

Document Ref.01**Notes on the interviews****1. The methodology is not closed.**

What must not be forgotten are the objectives thereof. So the method may vary depending on how you conduct the "research" in your country, as well as the quantity and quality of information previously obtained. The "qualitative phase" is intended to supplement the information that has not been able to get through the documentation consulted, while confirming the diagnosis by comparing with expert opinion.

2. Interview goals:

The purpose of the interview is to gather information about the current situation and future of textile sector in this geographical area to establish actions that help companies and workers.

3. Interviews to experts

- a. Number: 5 to 10 interviews will be enough.
- b. Profiles (always related to textile sector):
 - i. Representatives of social partners.
 - ii. Representatives of trade unions and employers associations.
 - iii. Sectorial experts in textile sector.
 - iv. Representatives of the administration.
 - v. Entrepreneurs and managers of textile companies with different profiles (different sizes, different activities, etc.).

4. Interview Methodology

Find attached to these recommendations another document in more depth. However, this script is a mere "support" thought not to "lose" the issues. The interviews should be presented as relaxed conversations, in which the very development of the conversation is marking the issues at touch (requires some expertise on the part of the interviewer on how to "manage" or "redirect" slightly to the issues interest to the investigation.) For this, is important to find real experts that have a depth knowledge in their field. Aspects not covered in an interview, should be covered in another manner.

The results of the interviews are much more interesting and much richer information than if it arises as a closed set of questions and answers.

5. Presentation of the interviews.

The presentation should always have few things clear:

- About us (the Partner e.g.: FCF, HEI, PFP, Clutex, AEI, PDP, AMAVE).
- Presentation of the project we are doing (REQtextil)
- Project objectives.
- The objectives of this interview in particular (very important to explain this well)
- Confidentiality of the interview: In no case related information from the informant's name. All that is said in these interviews is strictly anonymous.
- The estimated time duration of the interview (variable depending on the time that we are given, the importance of the informant, and so on. On average, the interviews will last about 40 minutes, but could take 20 minutes to two hours or more-)
- Ask if the respondent has any doubt about that and in that case settlement.

6. Development and result of the interview

- a. If the presentation is done correctly, the interview will flow almost alone. The interviewer's task is simply to energize and redirect, if necessary, the topics addressed and the development of the interview.
- b. If the interview is recorded its highlight should be transcribed.
- c. If not recorded (for example, because consent is not given), it should be included a brief summary in writing as soon as possible (preferably as soon as you finish the interview), because if wait too long, the contents are forgotten easily.