

## 12<sup>th</sup>GeneralManagersMeetingonJuly15&16

The General Managers Meetings are the most important events for Archon Hospitality, held twice a year with all general managers and top executives. Entitled **“Managing Through Difficulties,”** the 12<sup>th</sup> meeting featured people management, Web marketing, risk management, food and beverage strategy and group hotels’ best practices for revenue generation and cost control. For some sessions, we invited guest speakers. The next meeting is scheduled in December.



- ◆Date: July15and16,2009
- ◆Venue: Roppongi
- ◆Participants: 17from13group-hotels

## 4<sup>th</sup>SalesTrainingonJuly1&2



The 1<sup>st</sup> workshop for sales & marketing directors to learn **achievable budgeting procedures** as well as basic marketing and pricing was held. Also, each hotel presented their

budgeting process and topics to discuss for best solutions.

- ◆Date: July1and2,2009
- ◆Venue: Roppongi
- ◆Participants: 14from10group-hotels

## PreparingforH1N1Flu

Archon Hospitality and its group hotels have taken all possible measures since the outbreak of the flu in the late April. In the beginning, we used the manual prepared for Avian flu. However, as H1N1 flu is found much less severe, **we have revised the manuals specifically to suit to the new H1N1 flu**.

The revised manual features detailed instructions for contraction cases of guests, employees, employee families, and tenant and vendor employees.

Based on this manual, a tele-conference with all general managers was held on September 3. Since then, we have a routine tele-conference to share information and further improve measures within the group hotels.

**Archon Hospitality K.K. was established in January 2003 as a property management company. The company currently oversees 13 hotels in Japan and projects in the Asia/Pacific region. With extensive knowledge and analytical skills, Archon Hospitality offers professional support in operations, finance, human resources, marketing, sales and revenue management to maximize the value of group hotels.**

**Group Hotels :** ANA Hotel Kushiro, Hotel Nikko Chitose, Hotel Nikko Narita, Oriental Hotel Tokyo Bay, (13 hotels in Japan) Kawasaki Nikko Hotel, Kakegawa Grand Hotel, Namba Oriental Hotel, Kanku Hineno Station Hotel, Hotel Universal Port, Kobe Meriken Park Oriental Hotel, Oriental Hotel Hiroshima, Hotel Centraza Hakata, Hotel Nikko Alivila

**Archon's HR Team — Maximizing our greatest asset, Our people**



The Human Resources Team has developed an expansive HR platform, designed to increase hotel productivity by maximizing our hotel employees' motivation and quality.

Essential elements of the platform are the utilization of HR Key Performance Indicators (KPI), employee surveys, 360° performance reviews and a comprehensive HR audit, through which we commit to providing effective staffing, enhanced efficiency, compliance, improved management and increased employee motivation.

Through the creation of the Archon Hospitality University, a framework that is strategically aligned with the requirements of the business has been developed to maximize talent and provide continuous skill development. One aspect of this strategy is the 360° performance review, the results of which are reflected in a series of professional skill-based workshops and career development programs.

- Development of a unique hotel skill and performance-based HR platform
- Personnel development through Archon Hospitality University, including a 360° review system
- Attendance record and payroll standardization
- Utilization of HR KPI to enhance productivity
- Leverage mobility and group synergies through the efficient allocation of resources

**ArchonHospitality's Updates**

**October 26 Trade Show (World Trade Center Building)**

Introduction of all 13 group hotels to travel agencies.

**October 29 & 30 1<sup>st</sup> Wedding Workshop (Roppongi)**

Learning opportunity on wedding marketing, including various guest speakers.

**November 9 & 10 1<sup>st</sup> Chefs' Round Table (Roppongi)**

Best practice and information exchange through building group synergy.

**Group Hotel News**

**New General Managers at Kobe and Namba**



As of September 1, 2009, Yutaka Hiraishi (photo) has been appointed as General Manager of Kobe Meriken Park Oriental Hotel and Naruo Fujii as General Manager of Namba Oriental Hotel. Yutaka concurrently holds the post of General Manager at Hotel Universal Port as before.

**For inquiry, please contact:**

Kobe Meriken Park Oriental Hotel  
PR Tel: +81-78-325-8102  
<http://www.kobe-orientalhotel.co.jp/english>  
Namba Oriental Hotel  
PR Tel: +81-6-6647-8111  
<http://www.nambaorientalhotel.co.jp>

**Hotel Centraza Hakata  
Autumn Stay Plan with Parking Free**



Until November 30, 2009, the "parking free" stay plan is offered for ¥5,700-¥10,700 per person, inclusive of tax and service charge.

Discount tickets to nearby Marine World Uminonakamachi and Fukuoka Tower are also given.

**For inquiry, please contact:**

Hotel Centraza Hakata  
PR Tel: +81-92-461-2093  
<http://www.centraza.com>

For further information, please contact:

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