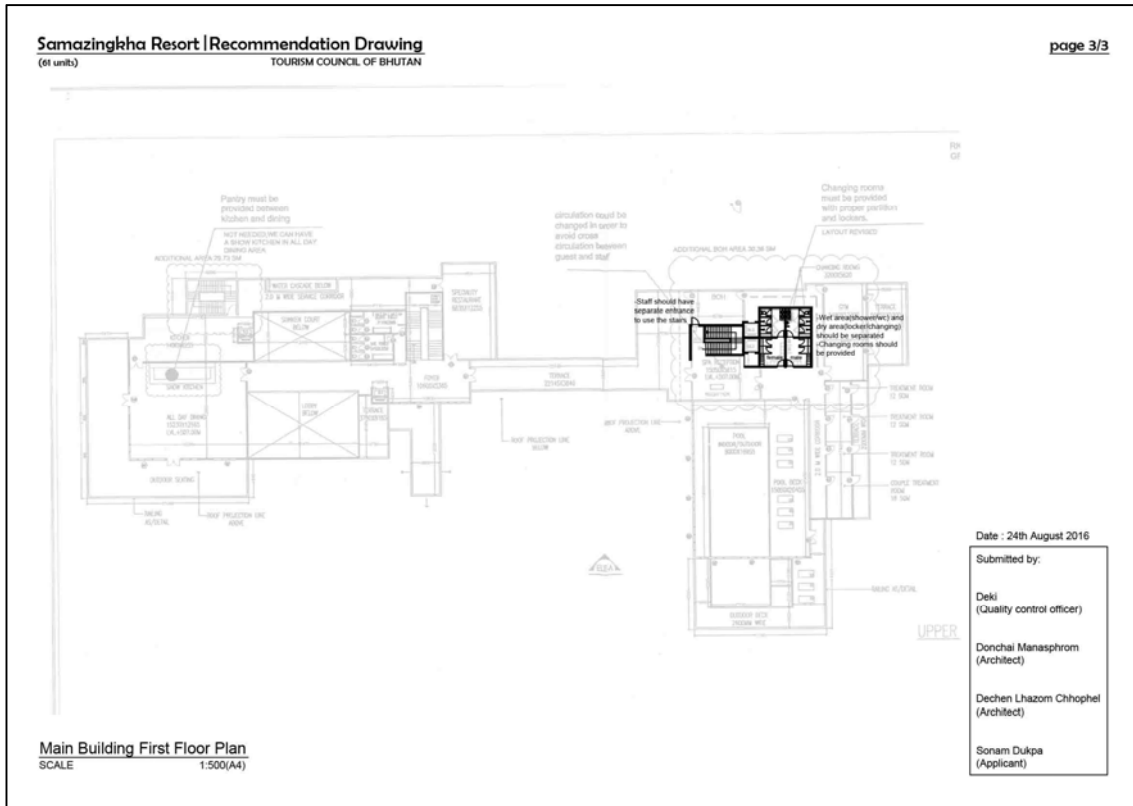


Figure Q4-77-79. Recommendation drawings of Samazingkha resort.

R10 : Thimphu (RICB) hotel (Ms.Sonam Choden)

Project status : Clearance given

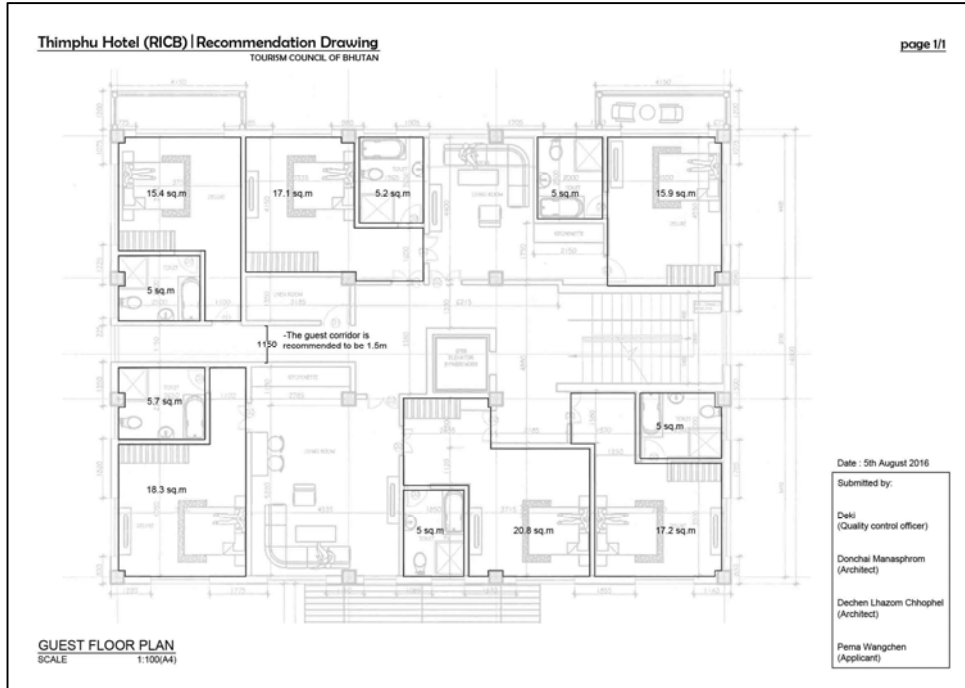


Figure Q4-80. Recommendation drawings of Thimphu (RICB) hotel.

R11 : Gelephu hotel (Ms.Sonam Dema)

Project status : Clearance given



Figure Q4-81. Recommendation drawings of Gelephu hotel.

R12 : Babesa hotel (Mr.Meenu Chhetri)

Project status : Not meet standard yet

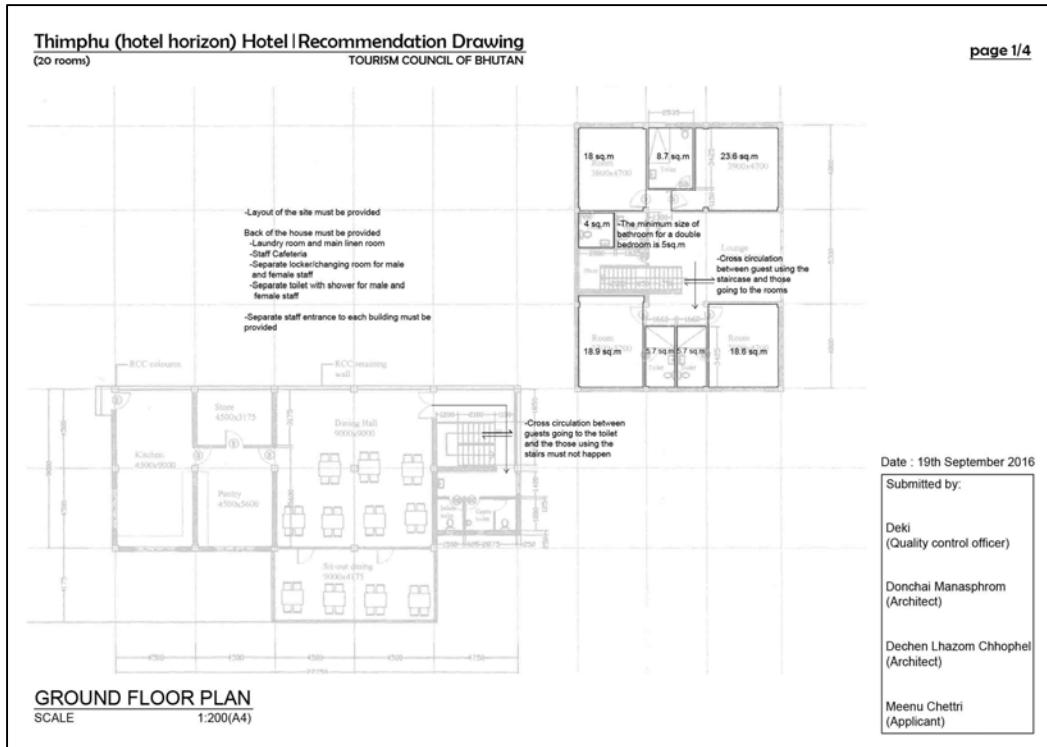


Figure Q4-82-85. Recommendation drawings of Babesa hotel.

R13 : Tangbi resort (Mr.Choezang)

Project status : Not meet standard yet

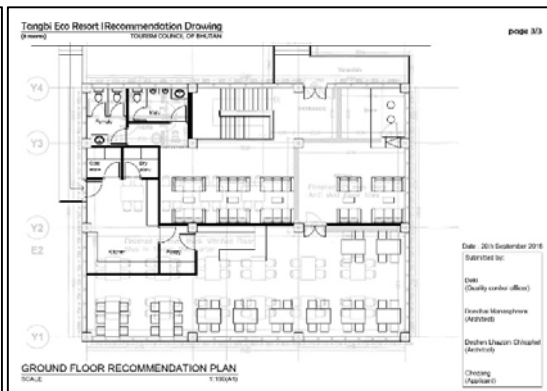
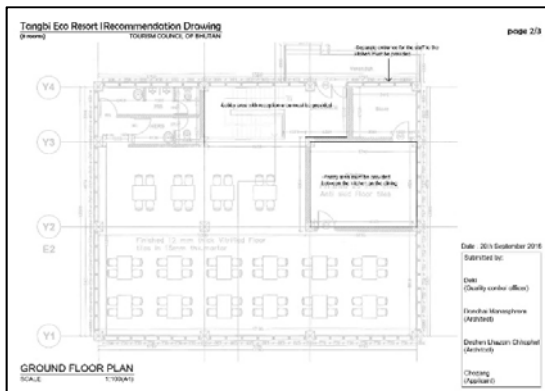
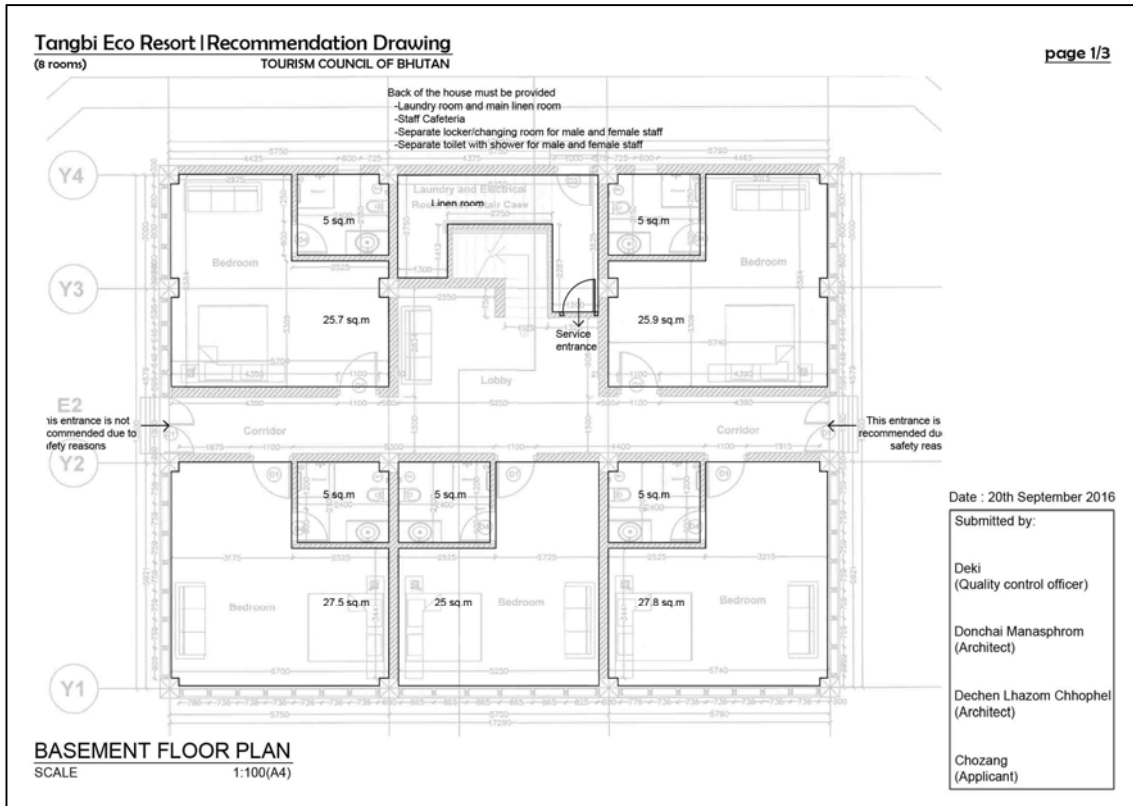


Figure Q4-86-88. Recommendation drawings of Tangbi resort.

R14 : Paro Lamgong hotel (Mr.Pema Tshering)

Project status : Clearance given

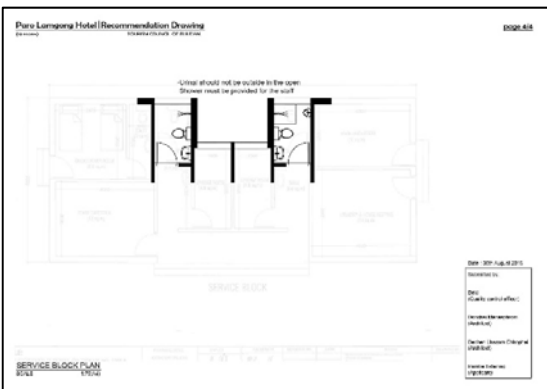
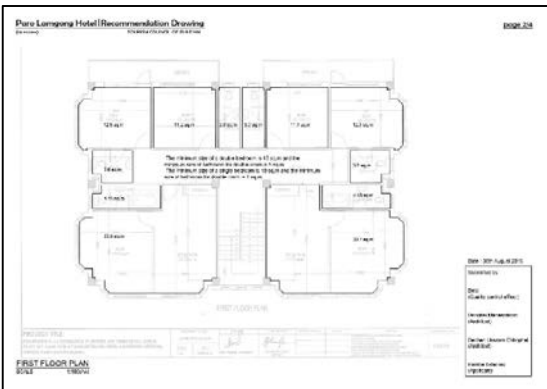
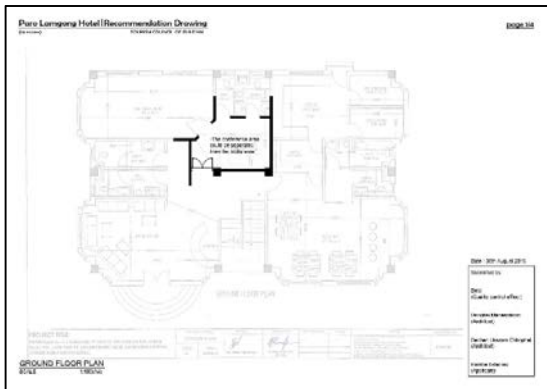
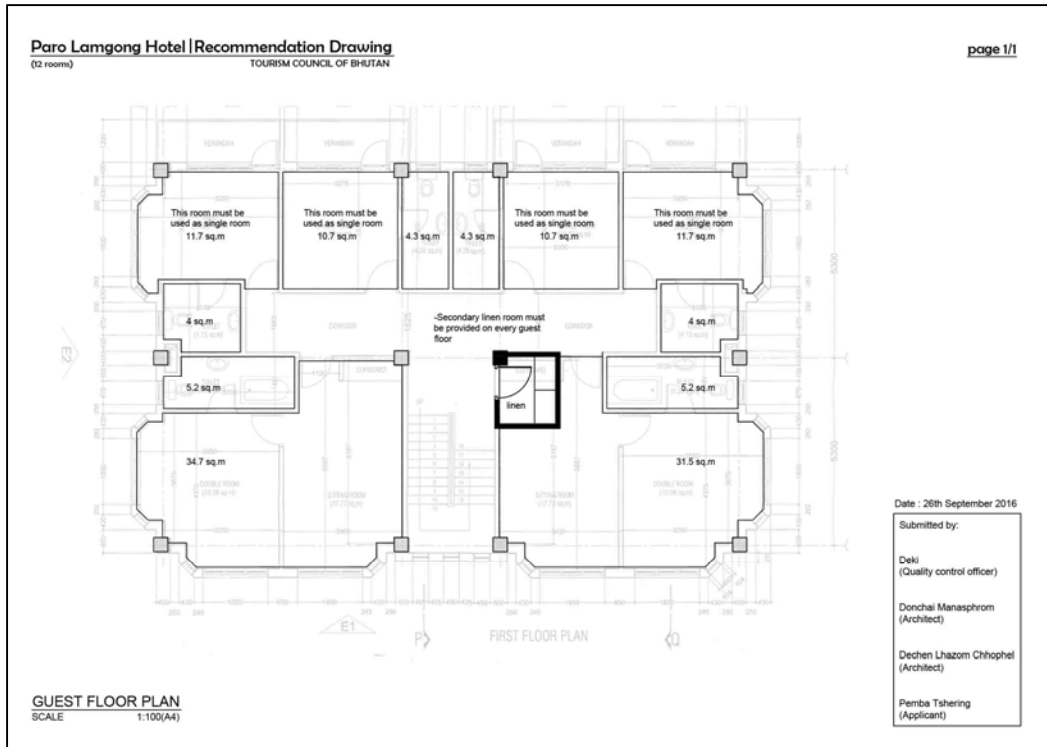


Figure Q4-89-93. Recommendation drawings of Paro Lamgong hotel.

R15 : Bhutan hotel design standard modification

Discuss about the existing hotel classification standard of TCB in the senior management meeting and compare with some reference from other countries.

Project status : on going

Figure Q4-94. Existing hotel classification standard of TCB.

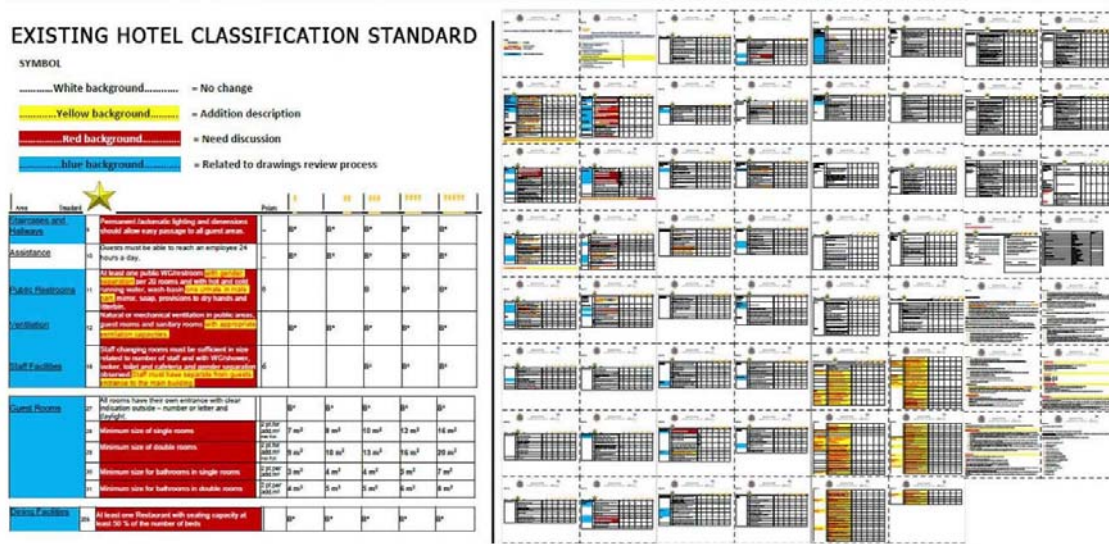


Figure Q4-95. Hotel classification standards comparison.

HOTEL CLASSIFICATION STANDARD COMPARISON

| # | Topic | Bhutan | EU | INDIA | THAILAND |
|------|--------------------------------|-------------------|------------------|------------------|--------------------|
| 1.1) | Parking lots | 1 slot / 4 rooms | ✓ | ✓ | 1 slot / 5 rooms |
| 2.1) | Reception | ✓ | ✓ | ✓ | ✗ |
| 2.2) | Lobby seats quantity | ✓ | ✓ | ✓ | min. = 4 seats |
| 2.3) | Public restrooms | 1 slot / 20 rooms | ✗ | ✓ | ✓ |
| 2.4) | Corridor width | ✗ | ✗ | ✗ | Min. = 1.5 m. |
| 2.5) | Lift size | ✗ | ✗ | ✗ | ✓ |
| 2.5) | Lift waiting area | ✗ | ✗ | ✗ | ✓ |
| 3.1) | Bar | ✓ | ✗ | ✗ | ✗ |
| 3.2) | Dinning seats quantity | 1/2 seat / bed | ✗ | ✗ | ✗ |
| 3.3) | Kitchen size | 1/2 sq.m. / bed | ✗ | ✗ | ✗ |
| 3.4) | Pantry room | ✓ | ✗ | ✗ | ✗ |
| 3.5) | Dry storage room | ✓ (just area) | ✗ | ✓ (just area) | ✓ (just area) |
| 3.6) | Cold storage room | ✓ (just area) | ✗ | ✓ (just area) | ✓ (just area) |
| 3.7) | Restaurant restrooms | ✗ | ✗ | ✗ | ✓ |
| 4.2) | Guestrooms quantity | Min. = 8 rooms | ✗ | ✗ | ✗ |
| 4.3) | Double bedroom size | 13 sq.m | ✗ | 13 sq.m | 22 (include 10%) |
| 4.3) | Single bedroom size | 10 sq.m | - | 11 sq.m | - |
| 4.4) | Bathroom (in Double bedroom) | 5 sq.m | ✗ | 3.4 sq.m | 2.5 sq.m |
| 4.4) | Bathroom (in Single bedroom) | 4 sq.m | - | - | - |
| 5.1) | Addition staircase | ✗ | ✗ | ✗ | ✓ |
| 5.2) | Staff corridor width | ✗ | ✗ | ✗ | ✗ |
| 5.3) | Laundry area | ✗ (service only) | ✗ (service only) | ✗ (service only) | ✗ (service only) |
| 5.4) | Main linen area | ✗ (service only) | ✗ (service only) | ✗ (service only) | ✗ (service only) |
| 5.5) | Secondary linen rooms | ✗ | ✗ | ✗ | ✗ |
| 5.6) | House keeping room | ✗ (service only) | ✗ (service only) | ✗ (service only) | ✗ (service only) |
| 3.4) | Staff cafeteria | ✓ | ✗ | ✓ | ✓ |
| 3.5) | Staff changing rooms | ✓ | ✗ | ✓ | ✓ |
| 3.6) | Staff restrooms | ✓ | ✗ | ✓ | ✓ |
| 6.0) | Optional functions | ✗ | ✗ | ✗ | ✗ |

Quarter 5: Oct 3, 2016 - December 31, 2016

Objective

1. Improve architectural skill of new Bhutanese junior-architect partner.
2. Develop design and drawings standard of tourism infrastructure.
3. Develop hotel design standard.

Output/Activities

1. Tashichho Dzong tourists lounge construction drawings and construction monitoring
2. Tashichho Dzong public restrooms construction drawings
3. Tashichho Dzong snack shop & cafeteria design development
4. Memorial Chorten disabled restrooms design development
5. Memorial Chorten courtyard renovation design development
6. Manas eco lodge design development and construction drawings
7. Chumey cafeteria construction monitoring
8. Restrooms sites survey on Thimphu-Haa highway
9. Restrooms sites survey on Thimphu-Tsirang highway
10. Dagana river rafting sites survey
11. Hotels recommendation drawings
12. Bhutan hotel design standard modification

Key Performance Indicators

1. Complete of design drawings and construction
2. Quality of design and construction
3. Understanding of applicants in hotel drawings recommendation

Critical Success Factors

1. Input from volunteer
2. Support from counterpart and partner
3. Cooperation from contractors and engineers

Counterpart Personnel

- Mr.Pema Samdrup (Infrastructure officer)

Partner architect

- Ms.Dehen Lhazom Chhophel (Junior architect)

TASHICHO DZONG TICKET LOUNGE

Architectural construction drawings



| LIST OF ARCHITECTURAL DRAWINGS | | | |
|--------------------------------|----------------------------------|------|---------------------------|
| PAGE | DESCRIPTION | PAGE | DESCRIPTION |
| A-01 | LIST OF DRAWINGS, SPECIFICATIONS | A-08 | SECTION A & B |
| A-02 | RCC FOOTING & GROUND BEAM PLAN | A-09 | SECTION C - Alum hum net |
| A-03 | FLOOR PLAN & WALL PLAN | A-10 | DOOR & WINDOW DETAIL |
| A-04 | CEILING PLAN & LIGHTING PLAN | A-11 | DETAIL-01 ,DOOR D2 DETAIL |
| A-05 | ROOF STRUCTURE PLAN & LAYOUT | A-12 | DETAIL-02 ,03 & 04 |
| A-06 | FRONT & BACK ELEVATIONS | A-13 | FURNITURE LAYOUT & DETAIL |
| A-07 | LEFT & RIGHT ELEVATIONS | | |

| FLOOR - FINISHING SPECIFICATION | |
|---------------------------------|--|
| [F1] | POLISHED CEMENT FINISHING |
| [F2] | LOCAL SLATE STONE FINISHING |
| [F3] | NON-SLIP BROWN HOMOGENEOUS FLOOR TILES FINISHING / 300X300 MM. |

| CEILING - FINISHING SPECIFICATION | |
|-----------------------------------|--|
| [C1] | SOLID TIMBER CEILING WITH TIMBER EDGE 1" (PAINTED WITH GLOSSY PRESERVATIVE COATING) |
| [C2] | PLYWOOD SHEETS CEILING WITH TIMBER EDGE 1" |

| WALL - FINISHING SPECIFICATION | |
|--------------------------------|--|
| ⚠ | SOLD TIMBER PAINTED WITH DARK GRAY COLOR (SAME AS TICKET BOOTH COLOR) |
| ⚠ | SOLD TIMBER PAINTED WITH RED COLOR (SAME AS TICKET BOOTH COLOR) |
| ⚠ | SOLD TIMBER PAINTED WITH BROVN COLOR (SAME AS TICKET BOOTH COUNTER) |
| ⚠ | CEMENT PLASTER ON BAMBOO STRUCTURE PAINTED WITH WHITE COLOR (SAME AS TICKET BOOTH COLOR) |
| ⚠ | STEEL HARD NET (SAME AS THE EXISTING OFFICE BUILDING NET) -INSTALLED BEHIND THE WINDOW TRADITIONAL FRAME TO PROTECT THE WINDOW GLASS FROM GOLF BALL) |
| ⚠ | ALUMINUM SOFT NET (TO PREVENT BRDS ABOVE THE CEILING) |
| ⚠ | POLISH CEMENT FINISHING |

•TRADITIONAL PATTERNS MUST BE PAINTED AS SAME AS THE TICKET BOOTH.



TOURISM COUNCIL OF BHUTAN

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GPO THIMPHU BHUTAN
TEL:+975 2 323251/323252
FAX:+9752323665
DOT@TOURISM.GOV.BT
WEB: WWW.TOURISM.GOV.BT

PROJECT
TASHICHO DZONG TICKET LOUNGE

DRAWING TITLE
LIST OF DRAWINGS SPECIFICATIONS

NOTES:
- added F3
-
-
-
-

ARCHITECT:
DORJAI MANASPHROM
DORJEN LHAZOM CHOPHEL

ENGINEER:
S. PRADHAN

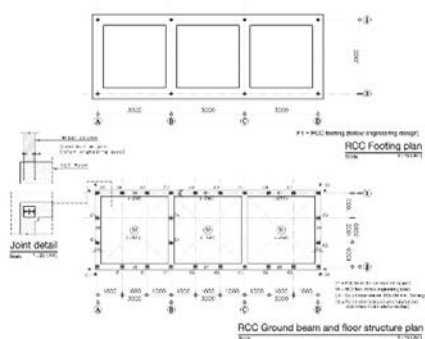
CHECKED BY:
-

APPROVED BY:
-

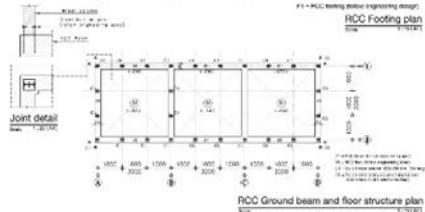
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|---------------------|-------------------------|
| REVISION: - | DATE: - |
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| REVISION: 01 | DATE: 20/10/2016 |
| REVISION: 02 | DATE: 14/9/2016 |

SCALE:
N/A

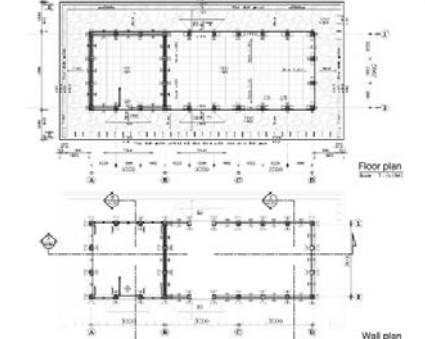
DRAWING NO:
A-01



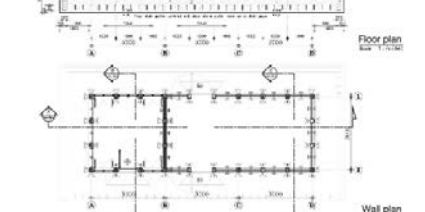
RCC Footing plan
Scale: 1:100



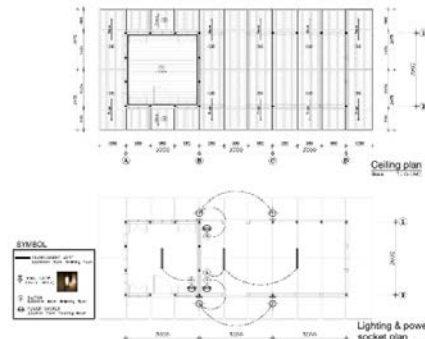
RCC Ground beam and floor structure plan
Scale: 1:100




Floor plan
Scale: 1:100



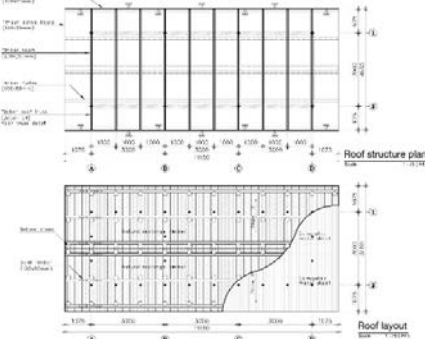
Wall plan
Scale: 1:100



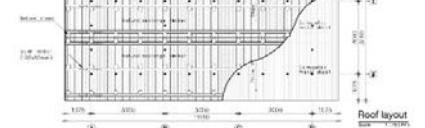
Ceiling plan
Scale: 1:100



Lighting & power socket plan
Scale: 1:100



Roof structure plan
Scale: 1:100



Roof layout
Scale: 1:100

Figure Q5-03-07. Construction drawings of Tashichho Dzong tourists lounge.

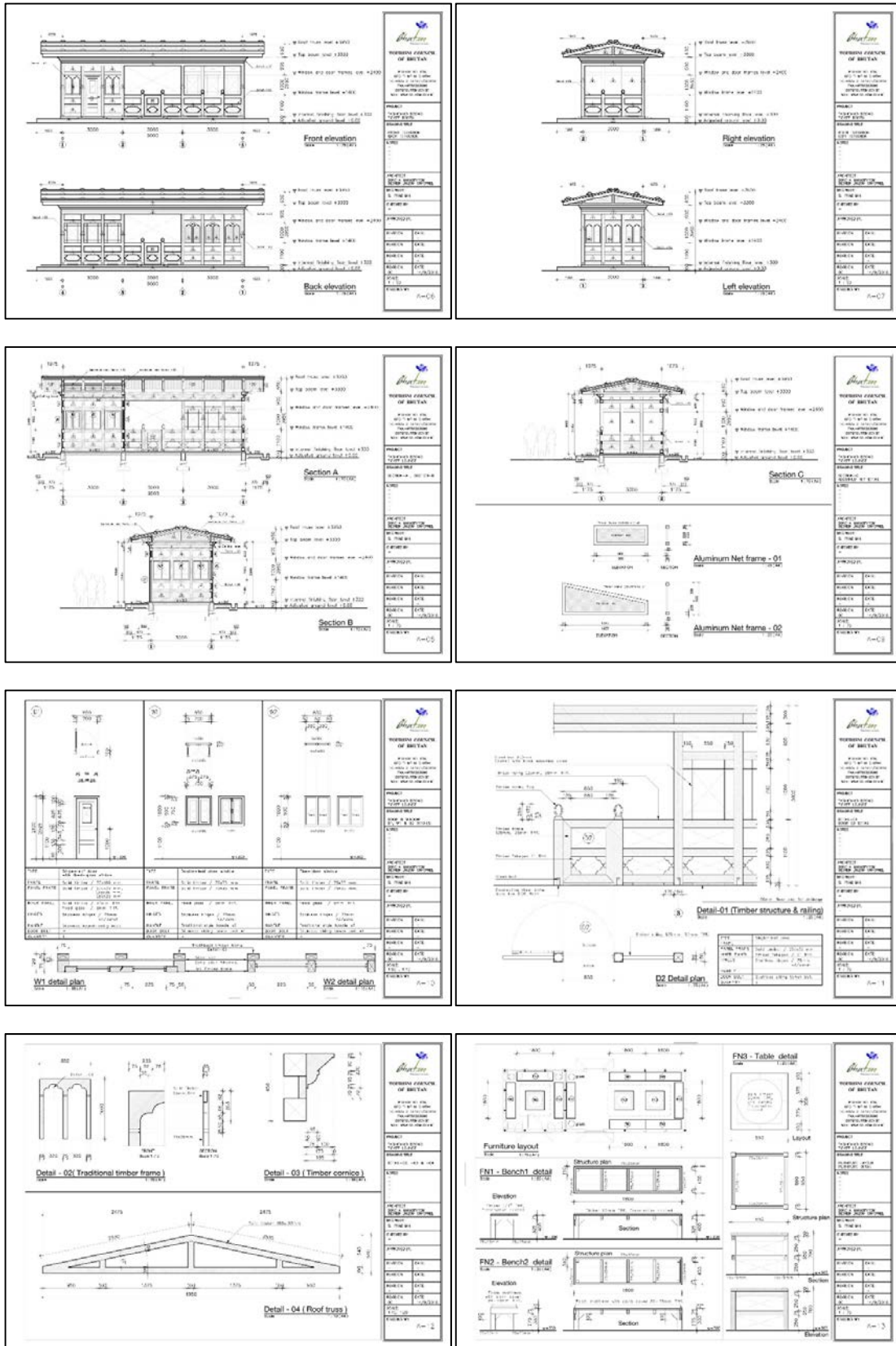


Figure Q5-08-15. Construction drawings of Tashichho Dzong tourists lounge.

D2 : Tashichho Dzong public restrooms

Construction drawings of Tashichho Dzong tourists lounge.

Project status : completed construction drawings

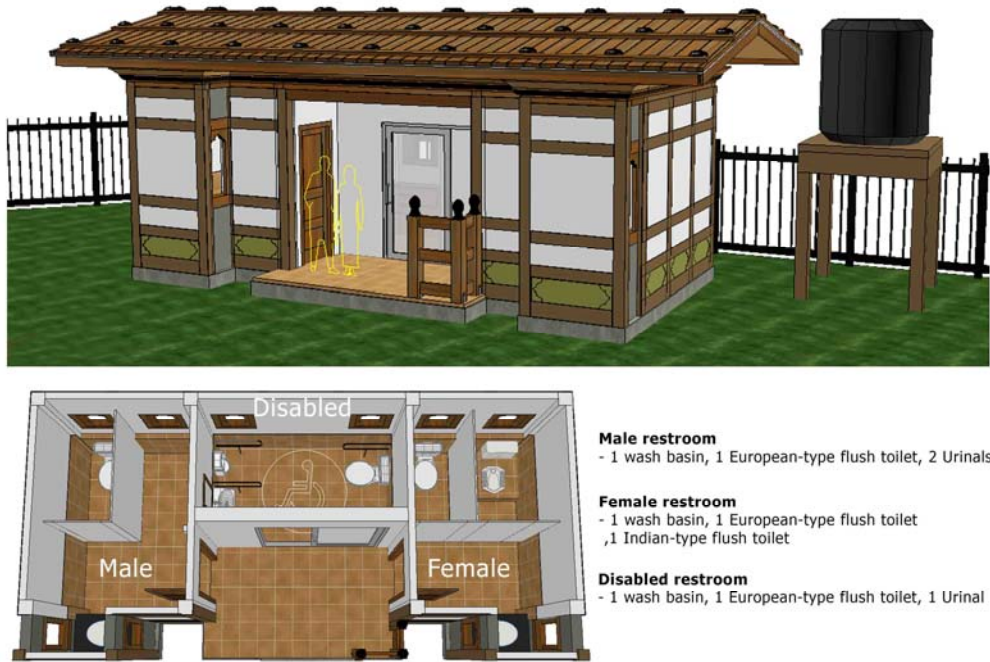


Figure Q5-16. Presentation model of Tashichho Dzong public restrooms.

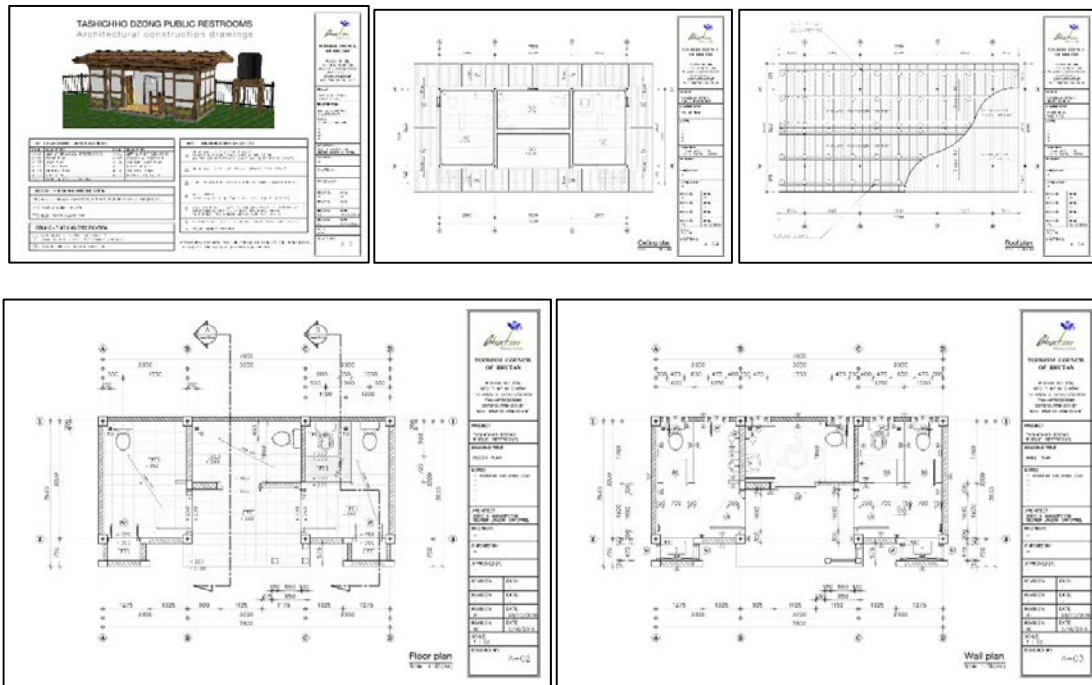


Figure Q5-17-21. Construction drawings of Tashichho Dzong public restrooms

D3 : Tashichho Dzong snack shop and cafeteria

Design development of Tashichho Dzong snack shop & cafeteria.

Project status : completed presentation



Figure Q5-28,29. Presentation of Tashichho Dzong snack shop.

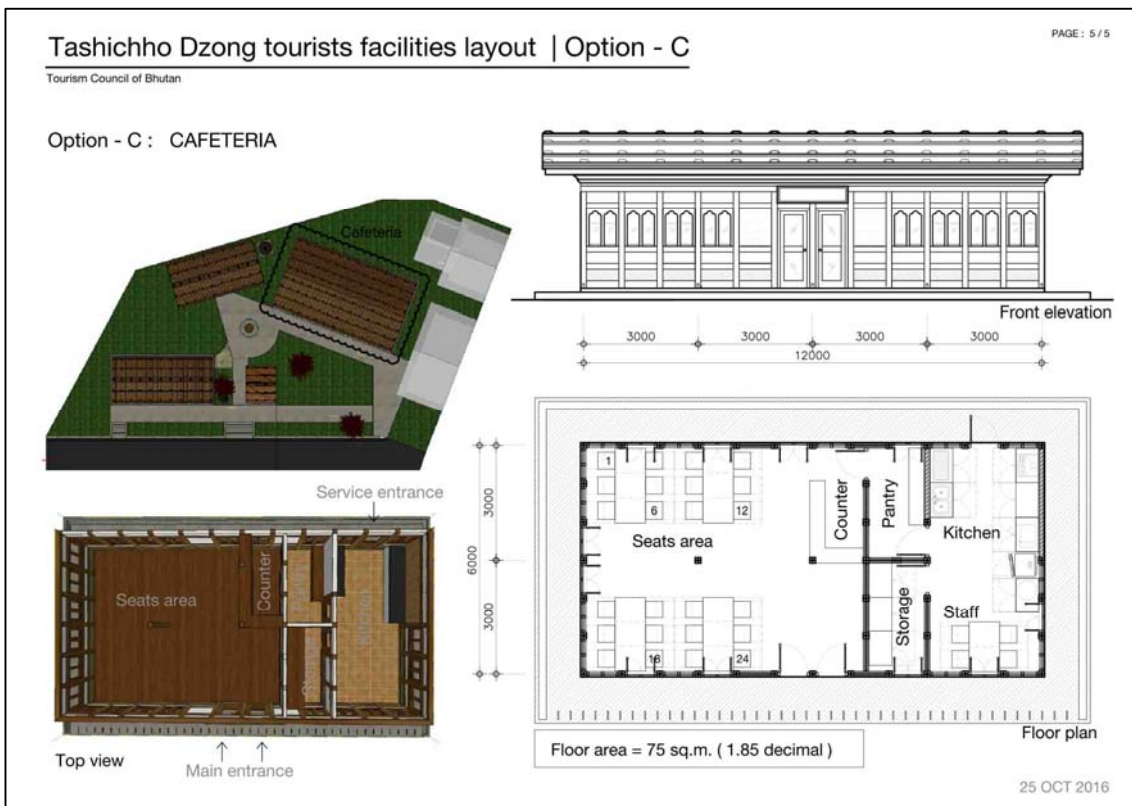


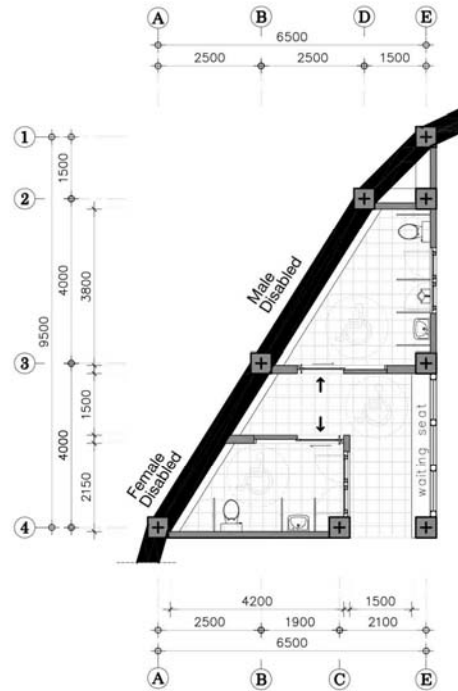
Figure Q5-30,31. Presentation of Tashichho Dzong cafeteria.

D4 : Memorial Chorten disabled restrooms

Design development of disabled restrooms at Memorial Chorten.

Project status : completed presentation

OPTION - A : 2 Disabled restrooms
with hidden restroom doors



OPTION - B : 2 Disabled restrooms + 1 VIP restroom

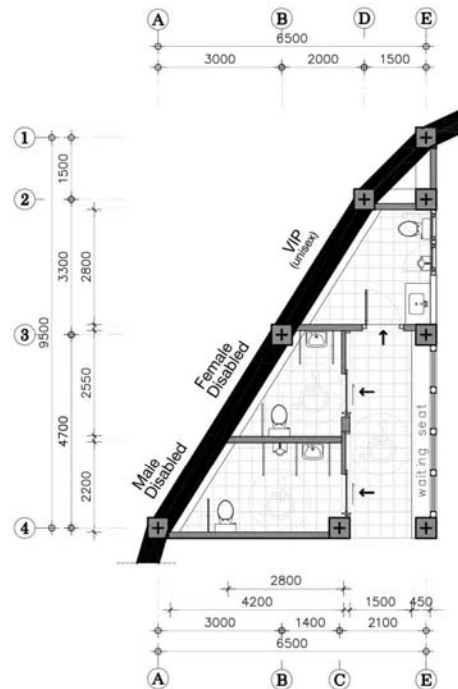


Figure Q5-32,33. Presentation of disabled restrooms at Memorial Chorten.

D5 : Memorial Chorten courtyard renovation

Design development of existing courtyard renovation at Memorial Chorten.

Project status : completed presentation

Existing site : The North-East corner of Memorial Chorten



Phase #1 : New access to restroom



Figure Q5-34,35. Presentation of courtyard renovation at Memorial Chorten.

Phase #2 : Courtyard landscape



Top view



Bird eye view



Courtyard view

- Construct seats step
- Construct center stage on the existing soak pit
- Vertical garden and landscape decoration

Figure Q5-36. Presentation of courtyard renovation at Memorial Chorten.



Figure Q5-37. Presentation of existing cement slab renovation at Memorial Chorten.

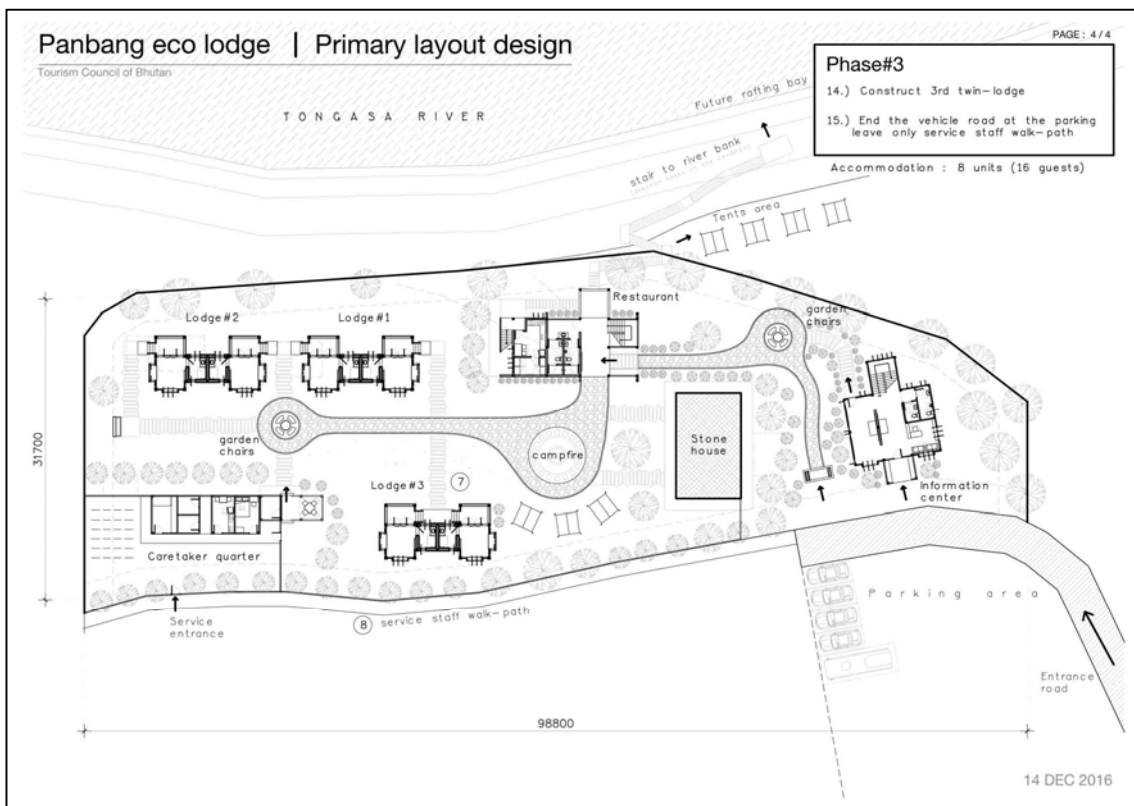
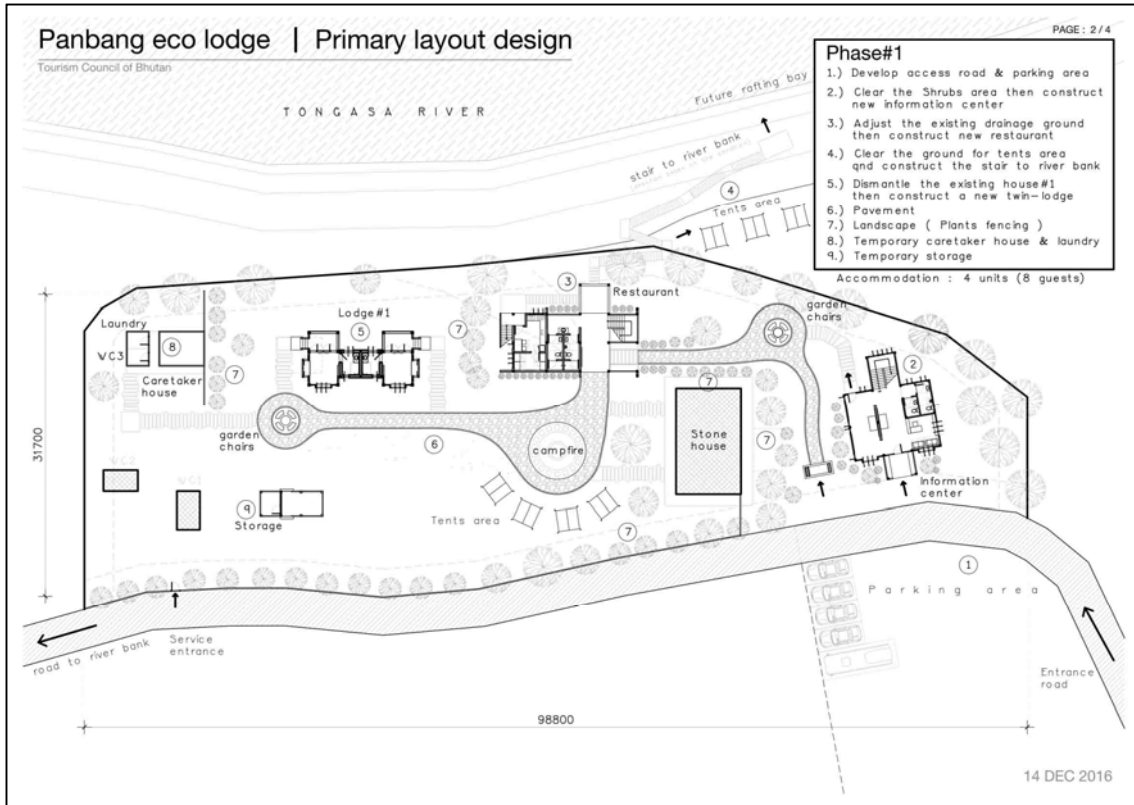


Figure Q5-40,41. Design development of Manas eco-lodge (Panbang) master layout.

D7 : Manas eco lodge – Twin type villa

Construction drawings of twin-type villa at Manas eco lodge.
 Project status : completed construction drawings

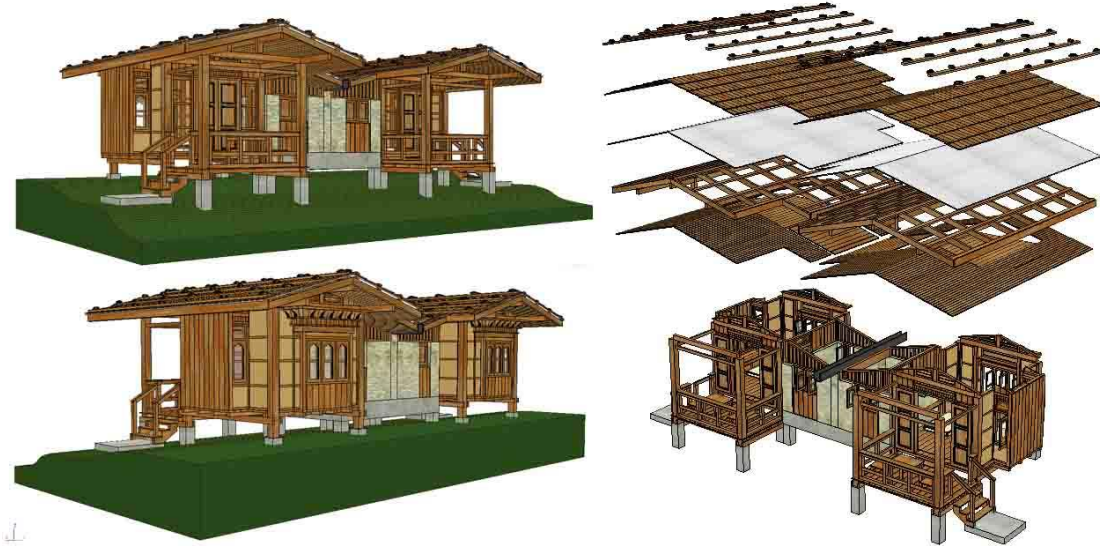


Figure Q5-42. Presentation models of twin type villa at Manas eco lodge.

ECO LODGE - TWIN TYPE

Architectural construction drawings

| LIST OF ARCHITECTURAL DRAWINGS | | | |
|--------------------------------|----------------------------------|------|-----------------------------|
| PAGE | DESCRIPTION | PAGE | DESCRIPTION |
| A-01 | LIST OF DRAWINGS, SPECIFICATIONS | A-14 | SECTION B |
| A-02 | FOUNDATION PLAN | A-15 | SECTION C |
| A-03 | EXTERNAL TERRACE STRUCTURE PLAN | A-16 | SECTION D |
| A-04 | INTERNAL TERRACE STRUCTURE PLAN | A-17 | RESTROOM DETAIL PLAN |
| A-05 | FLOOR PLAN | A-18 | SANITARY VARES PLAN |
| A-06 | WALL PLAN | A-19 | DOOR DETAIL |
| A-07 | UPPER WALL PLAN | A-20 | WINDOW DETAIL |
| A-08 | CEILING PLAN | A-21 | WINDOW DETAIL |
| A-09 | ROOF PLAN (OPTION-A) | A-22 | WINDOW DETAIL, DETAIL-01,02 |
| A-10 | ROOF PLAN (OPTION-B) | A-23 | DETAIL-03, 04, 05 |
| A-11 | ELEVATION - A , ELEVATION -B | A-24 | FURNISHING PLAN |
| A-12 | ELEVATION - C , ELEVATION -D | A-25 | ELECTRIC PLAN |
| A-13 | SECTION A | A-26 | PERSPECTIVES |

FLOOR - FINISHING SPECIFICATION

| | | |
|----|--|--|
| F1 | LOCAL SOLID TIMBER JOINT FLOOR 250mm WIDTH, 50mm THK. PAINTED WITH WOOD PRESERVATIVE COATING | |
| F2 | LOCAL SOLID TIMBER FLOOR 250mm WIDTH, 25mm THK., 20mm GAP PAINTED WITH WOOD PRESERVATIVE COATING | |
| F3 | NON-SLIP CERAMIC TILES FINISHING / 300x300mm | |
| F4 | POLISHED CEMENT FINISHING | |

CEILING - FINISHING SPECIFICATION

| | | |
|----|--|--|
| C1 | LOCAL SOLID TIMBER CEILING 200mm WIDTH, 25mm THK. PAINTED WITH WOOD PRESERVATIVE COATING | |
| C2 | LOCAL SOLID TIMBER CEILING 100mm WIDTH, 25mm THK., 10mm GAP PAINTED WITH WOOD PRESERVATIVE COATING | |

WALL - FINISHING SPECIFICATION

| | | |
|----|--|--|
| W1 | SOLID TIMBER 200mm WIDTH, 25mm THK. PAINTED WITH WOOD PRESERVATIVE COATING | |
| W2 | MUD FINISHING ON BAMBOO WEAVING FRAME (PURE COLOR WITHOUT PAINTING) | |
| W3 | LOCAL STONE MASONRY WITH CEMENT PASTE (PURE COLOR WITHOUT PAINTING) | |
| W4 | POLISHED CEMENT PLASTER (CEMENT COLOR WITHOUT PAINTING) | |
| W5 | CLEAR GLASS 10mm THK. | |

- ALL TRIMBER SURFACE WHICH CAN BE SEEN, MUST BE COATED WITH WOOD PRESERVATIVE COATING.
- ALL TRADITIONAL TRIMBER DETAIL MUST NOT BE DECORATED WITH PAINTING.

TOURISM COUNCIL OF BHUTAN

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 DOT@TOURISM.GOV.BT
 WEB: WWW.TOURISM.GOV.BT

PROJECT
 ECO LODGE (TWIN TYPE)

DRAWING TITLE
 LIST OF DRAWINGS SPECIFICATIONS

NOTES:
 --
 --
 --

ARCHITECT:
 DONGHAI MANASHROM

ENGINEER:
 --

CHECKED BY:
 --

APPROVED BY:
 --

| | |
|-----------|-------|
| REVISION: | DATE: |
| REVISION: | DATE: |
| REVISION: | DATE: |
| REVISION: | DATE: |

SCALE:
 N/A

DRAWING NO:
 A-01

Figure Q5-43. Construction drawings of twin type villa at Manas eco lodge.

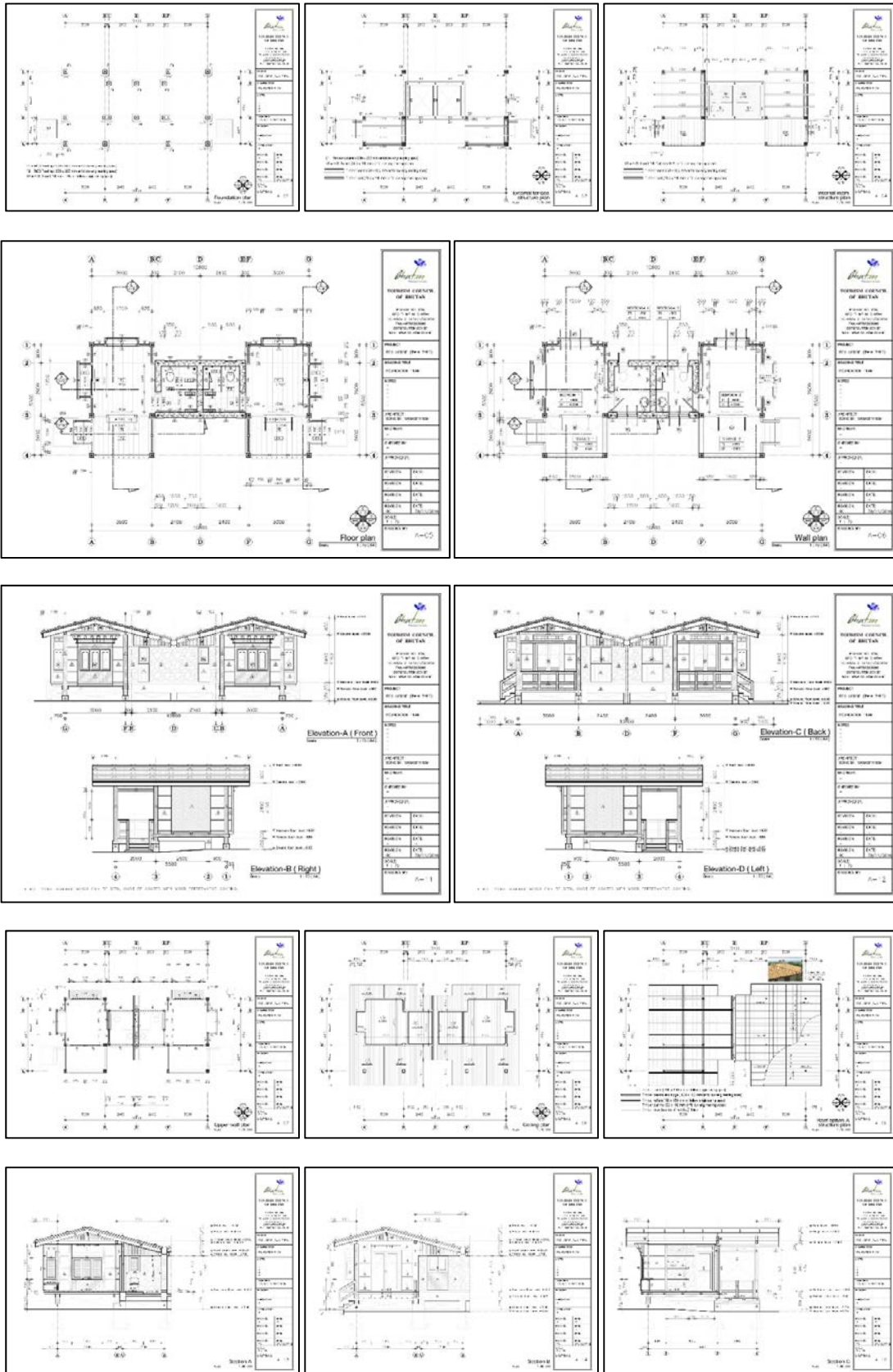


Figure Q5-44-56. Construction drawings of twin type villa at Manas eco lodge.

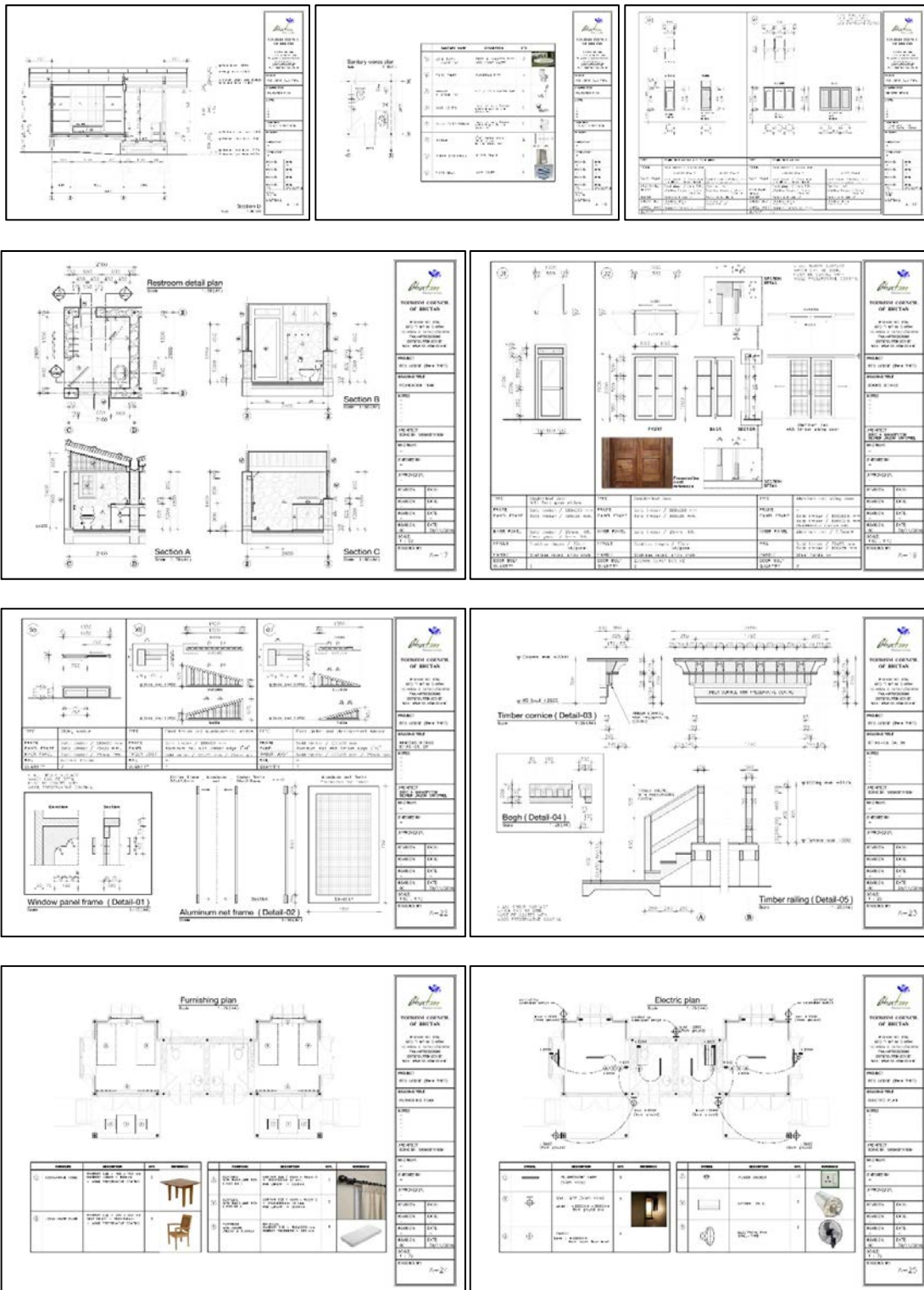


Figure Q5-57-65. Construction drawings of twin type villa at Manas eco lodge.

D8 : Manas eco lodge – Information center

Design development of Royal Manas National Park information center at Panbang.

Project status : completed primary design

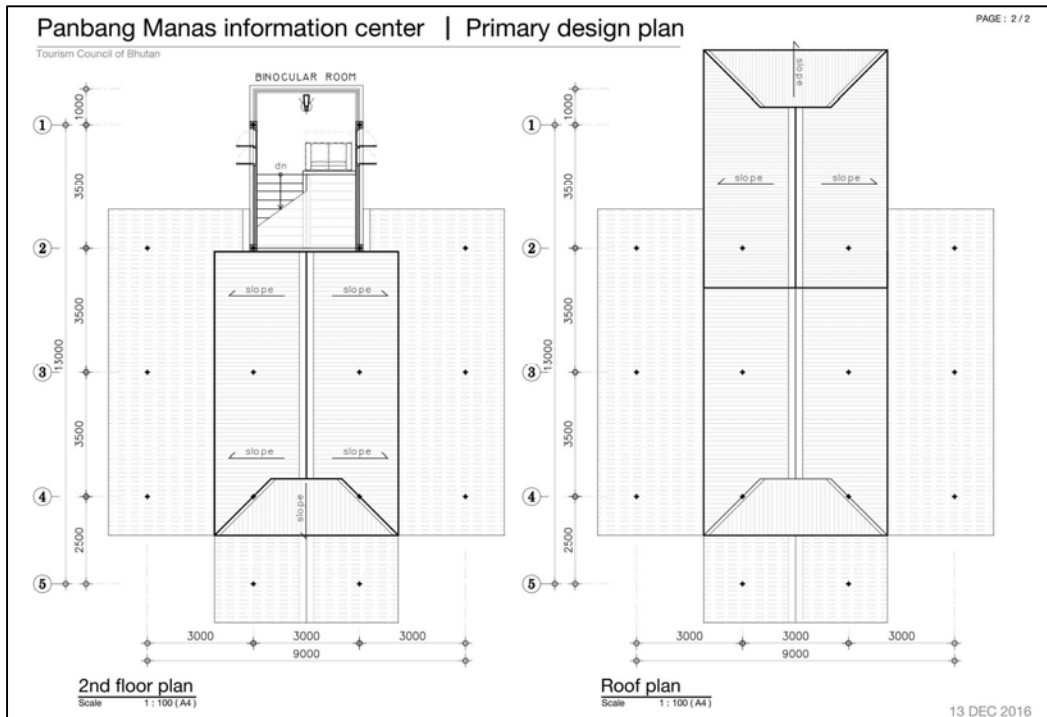
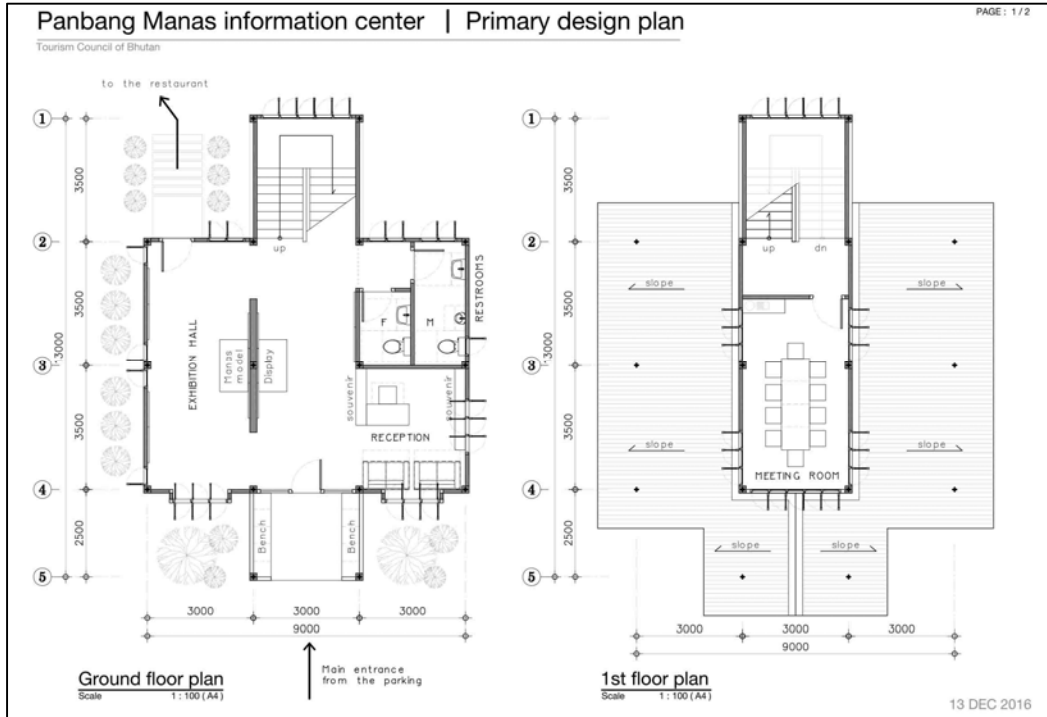


Figure Q5-66,67. Primary design of Manas information center.

D9 : Manas eco lodge – Restaurant

Design development of restaurant at Manas eco lodge (Panbang).

Project status : completed primary design

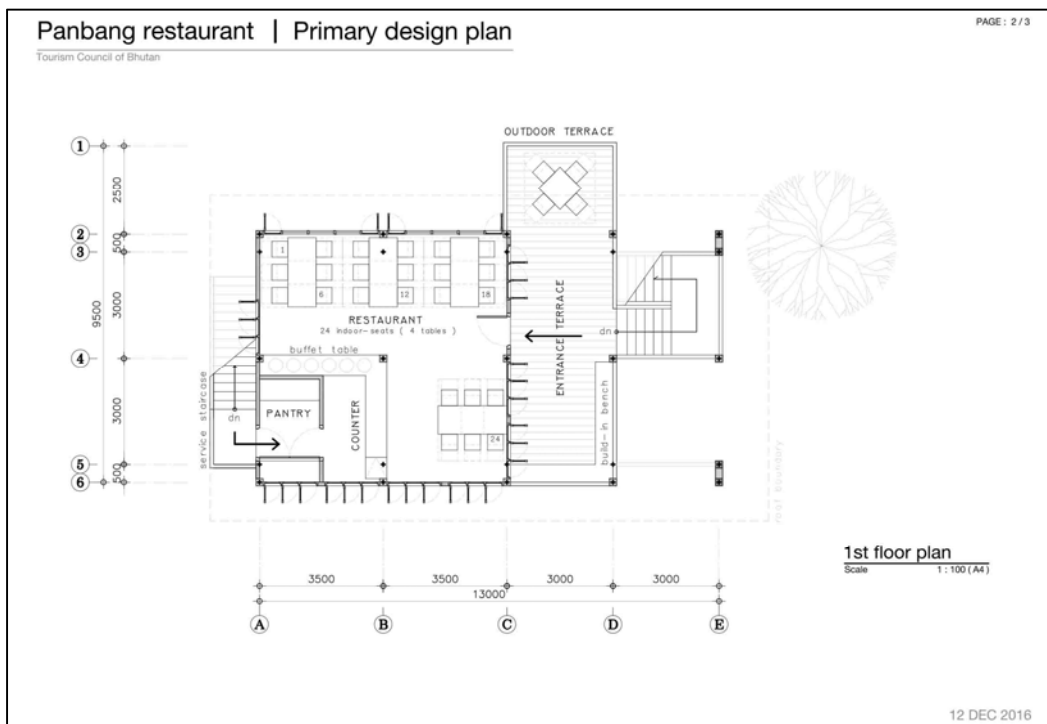
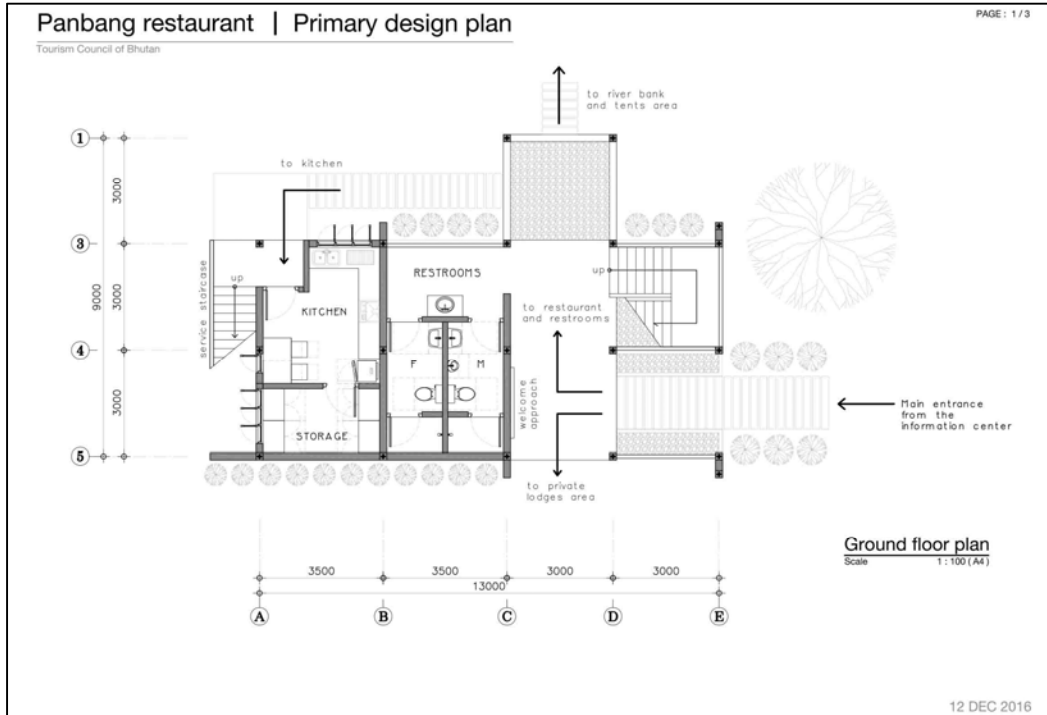


Figure Q5-68,69. Primary design of restaurant at Manas eco lodge (Panbang).

M1 : Tashichho Dzong tourists lounge

Constuction monitoring of tourists lounge at Tashichho Dzong.

Project status : Foundation construction



Figure Q5-70. Construction monitoring of tourists lounge at Tashichho Dzong.

M2 : Chumey cafeteria

Constuction monitoring of Chumey cafeteria at Bumthang.

Project status : Timber structures construction



Figure Q5-71. Construction monitoring of tourists lounge at Tashichho Dzong.

S1 : Thimphu-Haa highway restrooms sites

Site survey of new public restrooms construction on Thimphu-Haa highway.

Project status : Completed survey

SITE#1 : Kunzang Wangmo Restaurant, Dawakha, Paro, 77290505



Site comments : - Available for a public restroom
 - Easy access and visibility from the public road
 - **Too closed to Chuzom.**

SITE#2 : Restaurant Rang sagang, Naja, Paro



Site comments : - **Not enough space for good restrooms.**
 - **No proper parking area.**
 - **Might be effected by road widening.**

Figure Q5-72,73. Site survey of new public restrooms construction on Thimphu-Haa highway.

SITE#3 : Tshering Restaurant & Shop, Naja, Paro



- Site comments :
- Available for a small public restroom
 - Easy access and visibility from the public road
 - **Tourists need to walk up from the stair to the restaurant level.**



Existing septic tank opposite the restaurant



Front road



New restroom site

Dismantle the existing timber storage and construct new restroom parallel to the fence.



New restroom site

Neighbor's land

Figure Q5-74. Site survey of new public restrooms construction on Thimphu-Haa highway.

S2 : Thimphu-Tsirang highway restrooms sites

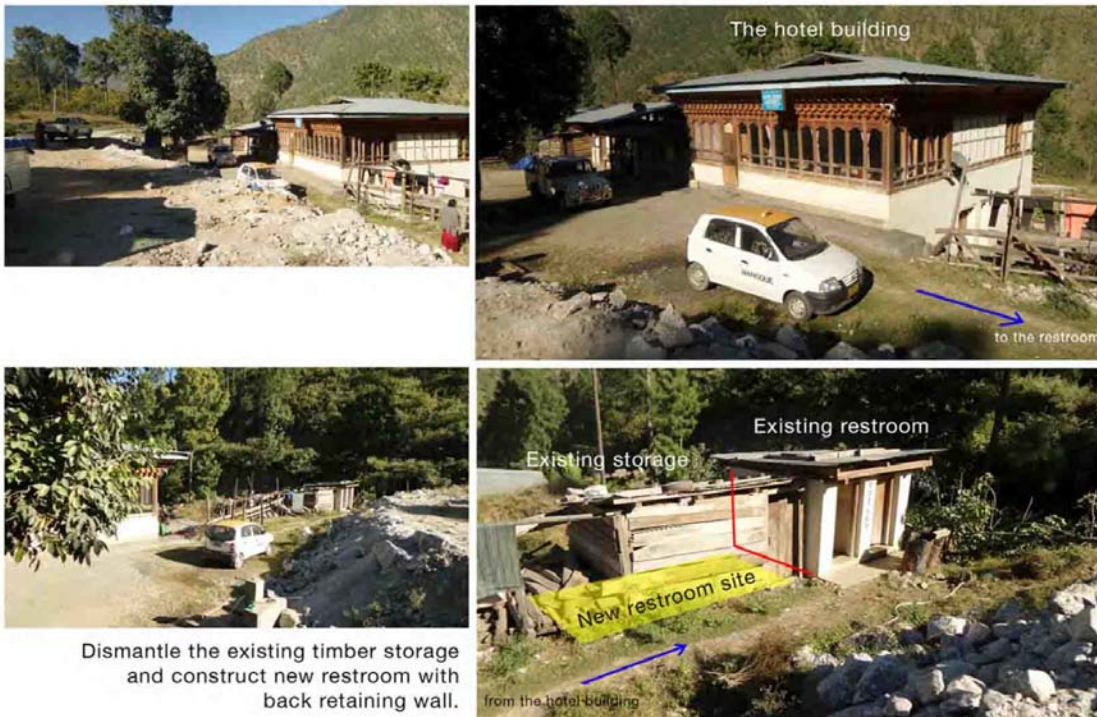
Site survey of new public restrooms construction on Thimphu-Tsirang highway.

Project status : Completed survey

SITE#1 : Norphel Zendhen hotel
Pinsa, Wangdue, 17646162



- Site comments :
- Available for a small public restroom
 - Easy access and visibility from the public road
 - **Need back retaining wall**
 - **Might be disturbed by the next existing local restroom**



Dismantle the existing timber storage and construct new restroom with back retaining wall.

Figure Q5-75. Site survey of new public restrooms construction on Thimphu-Tsirang highway.

SITE#2 : Phuensum Tshongkhang
Takshachhu, Wangdue, 17710589



Site comments : - Available for a public restroom with parking
 - Easy access and visibility from the public road
 - **Might be disturbed by dust from the unfinished road.**



Option A : Construct new restroom beside the existing storage.
 Option B : Dismantle the existing storage and construct the new restroom for better appearance.

7 NOV 2016

Figure Q5-76. Site survey of new public restrooms construction on Thimphu-Tsirang highway.

SITE#3 : Mindu Lham Restaurant & lodge, Rilangthang, Tsirang, 17622113



Site comments :

- The space is too small.
- Located at the back of the hotel ,cause poor visibility and difficult access.
- Located at the wash area and staff zone.

SITE#4 : Karma hotel & bar , Rilangthang, Tsirang, 17822974



Site comments :

- Good welcome space.
- The new restroom site is too small.
- The owner don't want to dismantled the existing restrooms for the bigger space.

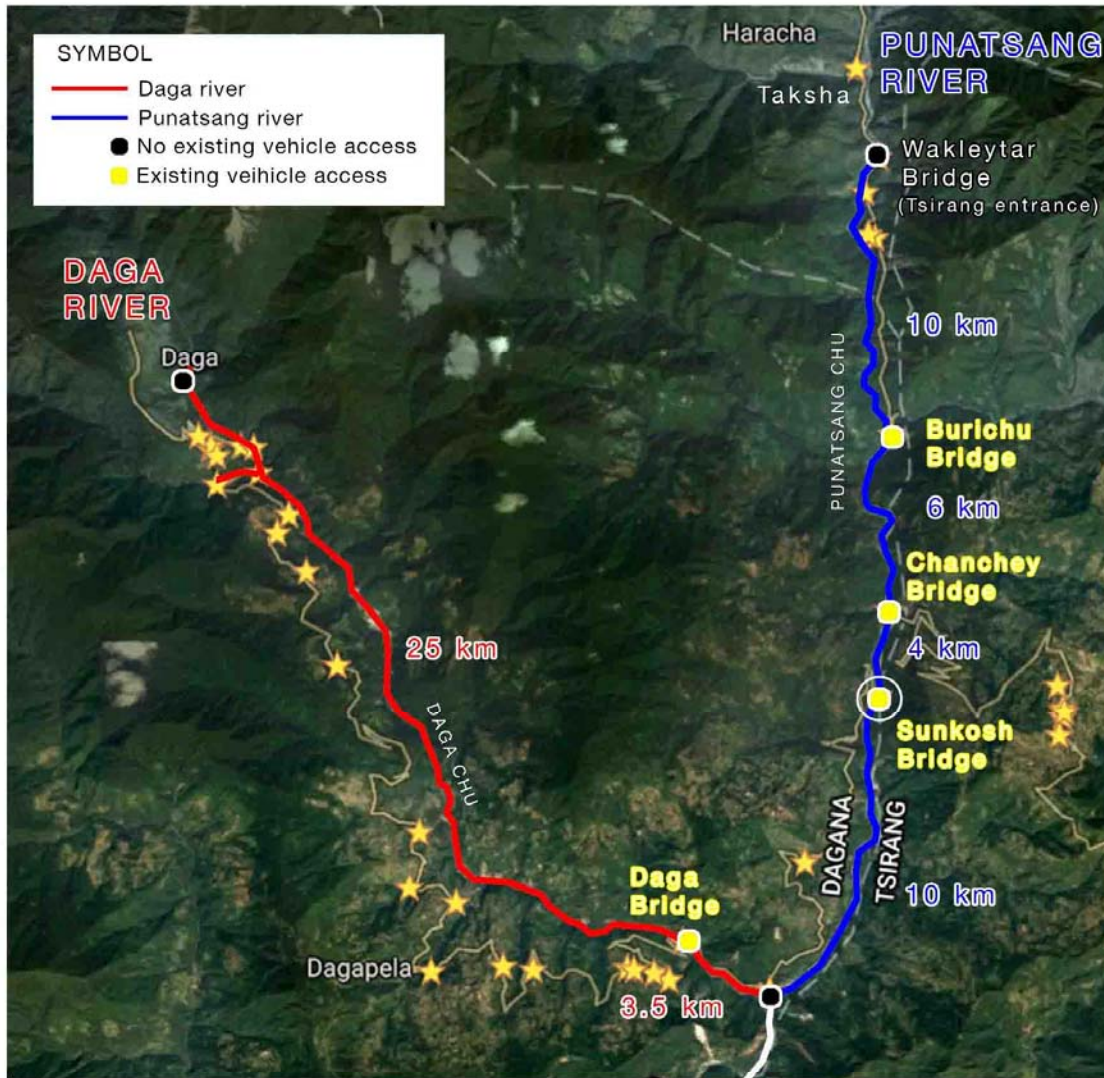
Figure Q5-77,78. Site survey of new public restrooms construction on Thimphu-Tsirang highway.

S3 : Dagona river rafting sites

Dagona river survey for rafting tourism in Dagona District.

Project status : Completed survey

Figure Q5-79. Rivers survey map in Dagona District.



**ROUTE#1
DAGA RIVER**

- Site comments
- Too many obstruction rock.
 - Less water surface
 - No existing vehicle access to the river
(Available at the end of the river only)

**ROUTE#2
PUNATSANG RIVER**

- Site comments
- Much water surface
 - Available existing access to the river
 - Burichu bridge
 - Chanchey bridge
 - Sunkosh bridge

Recommendation route
Burichu bridge to Sunkosh bridge = 10 km

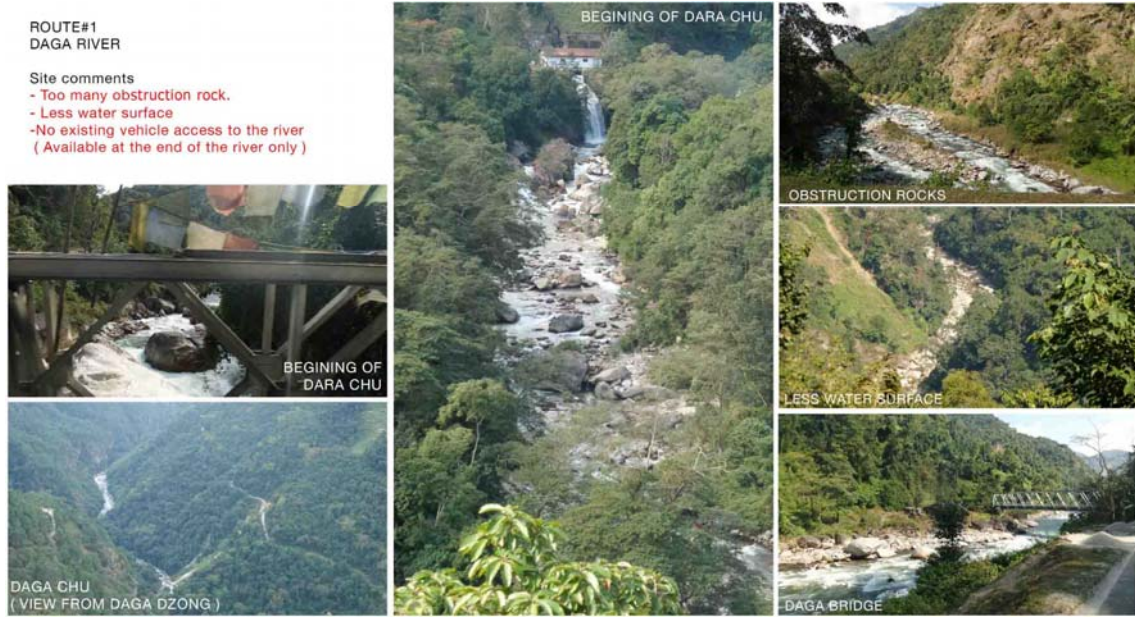


Figure Q5-80. Dagona river survey.



Figure Q5-81. Punatsang river survey.

Recommendation of hotel drawings

R1 : Samdrup Jongkhar (Mr.Choki Dorji)

Project status : Clearance given

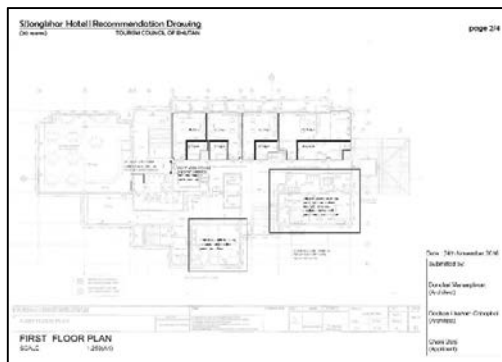
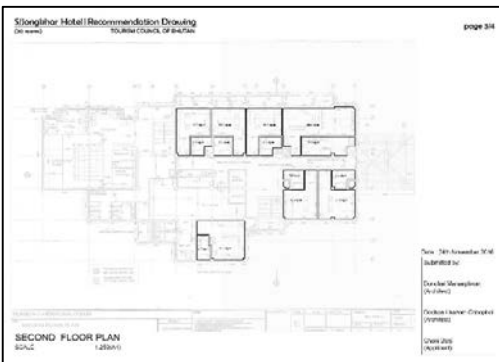
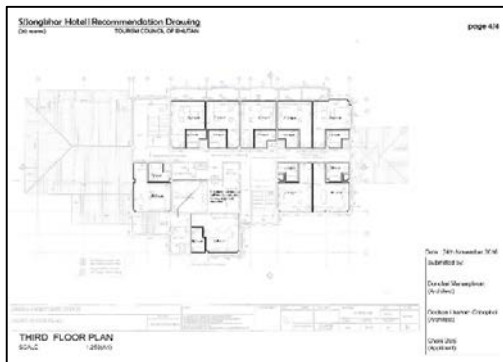
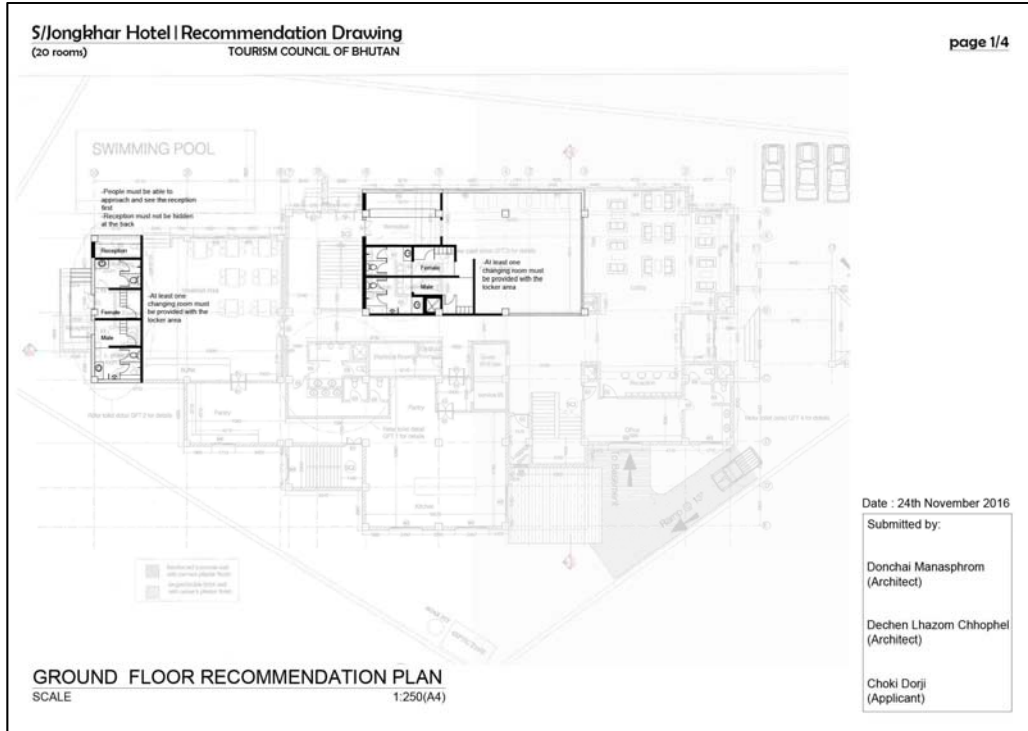


Figure Q5-82-85. Recommendation drawings of Samdrup Jongkhar hotel.

R2 : Debsi hotel (Mr.Thinley Gyem)

Project status : Clearance given

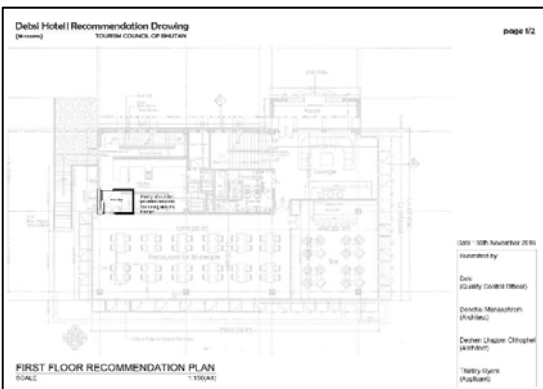
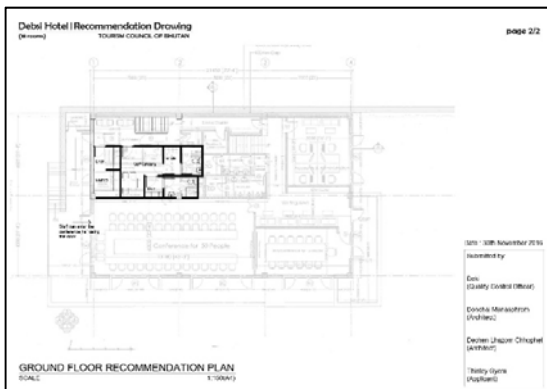
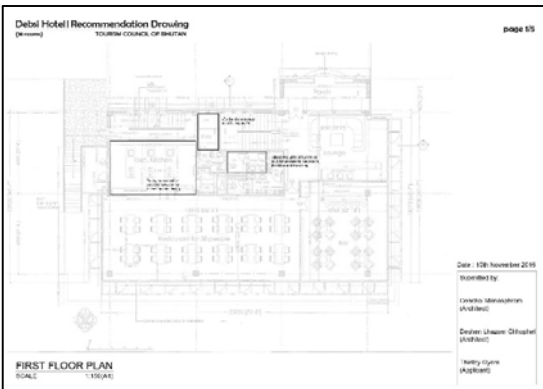
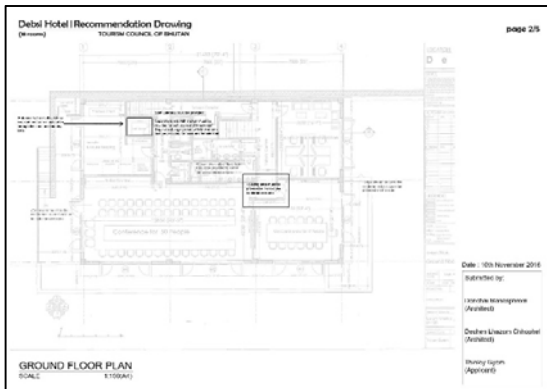
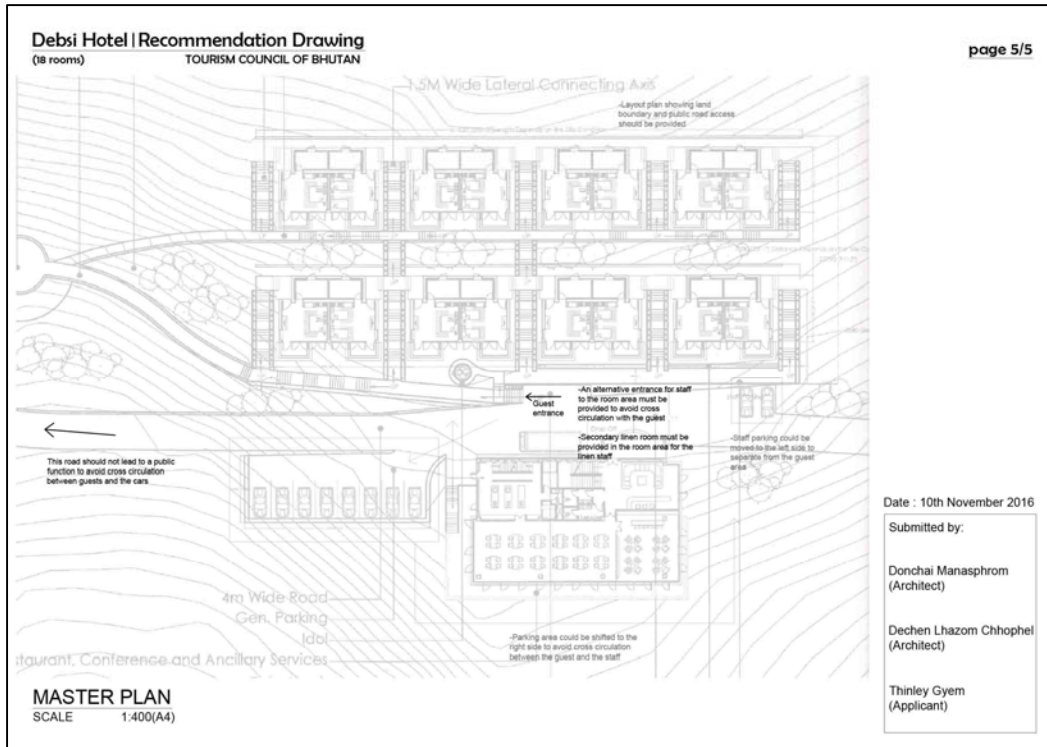


Figure Q5-86-90. Recommendation drawings of Debsi hotel.

R3 : Thimphu hotel (Ms.Sonam Lhamo)

Project status : Not meet standard yet

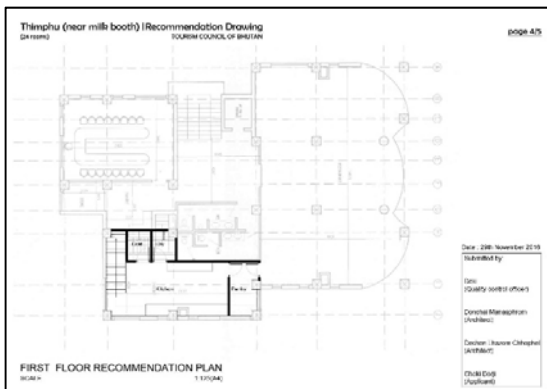
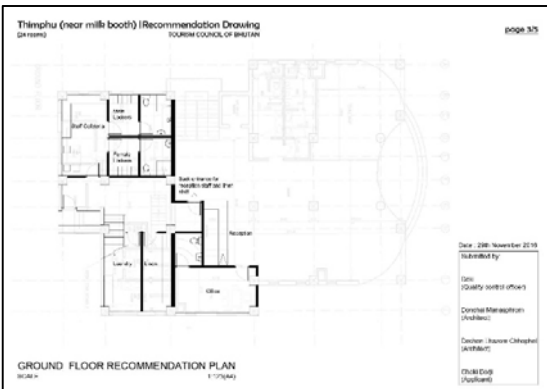
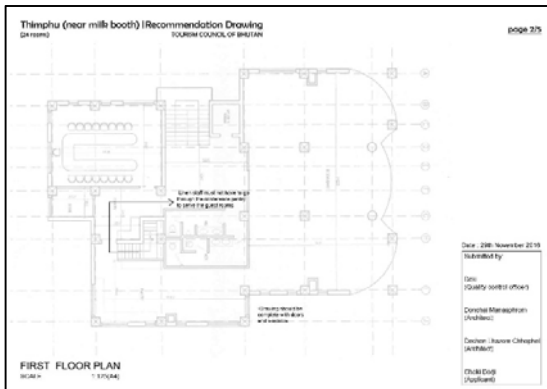
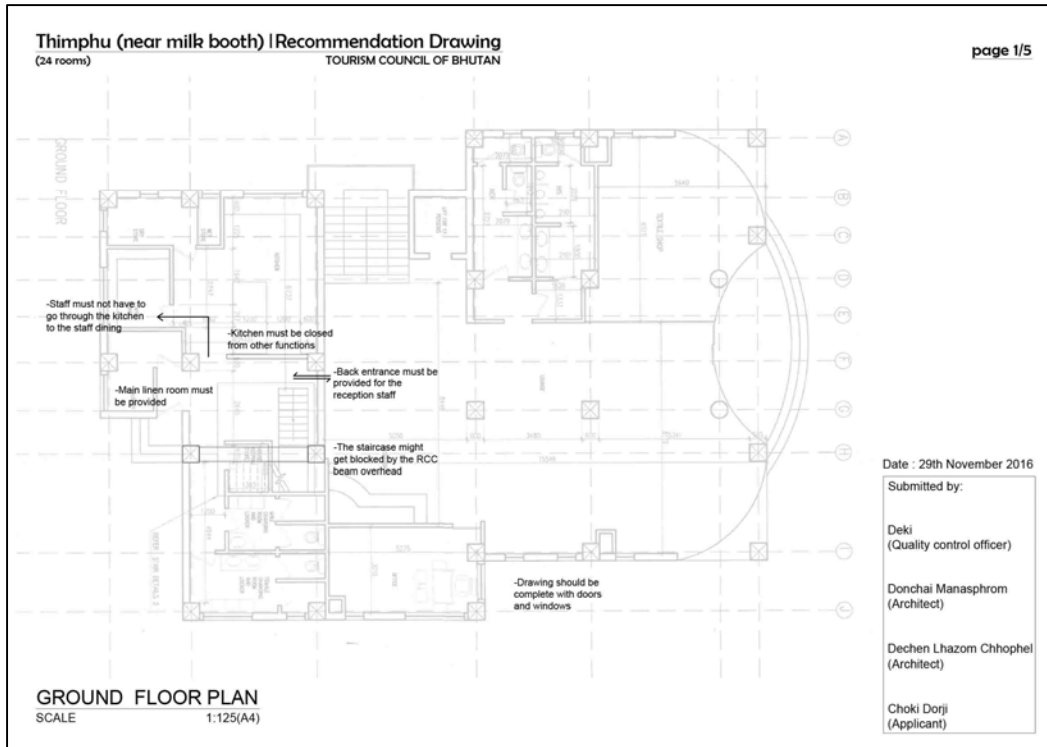


Figure Q5-91-95. Recommendation drawings of Thimphu hotel.

R4 : Tashi Yangtse hotel (Mr.Choki Dorji)

Project status : Clearance given

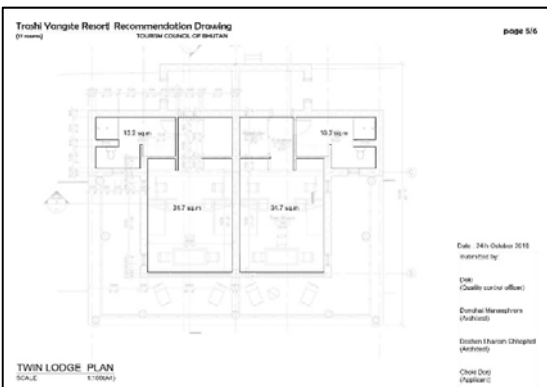
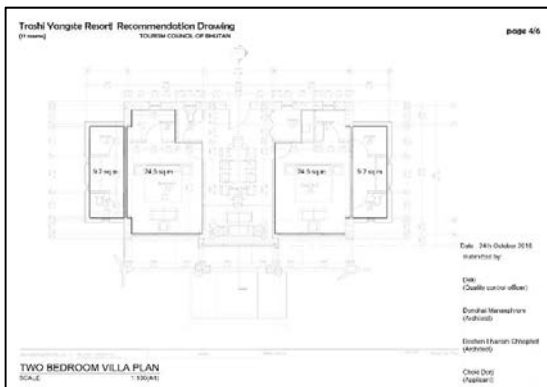
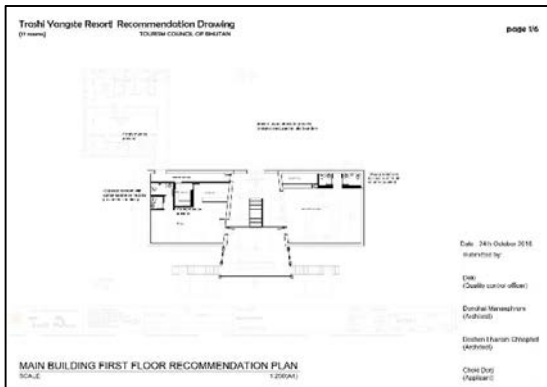
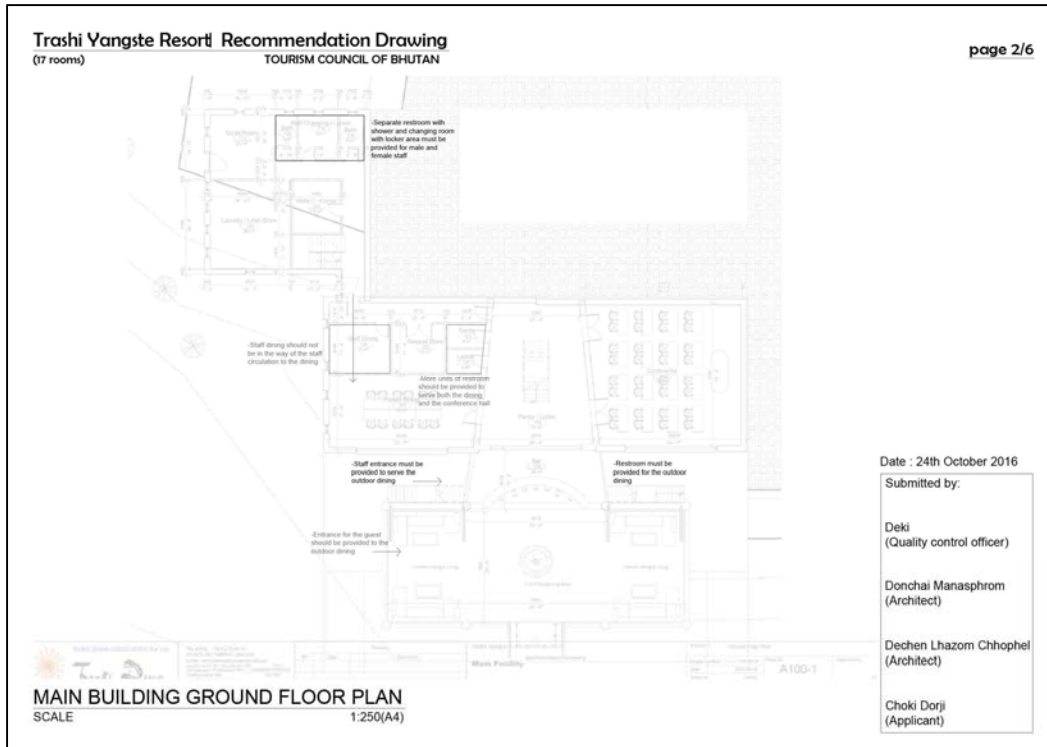


Figure Q5-96-100. Recommendation drawings of Trashi Yangtse hotel.

R5 : Thimphu hotel (Mr.Sonam Tobgay)

Project status : Clearance given

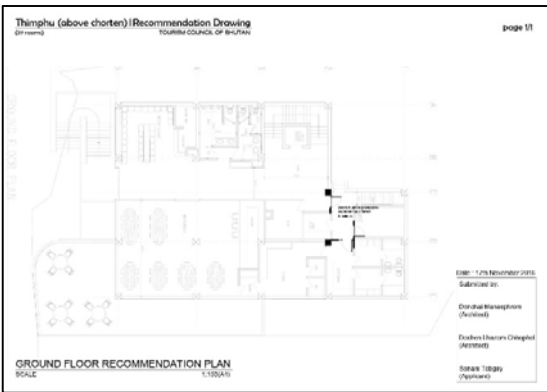
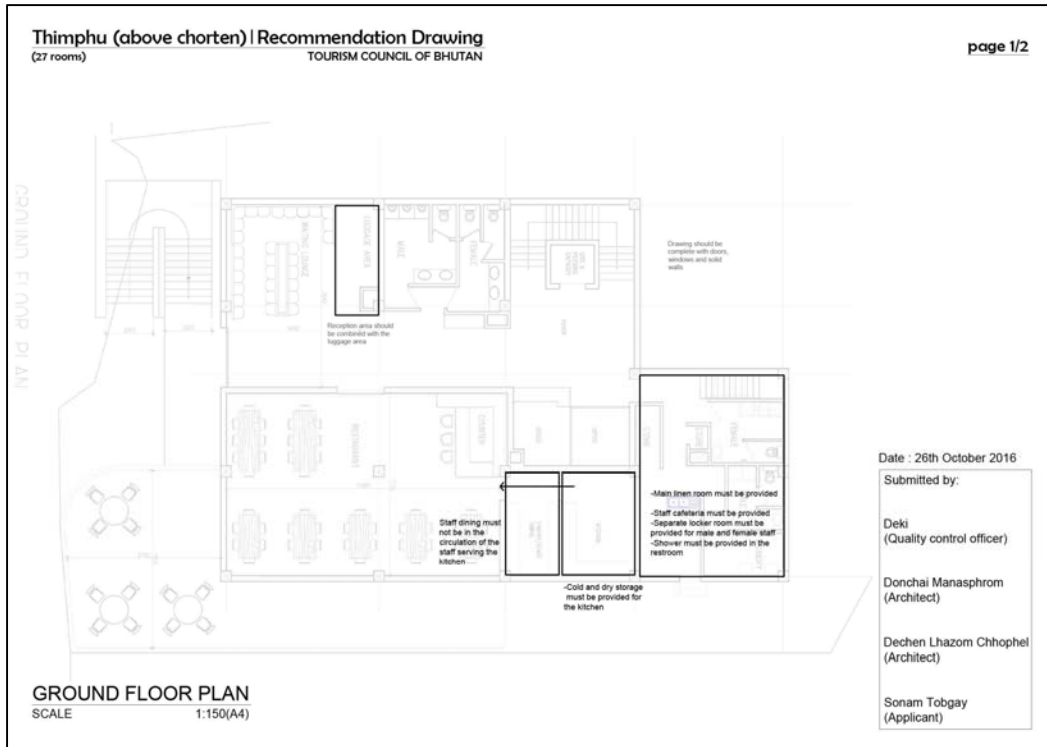


Figure Q5-101-104. Recommendation drawings of Thimphu hotel.

R6 : Paro hotel (Ms.Chimi)

Project status : Not meet standard yet

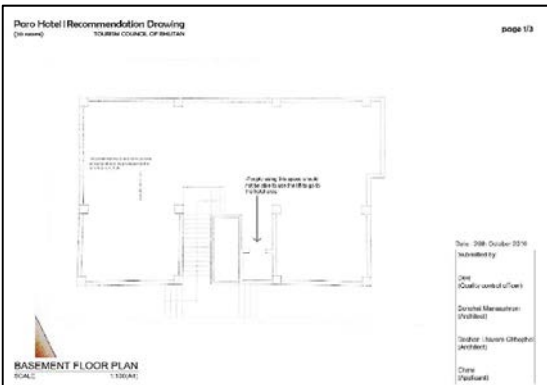
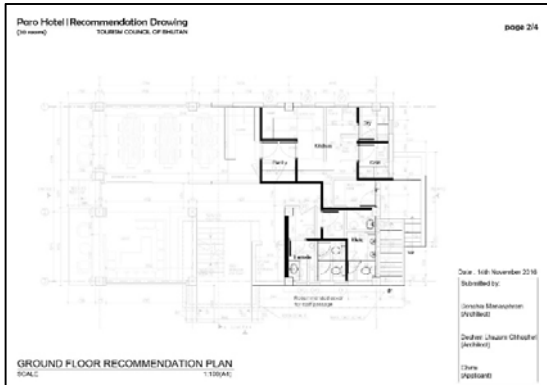
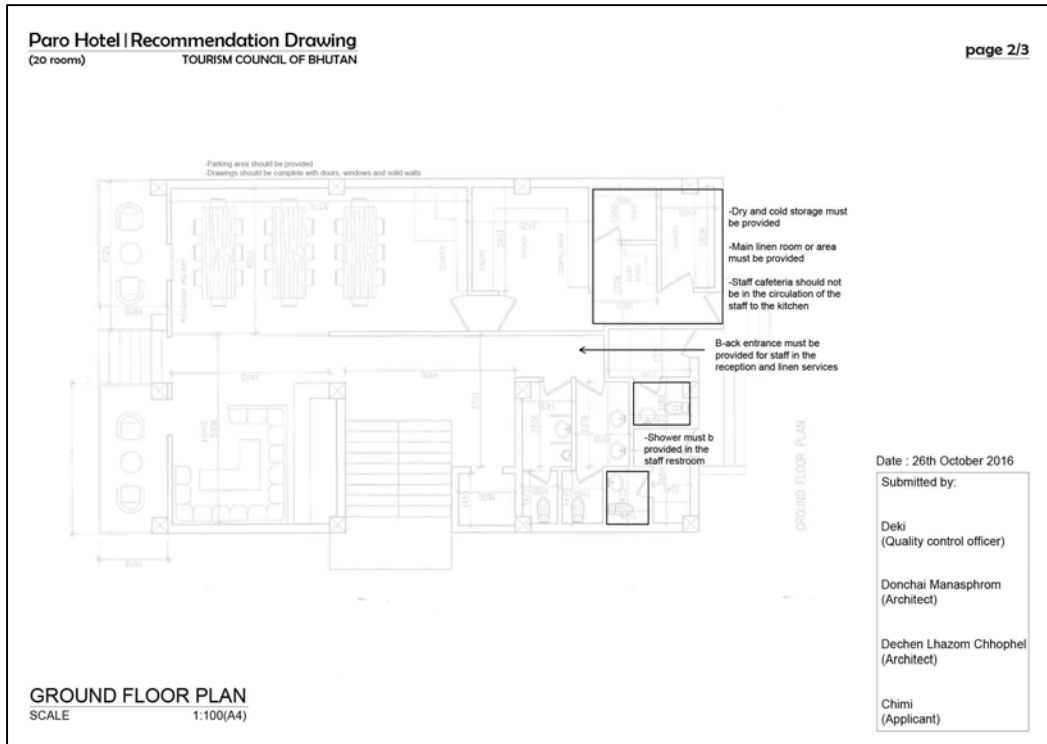


Figure Q5-105-109. Recommendation drawings of Paro hotel.

R7 : Serbithang hotel (Mr.Ugyen)

Project status : Not meet standard yet

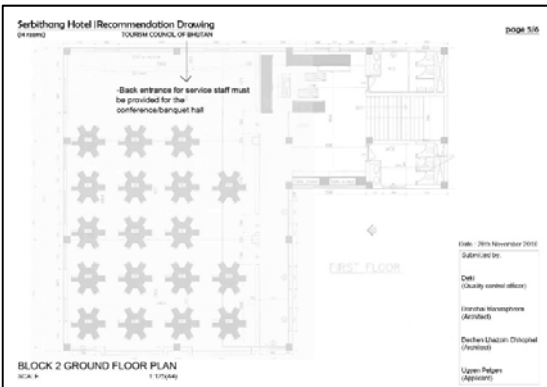
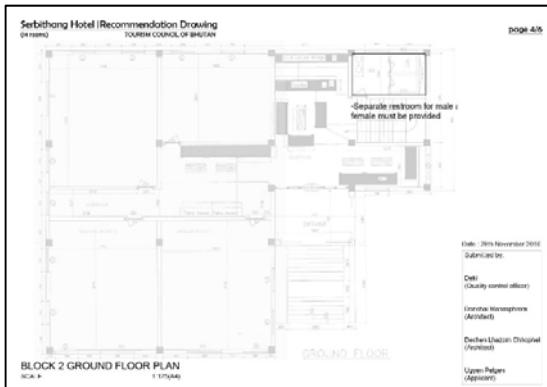
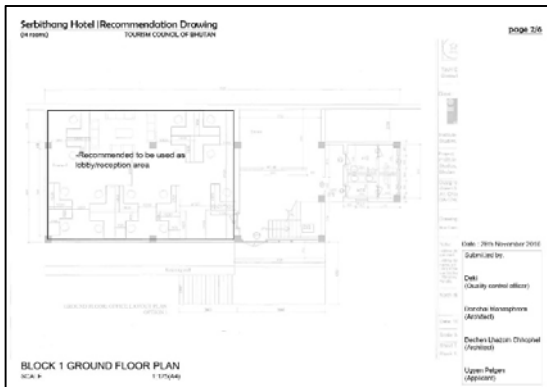
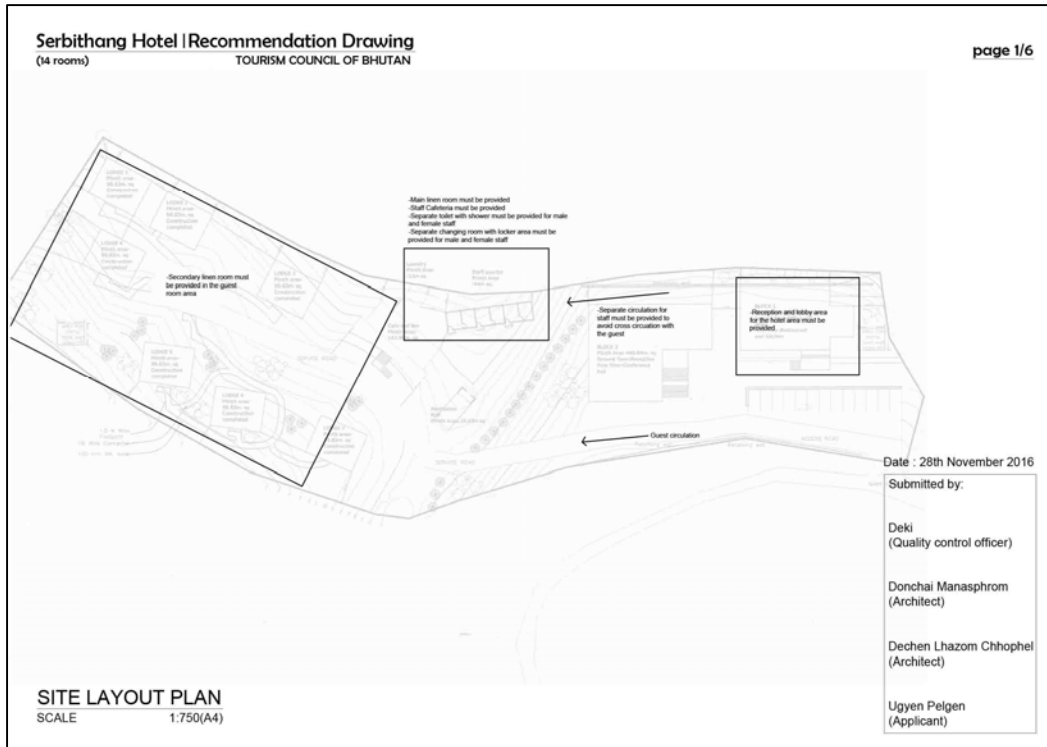


Figure Q5-110-114. Recommendation drawings of Sirbithang hotel.

R8 : Satsam village lodge (Mr.Seldon Kinley)

Project status : Not meet standard yet

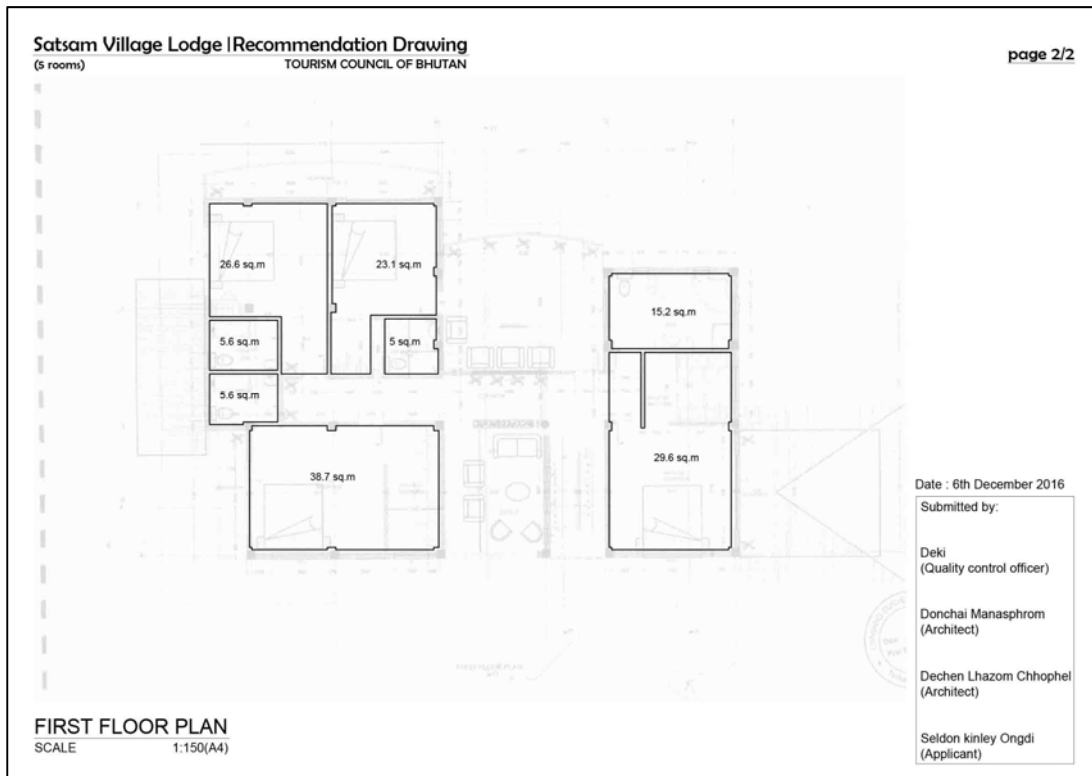
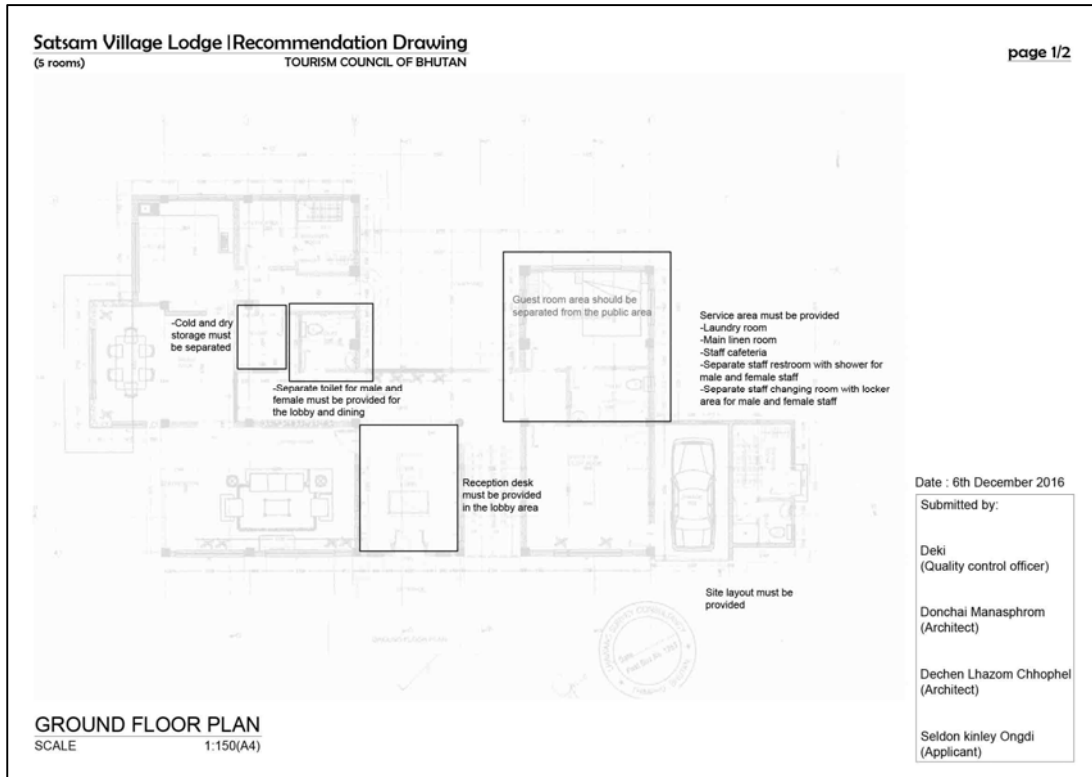


Figure Q5-115,116. Recommendation drawings of Satsam village lodge.

R9 : Changzamtog hotel (Ms.Jamyang Pelden)

Project status : Not meet standard yet

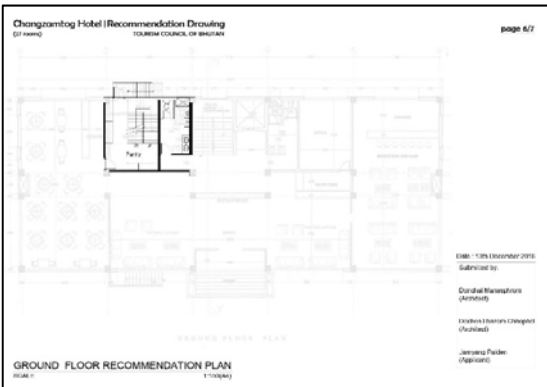
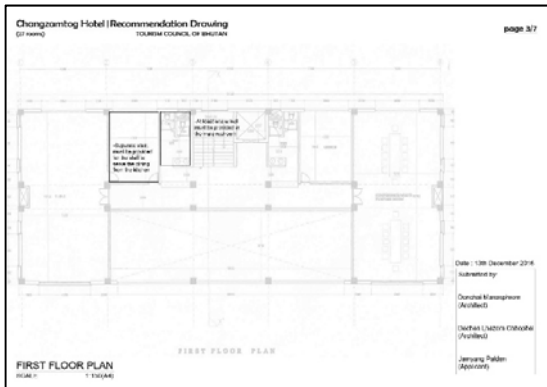
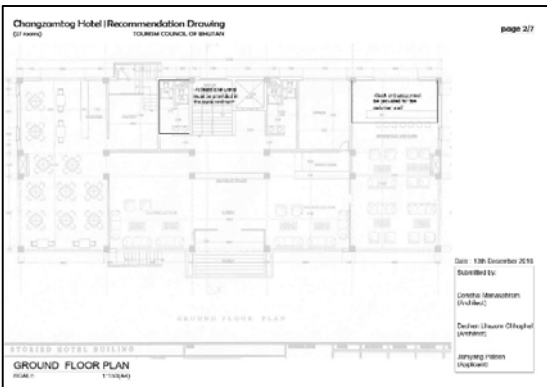
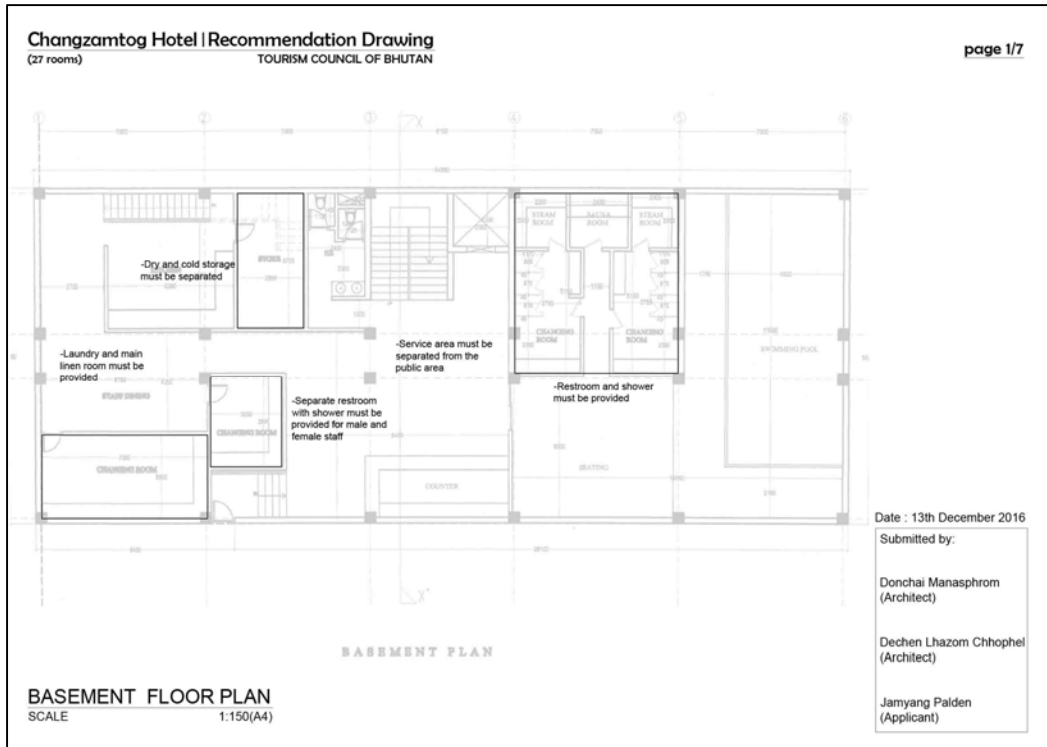


Figure Q5-117-121. Recommendation drawings of Changzamtog hotel.

R10 : Phuentsholing hotel (Mr.Bobby Ghalley)

Project status : Not meet standard yet

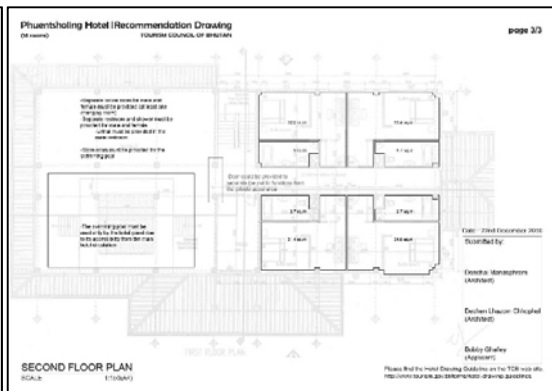
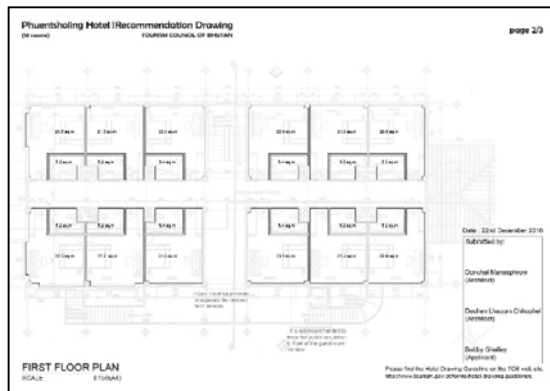
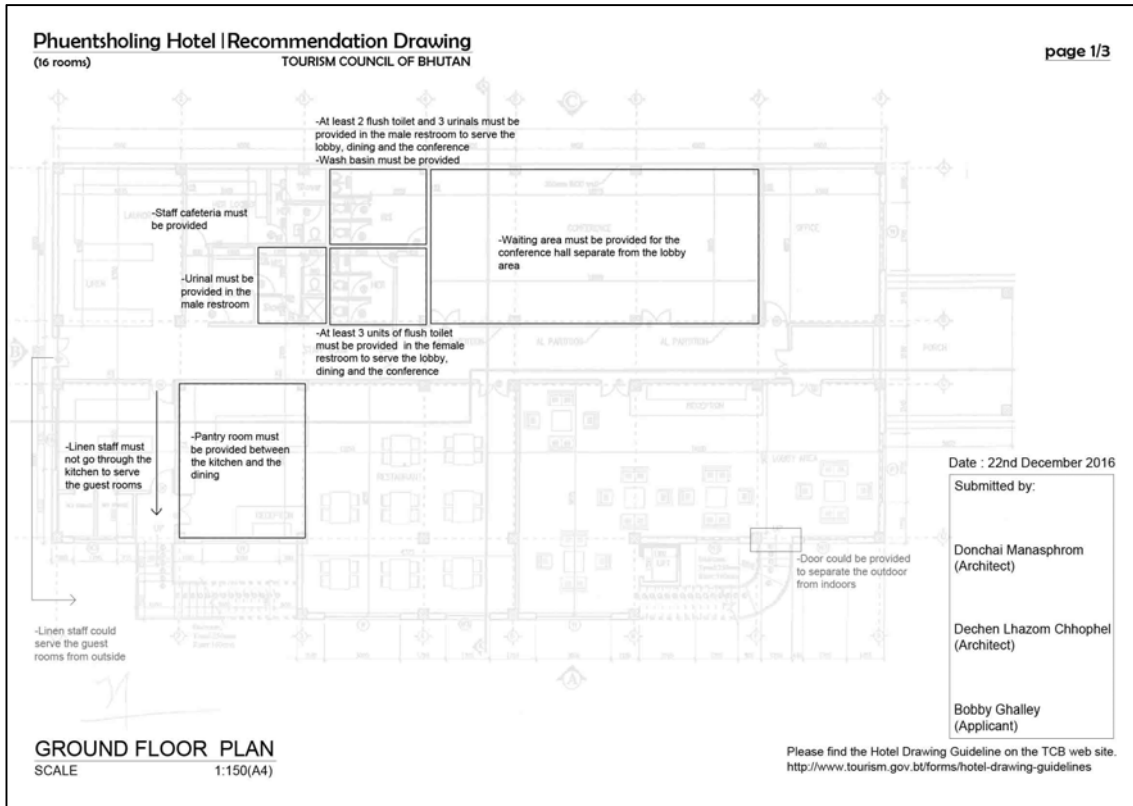


Figure Q5-122-124. Recommendation drawings of Phuentsholing hotel.

R11 : Samtenling hotel (Mr.Bobby Ghalley)

Project status : Clearance given

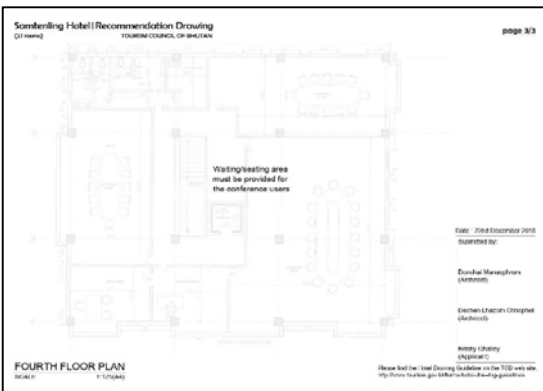
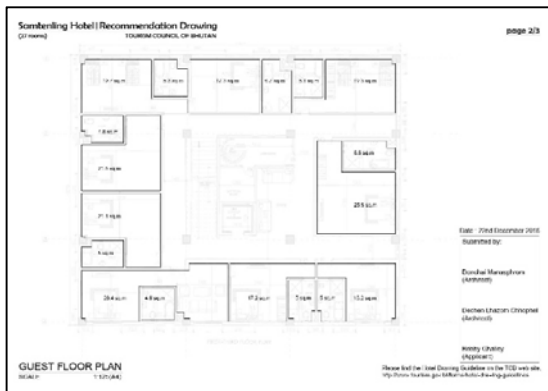
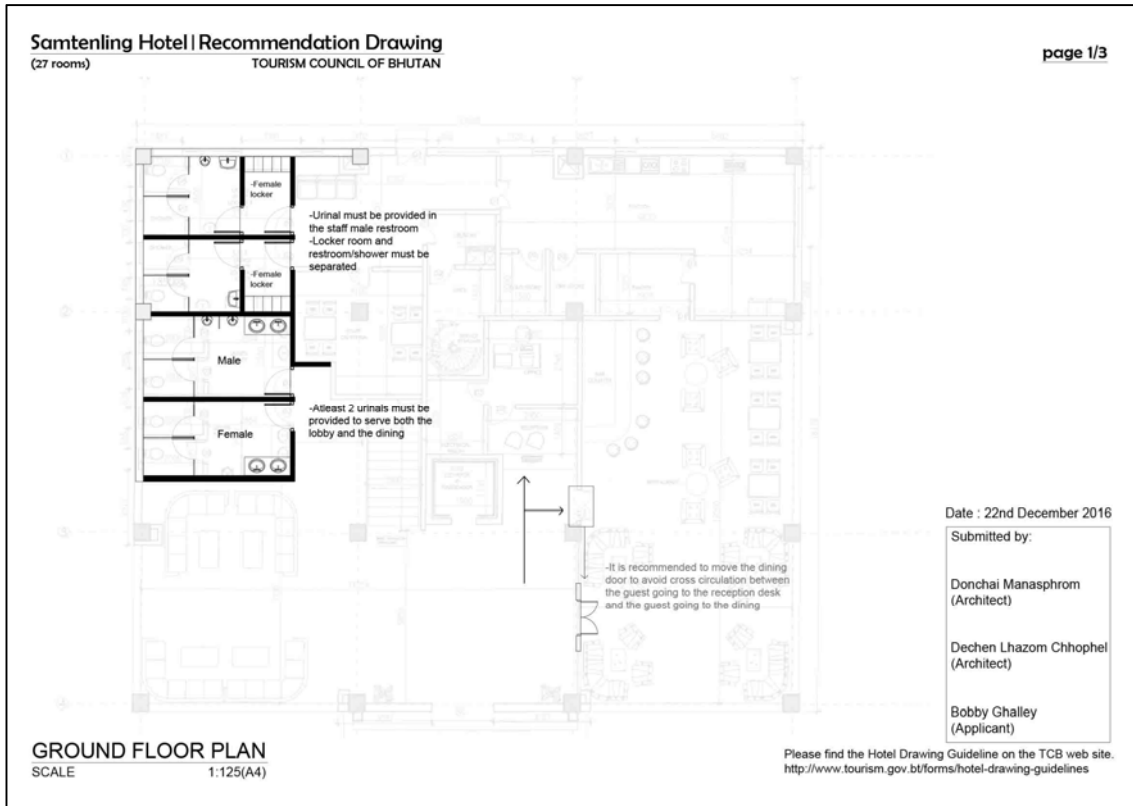


Figure Q5-125-127. Recommendation drawings of Samtenling hotel.

R12 : Bhutan hotel design standard modification

Finalize the guideline in senior management meeting and publish the guideline in TCB website.
 Project status : completed publishing the guideline in TCB website.



NEW HOTEL DRAWING GUIDELINES IN TCB WEBSITE (WWW.TOURISM.GOV.BT)

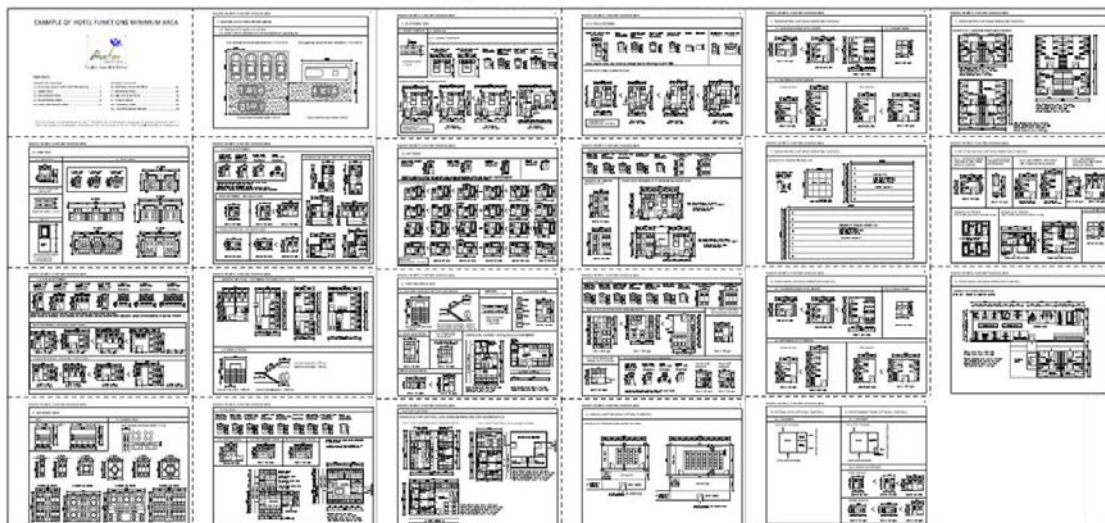
Figure Q5-128. Publishing of new hotel drawings guideline in TCB website.

Figure Q5-129. New hotel drawings guideline in TCB website.

| CHECKLIST FOR CONSTRUCTION DRAWINGS OF TOURIST STANDARD HOTEL | | 1. GENERAL NOTES AND GENERAL NOTES | | 2. GENERAL NOTES (OPTIONAL) - GENERAL NOTES | | 3. GENERAL NOTES (OPTIONAL) - GENERAL NOTES | |
|---|--|--|--|--|--|--|--|
| <p>1. GENERAL NOTES</p> <p>1.1. General notes for the drawings.</p> <p>1.2. General notes for the drawings.</p> <p>1.3. General notes for the drawings.</p> <p>1.4. General notes for the drawings.</p> <p>1.5. General notes for the drawings.</p> <p>1.6. General notes for the drawings.</p> <p>1.7. General notes for the drawings.</p> <p>1.8. General notes for the drawings.</p> <p>1.9. General notes for the drawings.</p> <p>1.10. General notes for the drawings.</p> | | <p>2. GENERAL NOTES (OPTIONAL) - GENERAL NOTES</p> <p>2.1. General notes for the drawings.</p> <p>2.2. General notes for the drawings.</p> <p>2.3. General notes for the drawings.</p> <p>2.4. General notes for the drawings.</p> <p>2.5. General notes for the drawings.</p> <p>2.6. General notes for the drawings.</p> <p>2.7. General notes for the drawings.</p> <p>2.8. General notes for the drawings.</p> <p>2.9. General notes for the drawings.</p> <p>2.10. General notes for the drawings.</p> | | <p>3. GENERAL NOTES (OPTIONAL) - GENERAL NOTES</p> <p>3.1. General notes for the drawings.</p> <p>3.2. General notes for the drawings.</p> <p>3.3. General notes for the drawings.</p> <p>3.4. General notes for the drawings.</p> <p>3.5. General notes for the drawings.</p> <p>3.6. General notes for the drawings.</p> <p>3.7. General notes for the drawings.</p> <p>3.8. General notes for the drawings.</p> <p>3.9. General notes for the drawings.</p> <p>3.10. General notes for the drawings.</p> | | <p>4. GENERAL NOTES (OPTIONAL) - GENERAL NOTES</p> <p>4.1. General notes for the drawings.</p> <p>4.2. General notes for the drawings.</p> <p>4.3. General notes for the drawings.</p> <p>4.4. General notes for the drawings.</p> <p>4.5. General notes for the drawings.</p> <p>4.6. General notes for the drawings.</p> <p>4.7. General notes for the drawings.</p> <p>4.8. General notes for the drawings.</p> <p>4.9. General notes for the drawings.</p> <p>4.10. General notes for the drawings.</p> | |
| <p>5. GENERAL NOTES</p> <p>5.1. General notes for the drawings.</p> <p>5.2. General notes for the drawings.</p> <p>5.3. General notes for the drawings.</p> <p>5.4. General notes for the drawings.</p> <p>5.5. General notes for the drawings.</p> <p>5.6. General notes for the drawings.</p> <p>5.7. General notes for the drawings.</p> <p>5.8. General notes for the drawings.</p> <p>5.9. General notes for the drawings.</p> <p>5.10. General notes for the drawings.</p> | | <p>6. GENERAL NOTES</p> <p>6.1. General notes for the drawings.</p> <p>6.2. General notes for the drawings.</p> <p>6.3. General notes for the drawings.</p> <p>6.4. General notes for the drawings.</p> <p>6.5. General notes for the drawings.</p> <p>6.6. General notes for the drawings.</p> <p>6.7. General notes for the drawings.</p> <p>6.8. General notes for the drawings.</p> <p>6.9. General notes for the drawings.</p> <p>6.10. General notes for the drawings.</p> | | <p>7. GENERAL NOTES</p> <p>7.1. General notes for the drawings.</p> <p>7.2. General notes for the drawings.</p> <p>7.3. General notes for the drawings.</p> <p>7.4. General notes for the drawings.</p> <p>7.5. General notes for the drawings.</p> <p>7.6. General notes for the drawings.</p> <p>7.7. General notes for the drawings.</p> <p>7.8. General notes for the drawings.</p> <p>7.9. General notes for the drawings.</p> <p>7.10. General notes for the drawings.</p> | | <p>8. GENERAL NOTES</p> <p>8.1. General notes for the drawings.</p> <p>8.2. General notes for the drawings.</p> <p>8.3. General notes for the drawings.</p> <p>8.4. General notes for the drawings.</p> <p>8.5. General notes for the drawings.</p> <p>8.6. General notes for the drawings.</p> <p>8.7. General notes for the drawings.</p> <p>8.8. General notes for the drawings.</p> <p>8.9. General notes for the drawings.</p> <p>8.10. General notes for the drawings.</p> | |

CHECKLIST FOR CONSTRUCTION DRAWINGS OF TOURIST STANDARD HOTEL

Figure Q5-130. New hotel drawings guideline in TCB website.



EXAMPLE OF HOTEL FUNCTIONS MINIMUM AREA

Work plan schedule

Quarter 1 – Quarter 4 (Oct 3, 2015 – Oct 2, 2016)

| Detailed Output / Activities | Oct 3, 2015 – Oct 2, 2016 | | | |
|--|---------------------------|----|----|----|
| | Q1 | Q2 | Q3 | Q4 |
| 1. Learning in Bhutanese traditional architecture design. | | | | |
| 2. Learning the guideline for Bhutanese hotel standardization and classification system. | | | | |
| 3. Surveying, renovation, maintenance, design and drawings of tourism facilities, trekking trails, campsites, bridges and restrooms in Bhutan. | | | | |
| 4. Review the architectural drawings for construction of hotels in Bhutan. | | | | |
| 5. Revision of TCB cafeteria prototype design. | | | | |
| 6. Presentation of TCB cafeteria prototype design. | | | | |
| 7. Construction drawings of TCB cafeteria prototype design. | | | | |
| 8. Site survey for preparation of cafeteria design at Lawala ,Wangduephodrang. | | | | |
| 9. Modify the TCB cafeteria prototype design and drawings for the target site at Lawala ,Wangduephodrang. | | | | |
| 10. Monitoring the construction of the cafeteria at Lawala ,Wangduephodrang. | | | | |
| 11. Site survey for preparation of cafeteria design at Dorji Goenpa ,Trongsa. | | | | |
| 12. Modify the TCB cafeteria prototype design and drawings for the target site at Dorji Goenpa ,Trongsa. | | | | |
| 13. Monitoring the construction of the cafeteria at Dorji Goenpa ,Trongsa. | | | | |
| 14. Site survey for preparation of restroom design at Sangchen Lhuendrup Choling in Punakha. | | | | |
| 15. Design and drawings of the restroom at Sangchen Lhuendrup Choling in Punakha. | | | | |
| 16. Monitoring the construction of the restroom at Sangchen Lhuendrup Choling in Punakha. | | | | |
| 17. Site survey for preparation of bird watching campsite facilities design in Zhemgang. | | | | |
| 18. Design and drawings of the bird watching campsite facilities in Zhemgang. | | | | |
| 19. Monitoring the construction of the bird watching campsite facilities in Zhemgang. | | | | |
| 20. Site survey for Agri-tourism development design in Dagana. | | | | |
| 21. Design and drawings for the Agri-tourism development design in Dagana. | | | | |
| 22. Monitoring the development construction in Dagana. | | | | |
| 23. Site survey for Agri-tourism development design in Tsirang. | | | | |
| 24. Design and drawings for the Agri-tourism development design in Tsirang. | | | | |
| 25. Monitoring the development construction in Tsirang. | | | | |
| 26. Site survey for preparation of cafeteria design at at Hurchi ,Bumthang. | | | | |
| 27. Modify the TCB cafeteria prototype design and drawings for the target site at Hurchi ,Bumthang. | | | | |
| 28. Site survey for preparation of cafeteria design at Kekila ,Bumthang. | | | | |
| 29. Modify the TCB cafeteria prototype design and drawings for the target site at Kekila ,Bumthang. | | | | |
| 30. Monitoring the construction of the cafeteria at Kekila ,Bumthang. | | | | |
| 31. Site survey for preparation of cafeteria design at Bayphu ,Tashigang. | | | | |
| 32. Modify the TCB cafeteria prototype design and drawings for the target site at Bayphu ,Tashigang. | | | | |
| 33. Monitoring the construction of the cafeteria at Bayphu ,Tashigang. | | | | |

Quarter 5 (Oct 3, 2016 – Dec 31, 2016)

Work Plan : 1st July 2016 - 31th December 2016

| # | Particulars | Extension period | | | | | |
|------|--|------------------|------|-------|------|------|------|
| | | July | Aug. | Sept. | Oct. | Nov. | Dec. |
| 1.) | Recommendation of hotel drawings | | | | | | |
| | - Modification of TCB hotel classification system | | | | | | |
| | - Review and recommend hotel drawings | | | | | | |
| 2.) | Sangchen Dorji Lhuendrup nunnery restroom (Walakha) | | | | | | |
| | - Supervision of construction works | | | | | | |
| 3.) | Pel Khewang Jangchopcholing Shedra restroom (Phobjikha) | | | | | | |
| | - Supervision of construction works | | | | | | |
| 4.) | Chumey cafeteria (Bumthang) | | | | | | |
| | - Supervision of the construction works of the restroom-part | | | | | | |
| 5.) | Highway restroom-signboards | | | | | | |
| | - Supervision of installation works | | | | | | |
| 6.) | Renovation of restroom at TCB office | | | | | | |
| | - Supervision of construction works | | | | | | |
| 7.) | Memorial Chorten restroom renovation | | | | | | |
| | - Final presentation for approval | | | | | | |
| | - Supervision of construction works | | | | | | |
| 8.) | Tashichho Dzong ticket booth | | | | | | |
| | - Architectural construction drawings | | | | | | |
| | - Review of engineering drawings and cost estimation | | | | | | |
| 9.) | Manas Eco lodge and information center (RMNP) | | | | | | |
| | - Site survey of Manas information center and eco-lodge project | | | | | | |
| | - Recommendation of existing eco lodges project | | | | | | |
| | - Design development and presentation | | | | | | |
| | - Architectural construction drawings | | | | | | |
| | - Review of engineering drawings and cost estimation | | | | | | |
| 10.) | Public restroom between Haa and Thimphu highway | | | | | | |
| | - Site survey | | | | | | |
| | - Design development and presentation | | | | | | |
| | - Architectural construction drawings | | | | | | |
| | - Review of engineering drawings and cost estimation | | | | | | |
| | - Supervision of construction works | | | | | | |
| 11.) | Public restroom between Wangdue and Tsirang highway | | | | | | |
| | - Site survey | | | | | | |
| | - Design development and presentation | | | | | | |
| | - Architectural construction drawings | | | | | | |
| | - Review of engineering drawings and cost estimation | | | | | | |
| | - Supervision of construction works | | | | | | |
| 12.) | Public restroom between Zhemgang and Serpang highway | | | | | | |
| | - Site survey | | | | | | |
| | - Design development and presentation | | | | | | |
| | - Architectural construction drawings | | | | | | |
| | - Review of engineering drawings and cost estimation | | | | | | |
| | - Supervision of construction works | | | | | | |
| 13.) | Addition projects of Tourism infrastructure | | | | | | |
| | - Site survey, design, presentation and construction drawings | | | | | | |

Progress report

Quarter 1 (Oct 3, 2015 – Jan 2, 2016)

| Objectives | Output/Actives | Key Result Area / Key Performance Indicators | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|--|---|--|---|---|---|
| 1.) Understanding of Bhutanese architecture design | - Learning in Bhutanese traditional architecture design. - Case studies visiting - Discussion with local architects ,engineers ,contractors ,consultants and villagers. | 1.) Key Result Area 1.1 Outcome – Be able to design and draw Bhutanese traditional architecture. 1.2 Outputs – Be able to apply the traditional style with the contemporary style for suitable contents. 2.) Key Performance Indicators - Correction of details in the architectural design. - Suitable function and appearance design. | Understand some knowledge such as the Bhutanese architecture ornament and building design rules. Be able to design on work plan. | 1.) Guide book 1.1 Bhutan Building Rules – 2002 1.2 Traditional Architecture Guideline 1.3 Bhutanese Architectural Guidelines FINAL 2015 http://www.mowhs.gov.bt/publications/acts/ 2.) Attached design presentations | 1.) Problem In the first 3 months ,there is no architect or engineer who works with me in the office. Can not re-check the architecture knowledge with anyone. 2.) Solution - Discuss with outsource contractors and consultants. - Another local architect will join the office in the 4 th month. |
| 2.) Understanding of Bhutanese hotels classification. | - Learning the guideline for Bhutanese hotel standardization and classification system. | 1.) Key Result Area 1.1 Outcome – Be able to classify Bhutanese hotels drawings. 1.2 Outputs – Be able to give suggestion for development of hotel design. 2.) Key Performance Indicators - Classification correction. | Understand in Bhutanese hotels classification guide book . Notice some weak points of the Bhutanese hotels standard which could be develop for better classification . | Bhutanese hotels classification guide book. | 1.) Problem Some subjects of Bhutanese hotels classification are not clear enough . Could be problems in different perception. 2.) Solution Study in hotel classification of other Countries for modification of Bhutanese Standard. |
| 3.) Complete of design and construction drawings of some tourism facilities. | - Surveying, renovation, maintenance, design and drawings of tourism facilities, trekking trails, campsites, bridges and restrooms in Bhutan. | 1.) Key Result Area 1.1 Outcome – Provide tourism facilities architectural drawings for tender and construction. 1.2 Outputs – more tourism facilities would be provided and designed properly. 2.) Key Performance Indicators - Complete Architectural drawings. - Complete constructions in time according to the schedule. | 1.) Public restroom signboard - Be able to design , present and monitor the model product. 2.) Ramthangkha restroom - Be able to design , present and monitor 70% of the construction. 3.) Ramthangkha market shed fences. - Be able to design , present and monitor 100% of the construction. | Attached design presentations. | 1.) Public restroom signboard - The signboard model product is not as same as the design drawings . The final signboard needs to be revised. 2.) Ramthangkha restroom - The consultant did not monitor the construction. The contractor did not follow the design drawings . The construction needs to be revised. 3.) Ramthangkha market shed fences. - The contractor can not speak English and can not understand the drawings. The construction needs to be revised. |

| | | | | | |
|--|--|--|--|--|---|
| | | | 4.)Trashigang handloom Restroom - Be able to design , present and finish the construction drawings. | | 4.)Trashigang handloom restroom Need to design without site survey data. |
| | | | 5.)Chuzom restroom renovation - Be able to design , present and finish the construction drawings. | | 5.)Chuzom restroom renovation - No problem. |

| Objectives | Output/Actives | Key Result Area / Key Performance Indicators | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|--|---|--|---|--|
| 4.) Provide appropriate comments for hotels owners in Bhutan. | -Review the architectural drawings for construction of hotels in Bhutan. | 1.) Key Result Area 1.1 Outcome – Development of hotels design and drawing. 1.2 Outputs –More international standard hotels would be designed for Bhutan. 2.) Key Performance Indicators -Bhutanese hotels designers and owners understand reason of the revision comments. -Development of hotels design and drawing. | Be able to finish all 10 hotels recommendations. | Attached hotels recommendations drawings. | 1.) Problem There are many hotels drawings which were submitted to TCB for long time but not be recommended. 2.)Solution TCB should clear all the recommendation works as soon as possible. |

| Objectives | Output/Actives | Key Result Area / Key Performance Indicators | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|---|--|---|--|--|
| 5.)Complete of design and construction drawings of TCB prototype cafeteria. | -Revision / Presentation / Construction drawings of TCB cafeteria prototype design. | 1.) Key Result Area 1.1 Outcome – Provide TCB prototype cafeteria architectural drawings for tender and construction. 1.2 Outputs – Greater modification would be provided ,following the different sites content. 2.) Key Performance Indicators -Completed architectural drawings. | -Be able to design and develop the drawings for presentation. -Can not finish the construction drawings in time. | Attached design presentations | 1.) Problem There are additional tourism facilities design projects which are urgent but not mentioned in the primary work plan , lead to the delay of the cafeteria construction drawings. 2.) Solution Every project details should be informed for the effective work plans. |

| Objectives | Output/Actives | Key Result Area / Key Performance Indicators | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|--|--|---|---|--|--|
| 6.) Complete of a TCB cafeteria construction at Lawala ,Wangduephodrang (Phobjikha junction) | -Site survey. -Design and drawings modification. -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate cafeteria architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to design and develop the drawings for presentation. -Can not finish the construction drawings in time. | Attached design presentations | 1.) Problem There are additional tourism facilities design projects which are urgent but not mentioned in the primary work plan , lead to the delay of the cafeteria construction drawings. 2.) Solution Every project details should be informed for the effective work plans. |

| Objectives | Output/Actives | Key Result Area / Key Performance Indicators | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|--|--|---|---|--|--|
| 7.) Complete of a TCB cafeteria construction at Dorji Goenpa ,Trongsa. | -Site survey. -Design and drawings modification. -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate cafeteria architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to design and develop the drawings for presentation. -Can not finish the construction drawings in time. | Attached design presentations | 1.) Problem There are additional tourism facilities design projects which are urgent but not mentioned in the primary work plan , lead to the delay of the cafeteria construction drawings. 2.) Solution Every project details should be informed for the effective work plans. |

Quarter 2 (Jan 3, 2016 – Apr 2, 2016)

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|--|--|--|---|---|
| 1.) Understanding of Bhutanese architecture design | - Learning in Bhutanese traditional architecture design. - Case studies visiting - Discussion with local architects ,engineers ,contractors ,consultants and villagers | 1.) Key Result Area 1.1 Outcome – Be able to design and draw Bhutanese traditional architecture. 1.2 Outputs – Be able to apply the traditional style with the contemporary style for suitable contents. 2.) Key Performance Indicators - Correction of details in the architectural design. - Suitable function and appearance design. | Understand some knowledge such as the Bhutanese architecture ornament and building design rules. Be able to design on work plan. | 1.) Guide book 1.1 Bhutan Building Rules – 2002 1.2 Traditional Architecture Guideline 1.3 Bhutanese Architectural Guidelines FINAL 2015 http://www.mowts.gov.bt/publications/acts/ 2.) Attached design presentations | 1.) Problem Most of official works in this 2 nd 3 months are construction drawing and internal plan design. There are not many Bhutanese detail and appearance design works. 2.) Solution - Try to observe, analyze and review the understanding in Bhutanese Architecture in casual time. |
| 2.) Understanding of Bhutanese hotels classification. | - Learning the guideline for Bhutanese hotel standardization and classification system. | 1.) Key Result Area 1.1 Outcome – Be able to classify Bhutanese hotels drawings. 1.2 Outputs – Be able to give suggestion for development of hotel design. 2.) Key Performance Indicators - Classification correction. | Understand in Bhutanese hotels classification guide book . Notice some weak points of the Bhutanese hotels standard which could be develop for better classification . | Bhutanese hotels classification guide book. | 1.) Problem Some subjects of Bhutanese hotels classification are not clear enough . Could be problems in different perception. 2.) Solution Study in hotel classification of other Countries for modification of Bhutanese Standard. - In 2 nd quarter , I created new draft of hotel standard design for the modification project with the hotel standard consultant. |
| 3.) Complete of design and construction drawings of some tourism facilities. (Addition projects from the primary workplan) | - Surveying, renovation, maintenance, design and drawings of tourism facilities, trekking trails, campsites, bridges and restrooms in Bhutan. | 1.) Key Result Area 1.1 Outcome – Provide tourism facilities architectural drawings for tender and construction. 1.2 Outputs – more tourism facilities would be provided and designed properly. 2.) Key Performance Indicators - Complete Architectural drawings. - Complete constructions in time according to the schedule. | 1.) Public restroom signboard - Be able to monitor the installation of 3 signboards at Dochula pass, Menchuna cafeteria and Chuzom restroom. 2.) Ramthangkha restroom (Taksang base) - Be able to monitor 95% of the construction. 3.) Shana bridge (Jomolhari trekking route) - Be able to design , present and transfer the drawings to the engineer for engineering design. | Attached design presentations. Attached design presentations. Attached design presentations. | 1.) Public restroom signboard - The installation at chuzom restroom was not standard. The installation at Menchuna cafeteria and Dochula pass was developed. 2.) Ramthangkha restroom (Taksang base) - The consultant did not monitor the construction. The contractor did not follow the design drawings . The construction needs to be revised. |

| | | | | | |
|--|--|--|---|--|--|
| | | | <p>4.) Memorial Chorten restroom renovation</p> <ul style="list-style-type: none"> - Be able to finish the design and presentation. <p>5.) JRITH (Royal Institute of Tourism and Hospitality) Signboard, Kings portraits and lamp poles layout.</p> <ul style="list-style-type: none"> - Be able to finish the design, presentation and construction drawings. | | |
|--|--|--|---|--|--|

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|--|---|--|---|--|
| 4.) Provide appropriate comments for hotels owners in Bhutan. | -Review the architectural drawings for construction of hotels in Bhutan. | <p>1.) Key Result Area</p> <p>1.1 Outcome – Development of hotels design and drawing.</p> <p>1.2 Outputs –More international standard hotels would be designed for Bhutan.</p> <p>2.) Key Performance Indicators</p> <ul style="list-style-type: none"> -Bhutanese hotels designers and owners understand reason of the revision comments. -Development of hotels design and drawing. | Be able to finish all 11 hotels recommendations. | Attached hotels recommendations drawings. | Since 2 nd quarter, there has been a new Bhutanese architect in TCB. She will help in primary recommendation of the hotel drawings. |

| | | | | | |
|---|---|---|---------------|--|---|
| 5.) Complete of Lawala cafeteria construction | -Site survey. -Design and drawings modification. | <p>1.) Key Result Area</p> <p>1.1 Outcome – Provide appropriate cafeteria architectural drawings for tender and construction.</p> <p>1.2 Outputs – Greater facilities and services would be provided after the project completion.</p> <p>2.) Key Performance Indicators</p> <ul style="list-style-type: none"> -Completed architectural drawings. -Completed construction. | -Not success. | | The project was hold back ,The highway road widening project might effect the cafeteria construction. |
|---|---|---|---------------|--|---|

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|--|--|---|--|--|---|
| 6.) Complete of Dorji Goenpa cafeteria construction. (Trongsa) | -Site survey. -Design and drawings modification. -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate cafeteria architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to finish the construction drawings, Transfer to the engineer for Engineering design and Cost estimation. -Can not start the construction as the work plan. | Attached design presentations | 1.)Problem The consultant company did not give the service as in the agreement. The consultant architect and system engineer did not come to give any advices. There is only the company owner who come to see the site and transfer every information. -The civil engineer is not the consultant company officer. -The engineering drawings were not rectified completely until the 4 th meetings. The construction process could not start in time. 2.)Solution -Try to follow up the engineering Drawings. Recorded all works history, sent files and information by email. |

| | | | | | |
|---|--|--|--|-------------------------------|--|
| 7.) Complete of Sangchen Dorji Lhuendrup nunery restroom construction. (Walakha, Punakha) | -Site survey. -Design and drawings -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate restroom architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to finish the construction drawings, Transfer to the engineer for Engineering design and Cost estimation. -Can not start the construction as the work plan. | Attached design presentations | Problem and solution. Similar to the Dorji Goenpa cafeteria project because of same consultant company. |
| 8.) Complete of tourism facility at the bird watching center in Zhemgang. | -Site survey. -Design and drawings -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. | -not success | | The project was hold back. Shift to next year. |

| | | | | | |
|---|--|--|--|-------------------------------|--|
| 9.) Complete of Pel Khewang Jangchupcholing shedra restroom construction. (Phobjikha, Wangdue) <i>(Addition project from the work plan)</i> | -Site survey. -Design and drawings -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate restroom architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to finish the construction drawings, Transfer to the engineer for Engineering design and Cost estimation. -Can not start the construction as the work plan. | Attached design presentations | Problem and solution. Similar to the Dorji Goenpa cafeteria project because of same consultant company. |
|---|--|--|--|-------------------------------|--|

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|--|---------------------------------------|---|---|--|--|
| 10.) Complete of Chumey cafeteria construction ,Bumthang (Kikila pass) (Shifted project from 3 rd quarter) | -Site survey. -Design and drawings | 1.) Key Result Area 1.1 Outcome – Provide appropriate cafeteria architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to finish the construction drawings. Transfer to the engineer for Engineering design and Cost estimation. | Attached design presentations | Problem and solution. Similar to the Dorji Goenpa cafeteria project because of same consultant company. |

note : Gray letter = Continued projects from 1st quarter

Black letter = Beginning projects from 2nd quarter

Quarter 3 (Apr 3, 2016 – Jul 2, 2016)

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|---|--|---|--|---|
| 1.)Understanding of Bhutanese architecture design | -Learning in Bhutanese traditional architecture design. -Case studies visiting -Discussion with local architects ,engineers ,contractors ,consultants and villagers | 1.) Key Result Area 1.1 Outcome – Be able to design and draw Bhutanese traditional architecture. 1.2 Outputs – Be able to apply the traditional style with the contemporary style for suitable contents. 2.) Key Performance Indicators - Correction of details in the architectural design. - Suitable function and appearance design. | Understand some knowledge such as the Bhutanese architecture ornament and building design rules. Be able to design on work plan. | 1.) Guide book 1.1 Bhutan Building Rules – 2002 1.2 Traditional Architecture Guideline 1.3 Bhutanese Architectural Guidelines FINAL 2015 http://www.mowhs.gov.bt/publications/acts/ 2.)Attached design presentations | Review and research in Bhutanese architecture again to design the southern Bhutanese style eco-lodge 1.)Problem - 2.)Solution - |

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | |
|---|--|--|--|---|--|
| 2.) Understanding of Bhutanese hotels classification. | - Learning the guideline for Bhutanese hotel standardization and classification system. | 1.) Key Result Area 1.1 Outcome – Be able to classify Bhutanese hotels drawings. 1.2 Outputs – Be able to give suggestion for development of hotel design. 2.) Key Performance Indicators -Classification correction. | Understand in Bhutanese hotels classification guide book . Notice some weak points of the Bhutanese hotels standard which could be develop for better classification . | Bhutanese hotels classification guide book. | 1.) Problem Some subjects of Bhutanese hotels classification are not clear enough , Could be problems in different perception. In 3 rd quarter, TCB hired an Austria consultant who created the old existing guideline to create an update one. But till the last day of his work contact, he presented his new guideline without explanation in detail. He added only few topics which are not the main issue and leaved the unsolved problem. 2.) Solution I listed the problems from the old existing guideline , compared with some reference of other countries hotel standard and created a model of new hotel guideline to present in the senior management meeting by myself. |
| 3.) Complete of design and construction drawings of some tourism facilities. (Addition projects from the primary workplan) | -Surveying, renovation, maintenance, design and drawings of tourism facilities, trekking trails, campsites, bridges and restrooms in Bhutan. | 1.) Key Result Area 1.1 Outcome – Provide tourism facilities architectural drawings for tender and construction. 1.2 Outputs – more tourism facilities would be provided and designed properly. 2.) Key Performance Indicators -Complete Architectural drawings. -Complete constructions in time according to the schedule. | 1.) Chuzom restroom renovation (Thimphu) - Be able to finish the drawings and monitoring 90% of the roof and pavement renovation. 2.) Rinchening cafeteria Renovation (Phuentsholing) - Went to the site, monitored and collected the addition work requests. 3.) Memorial Chorten restroom renovation. - Finished the architectural construction drawings , transferred to the city engineer for engineering design and cost estimation. | Attached monitoring presentation. Attached monitoring presentation. Attached construction drawings. | - - - |

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| | | | 4.)Memorial Chorten Disabled ramps & gate - Finished the primary design , standby for 2nd presentation at Thimphu Tromde. | Attached presentation drawings. | - |
| | | | 5.)Manas eco-lodge & Information center. - Finished the primary design of Manas eco lodge and recommendation for existing eco lodge project. | Attached presentation drawings. | 5.) The schedule for site visiting was postponed because of heavy rain and road block. |
| | | | 6.) Tashichho Dzong Ticket booth. -Finished the presentation drawings. Continue the construction drawings. | Attached presentation drawings. | - |
| | | | 7.) TCB restroom renovation. -Finished the construction drawings. | Attached construction drawings. | 7.) Waiting for budget. |

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|--|---|--|---|--------|
| | | | 8.)Restroom front signboards. -Finished the drawings and productions. | Attached presentation drawings and products pictures. | - |
| 4.) Provide appropriate comments for hotels owners in Bhutan. | -Review the architectural drawings for construction of hotels in Bhutan. | 1.) Key Result Area 1.1 Outcome – Development of hotels design and drawing. 1.2 Outputs –More international standard hotels would be designed for Bhutan. 2.) Key Performance Indicators -Bhutanese hotels designers and owners understand reason of the revision comments. -Development of hotels design and drawing. | Be able to finish all 12 hotels recommendations. | Attached hotels recommendations drawings. | - |

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|--|---|---|--|---|
| 5.) Complete of Dorji Goenpa cafeteria construction. (Trongsa) | -Site survey. -Design and drawings modification. -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate cafeteria architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to finish the construction drawings, Transfer to the engineer for Engineering design and Cost estimation. -The construction was not started, The objective is not completed. | Attached presentations. | The project was hold on by the private owner. The highway road widening project might effect the cafeteria construction. |
| 6.) Complete of Sangchen Dorji Lhuendrup nunnery restroom construction. (Walakha, Punakha) | -Site survey. -Design and drawings -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate restroom architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to finish the construction drawings, Transfer to the engineer for Engineering design and Cost estimation. -Complete of construction = 70% | Attached monitoring presentations | 1.) Problem The construction site is in other town. The outsource consultant did not control the correction of construction and did not report the mistake of construction to TCB. TCB did not plan and assign the architect to monitor the construction during some important construction process. The architect was assigned to visit the construction site only in the final death line of construction and it was too late and difficult to rectify. The contractor could not communicate in English and did not have any supervisor as he claimed in the CV. The contractor did not have email address. The architect could not communicate directly. 2.) Solution -Communicated through the Bhutanese Colleague. |
| 7.) Complete of Pel Khewang Jangchupcholing shedra restroom construction. (Phobjikha, Wangdue) (Addition project from the work plan) | -Site survey. -Design and drawings -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate restroom architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance Indicators -Completed architectural drawings. -Completed construction. | -Be able to finish the construction drawings, Transfer to the engineer for Engineering design and Cost estimation. -Complete of construction = 50% | Attached monitoring presentations | Problem and solution. Similar to the Sangchen Dorji Lhuendrup nunnery restroom project. Same consultant and contractor. |
| 8.) Complete of Chumey cafeteria construction .Bumthang (Kikila pass) | -Site survey. -Design and drawings -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate architectural drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. | -Be able to finish the construction drawings, Transfer to the engineer for Engineering design and Cost estimation. -The construction was not started, The objective is not completed. | Attached presentations. | The project was hold on by the private owner. |

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|--|--|-------------------------------------|--|---------------------------------------|
| 9.) Complete of Agritourism facilities development in Dagana and Tsirang. | -Site survey. -Design and drawings -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance -Completed drawings. | -not success | | The project was shifted to next year. |
| 10.) Complete of Hurchi cafeteria construction, Bumthang | -Site survey. -Design and drawings -Construction monitoring. | 1.) Key Result Area 1.1 Outcome – Provide appropriate drawings for tender and construction. 1.2 Outputs – Greater facilities and services would be provided after the project completion. 2.) Key Performance -Completed drawings. | -not success | | The project was cancelled. |

note : Gray letter = Continued projects from 2nd quarter

Black letter = Beginning projects from 3rd quarter

Quarter 4 (Jul 3, 2016 – Oct 2, 2016)

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|--|---|--|---|---|---|
| 1.) Understanding of Bhutanese architecture design | -Learning in Bhutanese traditional architecture design. -Case studies visiting -Discussion with local architects ,engineers ,contractors ,consultants and villagers | 1.) Key Result Area 1.1 Outcome – Be able to design and draw Bhutanese traditional architecture. 1.2 Outputs – Be able to apply the traditional style with the contemporary style for suitable contents. 2.) Key Performance Indicators - Correction of details in the architectural design. | Understand some knowledge such as the Bhutanese architecture ornament and building design rules. Be able to design on work plan. | 1.) Guide book 1.1 Bhutan Building Rules – 2002 1.2 Traditional Architecture Guideline 1.3 Bhutanese Architectural Guidelines FINAL 2015 http://www.mowhs.gov.bt/publications/acts/ 2.) Attached design presentations | Review and research in Bhutanese architecture again to design the southern Bhutanese style eco-lodge 1.) Problem - 2.) Solution - |

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| 2.) Understanding of Bhutanese hotels classification. | - Learning the guideline for Bhutanese hotel standardization and classification system. | 1.) Key Result Area 1.1 Outcome – Be able to classify Bhutanese hotels drawings. 1.2 Outputs – Be able to give suggestion for development of hotel design. 2.) Key Performance Indicators -Classification correction. | Understand in Bhutanese hotels classification guide book . Notice some weak points of the Bhutanese hotels standard which could be develop for better classification . | Bhutanese hotels classification guide book. | 1.) Problem Regarding to the new model of hotel standard guideline that I created and be approved and revised by the senior management, it's not published yet because of waiting for approval of the quality control officer and discussion with the Ministry of Work and Settlement which created the Bhutan building rule. 2.) Solution Referring the old guideline. Pushing the quality control officer to arrange the official meeting with the Ministry of Work and Settlement as soon as possible. |
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| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|--|--|---|--|--------|
| 3.) Complete of design and construction drawings of some tourism facilities. (Addition projects from the primary workplan) | -Surveying, renovation, maintenance, design and drawings of tourism facilities, trekking trails, campsites, bridges and restrooms in Bhutan. | 1.) Key Result Area 1.1 Outcome – Provide tourism facilities architectural drawings for tender and construction. 1.2 Outputs – more tourism facilities would be provided and designed properly. 2.) Key Performance Indicators -Complete Architectural drawings. -Complete constructions in time according to the schedule. | 1.)Tashichho Dzong Ticket booth. -Finished the construction monitoring. | Attached monitoring presentation. | - |
| | | | 2.)Tashichho Dzong Notification signboard. -Finished the design and Presentation. -Finished the production and installation monitoring. | Attached monitoring presentation. | - |
| | | | 3.)Tashichho Dzong tourists lounge. -Finished the design and Presentation. -Continued the construction drawings. | Attached construction drawings. | - |

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| | | | 4.)Tashichho Dzong Public restrooms. -Finished the primary design and presentation. -Continued the design development. | Attached presentation drawings. | - |
| | | | 5.)Memorial Chorten New access for disabled. -Finished the design and Presentation. | Attached presentation drawings. | - |
| | | | 6.) Memorial Chorten Disabled restrooms. -Finished the design and Presentation. -Continued the construction drawings. | Attached presentation drawings. | - |
| | | | 7.)Manas eco-lodge & Information center. - Finished the site survey. -Continued the existing lodge recommendation and new facilities presentation. | Attached construction drawings. | - |

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|--|--|--|--|---|---------------------------------------|
| 4.) Provide appropriate comments for hotels owners in Bhutan. | -Review the architectural drawings for construction of hotels in Bhutan. | 1.) Key Result Area 1.1 Outcome – Development of hotels design drawing. 1.2 Outputs –More international standard hotels would be designed. 2.) Key Performance Indicators -Bhutanese hotels designers and owners understand reason of the revision comments. | Be able to finish all 17 hotels recommendations. | Attached hotels recommendations drawings. | - |
| 5.) Complete of a TCB cafeteria construction at Bayphu ,Tashigang. | -Site survey. -Design and drawings modification. -Construction monitoring. | 1. Outcome – Provide appropriate cafeteria architectural drawings for tender and construction. 2.Outputs – Greater facilities and services would be provided after the project completion. | -not success | | The project was shifted to next year. |

note : Gray letter = Continued projects from 3rd quarter , Black letter = Beginning projects from 4th quarter

Quarter 5 (Oct 3, 2016 – Dec 31, 2016)

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|---|--|---|--|--|
| 1.)Understanding of Bhutanese architecture design | -Learning in Bhutanese traditional architecture design. -Case studies visiting -Discussion with local architects ,engineers ,contractors ,consultants and villagers | 1.) Key Result Area 1.1 Outcome – Be able to design and draw Bhutanese traditional architecture. 1.2 Outputs – Be able to apply the traditional style with the contemporary style for suitable contents. 2.) Key Performance Indicators - Correction of details in the architectural design. - Suitable function and appearance design. | Understand some knowledge such as the Bhutanese architecture ornament and building design rules. Be able to design on work plan. | 1.) Guide book 1.1 Bhutan Building Rules – 2002 1.2 Traditional Architecture Guideline 1.3 Bhutanese Architectural Guidelines FINAL 2015 http://www.mowhs.gov.bt/publications/acts/ 2.)Attached design presentations | Review and research in Bhutanese architecture again to design the southern Bhutanese architecture 1.)Problem - 2.)Solution - |

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|---|--|--|---|---|
| 2.)Understanding of Bhutanese hotels classification. | - Learning the guideline for Bhutanese hotel standardization and classification system. | 1.) Key Result Area 1.1 Outcome – Be able to classify Bhutanese hotels drawings. 1.2 Outputs – Be able to give suggestion for development of hotel design. 2.) Key Performance Indicators -Classification correction. | Understand in Bhutanese hotels classification guide book . Notice some weak points of the Bhutanese hotels standard which could be develop for better classification . Created new hotel standard Guidelines and published on TCB website. | Bhutanese hotels classification guide book. | 1.) Problem The publishing happened in the last month of volunteer, no chance to see The feedback and development of Bhutanese hotel drawings design. 2.)Solution Follow up with the TCB architect. |
| 3.) Provide appropriate comments for hotels owners in Bhutan. | -Review the architectural drawings for construction of hotels in Bhutan. | 1.) Key Result Area 1.1 Outcome – Development of hotels design and drawing. 1.2 Outputs –More international standard hotels would be designed for Bhutan. 2.) Key Performance Indicators -Bhutanese hotels designers and owners understand reason of the revision, | Be able to finish all 11 hotels recommendations. | Attached hotels recommendations drawings. | - |

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|---|---|--|---|--|---|
| 1.)Understanding of Bhutanese architecture design | -Learning in Bhutanese traditional architecture design. -Case studies visiting -Discussion with local architects ,engineers ,contractors ,consultants and villagers | 1.) Key Result Area 1.1 Outcome – Be able to design and draw Bhutanese traditional architecture. 1.2 Outputs – Be able to apply the traditional style with the contemporary style for suitable contents. 2.) Key Performance Indicators - Correction of details in the architectural design. - Suitable function and appearance design. | Understand some knowledge such as the Bhutanese architecture ornament and building design rules. Be able to design on work plan. | 1.) Guide book 1.1 Bhutan Building Rules – 2002 1.2 Traditional Architecture Guideline 1.3 Bhutanese Architectural Guidelines FINAL 2015 http://www.mowhs.gov.bt/publications/acts/ 2.)Attached design presentations | Review and research in Bhutanese architecture again to design the southern Bhutanese architecture 1.)Problem - 2.)Solution - |
|---|---|--|---|--|---|

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|---|--|---|--|--------|
| 4.) Complete of design and construction drawings of eco lodge at Royal Manas National Park. | -Site survey, -Design development and construction drawings. | 1.) Key Result Area 1.1 Outcome – Provide tourism facilities architectural drawings for tender and construction. 1.2 Outputs – more tourism facilities would be provided and designed properly. 2.) Key Performance Indicators -Complete Architectural drawings. | -Finished site survey, design development and presentation. -Finished all construction drawings, Transfer to the engineer for Engineering design and Cost estimation. | Attached presentation. | - |
| 5.) Complete of design and construction drawings of information center and restaurant at Royal Manas National Park. | -Site survey, -Design development and construction drawings. | 1.) Key Result Area 1.1 Outcome – Provide tourism facilities architectural drawings for tender and construction. 1.2 Outputs – more tourism facilities would be provided and designed properly. 2.) Key Performance Indicators -Complete drawings. | -Finished site survey, design development and presentation. | Attached presentation. | - |

| Objectives | Output/Actives | Key Result Area / Key Performance | Degree of Achievement (A), (D), (U) | Mean of Verification (for Achievement) | Remark |
|---|--|--|--|--|---------------------|
| 6.) Complete of design and construction drawings of some tourism facilities. (Addition projects from the primary workplan) | -Surveying, renovation, maintenance, design and drawings of tourism facilities, trekking trails, campsites, bridges and restrooms in Bhutan. | 1.) Key Result Area 1.1 Outcome – Provide tourism facilities architectural drawings for tender and construction. 1.2 Outputs – more tourism facilities would be provided and designed properly. 2.) Key Performance Indicators -Complete Architectural drawings. -Complete constructions in time according to the schedule. | 1.)Tashichho Dzong tourist lounge (Thimphu) - Finished the design presentation and construction drawings. 2.)Tashichho Dzong public restrooms (Thimphu) - Finished the design presentation and construction drawings. 3.)Tashichho Dzong snack shop and cafeteria - Finished the design presentation. | Attached presentation. Attached presentation. Attached presentation. | - - - |

note : Gray letter = Continued projects from 2nd quarter

Black letter = Beginning projects from 3rd quarter

ข้อเสนอแนะ

อาสาสมัครทำงานในตำแหน่งสถาปนิกของหน่วยงานการท่องเที่ยวแห่งประเทศไทย ซึ่งมีบุคลากรทั้งสิ้นประมาณ 60 คน แบ่งเป็นฝ่ายบริหาร, ฝ่ายการตลาด, ฝ่ายทะเบียนมัณฑุเทศก์และกิจการเพื่อการท่องเที่ยว, ฝ่ายประกันคุณภาพ และฝ่ายสนับสนุนถึงอำนวยความสะดวกเพื่อการท่องเที่ยวซึ่งอาสาสมัครสังกัดอยู่ กระบวนการทำงานออกแบบเขียนแบบในปัจจุบันต้องใช้โปรแกรมคอมพิวเตอร์เฉพาะทางและพื้นฐานทางสถาปัตยกรรมในการทำงาน บุคลากรที่อาสาสมัครทำงานด้วยจึงมีสถาปนิกเพียงคนเดียวผู้ซึ่งพึ่งจบการศึกษามารัฐหลังจากอาสาสมัครมาทำงานได้ 3 เดือน ส่วนแคเนเตอร์พัทธ์ของอาสาสมัคร ทำงานเกี่ยวกับการเดินทางสำรวจและงานทำเอกสารติดต่อประสานงานเป็นหลัก ซึ่งไม่ใช่สายงานเดียวกับอาสาสมัครโดยตรง และสำหรับวิศวกร หน่วยงานขาดตำแหน่งวิศวกรประจำ โดยต้องอาศัยจ้างวิศวกรจากภายนอกเป็นโครงการๆ ไป จึงอาจขาดความต่อเนื่องและความคล่องตัวในการประสานงานอยู่บ้าง

1.) ข้อเสนอแนะเพื่อการพัฒนาประสิทธิภาพของหน่วยงาน

1.1) ปริมาณงาน

สถาปนิกประจำหน่วยงานมีจำนวนเพียง 1 คน สังกัดในฝ่าย Infrastructure and Product Development Division (IPDD) โดยมีหน้าที่เดินทางไปสำรวจไซต์งานที่ต่างจังหวัด กลับมาออกแบบ, นำเสนอ, เขียนแบบก่อสร้าง และเดินทางเป็นครั้งคราวเพื่อไปตรวจสอบการก่อสร้าง นอกจากนี้ยังมีหน้าที่หลักในฝ่าย Quality Assurance Division (QAD) ในการรับแบบก่อสร้างโรงแรมมาตรวจ และทำแบบร่างสำหรับให้ข้อเสนอแนะในการปรับแก้เพื่อให้ผ่านเกณฑ์มาตรฐานโรงแรมของหน่วยงาน โดยที่ผ่านมาแม้สถาปนิกประจำหน่วยงานจะมีอาสาสมัครคอยช่วยแบ่งเบาภาระหน้าที่ แต่ก็ถือว่าปริมาณงานมีจำนวนเพิ่มขึ้นมากจากแผนงานดั้งเดิม จึงไม่สามารถควบคุมเวลาให้เป็นไปตามแผนได้ทั้งหมด จึงอยากเสนอแนะให้หน่วยงานมีสถาปนิกหรือวิศวกรประจำเพิ่มอีก 1 คน เพื่อประสิทธิภาพการทำงานที่ดีเมื่ออาสาสมัครสิ้นสุดเวลาปฏิบัติงานไปแล้ว

1.2) คุณภาพในงานก่อสร้าง

ปัญหาด้านคุณภาพและความถูกต้องของงานก่อสร้างของหน่วยงาน มีสาเหตุจากหลายปัจจัย เช่น ความถูกต้องครบถ้วนของแบบและรายการวัสดุก่อสร้าง อาสาสมัครพบว่า โครงการก่อสร้างเพื่อการท่องเที่ยวที่ถูกยื่นขออนุมัติมายังหน่วยงานหลายโครงการ มีรายละเอียดไม่เพียงพอ และจะยิ่งร้ายไปกว่านั้น หากหน่วยงานไม่มีสถาปนิกหรือวิศวกรประจำที่สามารถตรวจสอบความถูกต้องนั้นๆ ได้ แม้หน่วยงานจะจ้างที่ปรึกษาจากภายนอก แต่อาสาสมัครก็พบว่า การตรวจรายการวัสดุก่อสร้างของที่ปรึกษาก็มีความผิดพลาดให้เห็นอยู่หลายหน โดยมักส่งผลกระทบต่อหน่วยงานหลังจากขั้นตอนการอนุมัติการก่อสร้างไปแล้ว เช่น พบรายการวัสดุที่ตกหล่นจากราคาประเมินอีกสาเหตุหนึ่งของความไม่ถูกต้องในการก่อสร้าง คือที่ตั้งของงานอยู่ในจังหวัดห่างไกล บุคลากรของหน่วยงานไม่ได้รับอนุมัติงบประมาณและเวลาเพื่อเดินทางไปตรวจสอบได้ อีกทั้งผู้ควบคุมงานและผู้รับเหมาก็ไม่ได้รายงานความคืบหน้าของงานก่อสร้างอย่างต่อเนื่องชัดเจน หลายครั้งที่งานก่อสร้างผิดไปจากแบบและไม่สามารถแก้ไขได้ทันท่วงที จึงอยากเสนอแนะให้หน่วยงานให้ความสำคัญกับขั้นตอนการติดตามผลงานก่อสร้างให้มากขึ้น โดยอาจต้องเข้มงวดกับผู้ควบคุมงานจากภายนอกที่จ้างมา ให้ทำรายงานความคืบหน้าที่เป็นทางการและชัดเจนยิ่งขึ้น และมีสัญญาณว่าจ้างที่ลงรายละเอียดมากกว่าเดิม

1.3) ประสิทธิภาพและความคุ้มค่าของโครงการ

อาสาสมัครพบว่าหลายโครงการก่อสร้างของหน่วยงานที่ถูกทิ้งร้าง และพบว่าโครงการใหม่บางโครงการ ถูกเร่งให้รีบออกแบบก่อสร้างแม้จะอยู่ในบริบทที่ไม่เหมาะสมนัก สาเหตุหลักน่าจะมาจากการขาดการดูแลที่พอเพียง หลังการก่อสร้างแล้วเสร็จ และบางโครงการเช่นที่พักเพื่อการท่องเที่ยวบาง โครงการก็อาจมีขนาดโครงการที่ใหญ่เกินกว่าความต้องการในการรองรับนักท่องเที่ยว ณ ขณะนั้น จึงอยากเสนอแนะให้หน่วยงานแบ่งระยะการดำเนินงาน เริ่มต้นจากขนาดโครงการที่กระชับแต่มีคุณภาพก่อน หากประสบความสำเร็จจึงค่อยขยายในระยะต่อไปที่วางแผนไว้ นอกจากนี้อาสาสมัครยังพบว่า หลายโครงการที่หน่วยงานออกทุนสนับสนุน ก็ไม่ถูกเปิดใช้อย่างเป็นสาธารณะ หรืออยู่ในตำแหน่งที่เข้าถึงและสังเกตได้ยาก จึงควรวิเคราะห์ที่ตั้งและติดตามสอดคล้องการเปิดใช้ให้

1.4) มาตรฐานในการอนุมัติแบบก่อสร้างอพาร์ทเมนต์

นอกจากแบบก่อสร้างโรงแรมที่ต้องการเปิดให้บริการแก่นักท่องเที่ยวแล้ว แบบก่อสร้างอพาร์ทเมนต์ก็ถูกยื่นมาให้หน่วยงานตรวจอนุมัติมาตรฐานอยู่บ่อยๆ แต่ ณ ปัจจุบัน หน่วยงานใช้เพียงมาตรฐานโรงแรมลบบัเดียว เป็นเกณฑ์ในการตรวจแบบทั้งโรงแรมและอพาร์ทเมนต์ จึงเป็นปัญหาแก่เจ้าของกิจการอพาร์ทเมนต์หลายโครงการ ซึ่งในความเป็นจริงข้อกำหนดของโรงแรมและอพาร์ทเมนต์ย่อมมีความแตกต่างกัน จึงอยากเสนอให้หน่วยงานร่างมาตรฐานสำหรับอพาร์ทเมนต์ขึ้นมาใช้และเผยแพร่โดยเฉพาะ

1.5) การนำเสนอในการประชุมใหญ่ประจำเดือน

ที่หน่วยงานมีการประชุมสรุปความคืบหน้าของงานแต่ละฝ่ายในทุกๆเดือน โดยเนื้อหาในการประชุมส่วนใหญ่ถูกถ่ายทอดด้วยตารางสถิติและสถานะความคืบหน้าของงาน ไม่มีภาพเป็นข้อมูลประกอบ ผู้เข้าร่วมประชุมอาจได้รับข้อมูลไม่เพียงพอต่อการเสนอข้อคิดเห็นเพื่อการพัฒนา เช่น ภาพสรุปกิจกรรมหรือเทศกาลต่างๆที่จัดโดยหน่วยงาน ภาพการตรวจคุณภาพของโรงแรม ร้านอาหาร ในจังหวัดต่างๆ เป็นต้น

2.) ข้อเสนอแนะเพื่อการพัฒนางานสถาปัตยกรรมของประเทศ

การที่อาสาสมัครได้มีส่วนร่วมแลกเปลี่ยนประสบการณ์การทำงานในหน่วยงานการท่องเที่ยว และมีโอกาสพัฒนามาตรฐานโรงแรมของหน่วยงาน ถือว่ามีส่วนช่วยเพิ่มคุณภาพของการท่องเที่ยวได้ไม่มากนักน้อย แต่หากมองถึงภาพรวมของงานสถาปัตยกรรมของประเทศ หากมีอาสาสมัครไปร่วมงานกับองค์กรของรัฐบาลที่ทำงานเกี่ยวกับการควบคุมงานสถาปัตยกรรมโดยรวมของประเทศ เช่น หน่วยงาน Ministry of Work and Human Settlement ซึ่งเป็นผู้ร่างมาตรฐานการออกแบบสถาปัตยกรรมทุกชนิดของประเทศ หรือหน่วยงาน Thimphu Thromde ซึ่งเป็นผู้ตรวจอนุมัติงานก่อสร้างทุกชนิดในเมืองหลวง น่าจะเป็นประโยชน์มากขึ้น และถือเป็นการมีส่วนร่วมพัฒนาคุณภาพงานสถาปัตยกรรมของประเทศอย่างแท้จริง

Appendices

Appendix 1 : Assessment guideline for tourist accommodation

The document below is the TCB assessment guideline which is created in 2010. It's mainly created for hotel assessment process but TCB also used it to check during hotel drawings checking process. In the drawings checking process, mandatory subjects will be only the **yellow-highlight**. And some details in **red-highlight** are not proper and reasonable. Moreover, the order and category of this guideline could be rearranged for better understanding.



| Area | Standard | Points | * | ** | *** | **** | ***** | |
|--------------------------------|----------|---|---|---------------|---------------|-----------------|-------------|------------------|
| I.General/Exterior | | | | | | | | |
| Location/Building/Rooms | 1 | Accommodation should be in harmony with the natural and built up environment and in conformity with planning, environmental and construction laws-with layout and class meeting the image of the resaazazzapective *rating. | - | B* -simple | B* -middle | B* -elevated | B* -high | B* -excellent |
| General Impression | 2 | Appropriate design, architectural features and hospitality to meet guest expectations. | - | B* -simple | B* -middle | B* -elevated | B* -high | B* -excellent |
| Capacity | 3 | The accommodation should have at least 8 rooms in a separate building or a clearly defined part of another building functionally independent | - | B* | B* | B* | B* | B* |
| Access | 4 | Access to accommodation 24 hours/day. | - | B | B | B | B | B |
| Signage | 5 | Appropriate signage to guide to main entrance, guest rooms and classification signs clearly visible | - | B | B | B | B | B |
| Safety and Security | 6 | Appropriate fire protection/first aid/emergency power/stair case lightning/electrical safety and health protection | - | B* | B* | B* | B* | B* |
| Cleanliness / Hygiene | 7 | Cleanliness and a hygienically good maintenance are basic conditions in each category – all rooms are clean. | - | B* | B* | B* | B* | B* |
| Maintenance condition | 8 | All guest facilities and equipments are functional, operational and have a sufficient degree of maintenance | - | B | B | B | B | B |
| Staircases and Hallways | 9 | Permanent /automatic lighting and dimensions should allow easy passage to all guest areas. | - | B* | B* | B* | B* | B* |
| Assistance | 10 | Guests must be able to reach an employee 24 hours a day. | - | B* | B* | B* | B* | B* |
| Public Restrooms | 11 | At least one public WC/restroom per 20 rooms with hot and cold running water wash-basin, Mirror, soap, provisions to dry hands and litterbin. | 6 | | | B | B* | B* |
| Ventilation | 12 | Natural or mechanical ventilation in public areas, guest rooms and sanitary rooms | | B* | B* | B* | B* | B* |
| Staff Facilities | 13 | Staff changing rooms must be sufficient in size related to number of staff and with WC/shower, locker, toilet and cafeteria and gender separation observed | 6 | | | B* | B* | B* |
| | 14 | Staff uniforms provided. | 6 | | | B | B | B |
| Staff Numbers | 15 | Relation to rooms 1:2 as general thump rule. Higher ratio in 4-5* level expected | | B | B | B | B | B |
| Staff Qualifications | 16 | Must be appropriate and according to labor market supply and conditions-taking into considerations of in Bhutan available professional and adult-learning training courses. | | B | B | B | B | B |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ |
|---------|----------|---|----------|----------|------------|--------|-------------|
| Kitchen | 17 | Should have deep fridge ,dry and cold storage facilities for segregated storage of fish meat and vegetables ,cold and hot kitchen, pantry, . | B | B | B | B | B |
| | 18 | Size should not be less than ½ m ² per bed offered | B | B | B | B | B |
| | 19 | Head covering and regular medical checks up for production staff. | 3 | | B | B | B |
| | 20 | Ventilation must be adequate | B* | B* | B* | B* | B* |
| | 21 | Drinking water treatment equipment | B* | B* | B* | B* | B* |
| | 22 | Equipment and machinery of the kitchen in good technical condition and maintenance.Quality of crockery,glassware and cutery complying to respective star level. | Simple B | Middle B | Eleveted B | High B | Excellent B |
| | 23 | Pastry/bakery | 10 | | | | B |
| | 24 | Hand washing basins easily accessible | B | B | B | B | B |
| | 25 | Extraction/pest control/waste collection and storage/drainage/sewage/water supply and storage facilities should be in good maintenance | B | B | B | B | B |
| | 26 | There should always be at least one trained cook (chef) on duty with sufficient skills in HACCP or BAFRA certified. | B* | B* | B* | B* | B* |

| | | | | | | | |
|-------------|----|--|--|-------------------|-------------------|-------------------|-------------------------|
| Guest Rooms | 27 | All rooms have their own entrance with clear indication outside – number or letter and daylight. | B* | B* | B* | B* | B* |
| | 28 | Minimum size of single rooms | 2 pt. for add.m ² max 6 pt. 7 m ² | 8 m ² | 10 m ² | 12 m ² | 16 m ² |
| | 29 | Minimum size of double rooms | 2 pt. for add.m ² max 6 pt. 9 m ² | 10 m ² | 13 m ² | 16 m ² | 20 m ² |
| | 30 | Minimum size for bathrooms in single rooms | 2 pt. per add.m ² 3 m ² | 4 m ² | 4 m ² | 5 m ² | 7 m ² |
| | 31 | Minimum size for bathrooms in double rooms | 2 pt. per add.m ² 4 m ² | 5 m ² | 5 m ² | 6 m ² | 8 m ² |
| | 32 | Number/size of suites | 2 pt. per suite-max 6 pt. | | | | 2 min 30 m ² |
| | 33 | Floorings and walls should be of adequate materials,durable,non-slippery and easy to care | B | B | B | B | B |
| | 34 | Windows and door locking devices technically fit | B* | B* | B* | B* | B* |
| | 35 | 30 % of the rooms are indicated non-smoking | 4 | | | | |

| | | | | | | | |
|-------------|----|--|----|----|----|----|----|
| Guest Rooms | 36 | Soundproofing must be appropriate for the privacy and comfort of the guests | B | B | B | B | B |
| | 37 | Luggage Rack in the guest rooms | B* | B* | B* | B* | B* |
| | 38 | Information in guest rooms | B | B | B | B | B |
| | 39 | A "Do not disturb signs" is available | 2 | | B* | B* | B* |
| | 40 | Furniture and décor should be of adequate good quality, functional and well maintained | B | B | B | B | B |
| | 41 | Mini bar must be sufficiently stocked and drinking glasses provided. | 3 | | | B | B |
| | 42 | Every guest room must have at least one window fitted with blinds and or curtains | B* | B* | B* | B* | B* |
| | 43 | Adequate housekeeping must be provided | B* | B* | B* | B* | B* |

| Area | Standard | Points | * | ** | *** | **** | ***** | |
|--------------------------|----------|---|---|----|-----|------|-------|----|
| Public area rooms | 44 | Public area all non-smoking areas | B | B | B | B | B | |
| | 45 | Lounge for guests | | | B* | B* | B* | |
| | 46 | Three-piece seating arrangement at the reception | 2 | | B | | | |
| | 47 | Lobby with seats and beverage service | 2 | | | B | | |
| | 48 | Spacious reception hall with several seats and service | 4 | | | | B | |
| | 49 | Bar opened on at least 6 days per week | 4 | | | B | | |
| | 50 | Bar opened on at least 7 days per week | 6 | | | | B | |
| | 51 | Bar should be well equipped including premium liquor and provide the necessary cooling and ventilation equipment as well as a decent atmosphere and setting | | B* | B* | B* | B* | B* |
| | 52 | Facilities for disabled persons | 4 | | | | | |
| | 53 | Completely barrier free | 6 | | | | | |

| | | | | | | | | |
|---------------------------|----|--|----|----|----|----|----|----|
| Parking Facilities | 54 | If necessary, information provided for parking near the accommodation | B | B | | | | |
| | 55 | For at least 25 % of the number of guests parking direct at the property possible. | 2 | | B | B | B | |
| | 56 | Parking possibilities for four-busses or Taxis provided. | | B* | B* | B* | B* | |
| | 57 | In-house(basement)parking | 6 | | | | | |
| Others | 58 | Balconies or terraces direct at the room (50%) | 4 | | | | | |
| | 59 | Lift (if more than five floors) | | B* | B* | | | |
| | 60 | Lift (if more than four floors) | 6 | | | B* | B* | B* |
| Management /Staff | 61 | At least one trained manager should be on duty | B* | B* | B* | B* | B* | |
| | 62 | 30 % of staff have recognized training (also in house certificates | 10 | | | | | |

| II. Fittings/ Furniture / Equipment | | | | | | | |
|--|----|---|----|----|----|----|----|
| | | Remark:Hot and cold running water 24 hrs as classification entry requirement. | | | | | |
| Sanitary comfort | 63 | 50 % of the rooms with shower/WC or bath/WC- for the rest on same floor level | B* | B* | | | |
| | 64 | 100 % of the rooms with shower/curtain/bath tub and WC in the guest room | 3 | | B* | B* | B* |
| | 65 | Adjustable shower | 2 | | | | |
| | 66 | Wash basin in every room | | B* | B* | B* | B* |
| | 67 | Rug/bath mat in front of the wash basin | 2 | | | B | B |
| | 68 | A sanitary bin | 3 | | | | |
| | 69 | Illumination at the wash basin must be sufficient | | B | B | B | B |


| | | | | | | | |
|--|----|--|----|----|----|----|----|
| | 71 | Socket close to the mirror | B* | B* | B* | B* | B* |
| | 72 | Cosmetic mirror | 1 | | | B | |
| | 73 | Flexible and/or illuminated cosmetic mirror | 2 | | | | B |
| | 75 | Towel hooks | B* | B* | B* | B* | B* |
| | 76 | Shelve or drawer space | B | B | B | | |
| | 77 | Large scale shelve or drawer space | 2 | | | B | B |
| | 78 | Shaver socket with voltage indication | 2 | | | B | B |
| | 79 | WC must be sanitized daily and equipped with seat and lid, toilet paper. | B* | B* | B* | B* | B* |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ | |
|-------------------------|-----------------------------------|--|------------------------------|----|-----|------|-------|----|
| Sanitary comfort | 80 | Tumbler for dental care | B | B | B | B | B | |
| | 81 | Soap or washing lotion(min-one new soap/guest) | B* | B* | B* | B* | B* | |
| | 82 | Bathing foam or shower lotion | 2 | | | B | B | |
| | 83 | Shampoo | 2 | | | B | B | |
| | 84 | Bottled cosmetic fluids (skin lotion etc) | 3 | | | | B | |
| | 85 | Cosmetic articles (e.g. shower cap, nail-file etc) | 3 | | | | B | |
| | 86 | Face clothes | 2 | | | B | B | |
| | 87 | At least 2 towels per guest room | - | B* | B* | B* | B* | B* |
| Sanitary comfort | 88 | One bath towel per person | 2 | | | B* | B* | B* |
| | 89 | Bath robe on demand | 2 | | | B | | |
| | 90 | Bath robe in every room | 4 | | | | B | |
| | 91 | Slippers on demand | 2 | | | B | | |
| | 92 | Slippers in every room | 4 | | | | B | |
| | 93 | Hair dryer in the room | 2 | | | B | B | |
| | 94 | Hair dryer on request | | B | B | B | | |
| | 95 | Scale | 2 | | | | | |
| 96 | Rubbish bin | | B | B | B | B | B | |
| Sleeping comfort | 97 | Single beds with min. 90 cm x 190cm and double beds with min. 180 cm x 190 cm | | B* | B* | B* | | |
| | 98 | Single beds with min. 90 cm x 200 cm and double beds with min. 180 cm x 200 cm | 8 | | | | B* | B* |
| | 99 | 10% of the beds with min. 90cm x 210cm | 6 | | | | | |
| | 100 | Mattress should not be less than 14 cm thick, comfortable and in good hygienic condition | 1 pt.per add. Cm (max 3 pt.) | B* | B* | B* | B* | B* |
| | 101 | Hygienic covers (boilable, breathing-active, virus-safe) | 6 | | | | | |
| | 102 | Minimum bedding 2 sheets, pillow and case, blanket, mattress protector/bed cover. | - | B | B | B | B | B |
| | 103 | Rug at the bed | 2 | | | | B | B |
| 104 | Wake-up call clock/device/service | - | B* | B* | B* | B* | B* | |
| Sleeping comfort | 105 | Additional pillow upon request | 2 | | | B* | B* | |
| | 106 | 2 pillows per guest | 4 | | | | B* | B* |
| | 107 | Various choice of pillow | 6 | | | | | |
| | 108 | All electrical switches at bedside | 6 | | | | | |
| | 109 | Black-out curtain | 3 | | | B | B | B |
| | 110 | Additional blanket upon request | | B* | B* | B* | | |
| | 111 | Additional blanket available in room | 1 | | | | B* | B* |
| | 112 | Additional beds upon request | 3 | | | B* | B* | B* |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ |
|--------------------------|----------------|--|--|----|-----|------|-------|
| Room equipment /contents | 113 | Adequate wardrobe/cupboard or clothes niche with depth not less than 50cm | B* | B* | B* | B* | B* |
| | 114 | Laundry shelves. | 3 | B | B | B | B |
| | 115 | At least 2 appropriate standardized coat hangers with appropriate quality per bed. | - | B | B | B | B |
| | 116 | Wardrobe hooks | B* | B* | B* | B* | B* |
| | 117 | One table and matching chair (deemed as seat) | B* | B* | B* | B* | B* |
| | 118 | At least 1 seat per bed in the room | 3 | | B | B | B |
| | 119 | Walls, floors and ceilings must have appropriate quality and be well maintained | B* | B* | B* | B* | B* |
| | 120 | 1 armchair/couch with table | 6 | | | B | B |
| | Room equipment | 121 | Additional armchair/couch in a double room | 6 | | | B |
| 122 | | Writing desk or a secretary | 6 | | | B | B |
| 123 | | Additional table available | 3 | | | | |
| 124 | | Additional telephone socket close to the table | 3 | | | | |
| 125 | | One 5 ampere earthed socket in the room | B* | B* | B* | B* | B* |
| 126 | | Additional socket close to the table | 3 | | B | B | B |
| 127 | | Room illumination sufficient for reading-(but not too bright and disturbing) | B* | B* | B* | B* | B* |
| 128 | | Lamp or light for reading next to the bed | 2 | | B | B | B |
| Room equipment | | 129 | Central switch for room illumination | 6 | | | B |
| | 130 | Bedside switch for room illumination | 3 | | | | B |
| | 131 | Bedside tables and drawers | 4 | | | | B |
| | 132 | Socket close to the bed | 2 | | B | B | B |
| | 133 | Dressing mirror | 3 | | B* | B* | B* |
| | 134 | Place to keep luggage | 2 | | B | B | B |
| | 135 | Fireproof (or not easily inflammable) wastepaper basket | B* | B* | B* | B* | B* |
| | 136 | All rooms have appropriate heating and /or air conditioning systems | B* | B* | B* | B* | B* |
| Deposit | 137 | Deposit possibility (e.g. at the reception) | B* | B* | | | |
| | 138 | Central safe deposit (e.g. at the reception) | 3 | | B* | B | B |
| | 139 | Deposit possibility in the room (lockable cupboard or drawer) | 2 | | | | |
| | 140 | Safety box in the room | 4 | | | B* | B* |
| | 141 | Safety box with integrated socket in the room | 6 | | | | |
| | | | | | | | |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ | |
|-------------------------------------|--------------------------------|--|--------------------|----|-----|------|-------|--|
| <u>Noise control/ climatisation</u> | 142 | Sound-proof or double doors if required | 4 | | | | | |
| | 143 | Sound proof windows if required. | 4 | | | | | |
| | 144 | 20% of the rooms with central adjustable air-conditioning | 4 | | | | | |
| | 145 | Climatisation of public guest areas (e.g. restaurant, lobby) | 4 | | | | | |
| | | | | | | | | |
| | <u>Video and audio systems</u> | 146 | Serviced boukhari | 2 | | | | |
| | | 147 | Radio or CD-Player | 3 | | | | |
| | | | | | | | | |
| <u>Video and audio systems</u> | 148 | DVD-Player | 3 | | | | | |
| | 149 | Loudspeaker in the bathroom | 2 | | | | | |
| | 150 | Colour-TV, remote control for TV | 3 | | B | | | |
| | 151 | Colour-TV, remote control for TV and programme instructions in the room | 4 | | | B* | B* | |
| | 152 | Additional TV in suites | 3 | | | | B | |
| | 153 | HD Satellite-/ DVBT- or HD cable reception in the room | 6 | | | | | |
| | 154 | Pay-TV with the possibility to block the use by children | 6 | | | | | |
| | 155 | 82 cm and Up Flat Screen TV | 8 | | | | | |
| <u>Video and audio systems</u> | 156 | Video games | 2 | | | | | |
| | 157 | Other electronic entertainment provisions | 2 | | | | | |
| <u>Telecommunication</u> | 158 | Tele-fax at the reception | | B* | B* | B* | B* | |
| | 159 | Publicly available telephone for guests | | B* | B* | B* | B* | |
| | 160 | Phone box with place to deposit, writing utensils and writing pad in the house | 2 | | | | | |
| | 161 | Telephone in the room including multilingual instructions and direct lines | 3 | | | B* | B* | |
| | 162 | Additional telephone | 2 | | | | | |
| | 163 | Public internet access | 2 | | | B | B | |
| <u>Telecommunication</u> | 164 | Internet access in the room | 6 | | | B | B | |
| | 165 | High-speed internet access in the room(e.g. DSL, WLAN) | 8 | | | | B | |
| | 166 | Internet-PC / Internet-terminal is available in reception area | 2 | | | | | |
| | 167 | Internet-PC in the room on request | 4 | | | | | |
| | 168 | Internet-PC in every room | 6 | | | | | |
| | 169 | Telefax in the room on request | 4 | | | | | |
| | 170 | Any other communication service upon request | 2 | | | | | |
| | 171 | Any other communication service available | 2 | | | | | |

| Area | Standard | Points | * | ** | *** | **** | ***** | |
|--|--------------------|--|---|----|-----|------|-------|---|
| Supplements | 172 | Accommodation information in the guest rooms | B | B | | | | |
| | 173 | Service manual A-Z | | | B* | B* | B* | |
| | 174 | Daily newspaper in the room | 4 | | | | | |
| | 175 | Guest magazine in the room | 4 | | | | B | |
| | 176 | Writing utensils and writing-pad | 3 | | B | B | B | |
| | 177 | A stationary folder containing utensils for correspondence | 4 | | B | B | B | |
| | 178 | Iron and ironing board on request or trousers-press | 4 | | | | | |
| | 179 | Laundry bag | 2 | | B* | B* | B* | |
| | Supplements | 180 | Sewing kit or service on request | 2 | | B | | |
| 181 | | Sewing kit in every room or sewing service available | 3 | | | B | B | |
| 182 | | Shoe polishing facilities on request | 2 | | B | | | |
| 183 | | Shoe-polishing utensils in every room | 3 | | | B | B | |
| 184 | | Shoe-polish machine on every floor | 2 | | | | | |
| 185 | | Spyhole | 3 | | | B | B | |
| 186 | | Additional locking equipment at the door | 2 | | | | B | |
| | | Ice cube machine on every floor | 2 | | | | | |
| III. Service Facilities | | | | | | | | |
| Cleaning of rooms/change of laundry | 187 | Daily room cleaning | B* | B* | B* | B* | B* | |
| | 188 | Daily change of towels on request | B* | B* | B* | B* | B* | |
| | 189 | Change of bed linen at least twice per week | B* | B* | B* | B* | B* | |
| | 190 | Change of bed linen daily or on request | 4 | | | B* | B* | |
| Beverages | 191 | Beverages are available at the accommodation | B* | B* | B* | B* | | |
| | 192 | Beverage dispenser (lobby or floor)available | 3 | | | | B* | |
| | | All hot dish plates are heated up | | | | | | |
| Beverages | 193 | Beverage offer in every room (safe drinking water) | 3 | | B | B | B | |
| | 194 | 14 hours room service | 6 | | | B* | | |
| | 195 | 24 hours room service | 8 | | | | B* | |
| | 196 | Minibar/fridge | 5 | | | B* | B* | |
| | 197 | Coffee- or teamaker including accessories in the room | 4 | | | | B | |
| | | Breakfast available from 7:30 to 9:00 | | B | B | | | |
| | Breakfast | 198 | Option to get extended breakfast (American:hot beverages,Juices,fruit,bacon/ham and eggs) | 4 | | B | B | B |
| 199 | | Breakfast buffet available | 2 | | | | | |

| Area | Standard | Points |  | | | | | |
|--------------------------|----------|--|---|----|-----|------|-------|----|
| | | | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ | |
| <u>Breakfast</u> | 200 | Breakfast buffet with room service | 5 | | | | B | |
| | 201 | Breakfast buffet or similar breakfast menu with room service | 5 | | | | | B |
| | 202 | Early breakfast (before 6am)service | 5 | | | | | |
| | 203 | Breakfast package and/or lunch package offered | 6 | | | | | |
| <u>Dining Facilities</u> | 204 | Lunch time for at least two hours | 2 | | B | B | B | |
| | 205 | Dinner time for at least three hours | 2 | | B | B | B | |
| | 206 | Meals offered in room service at least till 22.00h | 6 | | | | B* | |
| | 207 | Meals offered in room service for 24 hours | 8 | | | | | B* |
| | 208 | At least one Restaurant with seating capacity at least 50 % of the number of beds | | B* | B* | B* | B* | B* |
| <u>Dining Facilities</u> | 209 | Number of additional speciality restaurants opened at least 6 days per week | 6pts. for each add.rest | | | | | |
| | 210 | Number of additional speciality restaurants opened at least 7 days per week | 6pts. for each add.rest | | | | | |
| | 211 | Number of à-la-carte-restaurants opened at least 7 days per week and taking orders between and order taken between 12:00-14:00 and 18:00 and 21:30 | 8 pts. for each add.rest | | | | | B* |
| | 212 | Coffee shop /garden or similar open 14/hours per day | 6 | | | | | |
| <u>Reception</u> | 213 | Reception service within call from inside and outside | 3 | B | B | | | |
| | 214 | Reception desk opened 14 hours;24 hours within call from inside and outside | 4 | | | B | | |
| | 215 | Reception desk opened 18 hours and on call 24 hrs hours within call from inside and outside | 5 | | | | B* | |
| <u>Reception</u> | 216 | Reception desk opened 24 hours | 6 | | | | | B* |
| | 217 | English –speaking staff | | B* | B* | B* | B* | B* |
| | 218 | Message for guests recorded and delivered | 8 | | | | | B* |
| | 219 | Concierge service available | 8 | | | | | B |
| | 220 | Doorman / bellboy service provided | 8 | | | | | B* |
| | 221 | Luggage service on request | 8 | | | B* | B* | |
| | 222 | Luggage service provided | 6 | | | | | B* |
| | 223 | Left luggage service available | 6 | | | | | |

| Area | Standard | Points | * | ** | *** | **** | ***** | |
|----------------------------|----------|--|---|----|-----|------|-------|----|
| Laundry and ironing | 224 | Cleaning/ dry-cleaning(delivery before 9.00h, return within 24 hours) | 4 | | | | B* | B* |
| | 225 | Cleaning/ dry-cleaning(delivery before 9.00h, return within 12 hours) | 4 | | | | | |
| | 226 | Ironing service on request | 4 | | | | | |
| | 227 | Laundry and ironing service(delivery before 9.00h, return on the same day) | 6 | | | | | |
| Payment | 228 | Major credit cards accepted (if available or permissible) | 8 | | B | B | B | |
| | 229 | Money changing facilities provided. | 4 | | B | B | B | |
| Others | 230 | Banqueting facilities for at least 80 persons | 6 | | | | | |
| | 231 | Banqueting facilities for at least 150 persons | 8 | | | | | |
| | 232 | Personal welcome for each guest (fruit basket etc.) | 8 | | | | | |

| | | | | | | | | |
|---------------|-----|---|---|--|--|--|----|----|
| Others | 233 | Wake-up service | 3 | | | | B* | B* |
| | 234 | Umbrella at the reception/ in every room | 2 | | | | | B |
| | 235 | Up-to-date magazines | 2 | | | | | B |
| | 236 | Daily newspapers (if available) | 2 | | | | B | B |
| | 237 | Shoe-cleaning service | 1 | | | | | |
| | 238 | Shuttle-service to airport/border and /or paid transportation on request. | 4 | | | | | |
| | 239 | Offer of sanitary goods (e.g. toothbrush, toothpaste, shaving kit) | 3 | | | | B* | B* |
| | 240 | Business centre services | 6 | | | | | B* |
| | 241 | Secretary service | 6 | | | | | |
| | 242 | Any other business related service (trained seminar assistant etc.) | 3 | | | | | |

| | | | | | | | | |
|--|-----|---|---|--|--|--|--|--|
| IV. Leisure Facilities/Guest Arrangements Health/Fitness/Wellness | 243 | Whirlpool | 3 | | | | | |
| | 244 | Stone bath/Steam bath | 6 | | | | | |
| | 245 | Sauna | 5 | | | | | |
| | 246 | Swimming-pool (indoor or outdoor) | 6 | | | | | |
| | 247 | Trained animateur/ wellness-fitness assistant | 6 | | | | | |
| | 248 | Massage available | 4 | | | | | |
| | 249 | Rental service for sport equipment | 3 | | | | | |
| | 250 | Fitness/Exercise room | 6 | | | | | |
| | 251 | Wellness/Beauty parlor | 3 | | | | | |
| | 252 | Library/Reading/Writing room | 3 | | | | | |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ |
|-----------------------------------|----------|---|----|----|-----|------|-------|
| <u>Complaint Management</u> | 253 | Complaints from guests are processed seriously | B* | B* | B* | B* | B* |
| | 254 | Guests receive questionnaire on request | 6 | | | B | B |
| <u>Classification Information</u> | 255 | Guests are given information on the classification standards of the accommodation on request. | B | B | B | B | B |
| | 256 | Diet and/or vegetarian cuisine (dietically trained cook) | 8 | | | | |
| <u>Others</u> | 257 | Reservation possibility via electronic reservation systems (CRS) incl. Internet booking | 4 | | | | |
| | 258 | Qualification (certification) and visibility of management to guests | 4 | | | | |
| | 259 | Access to travel desk facilities | 6 | | | | B |
| | 260 | Shopping facilities in the premises available | 3 | | | | |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ |
|---|----------|---|---|----|-----|------|-------|
| <u>V. Additional In-House Facilities and Services</u> | 261 | Security and /or insurance for guest property available | 2 | | | | |
| | 262 | Conference room(s) of at least 36 m ² to 100 m ² | 3 | | | | |
| | 263 | Conference room (s) larger than 100 m ² | 3 | | | | |
| | 264 | Conference/ writing office | 3 | | | | |
| | 265 | At least 2 working group rooms | 2 | | | | |
| | 266 | Day light LCD projector with changeable lamp in every conference room (min 2500 lm) | 4 | | | | |
| | 267 | One overhead projector | 3 | | | | |
| | 268 | DVD or Videoplayer with remote control | 3 | | | | |
| <u>Media</u> | 269 | Monitor/ colour-TV with remote control | 2 | | | | |
| | 270 | Projection screen at least 2 m x 2 m | 2 | | | | |
| | 271 | Equipment for presenters (e.g. felt pens, filing cards, pins) | 3 | | | | |
| | 272 | One flip-chart in every conference/seminar room | 3 | | | | |
| | 273 | Speaker's desk | 3 | | | | |
| | 274 | Artificial light of at least 300 lux in the conference room | 2 | | | | |
| | 275 | Darkening facilities | 3 | | | | |
| | 276 | At least eight sockets in the conference room, extension flex and distributor | 2 | | | | |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ |
|--|----------|--|---|----|-----|------|-------|
| <u>V I. Environment Friendly Practices</u> | 277 | Provide pamphlets, posters, and pictures to highlight the values of the local area or call visitors' attention to environment protection | 2 | | | | |
| | 278 | Provide information to guest about the hotel's effort to be environment-friendly | 2 | | | | |
| | 279 | Collect feedback and ideas from staff and guests on hotel environment policy | 2 | | | | |
| | 280 | Designate smoking and non-smoking guestroom/floors | 4 | | | | |
| | 281 | Air chamber at the hotel entrance for heat trap | 3 | | | | |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ | |
|----------------------------------|----------|--|---|----|-----|------|-------|----|
| <u>Reception and Lobby</u> | 282 | Introduce key-cards or main switches to cut off electricity in unoccupied guestrooms | 4 | | | | | |
| | 283 | Adopted power saving bulbs | 4 | | | | | |
| | 284 | Made good use of day light and switch off the lights during day time | | B* | B* | B* | B* | B* |
| | 285 | Decorates the hotel with green plants and flower pots (natural plants and flowers should be appropriately placed) | 6 | | | | | |
| <u>Guest Room</u> | 286 | Adjust temperature settings to ensure comfort level and minimum energy use (for Air conditioner and water heater) | | B* | B* | B* | B* | B* |
| | 287 | Keeps the doors and windows of air conditioned/Heated areas closed | | B* | B* | B* | B* | B* |
| | 288 | Use shades and blinds to keep the direct sunlight out | | B* | B* | B* | B* | B* |
| | 289 | Ensure that air conditioning or heater is switched off or not used more than necessary in unoccupied areas | 2 | B | B | B | B | B |
| | 290 | Uses stickers or posters to invite guests to save water/energy | 3 | | | | | |
| | 291 | Encourage guests to reuse bed linen and towel | 3 | | | | | |
| | 292 | Ensure that old mattresses, pillows, towels, left over soaps, etc. are reused for other purposes | 3 | | | | | |
| | 293 | Use self-refilling liquid soap and shampoo containers or get them refilled by a distributor | 4 | | | | | |
| | 294 | Reuse packages of soap or minimize soap packaging | 3 | | | | | |
| | 295 | Avoid the use of toxic chemicals and use biodegradable chemicals where possible | 3 | | | | | |
| <u>Public and Guest Bathroom</u> | 296 | Install sensor-based taps and urinals in public area | 4 | | | | | |
| | 297 | Introduce soap dispensers in public areas | 3 | | | | | |
| | 298 | Use stickers or posters to invite guest to save water | 4 | | | | | |
| | 299 | Install water saving devices such as low-flow fixtures in faucets and showers, or low-flush toilets, hand drying machines. | 6 | | | | | |
| | 300 | Use liquid chemicals instead of aerosols for cleaning | 3 | | | | | |
| | 301 | Ensure that toilets are well ventilated | | B* | B* | B* | B* | B* |

| Area | Standard | Points | * | ** | *** | **** | ***** | |
|---|----------|--|--|----|-----|------|-------|---|
| Laundry | 302 | Minimize the amount of bleach and/or washing chemicals without reducing quality | 1 | | | | | |
| | 303 | Use water efficient appliances | 4 | | | | | |
| | 304 | Considered re-using of water from previous rinse cycles, for washing, by installing temporary holding tanks | 1 | | | | | |
| | 305 | Use energy efficient appliances | 4 | | | | | |
| | 306 | Favor drying of wet clothes in the open or under the sun (when possible) | 3 | | | | | |
| | 307 | Operate washing machines at full load | 2 | | | | | |
| | 308 | Avoid laundry operation during the peak period | 1 | | | | | |
| | Kitchen | 309 | Keep kitchen devices/appliances clean from deposit and scale to maximize the heat transfer | 4 | | | | |
| 310 | | Refrigerating system is tested frequently and records properly maintained especially when loss of capacity is obvious (temperature loss)?freezers operate around 0 °F (-18 °C) | 1 | | | | | |
| | 311 | Check all burners for uneven or yellow flame to adjust them. | 2 | | | | | |
| | 312 | Turn off the kitchen exhaust hood when possible | 2 | | | | | |
| | 313 | Provide waste bins in the kitchen with appropriate lids/covers | 3 | | | | | |
| | 314 | Use separate bins for at least 2 types of waste (Bio degradable and non bio degradable) | 4 | | | | | |
| | 315 | Use liquid chemicals instead of aerosols for kitchen hood cleaning and other cleaning? | 3 | | | | | |
| | 316 | Install taps with aerators and hand drying machines to lower water consumption | 4 | | | | | |
| | 317 | Recycling or disposal plan for waste oil | 3 | | | | | |
| | 318 | Use water efficient appliances | 3 | | | | | |
| PURCHASING POLICY | 319 | Purchase goods* in bulk quantity instead of in small packages | 3 | | | | | |
| | 320 | Purchase of environment-friendly products (Eg: Organic foods) | 3 | | | | | |
| VII. Specialisation/ Award-Schemes | | | | | | | | |
| 1.Bike Hotel | 321 | A lockable storeroom for bikes is available in the accommodation. | | | B | B | B | B |
| | 322 | A bike cleaning area with a water supply is available in the accommodation. | | | B | B | B | B |
| | 323 | A hire and repair service incl.repair sets (pump and tool kit) is offered in the accommodation | | | B | B | B | B |
| | 324 | The accommodation has information on bike routes and trips in the surrounding area | | | B | B | B | B |
| | 325 | The accommodation has at least one facility for guests recreation (sauna,stone bath others) or this can be arranged. | | | B | B | B | B |
| | 326 | Information on transport facilities for the transport of bikes and luggage must be provided or arranged. | | | B | B | B | B |
| | 327 | Self-service cloth washing and the possibility of drying clothes is available at the accommodation.. | | | B | B | B | B |
| | 328 | Classified as at least 2 star hotel or guest house/lodge with full service | | | B | B | B | B |

| Area | Standard | Points | * | ** | *** | **** | ***** | |
|---------------------------------|--|--|---|----|-----|------|-------|---|
| 2. Trekking Hotel | 329 | Located in a scenic trekking area. | | | B | | | |
| | 330 | Well sign-posted and well maintained network of treks. | | | B | | | |
| | 331 | Trek-routes can be reached from the accommodation within half an hour by walking | | | B | | | |
| | 332 | Guided trekking are organized by the accommodation or locally by other tourist organizations or other accommodations in cooperation with the provider at least twice a week on high season and once a week in low seasons | | | B | | | |
| | 333 | Trekking maps and descriptive materials on the routes are available at the accommodation | | | B | | | |
| | 334 | Information on camping sites, mountain refuges, huts and shelters are available | | | B | | | |
| | 335 | Transport facilities (Taxis etc.) can be arranged by the accommodation | | | B | | | |
| | 336 | In-house facilities for drying/washing/cleaning shoes and cloth are available | | | B | | | |
| | 337 | Early (5AM) and healthy breakfasts and take-out lunches are available | | | B | | | |
| 3. Seminar Hotel | 338 | Classified as at least 3 star hotel with full service and secretarial support (documentation, pencils). | | | | B | | |
| | 339 | Seminar room of at least 60 m ² and 2 group working rooms with natural lights and the possibility to hold breaks outside the seminar room must be provided – with separate entrance and separate electric facilities. | | | | B | | |
| | 340 | Uniform suitable seminar tables and chairs must be available. | | | | B | | |
| | 341 | Adequate working light in all seminar rooms must be provided | | | | B | | |
| | 342 | Sufficient electrical sockets, extension cables and telephone and modem(internet) connections in the seminar rooms must be provided | | | | B | | |
| | 343 | Appropriate soundproofing to connecting rooms and good ventilation are necessary. | | | | B | | |
| | 344 | All seminar rooms have projection screens (150x150 min.) and can be darkened | | | | B | | |
| | 345 | Seminar appropriate F&B catering must be available | | | | B | | |
| | 346 | Equipment: one overhead projector (400W), one LCD data beamer (2000 lumen and XGA), one flip-chart/pin board, one VHS video system, PC. | | | | B | | |
| 4. Health/Wellness Hotel | 347 | Classified as at least 3 star hotel with full service and qualified health staff support. | | | | B | B | B |
| | 348 | The accommodation price includes access to health/wellness facilities (in-house sauna or stone bath or swimming pool) bathrobes, slippers | | | | B | B | B |
| | 349 | In-house exercise facilities (equipped fitness room or other sporting facilities like indoor driving range ,indoor tennis etc.) | | | | B | B | B |
| | 350 | Exercise rooms are well ventilated and have functional equipment and guidance how to use this equipment including non-slip floorings. | | | | B | B | B |
| | 351 | Opening hours for health and fitness facilities at least 12/24 hours. | | | | B | B | B |
| | 352 | At least one person in charge for health/wellness/fitness questions who is appropriately qualified | | | | B | B | B |
| | 353 | Emergency facilities in health areas: telephone etc. and doctor on call. | | | | B | B | B |
| | 354 | Massage and/or other beauty facilities are available 7 days per week. | | | | B | B | B |
| 355 | Well balanced health related F&B services must be available. | | | | B | B | B | |

| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ |
|---|--|---|---|----|-----|------|-------|
| 5. Design Hotel The design concept must integrate all functions of the hotel -lodging, F&B, leisure. All criteria's have to be met. | 356 | The design concept is independent,recorded in writing,applied consistently and drawn up and enhanced by an recognised architect. | | | B | B | B |
| | 357 | All furniture, fittings, materials and equipment are of high quality standards; follow the fundamental design idea without neglecting functionality and service quality for the guests. | | | B | B | B |
| | 358 | The uses of natural and artificial light produce consistent atmospheric and spatial experience with the guests. | | | B | B | B |
| | 359 | The choice of colours and furnishings interact with the architectural concept and create ambiance and wellbeing | | | B | B | B |
| | 360 | Attention to detail in lighting, crockery, accessories, arrangements, maintenance etc. creating first sight impressions. | | | B | B | B |
| | 361 | Also all exterior areas and spaces linked to the accommodation integrate with the overall design concept. | | | B | B | B |
| | 362 | All printed materials like letters,menue-cards,memos,promotion materials carry the corporate design | | | B | B | B |
| | 363 | Classified as at least 3 star hotel with full service | | | B | B | B |
| 6. Historic/Heritage Hotel Remark: All standards have to be met. | 320 | The premises are of particular interest due to its historic design and architecture or status as a national historical site. | - | | B | B | B |
| | 321 | All maintenance and renovation work is complying to keep the historical components in substance and structure. | - | | B | B | B |
| | 322 | All additions or necessary extensions are carried out in preserving the overall historical concept and design . | - | | B | B | B |
| | 323 | Contemporary architectural features are only added if necessary and using high quality architecture and materials. | - | | B | B | B |
| | 324 | Furniture and equipment are kept in the historic character of the building. | - | | B | B | B |
| | 325 | Also the character and design of the surrounding areas are kept in the historic tradition. | - | | B | B | B |
| | 326 | Information letter(s) provide(s) historical data and features related to the building for guests. | - | | B | B | B |
| | 327 | Classified as at least 3 star hotel with full service | - | | B | B | B |
| 7. Meditation and Spiritual Retreat Hotel Remarks: Not yet agreed/applicable All standards have to be met.Min. 2 stars. | 337 | Offer of an clearly outlined meditation/spiritual program regularly or on call and information materials thereof available | | | B | B | B |
| | 338 | Meditation Space:clean,quiet and isolated from distractions- equipped with yoga mats, meditation pillows, chair or other arrangement for lama/rinpoche/teacher, small tables, appropriate decoration and eating arrangements, Size min 50 m2 (approx. 1m2 per person) | | | B | B | B |
| | 339 | Amplifying system with mike | | | B | B | B |
| | 340 | LCD-projector and screen 200x300 m | | | B | B | B |
| | 341 | Candles,incense,butterlamps | | | B | B | B |
| | 342 | Inhouse-temple or other praying location available | | | B | B | B |
| | 343 | DVD/CD player and spiritual background music recordings | | | B | B | B |
| | 344 | A gong, drums,set of singing bowls,religious music instruments | | | B | B | B |
| 345 | Staff qualifications: one trained program coordinator-a sensitive and knowledgeable person for spiritual programs –also a specialized vegetarian cook and menu | | | B | B | B | |



| | | | | | | | |
|------|----------|--------|---|----|-----|------|-------|
| Area | Standard | Points | ★ | ★★ | ★★★ | ★★★★ | ★★★★★ |
|------|----------|--------|---|----|-----|------|-------|

| | | | | | | | | |
|--|-----|---|--|--|--|--|--|--|
| VI. Specialisation/ Award-Schemes | | | | | | | | |
| 8. Recognized Award Schemes | | | | | | | | |
| | 346 | Disabled Friendly Accommodation | | | | | | |
| | 347 | Eco Friendly Accommodation | | | | | | |
| | 348 | Hotelier of the Year | | | | | | |
| | 349 | HCCP - Certified | | | | | | |
| | 350 | ISO - Certified | | | | | | |
| | 351 | Any other recognized TQM, Mystery Guest or Award Scheme | | | | | | |

| | | | | | | | |
|--|--|--|--|--|--|--|--------------------------|
| VII. Minimum points | | Hotels | 50 | 90 | 130 | 170 | 250 |
| | | Guest -houses/ Guest -lodges | 30 | 60 | 90 | 120 | |
| | | Apartment hotels | 20 | 40 | 60 | | |
| VIII. Explanation | | Number of Bs (Basic standards). | | | | | |
| Not deductible for all properties are: adequate heating-hot and cold running water-standards relating to security, hygiene, cleanliness and essential guest comfort. | | All Bs have to be met as far as (new): All Bs have to be met as far as(exist): Guest Houses-Lodges/Apartments: | Minus 2 Bs Minus 4 Bs Minus 6 Bs | Minus 2 Bs Minus 4 Bs Minus 6 Bs | Minus 3 Bs Minus 6 Bs Minus 8 Bs | Minus 4 Bs Minus 8 Bs Minus 10Bs | Minus 4 Bs Minus 8 Bs |
| | | Public technical services are only obligatory when available in the location. Financial services are also only obligatory when available (credit cards, electronic payment etc.). | | | | | |
| IX. My Results | | Number of Score Points: | | | | | |
| | | Number of Bs : | | | | | |

APPLICATION FOR THE CLASSIFICATION OF ACCOMMODATION ESTABLISHMENTS

I. Data about accommodation

- 1) Name and type of accommodation _____
- 2) Licence number/date _____
- 3) Accommodation owner/manager _____
- 4) Address _____
- 5) Telephone _____
- 6) Fax _____
- 7) E-mail _____
- 8) Internet homepage _____
- 9) Room count _____
 Incl. single rooms _____
 double rooms _____
 suites _____
- 10) Number of beds _____
- 11) Staff Number _____

2. I hereby:

- confirm the accuracy of the provided data;
- agree to submit upon request of the Classification Committee additional information for classification approval/modification purposes;
- apply for the assignment of _____ star level and verify the conformity of the accommodation establishment to the guideline;
- agree with the terms and conditions laid down in the statutes of the TCB-classification committee and the classification procedure.

3. Application was completed by:

(place and date) (name and signature)

4. Annex: Classification guidelines filled out, Staff questionnaire filled out



Staff Questionnaire

| Nr. | Area | Divisions | Full time staff numbers |
|-----|--|-------------------------|-------------------------|
| 1 | Lodging | Reception | |
| | | Reservation | |
| | | Front-Office | |
| | | Housekeeping | |
| 2 | Food & Beverage | Service | |
| | | Kitchen | |
| | | Purchase (Stewarding) | |
| | | Banquet, Events | |
| 3 | Recreation, Other | Wellness | |
| | | Sports, Animation | |
| | | Event-Management | |
| 4 | Administration | Back-Office | |
| | | Accounting, Controlling | |
| 5 | Sales & Marketing | Sales Department | |
| | | Guest relations | |
| 6 | Pomec (Property Operation & Maintenance) | Technical Services | |
| | | Gardener / Greenkeeper | |
| | | Other staff | |
| | | Staff total: | |

General Explanations

- The system builds on a five star scale. One star is the basic level and five stars is the luxury level.
- The system is transparent. All requirements are easy to find on the TCB-website. The procedures behind the system are also available.
- Every classified accommodation receives an on-site visit at least every three years.
- A well-defined procedure is in place for downgrading of accommodations not fulfilling the requirements to a certain star category.
- Standards of maintenance are corresponding to the star level.
- The classification guidelines contain also requirements for reception services, restaurant services, other services, access to the building, toilets and bathrooms, and size of and equipment in guest rooms.
- The systems must allow the possibility to downgrade hotels that technically fulfil the criteria to a certain star level, but from a subjective point of view is not maintained sufficiently (cleanliness, hygiene, security) or furniture is not of a quality that would normally be expected at that star level.
- The objective quality criteria build on equipment and services available to the guests.
- The system also contains requirements on specialisation and recognised awards, but this is not part of the mandatory general requirements.

Types (categories) of accommodations rated and standards applied

Hotels – formal accommodations with full service (3 meals per day, beverages and other services) – 1* - 5*

Guest Houses/Lodges – informal with limited services provided – 1* - 4*

Apartments or other – accommodations with no or limited services – 1* - 3*

The rating standards are based on market research into the needs and expectations of the international traveller and practical rating experience in existing rating systems. Also documented international standards by ISO and other organisations are applied where available.

Code of Conduct for accommodation providers participating in the TCB quality standardisation/classification

The owner/manager is required to comply to the following Code of Conduct:

- To maintain standards of guest care, cleanliness, and service appropriate to the type of accommodation;
- To describe accurately in any advertisement, brochure, or other printed or electronic media, the facilities and services provided;
- To make clear to visitors exactly what is included in all prices quoted for accommodation, including taxes, and any other surcharges. Details of charges for additional services/facilities should also be made clear;
- To give a clear statement of the policy on cancellations to TO/guests at the time of booking i.e. by telephone, fax, email as well as information given in a printed format;
- To adhere to, and not to exceed prices quoted at the time of booking for accommodation and other services;
- To give each TO/visitor, on request, details of payments due and a receipt, if required;
- To deal promptly and courteously with all enquiries, requests, bookings and correspondence from visitors;
- Ensure that complaints received are courteously treated and that the outcome is communicated to the TO/visitor;
- To give consideration to the requirements of visitors with special needs (disabled), and to make appropriate provision where applicable;
- To provide liability and to comply with applicable fire and health and safety rules, planning and all other relevant legal requirements;
- To allow the TCB-Classification representatives reasonable access to the establishment, on request, to confirm the Code of Conduct is being observed.



All establishments participating in the TCB quality assurance standards are required to:

- Meet or exceed the minimum entry requirements for a rating in the relevant accommodation sector;
- Be assessed each three years, and in the event of complaints, by authorised representatives earlier;
- Complete an annual self-evaluation form either online or by mail, as required.

Change of Ownership

- When an establishment is sold, the existing rating cannot be transferred to the new owner, unless otherwise agreed by. The new owner is required to make an application for participation in the TCB quality assessment standards.

Signage

- Use of all star ratings should always be in line with the CD and CI of the TCB classification system.
- Any listing in a publication or website is conditional on continued participation in the TCB quality assessment standards.
- Continued use or display of inaccurate, misleading or out of date signage by a participant in the quality assessment standards may result in withdrawing the establishment from participation in the standards.

Entry Requirements to the Star-Rating

Classified accommodations must comply to a number of entry requirements. These requirements ensure a certain credibility and quality of the classification

- All areas of operation should meet the minimum standards for cleanliness, maintenance and hospitality as well as the minimum standards for the quality of facilities and services.
- Bedrooms that are smaller than the following sizes are unlikely to meet the minimum requirements.
Single 6m² / 60sq.ft
Double 8m² / 90sq.ft
- When assessing bedroom size, the useable space available around the furniture and fittings is taken into account.
- 100% of guest-rooms with access to hot and cold running water.
- Guests have access to the accommodation at all times. Owner/Manager and/or staff on site and on call to guests 24 hours a day.
- A restaurant or similar serving breakfast seven days a week unless the accommodation is designated a non-service apartment Hotel.
- A restaurant or similar serving lunch/dinner at least five days a week – unless the accommodation is designated a non-service apartment Hotel.
- A bar or sitting area with an Alcohol Licence (6 days a week).
- Open seven days a week during its operating season providing and the level of service and facilities appropriate.
- Owner/Manager and/or staff available during the day and evening to receive guests and provide information/services.
- A clearly designated reception area.
- Meeting all the current legal obligations.

Standard of cleanliness for all star-levels is high and of the same importance:

- No dirt on door frames, fittings, furniture, picture or mirror frames, toilet equipment etc.
- Particular attention to the bathroom/toilet: shower curtain is clean, the bathroom smells freshly, the toilet is sanitised daily
- Heating, ventilation and sanitary fittings are clean
- Particular attention also to bedding, linen and towels

Satisfactory quality of furniture, equipment and fitting corresponding to star rating means:

- The quality one can normally expect in other establishments of the same star level rating
- Corresponding maintenance condition

Quality Assessment

- There are five levels of quality from 1* to 5*.
- To obtain a higher star rating a progressively higher quality and range of services and physical facilities should be provided across all areas with particular emphasis in 5 key areas - cleanliness, maintenance, service, guestrooms and bathrooms.
- Market research indicates that the quality is of key importance and guests also expect the level of services and range of facilities in accommodations to increase at each star rating level.

Quality details assessed

- Intrinsic quality - the inherent value of an item.
- Condition - the maintenance and appearance of an item. Is it fit for the purpose?
- Physical and personal comfort - does the quality or lack of an item detract in any way from the comfort of the guest?
- Attention to detail - the evident care taken to ensure that the guest experience is special and of the same high standards for all.
- Guest choice and ease of use - the guest experience is enhanced through choice - be it the choice of beverages in his/her room or the choice of room temperature.
- Presentation - the way the room and its contents are presented for guests' arrival and during their stay.

The Quality Score

Assessment of technical and functional quality at on-site visit – means all aspects of the accommodation and service are taken into consideration.

The total of all these scores establishes an overall score for quality.

Based on this score, the accommodation will be given an overall quality rating from 1* to 5*.



Quality Bands

| | |
|-----------------|-----------|
| One Star from | 0 – 50 |
| Two Star from | 51 – 90 |
| Three Star from | 91 – 140 |
| Four Star from | 141 – 170 |
| Five Star from | 171 – 250 |

Deciding the Star Rating

An accommodation will need to satisfy three elements to reach a particular star rating:

- All relevant Basic requirements must be met for the corresponding star rating (except potential dispensations)
- The overall score must reach the appropriate band
- The relevant entry requirements in the key areas of cleanliness, maintenance, regulatory and safety requirements must also be met.

Who classifies?

The completion of the hotel classification occurs through the cooperation of the concerned hotels with the TCB commissions, which consist of active stakeholders and TCB representatives.

There are 2 regional commissions with 5 to 6 members each. The main tasks of the commissions are the examination of classification applications, the on-site visit of the accommodation as well as the classification of the Property in the first instance. The TCB classification committee with 5 members supersedes the classification commissions. The main tasks of the classification committee are the further development of the classification standards, the examination of any appeals in the classification process in the last instance.

During a regular, annual classification round approx. 50 enterprises are visited by the Classification Commission. On average, every enterprise is reviewed every 3 years on site. The assessment occurs after advance notice through the TCB classification secretary.

The hotel classification commissions make their decisions independently of the TCB, ABTO, BCCI or HAB bodies and are based on the guidelines especially created for this purpose. The uniform handling of the standards is ensured through a manual and through regular further training.

The classification bodies are supported in their work by a TCB administrative classification secretary

Classification PROCEDURE

1. The classification process starts by the accommodation provider filling out an application and self evaluation form of the desired star rating, including any specialization categories and quality management systems, and sends it to the TCB Classification Committee.
2. The responsible classification secretary examines the application for completeness, asks for any data still missing, sets a on-site visit date and then forwards the application to the classification commission in charge.
3. The commission decides in a preparation meeting whether and through which additional experts an on-site visit of the accommodation will take place.
4. The visit takes place after notification through the TCB classification secretary. The commission members assess the entire accommodation operation and discuss the evaluation form with the owner/manager.
5. The commission prepares the report on the tour of the accommodation and report to the TCB committee. The commission decides on the rating – TCB classification committee chairman only approves the correct procedure and signs the classification documents on behalf of TCB.
6. The commission's decision is communicated to the accommodation provider in writing.
7. If the accommodation provider disagrees with the commission's decision, he/she can contest this decision by appealing to the TCB classification committee.
8. As a rule, the classification committee makes a final decision on the classification relying on the uncontested facts and only if necessary after a renewed on site visit of the accommodation, preferably by another composition of the Commission.

Regular Review

At any rate, the classification of an accommodation is reviewed in the event of:

- Change of ownership (change of management)
- Existence of grave and/or consistent complaints pertaining to infrastructure or service
- or
- Upon request of the accommodation provider, e.g. application for a higher classification
- Upon justified request from members of the commissions or the classification committee
- Upon justified request of government organizations

Moreover, a database is kept concerning the assessments; i.e. with every single enterprise it is known when it was visited the last time. On account of these data the commissions conduct regular assessments of accommodations which have not been visited for three years.

The classification is at any rate reviewed at least every 3 years.

In addition, the classification standards are continuously adapted to the higher international quality standards and the constantly changing requirements of guests.

The standards are revised when necessary and at least in 6 year periods. Guest surveys could also be conducted and consumer protection issues applied.

Appendix 2 : Checklist for construction drawings of tourist standard hotel

The document below is created by the volunteer in 2016. It was developed from the TCB assessment guideline for tourist accommodation with reference by other countries hotel standard. It was approved by Tourism Council of Bhutan and published in TCB website (www.tourism.gov.bt). The checklists will be especially used during hotel drawings checking process.

CHECKLIST FOR CONSTRUCTION DRAWINGS OF TOURIST STANDARD HOTEL



Tourism Council of Bhutan

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|----------------------------------|----|
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This document is the necessary function requirements of tourist standard hotel drawings for TCB technical clearance.

1. BUILDING LAYOUT AND FUNCTION ZONING

| No. | Requirement function | Description | ✓ |
|-----|---|--|---|
| 1.1 | Parking lots for guests Cars and bus. | -If there is no parking lot in the layout drawings, the parking lots area must be provided in the site or closed to the site when the hotel is opened. - If the parking area is on basement floor, ventilation other than entrance road must be provided. | |
| 1.2 | Access road for vehicles from the land entrance to parking lots. | One lane road - Minimum clear width = 3.0 m Two lanes road - Minimum clear width = 5.0 m | |
| 1.3 | Guest main entrance door | -Easy to access and notice from parking area or entrance road. | |
| 1.4 | Staff main entrance door | -Separated and hidden away from the guest entrance. | |
| 1.5 | Internal function zoning | -Guests function rooms must be separated from staff and service functions rooms. -Private function area must be separated from public function area. | |

| 2. LOBBY AREA | | | |
|---------------|--|---|---|
| No. | Requirement function | Description | ✓ |
| 2.1 | Reception | -Counter or desk area must be provided. | |
| 2.2 | Seats area | -Comfortable seats with tea tables must be provided. -Windows and natural ventilation must be adequate. | |
| 2.3 | Public restrooms | -Must be able to enter from the lobby area. -Male & female separation. -Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet -Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet -Natural or mechanical ventilation must be provided. | |
| 2.4 | Main corridor for guests | -Minimum corridor clear width = 1.5 m -Windows and natural ventilation must be adequate. | |
| 2.5 | Lift <i>(Must be provided for hotel with more than 4 floors from ground level)</i> | -Must be able to enter from the lobby area. -Waiting area in front of the lift must be provided. | |
| 2.6 | Main staircase | -Must be able to enter from the lobby area. -Must be connected to every guest floors. -Minimum landing distance = 1.5 m -Minimum clear width = 1.5 m -Minimum tread width = 0.28 m -Maximum riser height = 0.19 m -Natural or mechanical ventilation must be provided. | |

| 3. RESTAURANT AREA | | | |
|--------------------|---|---|---|
| No. | Requirement function | Description | ✓ |
| 3.1 | Dining area | -Must be able to enter from lobby area or public corridor. -Dining area main corridor clear width = 1.2 m -Windows and natural ventilation must be adequate. | |
| 3.2 | Kitchen | -Back entrance and corridor or staircase for kitchen staff and service must be provided separately from guest area. -Must be able to enter from service corridor. -Must be able to serve the dining area through pantry area. -Natural or mechanic ventilation must be provided. | |
| 3.3 | Pantry room | -Must a separated room between kitchen and dining area. | |
| 3.4 | Dry storage room | -Must be a separated room which can be entered from the kitchen or service corridor. | |
| 3.5 | Cold storage room | -Must be a separated room which can be entered from the kitchen or service corridor. | |
| 3.6 | Restaurant restroom <i>(If the restaurant position is connected with the lobby restrooms ,the lobby restrooms can be shared with the restaurant by adding more sanitary wares)</i> | Specific restrooms for the restaurant. - Male & female separation - Must be able to enter from the dining area - Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet - Female restroom minimum sanitary wares =1 wash basin, 1 flush toilet - Natural or mechanical ventilation must be provided. Addition minimum sanitary wares for the shared lobby restrooms. - Male restroom = 1 flush toilet, 1 urinal, added partitions and doors for flush toilets. - Female restroom = 1 flush toilet, added partitions and doors for flush toilets. | |

| 4. GUESTROOMS AREA | | | |
|--------------------|----------------------|---|---|
| No. | Requirement function | Description | ✓ |
| 4.1 | Front corridor | -Minimum clear width = 1.5 m | |
| 4.2 | Bedroom | -Bedrooms entrance must be directly connected to the front corridor. Double bedroom type - Minimum floor area = 14.0 sq.m Single bedroom type - Minimum floor area = 9.0 sq.m -Windows and natural ventilation must be adequate. | |
| 4.3 | Bathroom | -Bathroom entrance must be in the bedroom. -Minimum floor area = 4.3 sq.m -Minimum sanitary wares = 1 Washbasin, 1 flush toilet, 1 shower -Natural or mechanical ventilation must be adequate. | |

| 5. STAFF AND SERVICE AREA | | | |
|---------------------------|--|---|---|
| No. | Requirement function | Description | ✓ |
| 5.1 | Addition staircase for staff and service | -Must be provided for hotel with more than 20 guestrooms without lift. -Must be able to enter from service corridor. -Must be connected to every floors which need service. -Must be hidden from the guest area. -Natural or mechanical ventilation must be provided. | |

| | | | |
|-----|-----------------------------------|---|--|
| 5.2 | Laundry room | -Must be able to enter from service corridor. -Natural or mechanical ventilation must be provided. | |
| 5.3 | Main linen room | -Must be able to enter from service corridor. -Must be connected to the laundry room. -Must be connected to the staircase or lift. -Natural or mechanical ventilation must be provided. | |
| 5.4 | Secondary linen rooms | -Must be allocated on each 2 guestrooms floors. -Natural or mechanical ventilation must be provided. | |
| 5.5 | Staff office | -Must be able to enter from service corridor. -Natural or mechanical ventilation must be provided. | |
| 5.6 | Staff cafeteria | -Must be able to enter from service corridor. -Natural or mechanical ventilation must be provided. -Sink, cooking space and storage cabinet area must be provided if the staff cafeteria position is not connected to the kitchen. | |
| 5.7 | Staff changing rooms with lockers | -Must be able to enter from staff corridor or staff cafeteria. -Male & female separation. | |
| 5.8 | Staff restrooms with showers | -Must be able to enter from staff corridor or staff cafeteria or staff changing rooms. -Must be connected with the staff changing rooms. -Male & female separation. -Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet, 1 shower -Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet, 1 shower -Natural or mechanical ventilation must be provided. | |

| 6. SEMINAR ROOM / MEETING ROOM (OPTIONAL FUNCTION)* | | | |
|---|---|--|---|
| No. | Requirement function | Description | ✓ |
| 6.1 | Reception in front of seminar or meeting room | -Counter or desk area must be provided. | |
| 6.2 | Waiting area in front of seminar or meeting room | -Must be separated from the lobby area. -Natural or mechanical ventilation must be provided. | |
| 6.3 | Restrooms for seminar or meeting room (If the waiting area of seminar room is connected with the lobby restrooms ,the lobby restrooms can be shared by adding more sanitary wares) | -Must be able to enter from the waiting area. -Male & female separation. -Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet -Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet -Natural or mechanical ventilation must be provided. Addition minimum sanitary wares for the shared lobby restrooms. -Male restroom = 1 urinal, added partition and door for flush toilet. -Female restroom = 1 flush toilet, added partition and door for flush toilet. | - |
| 6.4 | Seats area | -Natural or mechanical ventilation must be provided. | |

* **Optional function** : Not mandatory but if any hotel provides this function, the design must follow the requirement

| 7. SWIMMING POOL (OPTIONAL RECREATION FUNCTION)** | | | |
|---|---|---|---|
| No. | Requirement function | Description | ✓ |
| 7.1 | Reception for the swimming pool | -Counter or desk area must be provided. | |
| 7.2 | Waiting area for the swimming pool | -Natural or mechanical ventilation must be provided. | |
| 7.3 | Changing rooms with lockers for the swimming pool | -Must be able to enter from the waiting area. -Male & female separation. -Minimum changing units in each gender = 2 units -Natural or mechanical ventilation must be provided. | |
| 7.4 | Restrooms with showers for the swimming pool | -Must be able to enter from the waiting area or the changing rooms. -Male & female separation. -Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet, 1 shower room -Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet, 1 shower room -Natural or mechanical ventilation must be provided. | |
| 7.5 | Storage room | -Storage room for swimming pool must be provided. | |

** **Optional recreation function** : Not mandatory but if any hotel provides this function, the design must follow the requirement

| 8. HOT STONE BATHING (OPTIONAL RECREATION FUNCTION)** | | | |
|---|---|--|---|
| No. | Requirement function | Description | ✓ |
| 8.1 | Reception for hot stone bathing service | -Counter or desk area must be provided. (If the hot stone bathing service is connected with the reception of another optional recreation function , the reception can be shared) | |
| 8.2 | Waiting area for the hot stone bathing service | -Natural or mechanical ventilation must be provided. (If the hot stone bathing service is connected with the waiting area of another optional recreation function , the waiting area can be shared) | |
| 8.3 | Changing rooms with lockers for the hot stone bathing service | -Must be able to enter from the waiting area. -Natural or mechanical ventilation must be provided. 8.3.1) Changing room for public hot stone bathing service -Male & female separation. -Minimum changing units in each gender = 2 units (If the hot stone bathing service is connected with the changing rooms of another optional recreation function , the changing rooms can be shared by adding more changing units)*** 8.3.2) Changing room for private hot stone bathing service -Minimum changing unit = 1 unit | |

** *Optional recreation function* : Not mandatory but if any hotel provides this function, the design must follow the requirement

*** *Addition changing units for the shared changing rooms.*

- 1.) Changing room for maximum 2 optional functions : +1 changing unit in each gender room
- 2.) Changing room for more than 2 optional functions : +2 changing units in each gender room

| No. | Requirement function | Description | ✓ |
|-----|--|--|---|
| 8.4 | Restrooms with showers for the hot stone bathing service | -Natural or mechanical ventilation must be provided. 8.4.1) Restrooms for public hot stone bathing service -Must be able to enter from the waiting area or the changing rooms. -Male & female separation. -Male : minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet, 1 shower room -Female : minimum sanitary wares = 1 wash basin, 1 flush toilet, 1 shower room (If the hot stone bathing service is connected with the restrooms of another optional recreation function , the restrooms can be shared by adding more sanitary wares)**** 8.4.2) Restrooms for private hot stone bathing service -Minimum sanitary wares = 1 wash basin, 1 urinal and 1 flush toilet in a room, 1 shower room | |
| 8.5 | Storage room | -Storage room for hot stone bathing service must be provided. | |
| 8.6 | Service back entrance | -Back entrance for staff to service the hot stone bath must be provided. | |

**** *Addition sanitary wares for the shared restrooms.*

- 1.) Restrooms for maximum 2 optional functions : +1 wash basin, +1 urinal(male restroom), +1 flush toilet, +added partitions and doors for flush toilets.
- 2.) Restrooms for more than 2 optional functions : +1 wash basins, +2 urinals(male restroom), +2 flush toilets, +added partitions and for flush toilets.

| 9. FITNESS ROOM (OPTIONAL RECREATION FUNCTION)** | | | |
|--|--|---|---|
| No. | Requirement function | Description | ✓ |
| 9.1 | Reception for the fitness room | -Counter or desk area must be provided. (If the fitness room is connected with the reception of another optional recreation function , the reception can be shared) | |
| 9.2 | Waiting area for the fitness room | -Natural or mechanical ventilation must be provided. (If the fitness room is connected with the waiting area of another optional recreation function , the waiting area can be shared) | |
| 9.3 | Changing rooms with lockers for the fitness room | -Must be able to enter from the waiting area. -Natural or mechanical ventilation must be provided. -Male & female separation. -Minimum changing units in each gender = 2 units (If the fitness room is connected with the changing rooms of another optional recreation function , the changing rooms can be shared by adding more changing units)*** | |

**** Optional recreation function** : Not mandatory but if any hotel provides this function, the design must follow the requirement

***** Addition changing units for the shared changing rooms.**

- 1.) Changing room for maximum 2 optional functions : +1 changing unit in each gender room
- 2.) Changing room for more than 2 optional functions : +2 changing units in each gender room

| No. | Requirement function | Description | ✓ |
|-----|---|--|---|
| 9.4 | Restrooms with showers for the fitness room | -Natural or mechanical ventilation must be provided. -Must be able to enter from the waiting area or the changing rooms. -Male & female separation. -Male : minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet ,1 shower room -Female : minimum sanitary wares = 1 wash basin,1 flush toilet,1 shower room (If the fitness room is connected with the restrooms of another optional recreation function , the restrooms can be shared by adding more sanitary wares)**** | |
| 9.5 | Storage room | -Storage room for fitness room must be provided. | |

10.EXTERNAL SHOP (OPTIONAL FUNCTION)*

| No. | Requirement function | Description | ✓ |
|------|----------------------|---|---|
| 10.1 | Entrance | -Must be located in public area. -Must be separated from hotel guests & staff entrances. | |

*** Optional function** : Not mandatory but if any hotel provide this function, the design must follow the requirement.

11.ENTERTAINMENT ROOMS (OPTIONAL FUNCTION)*

| No. | Requirement function | Description | ✓ |
|------|----------------------|--|---|
| 11.1 | Entrance | -Must be located in public area. -Must be separated from hotel guests & staff entrances. | |
| 11.2 | Specific reception | -Counter or desk area must be provided. | |
| 11.3 | Entertainment rooms | -Must be sound-proof. -Natural or mechanical ventilation must be provided. | |
| 11.4 | Specific restrooms | -Male & female separation. -Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet -Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet -Natural or mechanical ventilation must be provided. | |
| 11.5 | Pantry area | -Counter for food/drink preparation and sink must be provided. | |

*** Optional function** : Not mandatory but if any hotel provide this function, the design must follow the requirement.

Appendix 3 : Example of hotel function minimum area

The document below is created by the volunteer in 2016. It was created based on standard architectural function dimension to support the “*Checklist for construction drawings of tourist standard hotel*” as a reference for hotel designers. It was approved by Tourism Council of Bhutan and published in TCB website (www.tourism.gov.bt).

EXAMPLE OF HOTEL FUNCTIONS MINIMUM AREA



Tourism Council of Bhutan

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MANDATORY FUNCTION

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OPTIONAL FUNCTION

| | |
|----------------------------------|----|
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| 7.) SWIMMING POOL | 16 |
| 8.) HOT STONE BATHING | 19 |
| 9.) FITNESS ROOM | 20 |
| 10.) EXTERNAL SHOP | 22 |
| 11.) ENTERTAINMENT ROOMS | 22 |

This document is created base on the " Checklist for construction drawings of tourist standard hotel " ,can be used as a design reference for minimum area of TCB hotel functions standard.

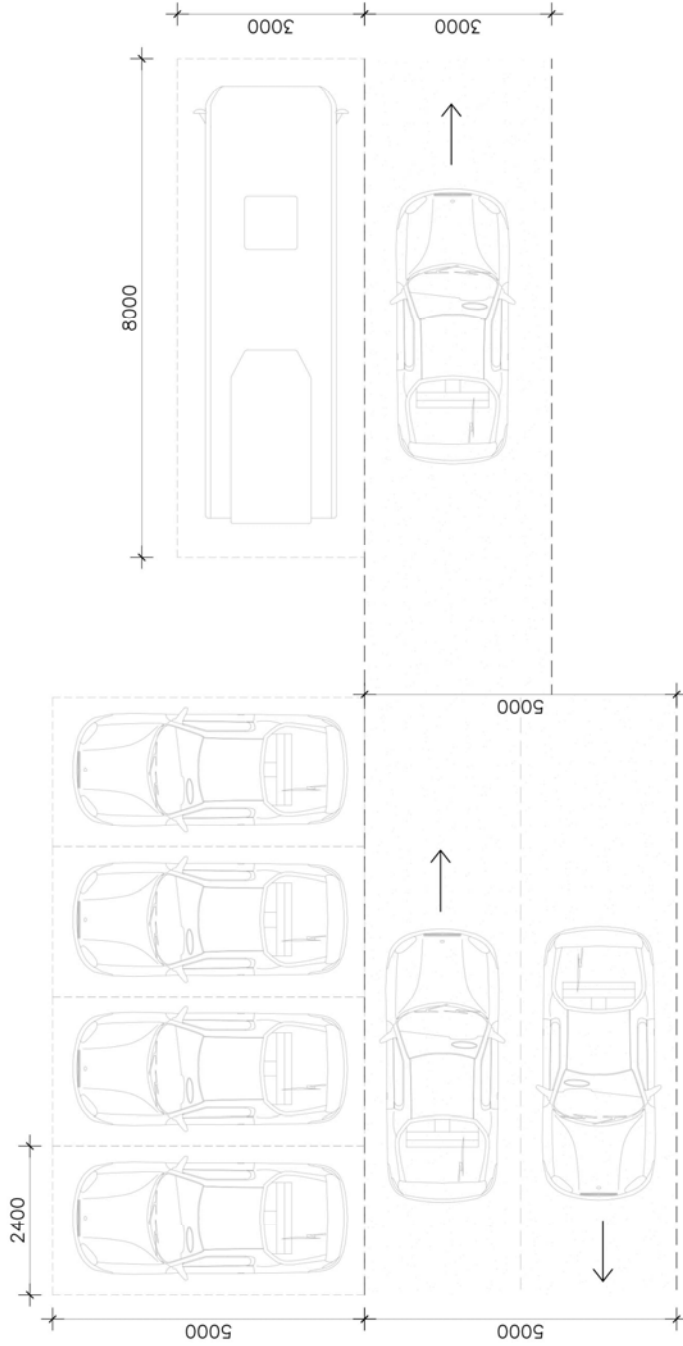
1. BUILDING LAYOUT AND FUNCTION ZONING

1.1 Parking lots for guests cars and bus

1.2 Access road for vehicles from the land entrance to parking lots

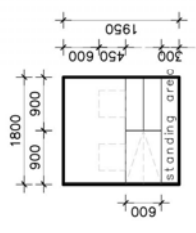
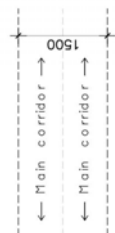
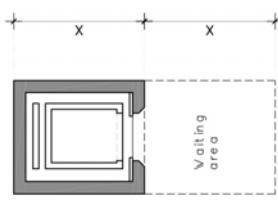
A bus parking recommended dimension = 3.0 x 8.0 m

A car parking recommended dimension = 2.4 x 5.0 m

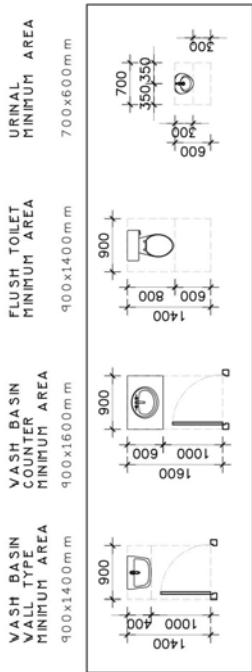


2 lanes road minimum width = 5.0 m

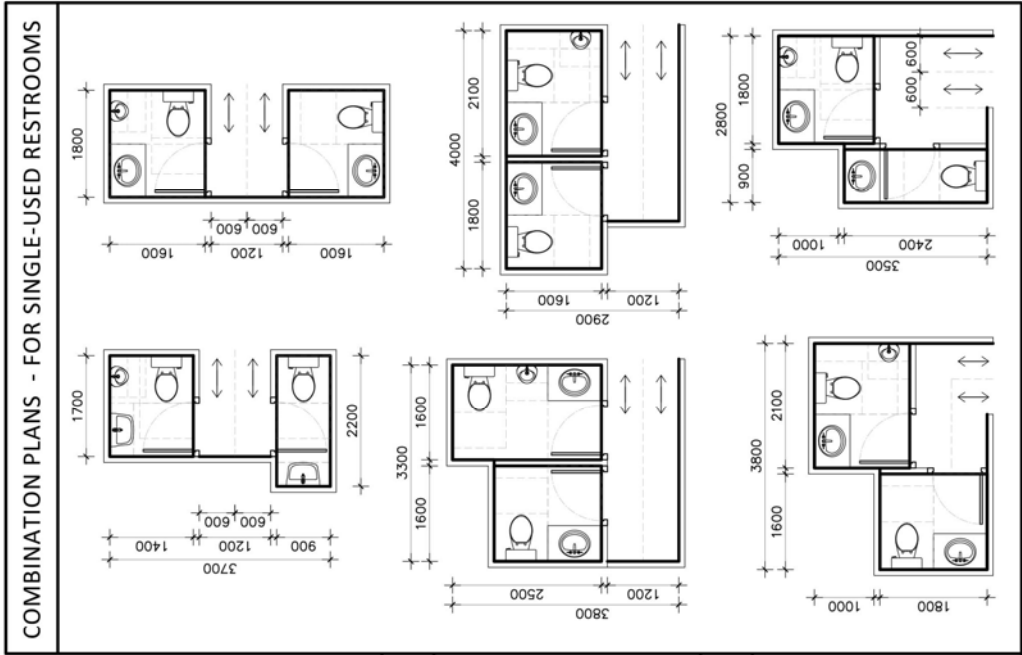
1 lane road minimum width = 3.0 m

| | | |
|---|--|--|
| <p>2. LOBBY AREA</p> | <p>2.2 SEATS AREA</p> <div style="display: flex; justify-content: space-around;"> <div data-bbox="446 772 682 1339"> <p>1 SEAT SOFA + Tea table 800 800 300 800 1100</p> <p>2 SEATS SOFA + Tea table 1300 300 800 1100</p> <p>3 SEATS SOFA + Tea table 1800 300 800 1100</p> </div> <div data-bbox="422 262 682 661"> <p>16 SEATS 5800 2900 2900 2600</p> </div> <div data-bbox="706 231 974 714"> <p>18 SEATS 6800 3400 3400 2600</p> </div> <div data-bbox="1006 262 1307 693"> <p>20 SEATS 6500 1300 2600 3400</p> </div> </div> | |
| <p>2.1 RECEPTION</p>  | <p>2.4 MAIN CORRIDOR FOR GUEST</p>  <p>minimum width = 1.5 m</p> | <p>2.5 LIFT</p>  <p>recommended space for waiting area = lift dimension</p> |

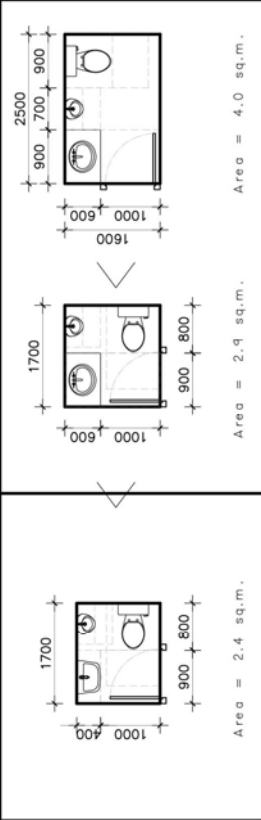
2.3 PUBLIC RESTROOMS



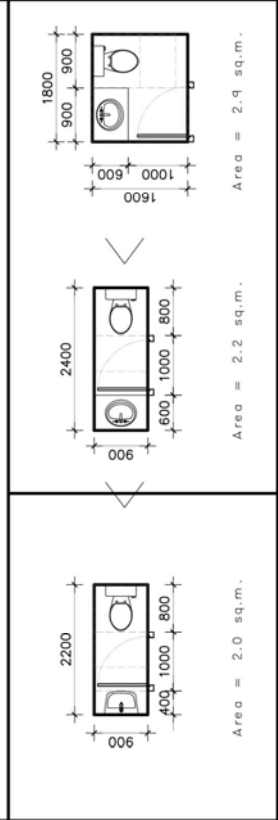
- RESTROOM ENTRANCE SHOULD MEET THE VASH BASIN BEFORE THE FLUSH TOILET AND URINAL
 - THERE SHOULD BE TRANSITION SPACE BETWEEN THE MAIN CORRIDOR AND THE RESTROOM DOORS (THE DOORS SHOULD NOT FACE DIRECTLY TO THE MAIN CORRIDOR)



MALE RESTROOM - FOR SINGLE-USED

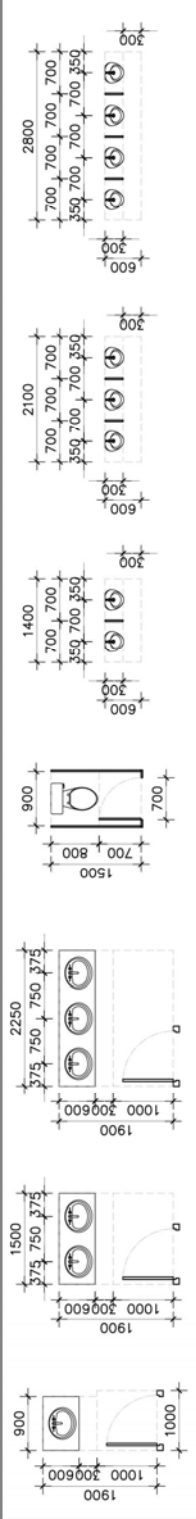


FEMALE RESTROOM - FOR SINGLE-USED



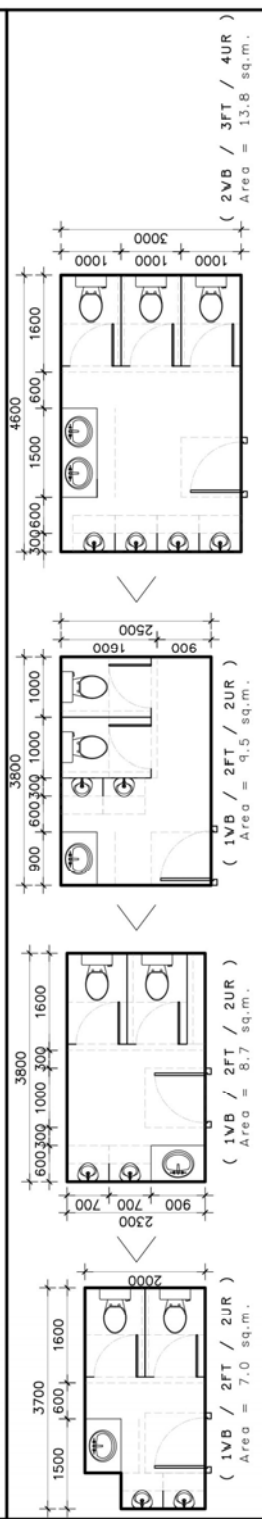
2.3 PUBLIC RESTROOMS

| 1. WASH BASIN COUNTER AREA MINIMUM AREA 900x1900mm | 2. WASH BASINS COUNTER AREA MINIMUM AREA 1500x1900mm | 3. WASH BASINS COUNTER AREA MINIMUM AREA 2250x1900mm | FLUSH TOILET ROOM MINIMUM AREA 900x1500mm | 2 URINALS MINIMUM AREA 1400x600mm | 3 URINALS MINIMUM AREA 2100x600mm | 4 URINALS MINIMUM AREA 2800x600mm |
|--|--|--|---|---|---|---|
|--|--|--|---|---|---|---|

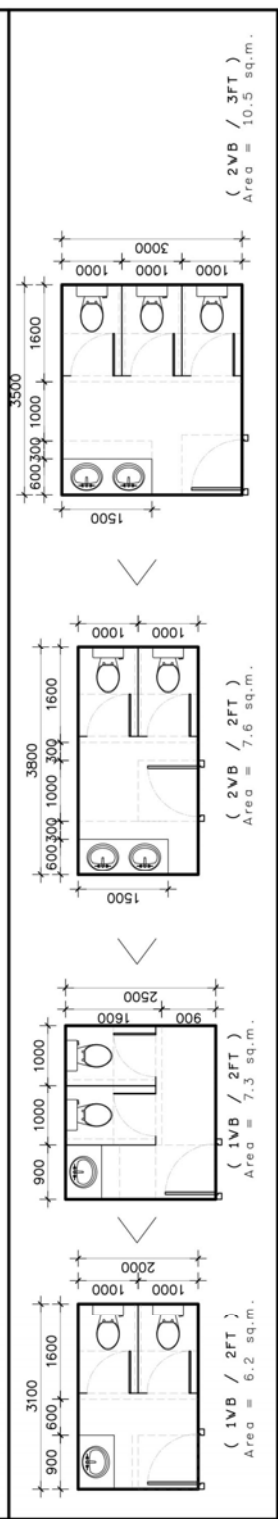


- RESTROOM ENTRANCE SHOULD MEET THE WASH BASIN BEFORE THE FLUSH TOILET AND URINAL
 - THERE SHOULD BE TRANSITION SPACE BETWEEN THE MAIN CORRIDOR AND THE RESTROOM DOORS (THE DOORS SHOULD NOT FACE DIRECTLY TO THE MAIN CORRIDOR)

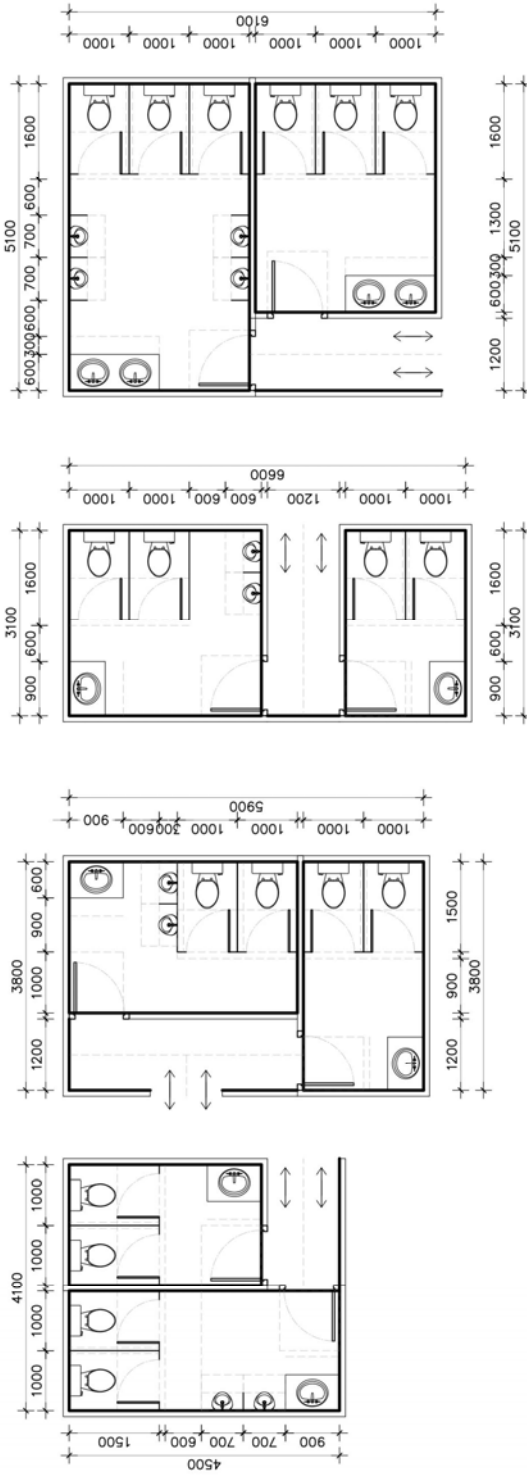
MALE RESTROOM - FOR MORE THAN 1 USER



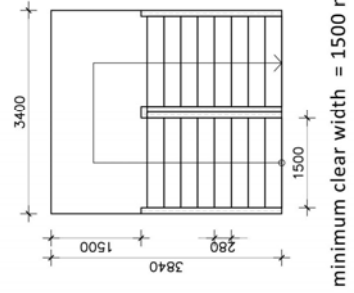
FEMALE RESTROOM - FOR MORE THAN 1 USER



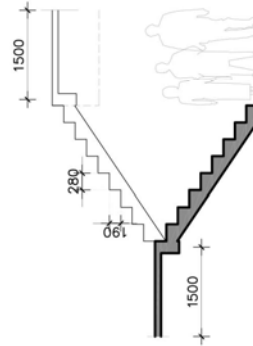
COMBINATION PLANS - RESTROOMS FOR MORE THAN 1 USER



2.6 MAIN STAIRCASE

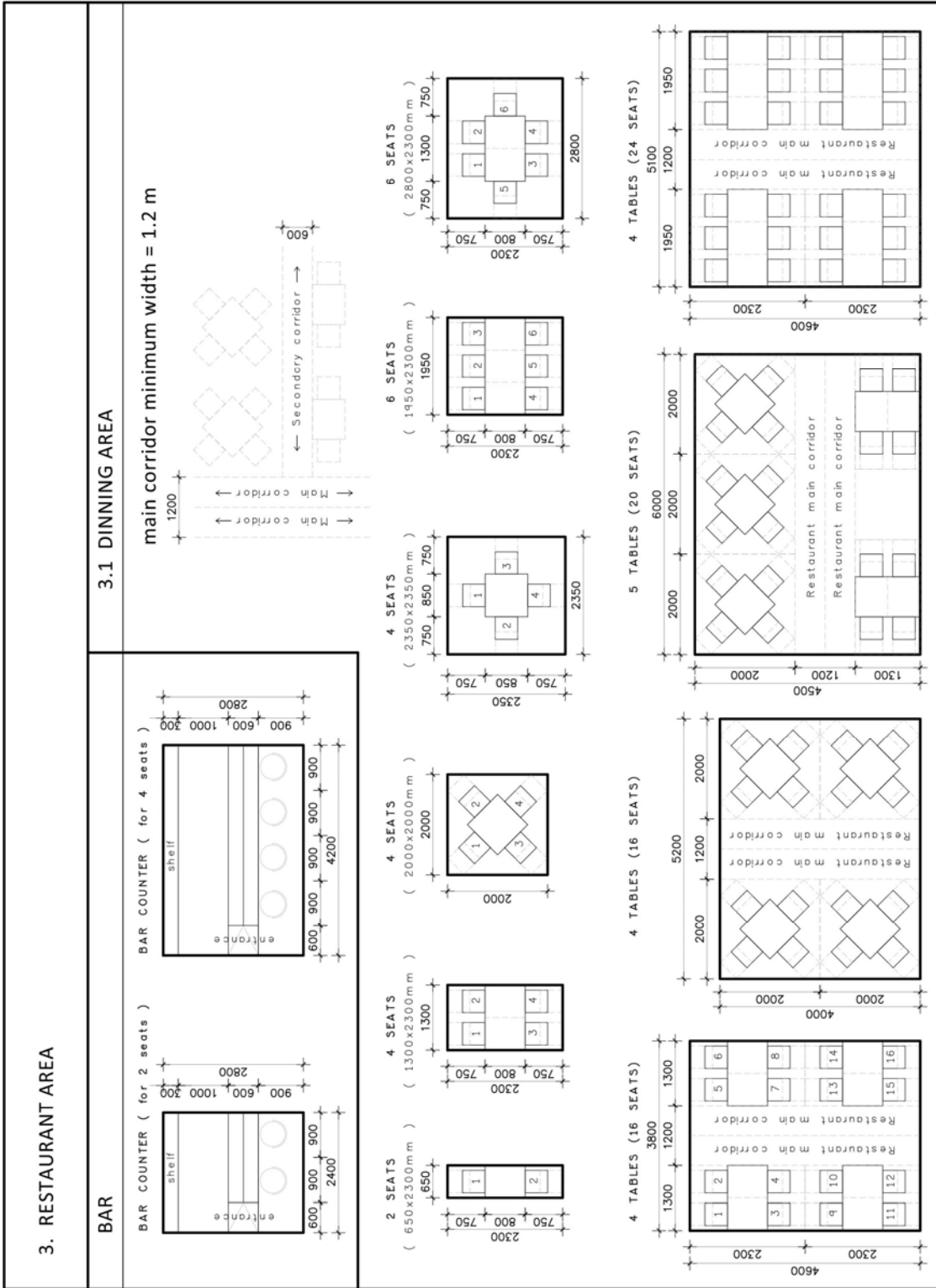


minimum clear width = 1500 mm



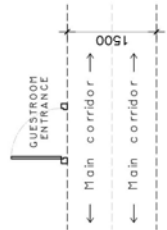
minimum tread width = 280 mm
maximum riser height = 190 mm

minimum landing distance = 1500 mm



4. GUESTROOMS AREA

4.1 FRONT CORRIDOR

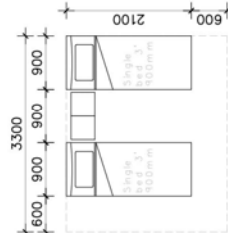


minimum width = 1.5 m

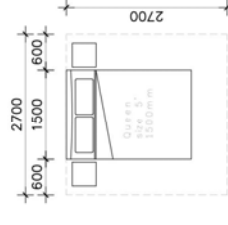
4.2 BEDROOM

4.2.1 DOUBLE BEDROOM

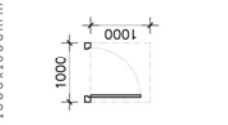
TWIN BEDS MINIMUM AREA
3300x2700mm



QUEEN SIZE BED MINIMUM AREA
2700x2700mm



DOOR FRONT AREA
1000x1000mm



WARDROBE AREA (WITH SHELF)
900x1200mm

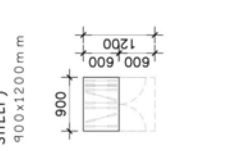
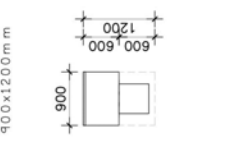
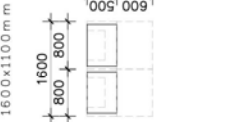


TABLE & CHAIR AREA (1SET)
900x1200mm



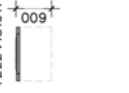
2 LUGGAGES AREA
1600x1100mm



HEATER



TELEVISION



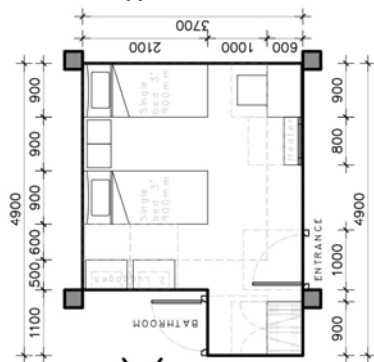
EXAMPLES OF DOUBLE BEDROOM PLAN



Double bedroom minimum area = 14.0 sq.m.



Twin bedroom Area = 14.0 sq.m.

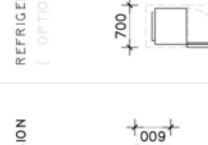
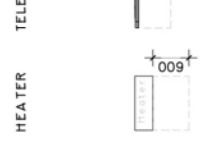
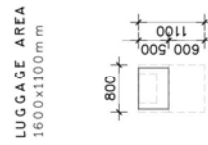
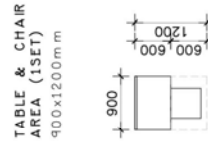
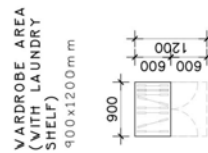
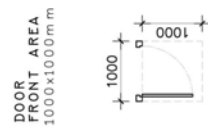
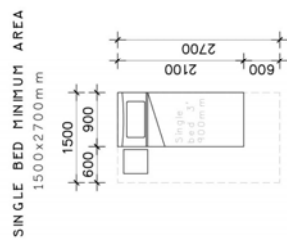


Twin bedroom Area = 15.8 sq.m.



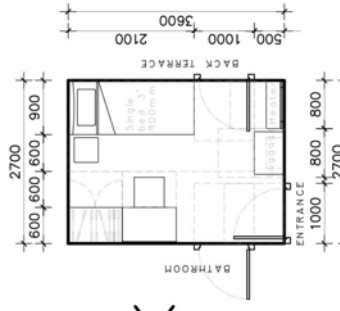
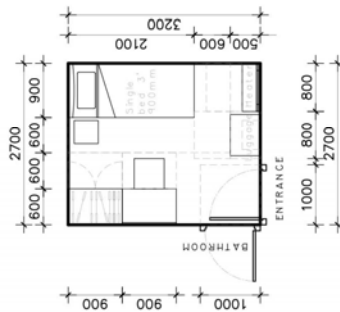
Twin bedroom Area = 15.8 sq.m.

4.2.2 SINGLE BEDROOM



- EVERY SANITARY VARES AREA SHOULD BE ARRANGED WITHOUT OVERLAPPING ON EACH OTHER.

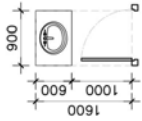
EXAMPLES OF SINGLE BEDROOM PLAN



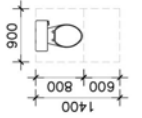
Single bedroom
minimum area = 9.0 sq.m.

4.3 BATHROOM

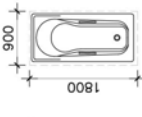
WASH BASIN COUNTER
MINIMUM AREA
900x1600mm



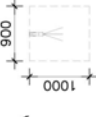
FLUSH TOILET
MINIMUM AREA
900x1400mm



BATHTUB
MINIMUM AREA
900x1800mm

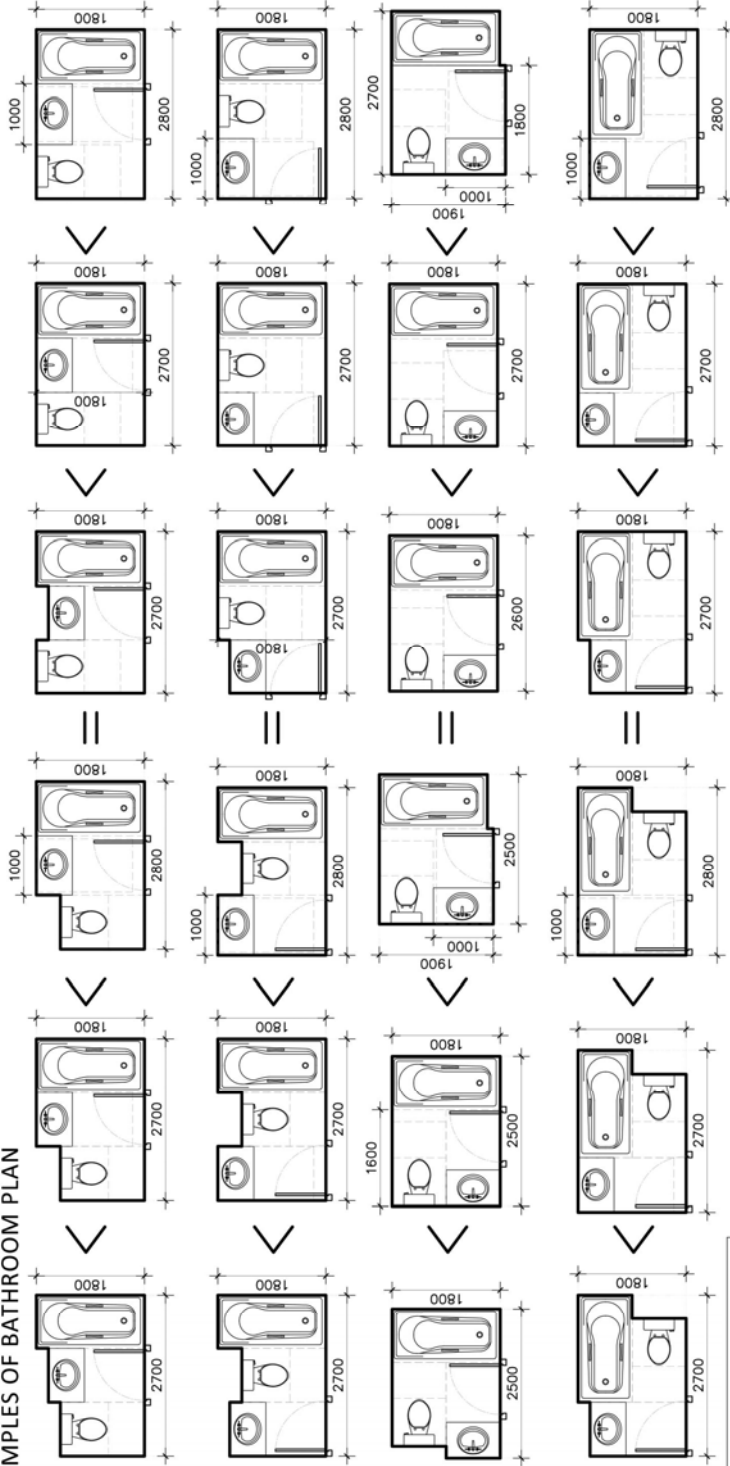


SHOWER
MINIMUM AREA
900x1000mm



- RESTROOM ENTRANCE SHOULD MEET THE DRY AREA (WASH BASIN&TOILET) BEFORE THE WET AREA (SHOWER/BATHTUB).
- EVERY SANITARY VARES AREA SHOULD BE ARRANGED WITHOUT OVERLAPPING ON EACH OTHER.

EXAMPLES OF BATHROOM PLAN



Bathroom
minimum area = 4.3 sq.m.

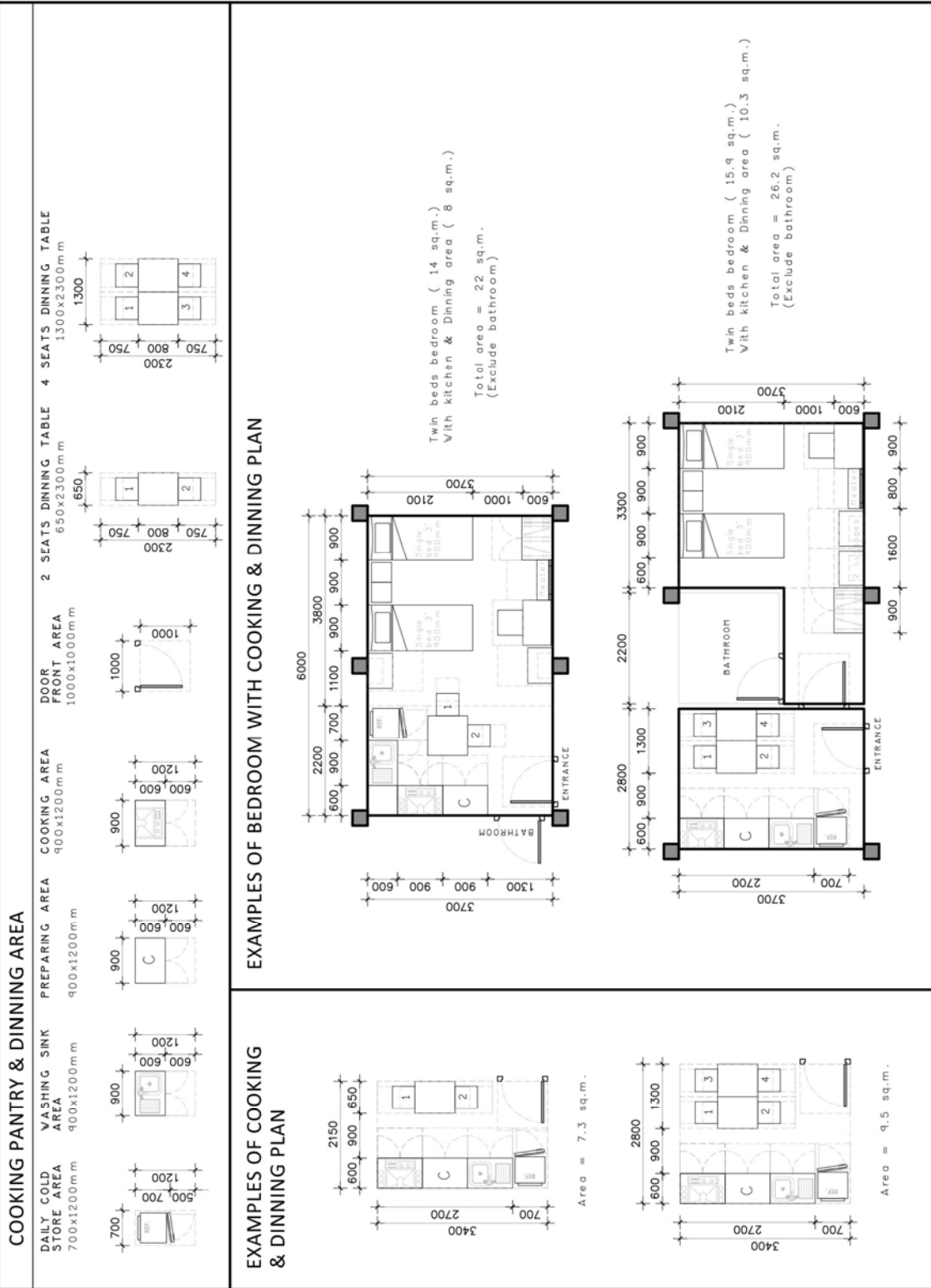
Area = 4.5 sq.m.

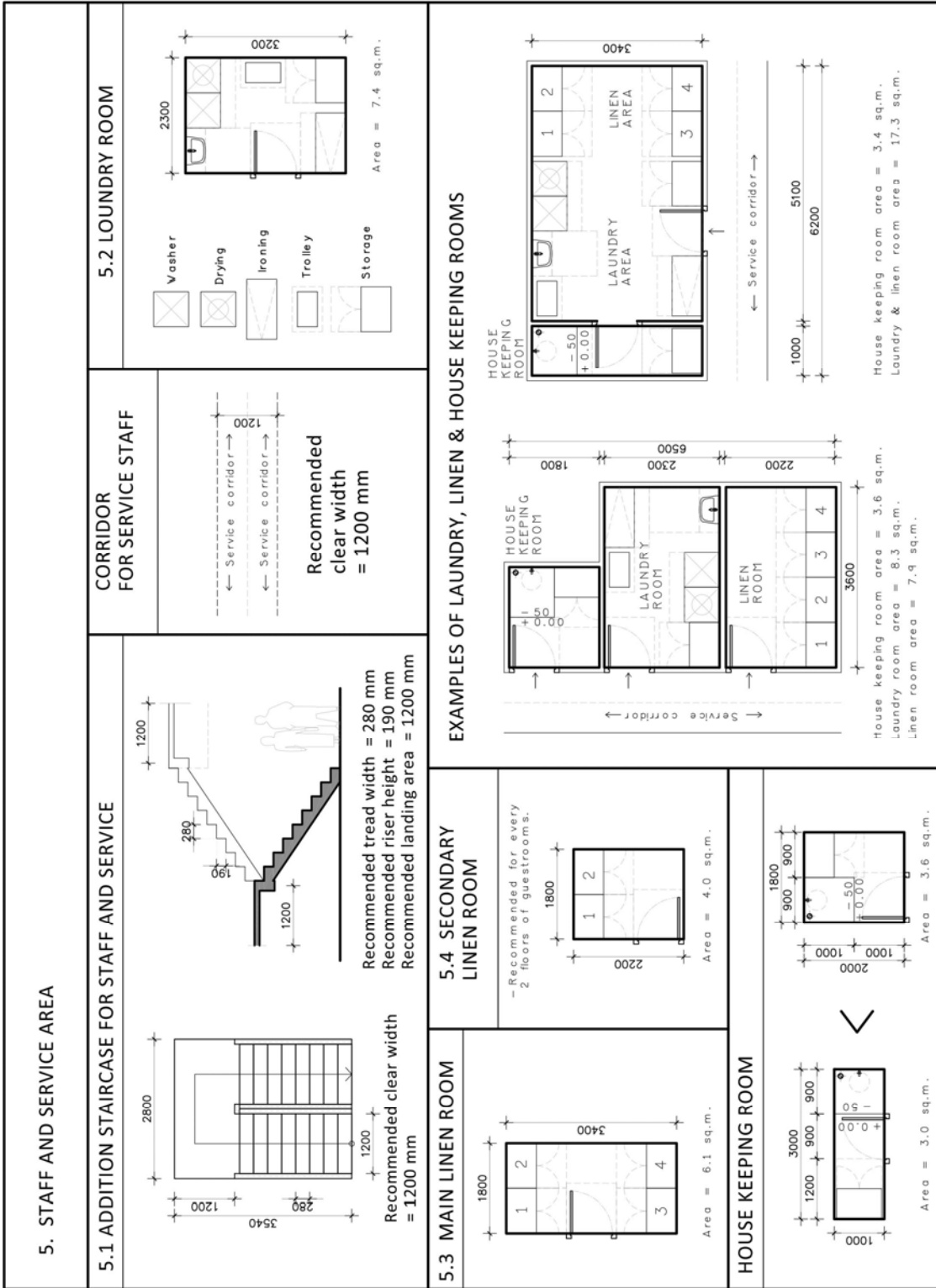
Area = 4.7 sq.m.

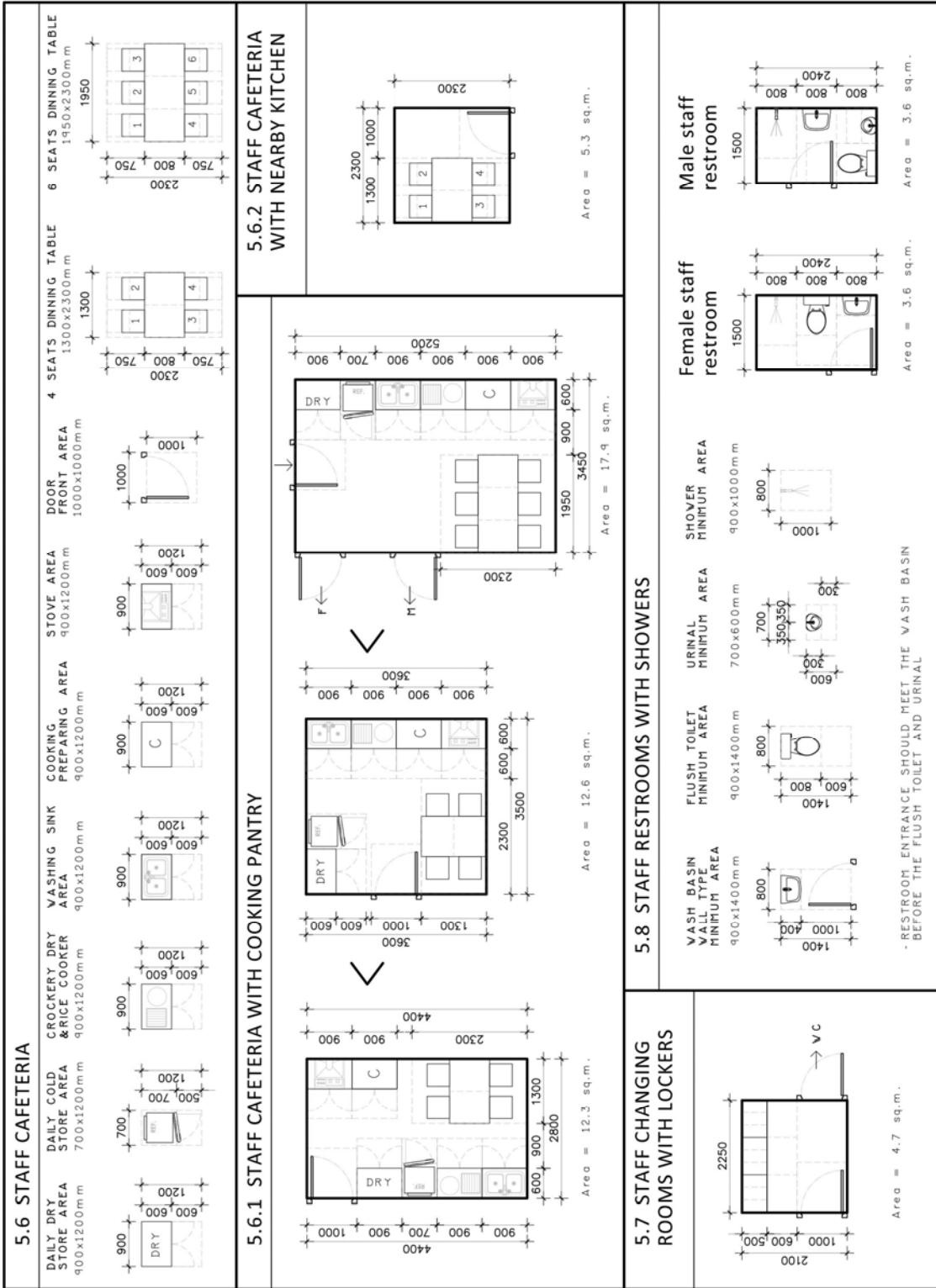
Area = 4.7 sq.m.

Area = 4.85 sq.m.

Area = 5.00 sq.m.







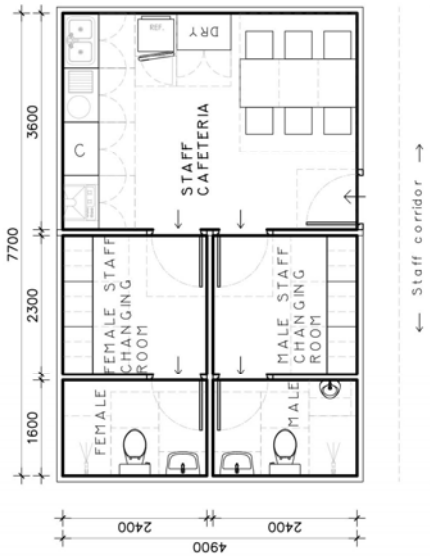
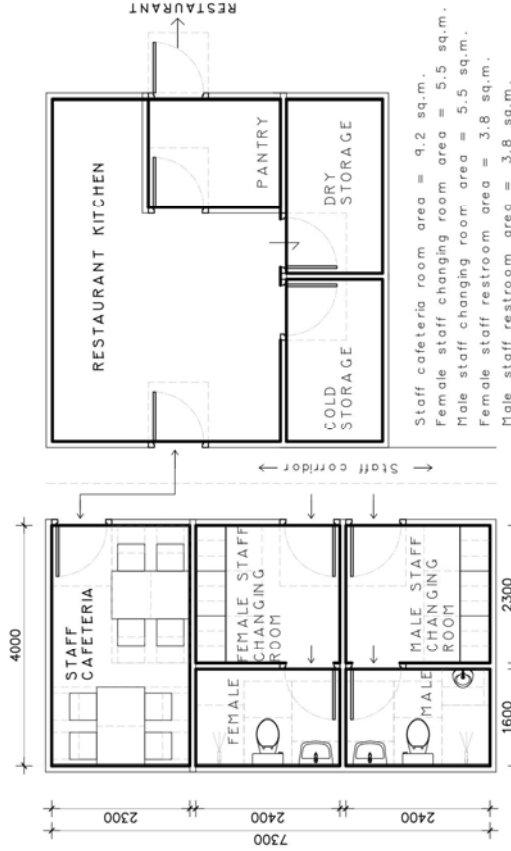
5.6 STAFF CAFETERIA

EXAMPLES OF STAFF CAFETERIA, STAFF CHANGING ROOMS AND STAFF RESTROOMS PLAN

5.6.1 STAFF CAFETERIA WITH COOKING PANTRY

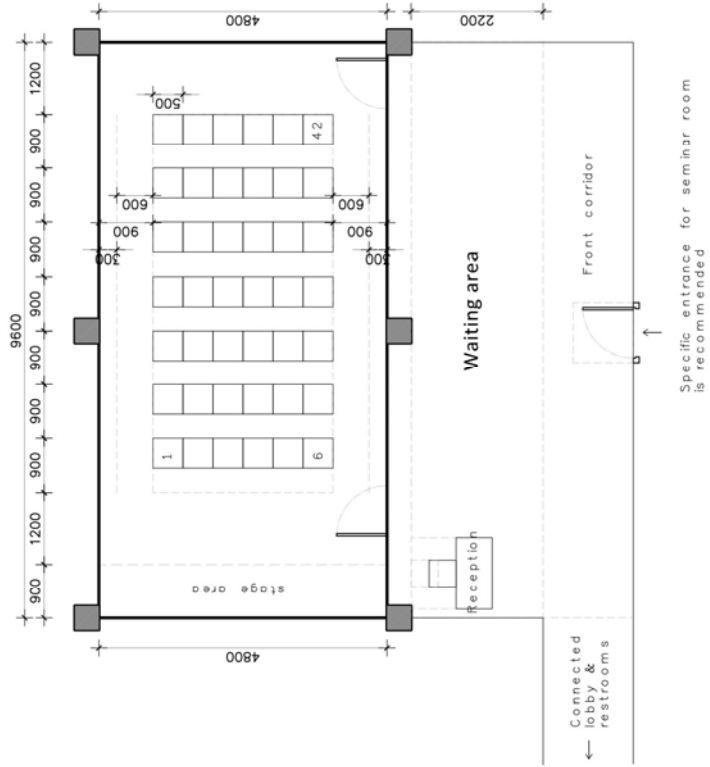
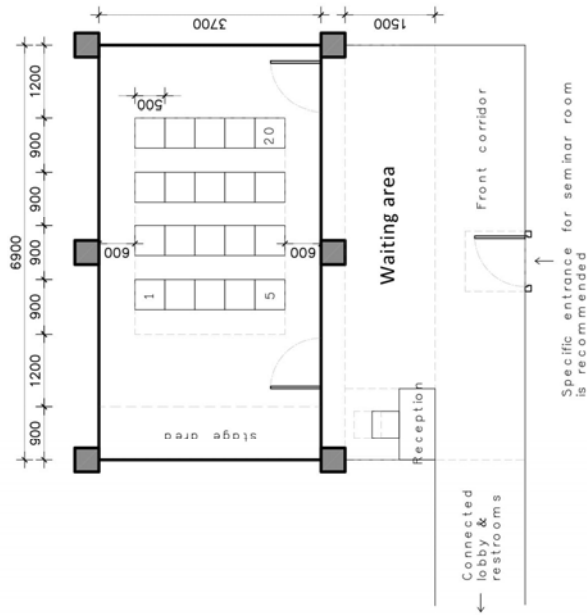


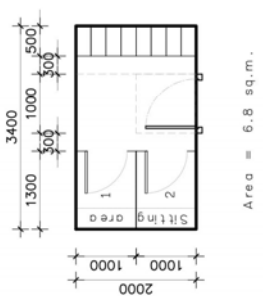
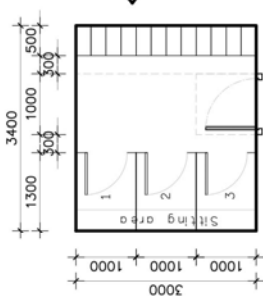
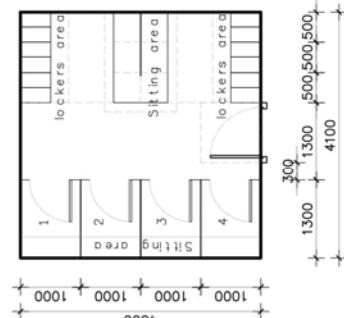
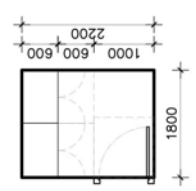
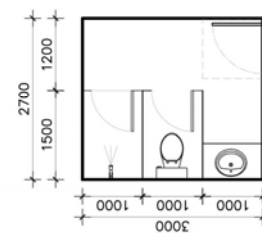
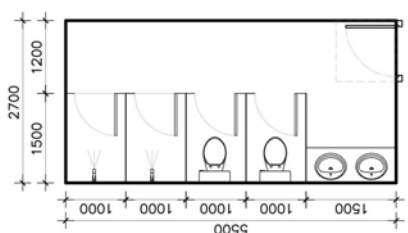
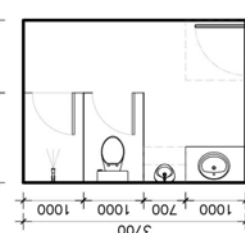
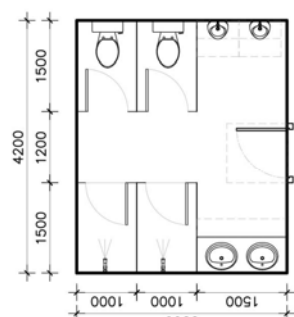
5.6.2 STAFF CAFETERIA WITH NEARBY KITCHEN



6. SEMINAR / MEETING ROOM (OPTIONAL FUNCTION)

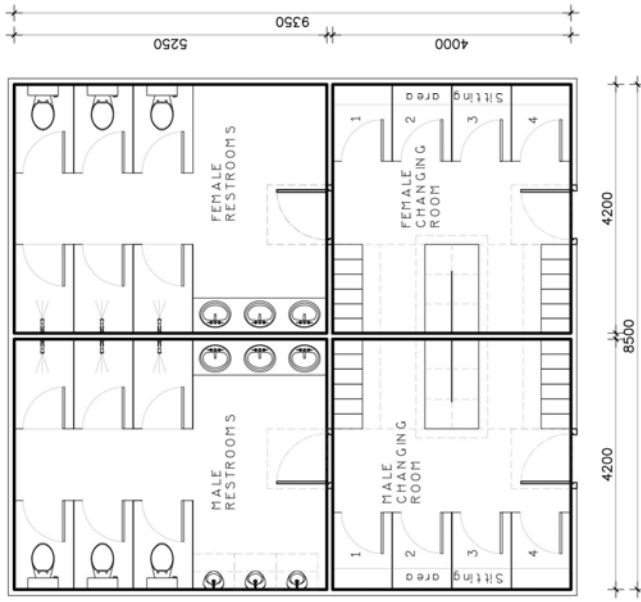
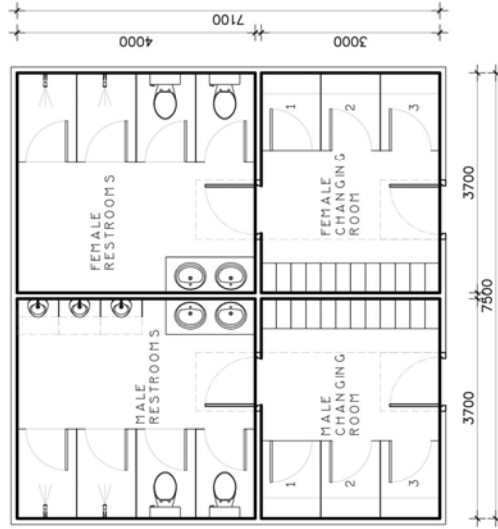
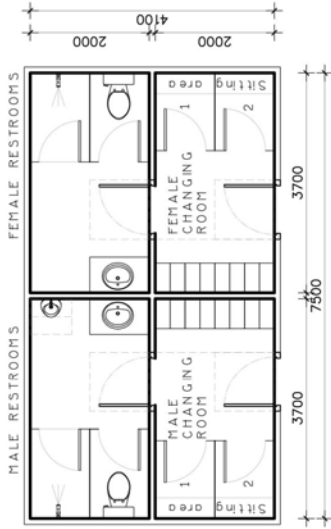
EXAMPLES OF SEMINAR ROOM & WAITING AREA



| | | |
|--|--|--|
| <p>7. SWIMMING POOL (OPTIONAL RECREATION FUNCTION)</p> | <p>7.3 CHANGING ROOMS WITH LOCKERS</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Area = 6.8 sq.m.</p> </div> <div style="text-align: center;">  <p>Area = 10.2 sq.m.</p> </div> <div style="text-align: center;">  <p>Area = 16.0 sq.m.</p> </div> </div> | |
| | <p>7.5 STORAGE ROOM</p> <div style="text-align: center;">  <p>Area = 4.0 sq.m.</p> </div> | |
| | <p>7.4 RESTROOMS WITH SHOWERS</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p>Female restroom</p>  <p>Area = 8.1 sq.m.</p> </div> <div style="text-align: center;">  <p>Area = 14.8 sq.m.</p> </div> <div style="text-align: center;"> <p>Male restroom</p>  <p>Area = 10.0 sq.m.</p> </div> <div style="text-align: center;">  <p>Area = 14.7 sq.m.</p> </div> </div> | |

7. SWIMMING POOL (OPTIONAL RECREATION FUNCTION)

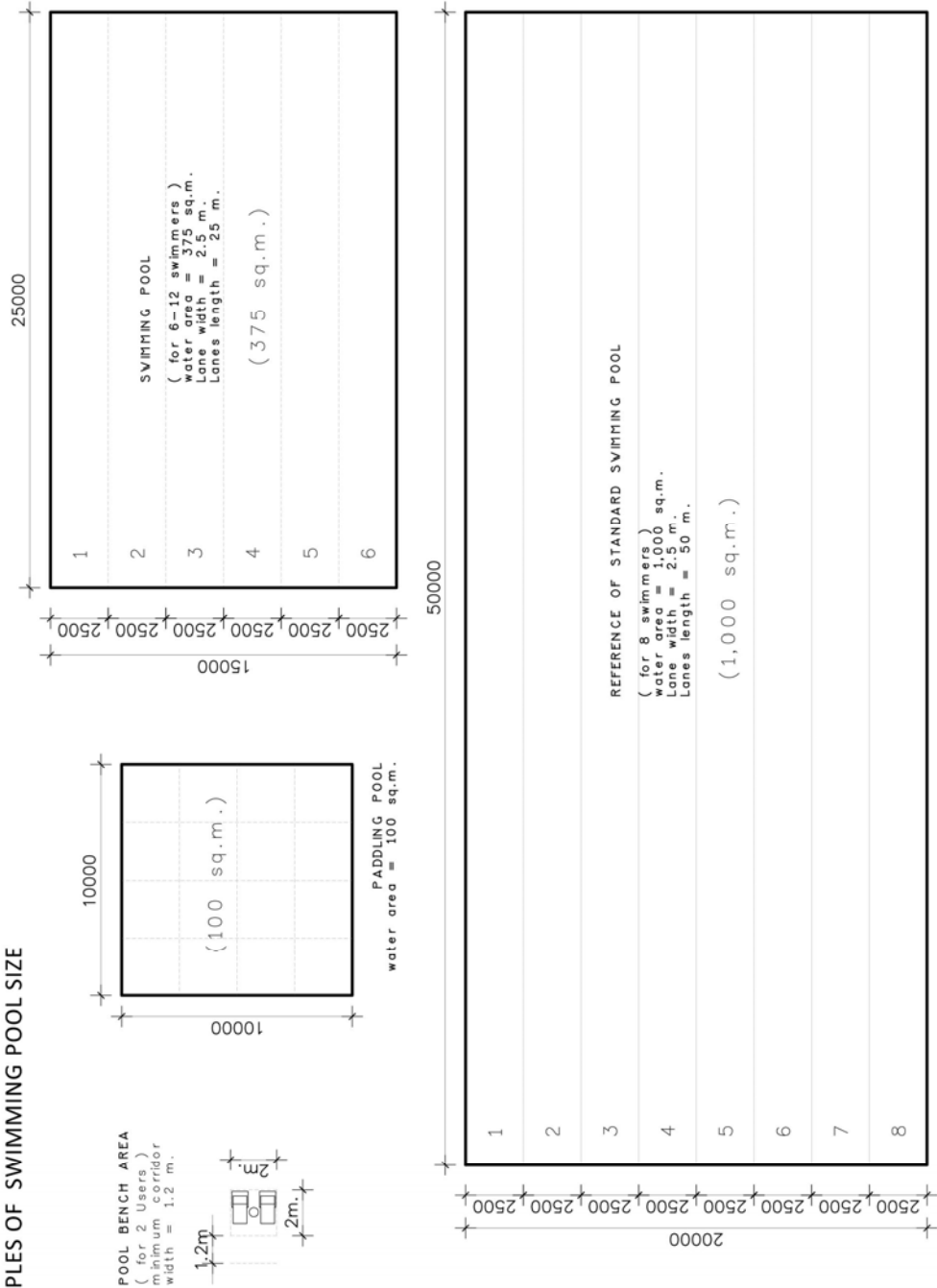
EXAMPLES OF CHANGING ROOMS & RESTROOMS



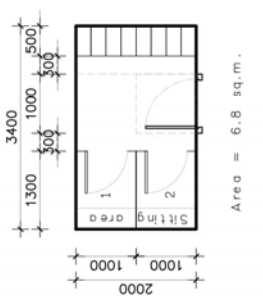
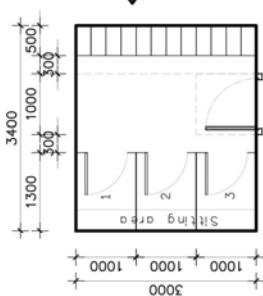
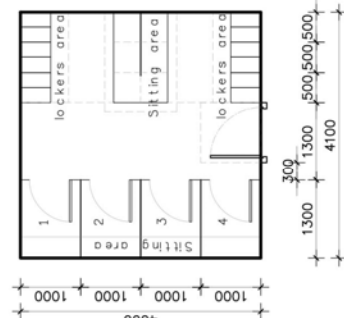
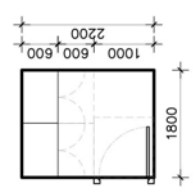
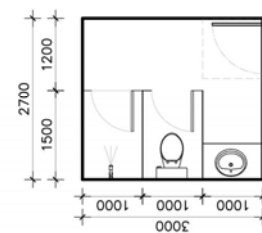
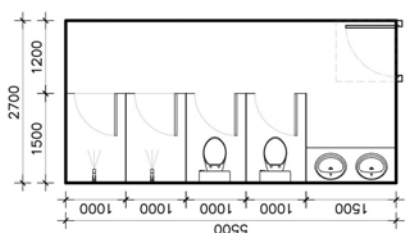
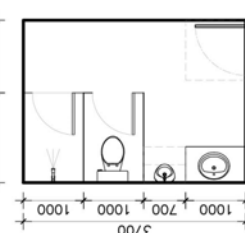
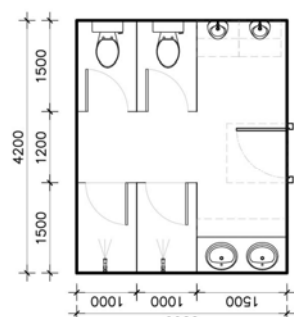
Male changing room area = 11 sq.m.
 Female changing room area = 11 sq.m.
 Male restroom area = 14.8 sq.m.
 Female restroom area = 14.8 sq.m.

7. SWIMMING POOL (OPTIONAL RECREATION FUNCTION)

EXAMPLES OF SWIMMING POOL SIZE



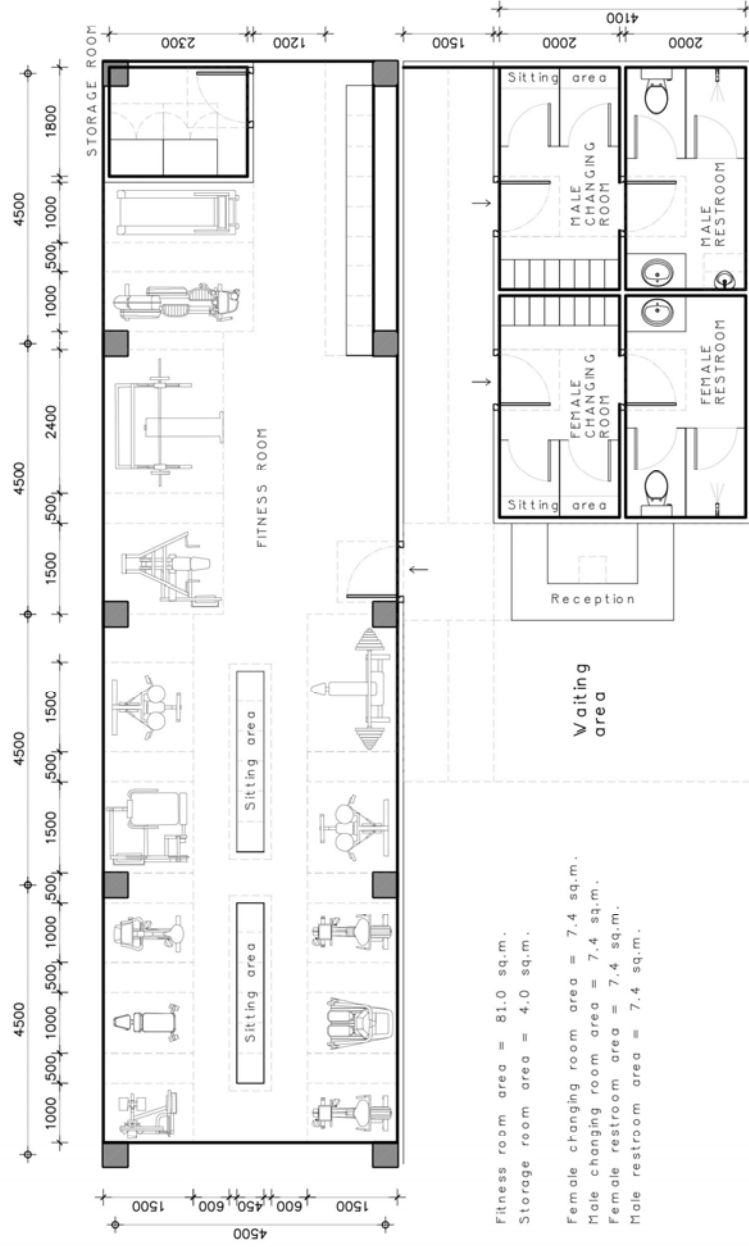
| | | | |
|---|--|---|---|
| 8. HOT STONE BATHING (OPTIONAL RECREATION FUNCTION) | | | |
| <p>8.3.1 CHANGING ROOMS FOR PUBLIC HOT STONE BATHING SERVICE</p> | <p>8.3.2 CHANGING ROOMS FOR PRIVATE HOT STONE BATHING SERVICE</p> | <p>8.4.1 RESTROOMS FOR PUBLIC HOT STONE BATHING SERVICE</p> | <p>8.4.2 RESTROOMS FOR PRIVATE HOT STONE BATHING SERVICE</p> |
| <p>Area = 6.8 sq.m.</p> | <p>Area = 3.0 sq.m.</p> | <p>Female restroom. Area = 6.1 sq.m. Male restroom. Area = 10.0 sq.m.</p> | <p>Area = 4.7 sq.m. Area = 9.3 sq.m.</p> |
| <p>EXAMPLES OF PRIVATE HOT STONE BATHING SERVICE PLAN</p> | | <p>EXAMPLES OF PRIVATE HOT STONE BATHING SERVICE PLAN</p> | |
| <p>EXAMPLES OF PRIVATE HOT STONE BATHING SERVICE PLAN</p> | | <p>8.5 STORAGE ROOM</p> <p>Area = 4.0 sq.m.</p> | |

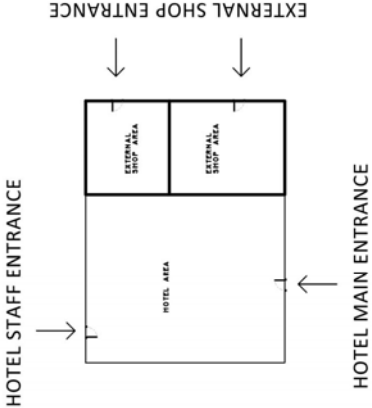
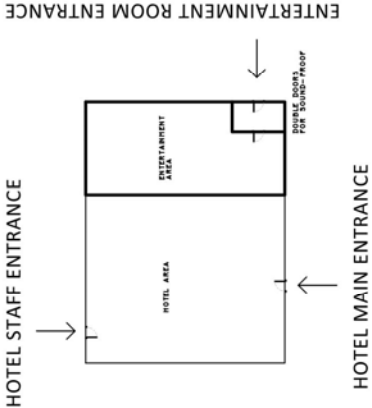
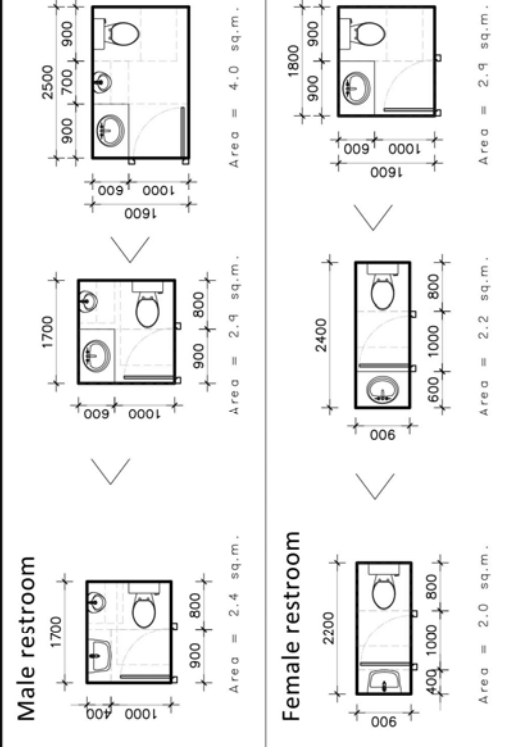
| | | |
|---|--|--|
| <p>9. FITNESS ROOM (OPTIONAL RECREATION FUNCTION)</p> | <p>9.3 CHANGING ROOMS WITH LOCKERS</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Area = 6.8 sq.m.</p> </div> <div style="text-align: center;">  <p>Area = 10.2 sq.m.</p> </div> <div style="text-align: center;">  <p>Area = 16.0 sq.m.</p> </div> </div> | |
| | <p>9.5 STORAGE ROOM</p> <div style="text-align: center;">  <p>Area = 4.0 sq.m.</p> </div> | |
| | <p>9.4 RESTROOMS WITH SHOWERS</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p>Female restroom</p>  <p>Area = 8.1 sq.m.</p> </div> <div style="text-align: center;">  <p>Area = 14.8 sq.m.</p> </div> <div style="text-align: center;"> <p>Male restroom</p>  <p>Area = 10.0 sq.m.</p> </div> <div style="text-align: center;">  <p>Area = 14.7 sq.m.</p> </div> </div> | |

9. FITNESS ROOM (OPTIONAL RECREATION FUNCTION)

EXAMPLE OF FITNESS ROOM PLAN

room size : depend on equipments quantity



| | |
|--|--|
| <p>10. EXTERNAL SHOP (OPTIONAL FUNCTION)</p> | <p>11. ENTERTAINMENT ROOM (OPTIONAL FUNCTION)</p> |
| <p>10.1 ENTRANCE</p>  <p>HOTEL STAFF ENTRANCE</p> <p>HOTEL MAIN ENTRANCE</p> | <p>11.1 ENTRANCE</p>  <p>HOTEL STAFF ENTRANCE</p> <p>HOTEL MAIN ENTRANCE</p> <p>ENTERTAINMENT ROOM ENTRANCE</p> |
| <p>11.4 SPECIFIC RESTROOMS</p> | |
|  <p>Male restroom</p> <p>Area = 2.4 sq.m.</p> <p>Area = 2.9 sq.m.</p> <p>Area = 4.0 sq.m.</p> <p>Female restroom</p> <p>Area = 2.0 sq.m.</p> <p>Area = 2.2 sq.m.</p> <p>Area = 2.9 sq.m.</p> | |

Appendix 4 : Application form for hotel drawings recommendation

The document below is created by the volunteer in 2016 to collect the hotel proposal data.

| APPLICATION FORM FOR HOTEL DRAWINGS RECOMMENDATION | |
|---|--|
| Date : | |
| Name of owner : | |
| Mobile number : | |
| Email address : | |
| Proposed name of hotel : | |
| Dzongkhag : | |
| Gewog : | |
| Location : | |
| Number of rooms (Minimum = 8 rooms) : | |
| Construction of the hotel has been started = Yes / No <input type="checkbox"/> | |
| Attach the hotel drawing Requirement drawings | |
| <input type="checkbox"/> | 1.) Master layout (Site plan) - In scale (1:250 / 1:500 / 1:1000) <u>or include dimension lines</u> - Include land boundary, surrounding public roads, land entrances position - Include existing buildings position - Include all new submitted buildings positions - Include parking slots and internal road to parking area - (if possible) Include surrounding buildings position and best-view direction |
| <input type="checkbox"/> | 2.) Floor plan - In scale (1:100 / 1:125 / 1:150 / 1:200) <u>or include dimension lines</u> - Include floor levels - Include solid walls, windows and doors drawings |
| <input type="checkbox"/> | 3.) Furniture layout plan - Could be merged with the main floor plans - Furniture drawings must be in scale |
| <input type="checkbox"/> | 4.) Section - Include all floors level dimension lines - Include ceiling height dimension lines |
| Please refer the checklist for construction drawings of tourist standard hotel at " www.tourism.gov.bt/..... " | |
| Signature of applicant : | |
| Name of applicant : | |

Reference

- 1.) Checklist for construction drawings of tourist standard hotel (2016), Tourism Council of Bhutan (TCB)
<http://www.tourism.gov.bt/forms/hotel-drawing-guidelines>
- 2.) Example of hotel function minimum area (2016), Tourism Council of Bhutan (TCB)
<http://www.tourism.gov.bt/forms/hotel-drawing-guidelines>
- 3.) Bhutan building rules (2002), Ministry of Works and Human Settlement (MOWHS)
<http://www.mowhs.gov.bt/publications/acts>
- 4.) Bhutanese Architectural Guidelines (2015), Ministry of Works and Human Settlement (MOWHS)
<http://www.mowhs.gov.bt/publications/acts>
- 5.) Traditional Architectural Guidelines, Ministry of Works and Human Settlement (MOWHS)
<http://www.mowhs.gov.bt/publications/acts>
- 6.) Bhutan Green Building Guidelines, Ministry of Works and Human Settlement (MOWHS)
<http://www.mowhs.gov.bt/publications/acts>
- 7.) Checklist for Thai hotel standard (2014), Thai Hotels Association
<http://www.thaihotels.org/new-checklist-for-hotel>
- 8.) Checklist for European hotel standard (2015-2020), Hotelstars Union
<http://www.hotelstars.eu/service/downloads0>
- 9.) Checklist for Indian hotel standard (2013), Hotel Association of India
<http://www.hotelassociationofindia.com/guidelines.html>



You are common (with) 10 or 100,000,000 level. For all the little and big ways you have pitched in. Thank You - TGS Koram

Thank you for being part of my life, you'll be always remembered. Wish you all the best for your future -> Karma (107)

To our dear friend & colleague Don, thank you for everything. It's been a pleasure knowing you and working with you. All the best and keep in touch! *Pamphren*

Dear Don, we are humbled to have you as one of our staff and a good friend. I hope this will bring you lots of good beginning in your life. All the best! *Donchi Manasphrom*

Dear Don, you were a great person who was a good friend and colleague in my life. I wish you all the best in your life and filled with lots of happiness. *Rabab Khamsum Dorji 21/12/16*

Dear Donchai, It was very nice to being part of the family. We will always remember being together every closely with you. Thank you. *Pang Somsay 21/12/16*

Dear Don, It was nice knowing you and working with you. All the best and keep in touch! *Donchi Manasphrom 21/12/16*

Dear Don, It was nice knowing you and working with you. All the best and keep in touch! *Donchi Manasphrom 21/12/16*

Dear Don, You have been a helpful mentor throughout the past year and I will always be thankful for that. Thank you for everything. *Donchi Manasphrom 21/12/16*

30th December 2016

Donchai Manasphrom (Wangchuk Dorji)

TICA Volunteer with TCB colleagues