



FULL OPERATIONAL ASSESSMENT (FOA)



March 2023

CODE	SECTION NAME & PRIORITY	QUESTION	INFORMATION
FIRE01	FS - Fire Safety - Fire Safety - Fire Safety - Fire Safety	FS	Fire Safety
FW01	PRIORITY01	<ul style="list-style-type: none"> Is there an electrical fire alarm system? 	<ul style="list-style-type: none"> If building type 1 or 2. Domestic type smoke alarms must be installed along with simple audible fire alarm if type 2. If building type 3, 4, 5 automatic fire detection (AFD) linked to the fire alarm system (sounders, call points, smoke detectors) is required.
FIREFS20	PRIORITY01	<ul style="list-style-type: none"> If there is NO electrical fire alarm system, is there a means of raising the alarm that is suitable for the building type? Provide details in the comments section. 	<ul style="list-style-type: none"> If there is no electrical fire alarm, there needs to be a klaxon or bell at the property to raise the alarm.
FIREFS04	PRIORITY01	<ul style="list-style-type: none"> If there is NO electrical fire alarm system, is there domestic type smoke detection? If YES provide details of location of detectors in the comments section. 	<ul style="list-style-type: none"> If building type 1 or 2. Domestic type smoke alarms must be installed along with simple audible fire alarm if type 2. If building type 3, 4, 5 automatic fire detection (AFD) linked to the fire alarm system (sounders, call points, smoke detectors) is required.
FW01A	PRIORITY02	<ul style="list-style-type: none"> Does the fire alarm cover the whole of the property? 	<ul style="list-style-type: none"> If building type 1 or 2. Domestic type smoke alarms must be installed along with simple audible fire alarm if type 2. If building type 3, 4, 5 automatic fire detection (AFD) linked to the fire alarm system

			(sounders, call points, smoke detectors) is required.
FW07	PRIORITY01	<ul style="list-style-type: none"> Do all fire alarm panels appear to be operational? 	<ul style="list-style-type: none"> If faults in the fire alarm system, servicing records must be submitted
FW05	PRIORITY03	<ul style="list-style-type: none"> If the fire alarm system is electrical, is there a standby battery backup facility and charger? 	<ul style="list-style-type: none"> Electrical alarm systems should have a standby battery backup facility and charger
CRP24	PRIORITY03	<ul style="list-style-type: none"> Is the fire alarm tested on a regular basis, at least once a season for properties open for six months or twice a year for properties open all year around? Note intervals and last test date in comments section. 	<ul style="list-style-type: none"> Fire alarm should be tested on a regular basis, at least once a season for properties open for six months or twice a year for properties open all year around
CRP26	PRIORITY03	<ul style="list-style-type: none"> Is the fire alarm serviced on at least an annual basis, by an external company and a record of the test and any corrective actions available for inspection? 	<ul style="list-style-type: none"> Fire alarm should be serviced at least on an annual basis, please provide the records of the servicing by an external company
FIREFS07	PRIORITY01	<ul style="list-style-type: none"> Is there automatic fire detection, linked to the fire alarm system? 	<ul style="list-style-type: none"> If building type 3, 4, 5 automatic fire detection (AFD) linked to the fire alarm system (sounders, call points, smoke detectors.) is required.

FW03	PRIORITY02	<ul style="list-style-type: none"> If Building Type 3, Type 4 or Type 5 is there automatic fire detection, linked to the fire alarm system, located in risk rooms that are within, or connected to, the property? Risk rooms include laundry, storage room, electrical switch rooms, kitchen, workshops and boiler rooms. Of specific importance are those located in the basement. If NO provide details of location(s) in comments section. 	<ul style="list-style-type: none"> If building type 3, 4 or 5, risk rooms must have smoke detectors fitted and linked to the alarm panel. Risk rooms include laundry, storage room, electrical switch rooms, kitchen, workshops and boiler rooms. Of specific importance are those located in the basement.
CRP28	PRIORITY03	<ul style="list-style-type: none"> If stand alone domestic type smoke alarms are used, is there a procedure in place to test that the detectors are operational on a weekly basis and a record of the test and any corrective actions available for inspection? 	<ul style="list-style-type: none"> Stand alone smoke detectors should be tested weekly. Please provide the records of the tests and any corrective actions taken in case a malfunction is detected
CRP32	PRIORITY03	<ul style="list-style-type: none"> Has at least one evacuation drill been carried out for properties open for six months a year, or two for properties open all year around and a record of the drill and any corrective actions available for inspection? The evacuation drills are for staff to ensure they know what to do in a fire emergency. 	<ul style="list-style-type: none"> One evacuation drill should be carried out for properties open for six months a year, or two for properties open all year around. Please provide the records of the drill/s
GIQ20	PRIORITY01	<ul style="list-style-type: none"> If Building Type 3 or Type 5, meaning properties with enclosed corridors, is there more than one protected stairway? If only one stairway provide details in comments section. 	<ul style="list-style-type: none"> Type 3 and Type 5 building should have at least two protected stairways that discharge directly to open air at ground floor level.

FE05	PRIORITY02	<ul style="list-style-type: none"> Are enclosed stairways protected by self-closing, fire resisting doors on all floors? (Please capture number) If NO provide details of situation in comments section 	<ul style="list-style-type: none"> All 'enclosed' staircases at the Hotel should be protected by self-closing fire/smoke doors.
FE01	PRIORITY02	<ul style="list-style-type: none"> If the building type is Type 3 or Type 5 do customers have to travel more than 35 m to reach a place of safety, for example that is open air or a protected stairway? 	<ul style="list-style-type: none"> Evidence that customers do not have to travel more than 35 m to reach a safe place
FE03	PRIORITY02	<ul style="list-style-type: none"> Do stairways, that are designated as a means of escape, discharge directly to open air at ground level? If NO provide details of where the escape route discharges in the comments section. 	<ul style="list-style-type: none"> Stairways designated as means of escape should discharge directly to open air ground.
FE04	PRIORITY03	<ul style="list-style-type: none"> Are handrails provided on all stairways? Where the width of the stairway is 1.2 m or greater, handrails should be provided on both sides. 	<ul style="list-style-type: none"> Where the width of the stairway is 1.2 m or greater, handrails should be provided on both sides. Please provide evidence on this
CRP31	PRIORITY04	<ul style="list-style-type: none"> Is there a 24-hour staffed reception? 	<ul style="list-style-type: none"> Evidence that the reception is staffed 24 hours
FIREFS19	PRIORITY03	<ul style="list-style-type: none"> If NO, is there a process in place to give an immediate response to a fire emergency 24 hours a day? Provide details in comments section. 	<ul style="list-style-type: none"> Evidence that there is a process in place to give an immediate response to a fire emergency 24 hours a day.
FF14	PRIORITY03	<ul style="list-style-type: none"> Are all bedroom/apartment doors self-closing and fire resistant? 	<ul style="list-style-type: none"> Evidence that bedrooms or apartment doors are self-closing and fire resisting
FE06	PRIORITY02	<ul style="list-style-type: none"> Are all bedrooms/apartments or storerooms located within a 	<ul style="list-style-type: none"> Evidence that bedrooms or apartments' doors are self-closing, fire resisting doors

		protected stairway, have self-closing fire resisting doors?	
FE08	PRIORITY01	<ul style="list-style-type: none"> Are escape routes including corridors, stairways and final exit doors throughout the property kept clear and unobstructed? Of particular importance are Kid's Clubs, Entertainment Areas and Nightclubs. 	<ul style="list-style-type: none"> Evidence of clearance of the obstruction.
FE09	PRIORITY01	<ul style="list-style-type: none"> Are exit doors free to open from the inside without the use of a key? If NO provide details in comments section. Include photograph(s) of the exit. 	<ul style="list-style-type: none"> Evidence of key/lock removal of the door to be opened from the inside .
FE11	PRIORITY02	<ul style="list-style-type: none"> Do any enclosed corridors have dead ends that are longer than 10 m? 	<ul style="list-style-type: none"> Any enclosed dead-end corridors must be no more than 10 m. The 10 m is measured from the customer room to a place where there are suitable alternative escape routes available, or to a protected stairway, or to a place of safety in the open air.
FE21	PRIORITY02	<ul style="list-style-type: none"> If dead ends are longer than 10 m, what is the length of the corridor (from the furthest bedroom door to a place where escape is possible in more than one direction)? 	<ul style="list-style-type: none">

FE12	PRIORITY02	<ul style="list-style-type: none"> Is emergency lighting provided to enable customers to see their way safely out of the property in the event of a mains power failure? This includes corridors, stairways, public areas, external path, basement etc. If NO provide details of situation in the comments sections. 	<ul style="list-style-type: none"> In addition to regular lighting, an emergency lighting system should be provided in all corridors, stairways, public areas, external paths etc. Emergency lighting consists of self-contained units, trickle charged by the mains electrical supply and designed to operate on the failure of each individual, local lighting sub-circuit for at least one hour. All emergency lighting should be serviced annually by a competent person.
CRP30	PRIORITY04	<ul style="list-style-type: none"> Is there a dedicated fire assembly point and is it clearly signed? 	<ul style="list-style-type: none"> Evidence that there is a dedicated fire assembly point and it is clearly marked
FES01	PRIORITY02	<ul style="list-style-type: none"> Are escape routes adequately identified with pictograms and/or directional arrows? 	<ul style="list-style-type: none"> All escape routes must be adequately signed, preferably with the green-running-man sign, to show the route that should be taken in the event of an emergency or evacuation.
FES02	PRIORITY02	<ul style="list-style-type: none"> Are final exit doors clearly identified with the word "Exit" or a pictogram? 	<ul style="list-style-type: none"> Evidence that Final exit doors have been marked with "Exit" signal or a pictogram and they are cleared of obstructions.
FES04	PRIORITY03	<ul style="list-style-type: none"> Are current "Action in Case of Fire" notices displayed on the back of bedroom/main apartment doors? The notice should include a simple floor plan, details of the assembly point and be relevant to the specific room in which it is 	<ul style="list-style-type: none"> Evidence that current "Action in Case of Fire" notices are displayed on the back of bedroom/main apartment doors The notice should include a simple floor plan, details of the assembly point and be relevant

		placed. Please attach a photo of the floor plan.	to the specific room in which it is placed.
INF68 INF42	PRIORITY02	<ul style="list-style-type: none"> If the basement (below ground floor) is a public area containing facilities such as a Spa, Kid's Club, Restaurants, Gym, Nightclub or Entertainment Area etc. are there a minimum of two exits? If NO provide details of which facilities are in the basement in comments section. 	<ul style="list-style-type: none"> If there are two exits they must be properly marked. If there is only one, pictures and plans of the basement and room must be sent to assess the risk and implement the corresponding corrective actions, which may also include the relocation of the facilities.
FF01 FE07	PRIORITY02	<ul style="list-style-type: none"> Are self-closing fire doors fitted to risk rooms that are within, or connected to, the property? Risk rooms include laundry, electrical switch rooms, workshops and boiler rooms etc. Of specific importance are those located in the basement. If NO, provide details of location(s) in the comments section. 	<ul style="list-style-type: none"> Evidence of the self-closing, fire resisting doors must be submitted (pictures, certificates...)
FF05		<ul style="list-style-type: none"> Where are the risk rooms located? (Basement/Specific floor) 	
FF04	PRIORITY02	<ul style="list-style-type: none"> Are any enclosed corridors that are more than 30 m long, subdivided by self-closing, fire resisting doors? If NO provide details of distance in comments section. 	<ul style="list-style-type: none"> Evidence that enclosed corridors longer than 30 m are subdivided by self-closing smoke doors.

EQU04		<ul style="list-style-type: none"> Is a sprinkler system available within the property? If YES provide details of coverage (total or partial) in comments section. 	
FF17	PRIORITY03	<ul style="list-style-type: none"> If the air conditioning is a re-circulating central system, does it shut down automatically on activation of the fire alarm to prevent the spread of smoke? 	<ul style="list-style-type: none"> If the air conditioning is a re-circulating central system provide evidence showing that the system shuts down automatically when the fire alarm is activated
EQU01A	PRIORITY03	<ul style="list-style-type: none"> Are fire extinguishers available and readily accessible? 	<ul style="list-style-type: none"> Fire extinguishers should be available and readily accessible
EQU01B	PRIORITY03	<ul style="list-style-type: none"> Are fire extinguishers serviced annually? 	<ul style="list-style-type: none"> Evidence that fire extinguishers are serviced annually, provide the servicing records
EQU02	PRIORITY04	<ul style="list-style-type: none"> Where cooking facilities are available in customer accommodation, are fire blankets provided? 	<ul style="list-style-type: none"> Evidence that cooking facilities in customer accommodation are provided with a fire blanket
FIRE02	<u>FS - Fire Safety - Atrium - Atrium - Fire Safety</u>	FS	Atrium
AGQ01		<ul style="list-style-type: none"> Does the property have an Atrium? An atrium is a large open to air or skylight covered space, surrounded by a building that passes through one or more structural floors. 	
AT01		<ul style="list-style-type: none"> Over how many floors does the atrium extend? 	
AT02	PRIORITY02	<ul style="list-style-type: none"> Is there a method of ventilating (automatic or permanent) the atrium to extract smoke in case of fire? 	<ul style="list-style-type: none"> Evidence that a ventilating system has been installed at the atrium.

		If YES provide details in the comments section.	
AT03	PRIORITY04	<ul style="list-style-type: none"> Is the atrium ventilation system serviced annually and records available for inspection? 	<ul style="list-style-type: none"> Provide evidence of the records of the atrium ventilation system servicing. Should be serviced at least annually
AT09	PRIORITY03	<ul style="list-style-type: none"> Do corridors or stairways leading from the atrium space, have self-closing fire resisting doors installed to separate them from the atrium? 	<ul style="list-style-type: none"> Evidence that corridors or stairways leading from the atrium space, have self-closing, fire resisting doors
AT06	PRIORITY04	<ul style="list-style-type: none"> Is there a high fire load at the base of the atrium space, for example multiple sofas and wall hangings etc. 	<ul style="list-style-type: none"> Action Plan would depend on the findings
FIREAT05		<ul style="list-style-type: none"> Do customer rooms open into the atrium space? 	
AT05	PRIORITY03	<ul style="list-style-type: none"> Is the travel distance from any customer room, within the atrium space, to a protected stairway or open air less than 18 m? If NO provide details of distance in the comments section. 	<ul style="list-style-type: none"> Evidence that in less than 18 m there is a protected stairway or open-air area for guests accommodated in the atrium
AT08	PRIORITY03	<ul style="list-style-type: none"> Do customer rooms that open directly into the atrium space have self-closing, fire resisting doors? 	<ul style="list-style-type: none"> Evidence that doors in the atrium rooms are self-closing, fire resisting doors
FIRE03	<u>FS - Fire Safety - Entertainment areas and Night clubs - Entertainment areas and Night clubs - Fire Safety</u>	BS	Entertainment areas and Night clubs
BSDE00		<ul style="list-style-type: none"> Is there an ENCLOSED nightclub or entertainment area within the property? 	

		If YES provide details of location in the comments section.	
INF43	PRIORITY02	<ul style="list-style-type: none"> Are the exit routes from the nightclub or entertainment area clearly signed and permanently illuminated? 	<ul style="list-style-type: none"> Evidences of the exit routes being clearly signed and permanently illuminated
INF44	PRIORITY02	<ul style="list-style-type: none"> Do exit doors in the escape route from the nightclub or entertainment area open in the direction of travel? 	<ul style="list-style-type: none"> Evidences of Exit doors in the escape route of disco/entertainment area open in the direction of travel
INF45	PRIORITY01	<ul style="list-style-type: none"> Are exit doors from the nightclub or entertainment area free to open from the inside without the use of a key? If NO provide details in comments section. Include photograph(s) of the exit. 	<ul style="list-style-type: none"> Evidences of Exit doors in the escape route of disco/entertainment area open and available without the use of a key
FOOD01	<u>FS - Food Safety - General Information - General Information - Food</u>	FS	General Information
FOODGI01		<ul style="list-style-type: none"> How many kitchens are in the property? This also includes "Show Kitchens". 	
RBINF1		<ul style="list-style-type: none"> How many restaurants are in the property? This includes "a la carte" and buffet" restaurants. Provide names of restaurants in comments section. 	
RBINF2		<ul style="list-style-type: none"> How many bars are in the property? 	
FOODGI04		<ul style="list-style-type: none"> Are there any other food outlets in addition to the restaurants? If YES provide details in comments section. 	
FOODGI05		<ul style="list-style-type: none"> Are any of the food outlets run or managed by a third party? 	

		If YES provide details in comments section.	
FOOD02	<u>FS - Food Safety - Documentation and Procedures - Documentation and Procedures - Food</u>	FS	Documentation and Procedures
GMPL03	PRIORITY03	<ul style="list-style-type: none"> Is there a suitable, documented food safety management system in place? This should be based on the HACCP (Hazard Analysis and Critical Control Points) principles and be proportionate to the size of the food and beverage provision. 	<ul style="list-style-type: none"> Documented evidence of a food management system in line with HACCP and evidence of training records for all staff handling food.
FOODDP02	PRIORITY02	<ul style="list-style-type: none"> Is there evidence of a suitable food safety management system being in place? 	<ul style="list-style-type: none"> Provide at least two weeks' worth of the following records available: (1) delivery temperatures for chilled and frozen food, (2) temperatures of cold storage (fridge and freezer) and (3) records for the cleaning schedule
GMPL06	PRIORITY03	<ul style="list-style-type: none"> Is there evidence of a food safety training programme being in place for food handling staff? For example, staff following good practice. 	<ul style="list-style-type: none"> Provide documented evidence of the program for the staff training on food safety
PHH09	PRIORITY04	<ul style="list-style-type: none"> Is there a documented food safety training programme in place for food handling staff and are individual records available? 	<ul style="list-style-type: none"> Provide documented evidence of the staff training on food safety

FOODDP05	PRIORITY03	<ul style="list-style-type: none"> Is there a documented staff sickness reporting procedure in place? 	<ul style="list-style-type: none"> Provide documented evidence of the reporting procedure in place
GMPFB104	PRIORITY02	<ul style="list-style-type: none"> Is there a documented procedure in place for the management of food allergens? 	<ul style="list-style-type: none"> Food allergen management procedure should be implemented.
GMPFB105	PRIORITY02	<ul style="list-style-type: none"> Is food allergen Information displayed? If not, is there clear signage to advise customers to speak to a member of staff if they have a food allergy or intolerance? 	<ul style="list-style-type: none"> Evidence of food allergen information displayed either in the menu or displayed in the areas where food is served.
GMPL05	PRIORITY04	<ul style="list-style-type: none"> Is there at least one first aid box and does it contain colored plasters? 	<ul style="list-style-type: none"> Pictures of the first aid box and its content.
FOODDP09	PRIORITY04	<ul style="list-style-type: none"> Does an external company regularly undertaken food hygiene inspections? If YES, provide the name of company and frequency of inspection in the comments section. 	<ul style="list-style-type: none"> Provide latest food hygiene inspection report
MPCS01	PRIORITY03	<ul style="list-style-type: none"> Are cleaning schedules available and complete for each food area? If NO, provide details and location for each defect in the comments section. 	<ul style="list-style-type: none"> Evidence of cleaning schedules records in food areas
MPCS03	PRIORITY03	<ul style="list-style-type: none"> Are details of any hazardous substances including cleaning and sanitizing products available, for example on a Material Safety Data Sheet (MSDS)? 	<ul style="list-style-type: none"> Provide safety data sheets of the products used in areas where food is handled
FOOD03	<u>FS - Food Safety - All Food Handling Areas - All Food Handling Areas - Food</u>	FS	All Food Handling Areas

PHH04 PHH08	PRIORITY02	<ul style="list-style-type: none"> Are food handling staff, in each food area, observing good personal hygiene practices, for example clean nails without polish, no jewelry and cuts and/or wounds suitably protected, no smoking, no coughing, no eating or drinking? If NO provide details and location for each defect in the comments section. 	<ul style="list-style-type: none"> Evidence that all staff follow good personal hygiene practices
PHH01	PRIORITY02	<ul style="list-style-type: none"> Are food handling staff, in each food area, wearing clean and adequate protective clothing, for example headgear and footwear? If NO provide details and location for each defect in the comments section. 	<ul style="list-style-type: none"> Evidence that all staff wear clean and adequate protective clothing
RCS01	PRIORITY02	<ul style="list-style-type: none"> Are separate hand washing facilities available in all food preparation areas and do they appear to be fully installed and fit for use? If no, score 0 provide details in the comments section 	<ul style="list-style-type: none"> Evidence of hand washing facilities available in all food areas
RCS02 RCS03	PRIORITY02	<ul style="list-style-type: none"> If hand washing facilities available, were there commodities available to wash your hands correctly, for example hot and cold water, soap and paper towels or hot air hand driers? If NO provide details and location for each defect in the comments section. 	<ul style="list-style-type: none"> Evidence of hand washing facilities available with the corresponding hygiene items.
PCS04	PRIORITY04	<ul style="list-style-type: none"> Are disposal bins pedal operated, clean and lined in each food area? If NO provide details and location for each defect in the comments section 	<ul style="list-style-type: none"> Provide pictures of the pedal-operated bins in food areas

RCS07	PRIORITY02	<ul style="list-style-type: none"> Is there any evidence of pest infestation in each food area, for example cockroaches, flies, birds or rodent droppings? If YES provide details and location for each defect in the comments section. 	Provide evidence of latest pest control
FOOD04	<u>FS - Food Safety - Kitchen - Delivery - Food</u>	FS	Kitchen
INF84A	PRIORITY03	<ul style="list-style-type: none"> Does the food delivery area appear to be maintained in a good condition, kept clean and free from contamination? 	<ul style="list-style-type: none"> Provide evidence of delivery areas being in good conditions
DPP02	PRIORITY03	<ul style="list-style-type: none"> Are goods inspected on arrival for contamination, damage, shelf life and are satisfactory records maintained? 	<ul style="list-style-type: none"> Provide evidence of goods inspected
DPP01	PRIORITY02	<ul style="list-style-type: none"> Are delivery temperatures for chilled and frozen food, checked on arrival and recorded? 	<ul style="list-style-type: none"> Provide temperature records
DPP04	PRIORITY03	<ul style="list-style-type: none"> Are food deliveries stored off the floor in a hygienic location, free from risk of contamination? 	<ul style="list-style-type: none"> Provide evidence of deliveries in good conditions and well stored.
FOOD05	<u>FS - Food Safety - Storage - Dry Storage - Food</u>	FS	Storage
DI01	PRIORITY03	<ul style="list-style-type: none"> Do dry storage areas appear to be maintained in a good condition and kept clean, for example well-lit, cool and dry? 	<ul style="list-style-type: none"> Provide evidence of dry storage areas being in good conditions
DPS03	PRIORITY03	<ul style="list-style-type: none"> Are stored products correctly labelled and packed (clean packaging included)? 	<ul style="list-style-type: none"> Provide evidence of goods well stored
DPS04	PRIORITY03	<ul style="list-style-type: none"> Are foods stored off the floor and in hygienic locations (no wooden storage), free from risk of contamination? 	<ul style="list-style-type: none"> Provide evidence of goods well stored

DPS07	PRIORITY02	<ul style="list-style-type: none"> Are foods held in dry stores within date? 	<ul style="list-style-type: none"> Records of dry stores within date must be submitted
FOOD06	<u>FS - Food Safety - Kitchen - Cold/Frozen Storage - Food</u>	FS	Kitchen
CSI01	PRIORITY03	<ul style="list-style-type: none"> Does the cold storage (chilled and frozen) appear to be maintained in a good condition and kept clean, for example clear of a build-up of ice? 	<ul style="list-style-type: none"> Evidence of Cold storage being in good conditions.
FDS03	PRIORITY02	<ul style="list-style-type: none"> Are fridges maintaining food temperature at or below 5°C (41°F)? If NO, please provide details, including location in the comment section. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FDS04	PRIORITY02	<ul style="list-style-type: none"> Are freezers maintaining food temperatures at or below -18°C (0°F)? If NO, please provide details, including location in the Comment section. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
CSD04	PRIORITY03	<ul style="list-style-type: none"> Are food temperatures, in cold storage areas, monitored and recorded at least twice a day? This includes freezers, fridges, cold rooms. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
CSD05	PRIORITY03	<ul style="list-style-type: none"> Are foods held in cold storage correctly packaged, labelled and within date? 	<ul style="list-style-type: none"> Evidence of stored food in good conditions and well stored.
CCP01	PRIORITY03	<ul style="list-style-type: none"> Are foods stored off the floor and in hygienic locations (no wooden storage), free from risk of contamination? 	<ul style="list-style-type: none"> Evidence of stored food in good conditions and in hygienic locations
CPP08	PRIORITY02	<ul style="list-style-type: none"> Are raw and ready to eat (cooked) foods stored separately with no risk of cross 	<ul style="list-style-type: none"> Evidence that there is no cross contamination

		contamination? If NO provide details in the comments section.	
FOOD07	FS - Food Safety - Kitchen - Preparation/Cooking - Food	FS	Kitchen
PCI01	PRIORITY03	<ul style="list-style-type: none"> Do food preparation/cooking areas appear to be maintained in good condition and kept clean, for example no cracks on the walls or floors, ceilings, counters, drains, light fittings, and extractor hoods? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that preparation/cooking areas are clean and in good conditions
PEU01	PRIORITY03	<ul style="list-style-type: none"> Does food preparation and cooking equipment appear to be maintained in a good condition and kept clean, for example cutting boards, utensils, microwaves, slicers and mixers etc.? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that equipment is clean and in good conditions
PFDS14	PRIORITY03	<ul style="list-style-type: none"> Is appropriate coloured equipment, for example cutting boards, knives and tongs, available? 	<ul style="list-style-type: none"> Evidence that equipment, when applicable, is coloured for specific use
PFDS05	PRIORITY03	<ul style="list-style-type: none"> Is food defrosted in a controlled way to prevent any risk of cross contamination? 	<ul style="list-style-type: none"> Evidence that defrosting is controlled
GMTC04	PRIORITY02	<ul style="list-style-type: none"> Does the temperature of cooked and reheated foods exceed 75°C (167°F) and are records kept? 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FDS07	PRIORITY02	<ul style="list-style-type: none"> Does food appear to be in good condition and fit for human consumption? 	<ul style="list-style-type: none"> Evidence food is in good condition at all times

RCS05	PRIORITY04	<ul style="list-style-type: none"> Do cleaning cloths, in the kitchen, appear to be in a hygienic condition, for example the absence of wet, dirty and torn cloths? 	<ul style="list-style-type: none"> Evidence that cloths are clean and change regularly.
MPCS04	PRIORITY03	<ul style="list-style-type: none"> Is sanitizer available for cleaning? 	<ul style="list-style-type: none"> Evidence that surfaces sanitizer is used
RCS06	PRIORITY04	<ul style="list-style-type: none"> Is sanitizer correct contact times being observed? 	<ul style="list-style-type: none"> Evidence that surfaces sanitizer is correctly used
FOOD08	<u>FS - Food Safety - Wash up - Wash up - Food</u>	FS	Wash up
WUI08	PRIORITY02	<ul style="list-style-type: none"> If dirty/used items are being washed by hand, is hot water available? 	<ul style="list-style-type: none"> Evidence that all kitchen items are cleaned
WJEU06	PRIORITY03	<ul style="list-style-type: none"> Are dishwashers kept clean and appear to be in a good state of repair, being checked at least daily for detergent, salt and rinse aid? The rinse cycle should run at 82°C. 	<ul style="list-style-type: none"> Evidence that the dishwasher is in good conditions and rince cycle kept at 82°C
WUC04	PRIORITY04	<ul style="list-style-type: none"> Are chemicals used in line with manufacturing guidelines? 	<ul style="list-style-type: none"> Provide safety data sheets of the products used
FOOD09	<u>FS - Food Safety - Kitchen - Refuse - Food</u>	FS	Kitchen
CRI06	PRIORITY04	<ul style="list-style-type: none"> Are refuse/waste containers sufficient in number and kept in a clean condition? 	<ul style="list-style-type: none"> Evidence that containers are in good conditions
FOOD10	<u>FS - Food Safety - Staff Facilities - Staff Facilities - Food</u>	FS	Staff Facilities
FOODSF01		<ul style="list-style-type: none"> Are there separate staff toilet/wash room areas? 	
SFS01	PRIORITY04	<ul style="list-style-type: none"> Are staff toilet/wash room areas equipped with hot and cold water, 	<ul style="list-style-type: none"> Evidence that staff wash rooms are fully equipped

		toilet paper, soap and hand drying facilities?	
SFI05	PRIORITY04	<ul style="list-style-type: none"> Do staff toilet/wash room areas appear to be maintained in a good condition and kept clean? 	<ul style="list-style-type: none"> Evidence that staff wash rooms are in goo conditions
FOOD11	<u>FS - Food Safety - Serving Counter - Serving Counter - Food</u>	FS	Serving Counter
FOODSC01		<ul style="list-style-type: none"> Are there any serving counters/ buffet? 	
RGIQ01		<ul style="list-style-type: none"> What is the name of restaurant or food outlet that is being audited? 	
RI01	PRIORITY03	<ul style="list-style-type: none"> Does the serving counter/buffet appear to be maintained in good condition and kept clean, for example an absence of cracks on the walls and floors, ceilings, counters, drains and light fittings etc.? If NO provide details in the comments section.? 	<ul style="list-style-type: none"> Evidence that the serving counter/buffet is clean and in good conditions
EU01	PRIORITY03	<ul style="list-style-type: none"> Does the equipment and utensils, at the serving counter, appear to be maintained in a good condition and kept clean, for example microwave, grill, toaster, drinks dispenser, Bain Marie, serving utensils and bread cutting boards etc.? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that equipment is clean and in good conditions
FDS01	PRIORITY02	<ul style="list-style-type: none"> Are cold holding units maintaining food at a temperature below 5°C (41°F)? If NO, please provide details, 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted

		including location in the Comment section.	
FOODSC06	PRIORITY02	<ul style="list-style-type: none"> Are freezers maintaining food temperatures at or below -18°C (0°F)? If NO, please provide details, including location in the Comment section. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FDS02	PRIORITY02	<ul style="list-style-type: none"> Are hot holding units maintaining food at a temperature of 65°C or above(149°F)? If NO, please provide details, including location in the Comment section. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FOODSC08	PRIORITY04	<ul style="list-style-type: none"> Are logs kept to show the time and temperature at which food has been put on display? Provide details of time checks are made, specify in the comment section at what point during service. 	<ul style="list-style-type: none"> Documented evidence of temperature and time of food served in buffet or serving counter
FDS06	PRIORITY03	<ul style="list-style-type: none"> Do sauce and condiment dispensers (holding salt, pepper, jam, honey etc.) appear to be clean and in good condition? If NO provide details in comments section. 	<ul style="list-style-type: none"> Evidence that dispensers are clean and in good conditions
EQU06	PRIORITY03	<ul style="list-style-type: none"> Are any highchairs, stable, fitted with a harness and appear to be well maintained and kept clean? They should not be fitted with wheels unless they are also fitted with a wheel locking device. 	<ul style="list-style-type: none"> Evidence that highchairs are in good conditions fitted with the harness
FOODSC11	PRIORITY04	<ul style="list-style-type: none"> Do cleaning cloths, at the serving counter, appear to be in a hygienic condition, for example 	<ul style="list-style-type: none"> Evidence that cloths are clean and change regularly.

		the absence of wet, dirty and torn cloths?	
FOODSC12	PRIORITY03	<ul style="list-style-type: none"> Is sanitizer available for cleaning? 	<ul style="list-style-type: none"> Evidence that surfaces sanitizer is used
FOODSC13	PRIORITY04	<ul style="list-style-type: none"> Is sanitizer correct contact times being observed? 	<ul style="list-style-type: none"> Evidence that surfaces sanitizer is correctly used
FOOD12	<u>FS - Food Safety - Serving Counter - Show Cooking - Food</u>	FS	Serving Counter
FOODSS01		<ul style="list-style-type: none"> Is there a show cooking area? 	
FOODSS02	PRIORITY02	<ul style="list-style-type: none"> Are good food handling practices being observed in order to avoid cross contamination with raw and cooked foods? If NO or unable to observe provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that food handling practices are respected at all times
FOOD13	<u>FS - Food Safety - Restaurant à la carte - Restaurant à la carte - Food</u>	FS	Restaurant à la carte
FOODRC01		<ul style="list-style-type: none"> Are there à la carte restaurants? 	
RGI01		<ul style="list-style-type: none"> What is the name(s) of restaurant(s) being audited? 	
FOODRC03	PRIORITY03	<ul style="list-style-type: none"> Does the restaurant appear to be maintained in good condition and kept clean, for example an absence of cracks on the walls and floors, ceilings, counters, drains and light fittings etc.? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that the restaurant is clean and in good conditions
FOODRC04	PRIORITY03	<ul style="list-style-type: none"> Does the equipment and utensils, in the restaurant, appear to be maintained in a good condition and kept clean, for example 	<ul style="list-style-type: none"> Evidence that equipment is clean and in good conditions

		<p>beverage dispenser, display cabinets, cutlery, glassware, tableware etc.? If NO provide details in the comments section.</p>	
FOODRC05	PRIORITY02	<ul style="list-style-type: none"> Are cold holding units/fridges maintaining food at a temperature below 5°C (41°F)? If NO, please provide details, including location in the Comment section. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FOODRC06	PRIORITY02	<ul style="list-style-type: none"> Are freezers maintaining food temperatures at or below -18°C (0°F)? If NO, please provide details, including location in the Comment section. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FOODRC07	PRIORITY02	<ul style="list-style-type: none"> Are temperature logs available for refrigerators and freezers? Temperatures should be recorded at least twice a day. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FOODRC08	PRIORITY03	<ul style="list-style-type: none"> Do sauce and condiment dispensers (holding salt, pepper, jam, honey etc.) appear to be clean and in good condition? If NO provide details in comments section. 	<ul style="list-style-type: none"> Evidence that dispensers are clean and in good conditions
FOODRC09	PRIORITY04	<ul style="list-style-type: none"> Do cleaning cloths, in the restaurant, appear to be in a hygienic condition, for example the absence of wet, dirty and torn cloths? 	<ul style="list-style-type: none"> Evidence that cloths are clean and change regularly.
FOODRC10	PRIORITY03	<ul style="list-style-type: none"> Is sanitizer available for cleaning? 	<ul style="list-style-type: none"> Evidence that surfaces sanitizer is used
FOODRC11	PRIORITY04	<ul style="list-style-type: none"> Is sanitizer correct contact times being observed? 	<ul style="list-style-type: none"> Evidence that surfaces sanitizer is correctly used

FOOD14	<u>FS - Food Safety - Bar/Snack outlets - Bar/Snack outlets - Food</u>	FS	Bar/Snack outlets
FOODBS01		<ul style="list-style-type: none"> Is there a bar within the property? 	
BGI01		<ul style="list-style-type: none"> What are the names of bars that are being audited? 	
BINF06	PRIORITY03	<ul style="list-style-type: none"> Does the bar appear to be maintained in good condition and kept clean, for example an absence of cracks on the walls and floors, ceilings, counters, drains and light fittings etc.? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that the bar is clean and in good conditions
BEU01	PRIORITY03	<ul style="list-style-type: none"> Does the equipment and utensils, in the bar/snack outlet, appear to be maintained in a good condition and kept clean, e.g. beverage dispenser, display cabinets, cutlery, glassware, tableware etc.? If NO provide details and location in the comments section. 	<ul style="list-style-type: none"> Evidence that equipment is clean and in good conditions
FOODBS05	PRIORITY02	<ul style="list-style-type: none"> Are cold holding units maintaining food at a temperature below 5°C (41°F)? If NO, please provide details, including location in the Comment section. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FOODBS06	PRIORITY02	<ul style="list-style-type: none"> Are freezers maintaining food temperatures at or below -18°C (0°F)? If NO, please provide details, including location in the Comment section. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted

GMTC03	PRIORITY02	<ul style="list-style-type: none"> Are temperature logs available for refrigerators and freezers? Temperatures should be recorded at least twice a day. 	<ul style="list-style-type: none"> Evidence of temperature logs of these units must be submitted
FOODBS08	PRIORITY02	<ul style="list-style-type: none"> Does food appear to be in good condition and fit for human consumption? 	<ul style="list-style-type: none"> Evidence that food is in good conditions at all times
FOODBS09	PRIORITY03	<ul style="list-style-type: none"> Do sauce and condiment dispensers (holding salt, pepper, jam, honey etc.) appear to be clean and in good condition? If NO provide details in comments section. 	<ul style="list-style-type: none"> Evidence that dispensers are clean and in good conditions
FOODBS10	PRIORITY04	<ul style="list-style-type: none"> Do cleaning cloths, in the bar/snack outlet, appear to be in a hygienic condition, for example the absence of wet, dirty and torn cloths? 	<ul style="list-style-type: none"> Evidence that cloths are clean and change regularly.
FOODBS11	PRIORITY03	<ul style="list-style-type: none"> Is sanitizer available for cleaning? 	<ul style="list-style-type: none"> Evidence that surfaces sanitizer is used
FOODBS12	PRIORITY04	<ul style="list-style-type: none"> Is sanitizer correct contact times being observed? 	<ul style="list-style-type: none"> Evidence that surfaces sanitizer is correctly used
FOOD15	<u>FS - Food Safety - Good working practices - Good working practices - Food</u>	FS	Good working practices
MPCS06	PRIORITY04	<ul style="list-style-type: none"> Is appropriate personal protective equipment available for cleaning procedures? 	<ul style="list-style-type: none"> Evidence of the PPE and its specific use
MPCS07	PRIORITY03	<ul style="list-style-type: none"> Are chemicals and cleaning equipment properly stored in a dedicated locked place away from foods to prevent contamination? 	<ul style="list-style-type: none"> Evidence that chemicals are properly and safely stored
GMTC01	PRIORITY03	<ul style="list-style-type: none"> Are thermometer(s) available and in good working condition with suitable food safe antiseptic wipes provided? 	<ul style="list-style-type: none"> Evidence of thermometers in place

GMTC02	PRIORITY04	<ul style="list-style-type: none"> Are thermometer(s) calibration records available? 	<ul style="list-style-type: none"> Evidence of thermometer calibration
GMPC06	PRIORITY04	<ul style="list-style-type: none"> Are pesticide products stored and/or used away from food areas, to prevent contamination? 	<ul style="list-style-type: none"> Evidence of pesticides not used/stored in food areas
MPWI01	PRIORITY02	<ul style="list-style-type: none"> Is the water used for food preparation and the production of ice potable (Safe for drinking)? 	<ul style="list-style-type: none"> Evidence of water supply for ice machine to be potable.
MPWI02	PRIORITY02	<ul style="list-style-type: none"> Is ice stored in a clean and hygienic conditions, free from contamination? 	<ul style="list-style-type: none"> Evidence that ice is stored in good conditions
GMPS01	PRIORITY04	<ul style="list-style-type: none"> Are evaluation records for food and beverage suppliers available? 	<ul style="list-style-type: none"> Evidence of food suppliers control log sheets
FOODWP09	PRIORITY02	<ul style="list-style-type: none"> Is there a fuel shut off switch located in the main kitchen? 	<ul style="list-style-type: none"> Evidence of a fuel shut off switch in place or procedure to be followed in case of any fuel leak.
POOL01	WS - Pools - General Information - General Information - Pools	WS	General Information
PGI01		<ul style="list-style-type: none"> How many indoor pools are there within the property? If none put NA 	
POOLGI02		<ul style="list-style-type: none"> How many of the indoor pools are spa pools? 	
POOLGI03		<ul style="list-style-type: none"> How many indoor children's pools are there within the property? If none put NA 	
PGI02		<ul style="list-style-type: none"> How many outdoor pools are there within the property? If none put NA 	
POOLGI05		<ul style="list-style-type: none"> How many of the outdoor pools are spa pools? 	
POOLGI06		<ul style="list-style-type: none"> How many outdoor children's pools are there within the property? If none put NA 	

PIQ04		<ul style="list-style-type: none"> How many infinity pools are there within the property? If none put NA 	
POOLGI08		<ul style="list-style-type: none"> How many customer rooms with direct access to water are there, for example swim up rooms, private pools, and canals? If none put NA 	
POOL02	<u>WS - Pools - Indoor Pool - Indoor Pool Surround and Infrastructure - Pools</u>	WS	Indoor Pool
POOLIP01	-	<ul style="list-style-type: none"> Is there an indoor pool? 	
PINF85		<ul style="list-style-type: none"> What is the name(s) of the swimming pool(s) being inspected? 	
PINF88	PRIORITY03	<ul style="list-style-type: none"> Do the pool fixtures, for example showers, handrails and ladders appear to be securely fixed and in a good state of repair? 	<ul style="list-style-type: none"> Evidence that pool fixtures are securely fixed and in good conditions
PINF104	PRIORITY03	<ul style="list-style-type: none"> Are there multiple entry and exit points, to allow customers to get in and out of the pool easily? 	<ul style="list-style-type: none"> Evidence that there is more than one entry and exit point in the pool
POOLIS05	PRIORITY04	<ul style="list-style-type: none"> Do steps into the pool (not ladders) have handrails? 	<ul style="list-style-type: none"> Evidence that handrails in ladders are installed
PINF89	PRIORITY04	<ul style="list-style-type: none"> Does the grease line inside the pool appear to be clean? 	<ul style="list-style-type: none"> Evidence of pool water being in good conditions
PINF95	PRIORITY02	<ul style="list-style-type: none"> Is the pool surround free from trip hazards, non-slip and free from cracked, broken, loose, missing or sharp edged tiles? If NO provide details in the comments section 	<ul style="list-style-type: none"> Evidence all pool features and surrounding are in good conditions
PINF98	PRIORITY03	<ul style="list-style-type: none"> Do flumes and slides appear to be in good condition and well maintained? 	<ul style="list-style-type: none"> Evidence that flumes and slides are in good conditions

PHAS51	PRIORITY03	<ul style="list-style-type: none"> Do flumes or slides have pictorial information signs indicating, for example, any height or age restrictions, riding position and the need to move quickly away from the 'splashdown' area? 	<ul style="list-style-type: none"> Evidence that there is information displayed for the use is slides/flumes
PHAS41	PRIORITY03	<ul style="list-style-type: none"> Are prominent, pictorial 'No Diving' and 'No Climbing' signs displayed around the pool and on any pool side climbing or diving allurements? 	<ul style="list-style-type: none"> Evidences that "No diving" and/or "No climbing "sings are displayed around the pool
PHAS54	PRIORITY03	<ul style="list-style-type: none"> Where a pool is divided into specific areas or zones e.g. swimming, non swimming, diving etc., are these areas or zones and their specific use clearly marked and information provided with pictogram signs? 	<ul style="list-style-type: none"> Evidence that swimming areas are properly divided and marks displayed.
PHAS44	PRIORITY01	<ul style="list-style-type: none"> Are depth markings around the pool clearly visible, prominent (10 cm²) and frequent? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that all depth markings are displayed and visible from all spots of the pool. Special attention if there are sudden depth changes
PHAS46	PRIORITY03	<ul style="list-style-type: none"> Is there a pictorial multiboard or safety notice at each entrance to the pool area indicating the following: <ul style="list-style-type: none"> * Pool opening and closing hours * Children to be supervised at all times * Action to be taken in an emergency * Shower before entering pool * Lifeguarding arrangements * Not to use the pool if you have been ill in the last 48 hours * Usage of inflatables banned 	<ul style="list-style-type: none"> Evidence that multiboard is in place with all required information for pool users

		If any element is missing provide details in the comments section.	
PINF99	PRIORITY02	<ul style="list-style-type: none"> Is rescue equipment prominently displayed, accessible and within in easy reach of the pool? Examples of potential rescue equipment include shepherds crook/life hook, life buoys or ball floats with grip fitting and rescue throw lines. 	<ul style="list-style-type: none"> Evidence of rescue equipment available and enough for all the pools in the property
PHAS52	PRIORITY04	<ul style="list-style-type: none"> Is the pool area lit at night by either internal pool lights or external lights around the pool surround? 	<ul style="list-style-type: none"> Evidence that external lights in pool area are installed and correctly working
PHAS53	PRIORITY04	<ul style="list-style-type: none"> If the pool is closed for any reason, is there an adequate method of 'closure', for example, additional signage, ropes, or security patrols? 	<ul style="list-style-type: none"> Evidence that there are safety measures when pool is closed.
PHAS50	PRIORITY04	<ul style="list-style-type: none"> Are drinks served around the pool in non-glass containers? 	<ul style="list-style-type: none"> Evidence that non-glass containers are used if drinks are served around the pool
PDRO01	PRIORITY02	<ul style="list-style-type: none"> Is there an emergency shut-off switch for the pumps that is clearly visible and accessible? If NO, provide details as to why there is no shut-off switch in the comments section. If pool is of 	<ul style="list-style-type: none"> Emergency shut-off switch or similar should be installed in any pool that has suction elements

		the overflow type AND the pool technician has said there is not suction in the pool, select N/A.	
PINF101	PRIORITY04	<ul style="list-style-type: none"> Are pool plant rooms or pool plant housings securely locked? 	<ul style="list-style-type: none"> Evidence that pool plants are securely locked
POOL03	<u>WS - Pools - Indoor Pool - Indoor Pool Inside The Pool - Pools</u>	WS	Indoor Pool
POOLIP02		<ul style="list-style-type: none"> Is there an indoor pool? 	
PINF86	PRIORITY03	<ul style="list-style-type: none"> Do the interior walls and pool flooring appear to be clean and free from cracked or broken tiles? If NO provide details in the comments section 	<ul style="list-style-type: none"> Evidence that the pool interior walls are clean and in good conditions
PINF106	PRIORITY03	<ul style="list-style-type: none"> Do solid steps into the pool (not ladders) have their leading edges highlighted to show depth changes and to minimize the risk of trips? 	<ul style="list-style-type: none"> Evidence that solid steps are highlighted to show depth changes
PINF108	PRIORITY02	<ul style="list-style-type: none"> From the poolside, are there any obvious defects to grids, grilles, grates, covers etc. visible within the pool? If YES provide details in the comments section. 	<ul style="list-style-type: none"> Evidence all pool features/ items are in good conditions
PHAS36	PRIORITY01	<ul style="list-style-type: none"> Is the water in the pools clear, so that the bottom of the pool is visible from the pool side? This allows for objects on the floor of the pool to be easily seen. 	<ul style="list-style-type: none"> Evidence that pool water has been properly treated and it is clean and in use good conditions
PHAS37	PRIORITY02	<ul style="list-style-type: none"> Are any obstacles below the waterline for example walls, submerged rocks and features, hidden ledges or submerged bar 	<ul style="list-style-type: none"> Evidence that any obstacles below the waterline is visible to prevent accidents

		stools, highlighted so they are visible to customers?	
PHAS48	PRIORITY02	<ul style="list-style-type: none"> Are any sudden changes in depth after 1.4 m highlighted by additional depth markings or painted or buoyed lines? 	<ul style="list-style-type: none"> If any sudden change in pool depth, additional markings must be displayed and be visible.
PINF91	PRIORITY04	<ul style="list-style-type: none"> Are in-pool lights and external pool lights checked regularly to ensure they are in full working order? 	<ul style="list-style-type: none"> Evidence that in-pool lights and external pool lights checked regularly
POOL04	<u>WS - Pools - Outdoor Pool - Outdoor Pool Surround and Infrastructure - Pools</u>	WS	Outdoor Pool
POOLOP01		<ul style="list-style-type: none"> Is there an outdoor pool? 	
POOLOS01		<ul style="list-style-type: none"> What is the name(s) of the swimming pool(s) being inspected? 	
POOLOS02	PRIORITY03	<ul style="list-style-type: none"> Do the pool fixtures, for example showers, handrails and ladders appear to be securely fixed and in a good state of repair? 	<ul style="list-style-type: none"> Evidence that pool fixtures are securely fixed and in good conditions
POOLOS03	PRIORITY03	<ul style="list-style-type: none"> Are there multiple entry and exit points, to allow customers to get in and out of the pool easily? 	<ul style="list-style-type: none"> Evidence that there is more than one entry and exit point in the pool
POOLOS04	PRIORITY04	<ul style="list-style-type: none"> Do steps into the pool (not ladders) have handrails? 	<ul style="list-style-type: none"> Evidence that handrails in ladders are installed
POOLOS05	PRIORITY04	<ul style="list-style-type: none"> Does the grease line inside the pool appear to be clean? 	<ul style="list-style-type: none"> Evidence of pool water being in good conditions
POOLOS06	PRIORITY02	<ul style="list-style-type: none"> Is the pool surround free from trip hazards, non-slip and free from cracked, broken, loose, missing or sharp edged tiles? If NO provide details in the comments section 	<ul style="list-style-type: none"> Evidence all pool features and surrounding are in good conditions

POOLOS07	PRIORITY03	<ul style="list-style-type: none"> Do flumes and slides appear to be in good condition and well maintained? 	<ul style="list-style-type: none"> Evidence that flumes and slides are in good conditions
POOLOS08	PRIORITY03	<ul style="list-style-type: none"> Do flumes or slides have pictorial information signs indicating, for example, any height or age restrictions, riding position and the need to move quickly away from the 'splashdown' area? 	<ul style="list-style-type: none"> Evidence that there is information displayed for the use is slides/flumes
POOLOS09	PRIORITY03	<ul style="list-style-type: none"> Are prominent, pictorial 'No Diving' and 'No Climbing' signs displayed around the pool and on any pool side climbing or diving allurements? 	<ul style="list-style-type: none"> Evidences that "No diving" and/or "No climbing" signs are displayed around the pool
POOLOS10	PRIORITY03	<ul style="list-style-type: none"> Where a pool is divided into specific areas or zones e.g. swimming, non swimming, diving etc., are these areas or zones and their specific use clearly marked and information provided with pictogram signs? 	<ul style="list-style-type: none"> Evidence that swimming areas are properly divided and marks displayed.
POOLOS11	PRIORITY01	<ul style="list-style-type: none"> Are depth markings around the pool clearly visible, prominent (10 cm²) and frequent? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that all depth markings are displayed and visible from all spots of the pool. Special attention if there are sudden depth changes
POOLOS12	PRIORITY03	<ul style="list-style-type: none"> Is there a pictorial multiboard or safety notice at each entrance to the pool area indicating the following: <ul style="list-style-type: none"> * Pool opening and closing hours * Children to be supervised at all times * Action to be taken in an emergency * Shower before entering pool * Lifeguarding arrangements 	<ul style="list-style-type: none"> Evidence that multiboard is in place with all required information for pool users

		<p>* Not to use the pool if you have been ill in the last 48 hours * Usage of inflatables banned? If any element is missing provide details in the comments section.</p>	
POOLOS13	PRIORITY02	<ul style="list-style-type: none"> Is rescue equipment prominently displayed, accessible and within in easy reach of the pool? Examples of potential rescue equipment include shepherds crook/life hook, life buoys or ball floats with grip fitting and rescue throw lines. 	<ul style="list-style-type: none"> Evidence of rescue equipment available and enough for all the pools in the property
POOLOS14	PRIORITY04	<ul style="list-style-type: none"> Is the pool area lit at night by either internal pool lights or external lights around the pool surround? 	<ul style="list-style-type: none"> Evidence that external lights in pool area are installed and correctly working
POOLOS15	PRIORITY04	<ul style="list-style-type: none"> If the pool is closed for any reason, is there an adequate method of 'closure', for example, additional signage, ropes or security patrols? 	<ul style="list-style-type: none"> Evidence that there are safety measures when pool is closed.
POOLOS16	PRIORITY04	<ul style="list-style-type: none"> Are drinks served around the pool in non-glass containers? 	<ul style="list-style-type: none"> Evidence that non-glass containers are used if drinks are served around the pool
POOLOS17	PRIORITY02	<ul style="list-style-type: none"> Is there an emergency shut-off switch for the pumps that is clearly visible and accessible? If NO provide details as to why there is no shut-off switch in the comments section. If pool is of 	<ul style="list-style-type: none"> Emergency shut-off switch or similar should be installed in any pool that has suction elements

		the overflow type AND the pool technician has said there is not suction in the pool, select N/A	
POOLOS18	PRIORITY04	<ul style="list-style-type: none"> Are pool plant rooms or pool plant housings securely locked ? 	<ul style="list-style-type: none"> Evidence that pool plants are securely locked
POOL05	<u>WS - Pools - Outdoor Pool - Outdoor Pool Inside The Pool - Pools</u>	WS	Outdoor Pool
POOLOP02		<ul style="list-style-type: none"> Is there an outdoor pool? 	
POOLOI01	PRIORITY03	<ul style="list-style-type: none"> Do the interior walls and pool flooring appear to be clean and free from cracked or broken tiles? 	<ul style="list-style-type: none"> Evidence that the pool interior walls are clean and in good conditions
POOLOI02	PRIORITY03	<ul style="list-style-type: none"> Do solid steps into the pool (not ladders) have their leading edges highlighted to show depth changes and to minimize the risk of trips? 	<ul style="list-style-type: none"> Evidence that solid steps are highlighted to show depth changes
POOLOI03	PRIORITY02	<ul style="list-style-type: none"> From the poolside, are there any obvious defects to grids, grilles, grates, covers etc. visible within the pool? If YES provide details in the comments section. 	<ul style="list-style-type: none"> Evidence all pool features/ items are in good conditions
POOLOI04	PRIORITY01	<ul style="list-style-type: none"> Is the water in the pools clear, so that the bottom of the pool is visible from the pool side? This allows for objects on the floor of the pool to be easily seen. 	<ul style="list-style-type: none"> Evidence that pool water has been properly treated and it is clean and in use good conditions
POOLOI05	PRIORITY02	<ul style="list-style-type: none"> Are any obstacles below the waterline for example walls, submerged rocks and features, hidden ledges, or submerged bar stools, HIGHLIGHTED so they are visible to customers? 	<ul style="list-style-type: none"> Evidence that any obstacles below the waterline is visible to prevent accidents

POOL0106	PRIORITY02	<ul style="list-style-type: none"> Are any sudden changes in depth after 1.4 m highlighted by additional depth markings or painted or buoyed lines? 	<ul style="list-style-type: none"> If any sudden change in pool depth, additional markings must be displayed and be visible.
POOL06	<u>WS - Pools - Infinity Pool - Infinity Pool - Pools</u>	WS	Infinity Pool
POOLIN01		<ul style="list-style-type: none"> Is there an infinity pool? 	
PINF109A		<ul style="list-style-type: none"> What is the approximate height of the drop from the pool edge to the ground/sea? 	
PINF109	PRIORITY02	<ul style="list-style-type: none"> Is the height of the infinity pool drop more than 1.5 m? 	<ul style="list-style-type: none"> Signage clearly highlighting the existence and height of the drop and lifeguarding should be present
PINF110	PRIORITY03	<ul style="list-style-type: none"> Is appropriate signage in place warning of the drops from the infinity edge and prohibiting climbing or walking on or over the infinity edge? 	<ul style="list-style-type: none"> Signage clearly highlighting the existence and height of the drop and lifeguarding should be present
POOL07	<u>WS - Pools - Children's Pool - Children's Pool - Pools</u>	WS	Children's Pool
PINF96		<ul style="list-style-type: none"> Is the children's pool or children's water play area connected to, or closer than 3 m to, the main pool or a deeper pool? 	
PINF97	PRIORITY01	<ul style="list-style-type: none"> If children's pool is connected or closer than 3 m from main pool, is there a non-climbable barrier that prevents easy access and provides a minimum distance of 3 m between the two pools OR is it sited adjacent to a main pool with a similar depth which slopes gently to deeper water? Please include height of barrier and size of gaps in comments. 	<ul style="list-style-type: none"> Children pool must comply with any of the following: 1) 3 m distance from adults pool, 2) if integrated in adults pool, a barrier must be installed (not climbable, 80 cm above water level and 12 cm gaps or less) and have to be extended 3 m from any point of exit from children pool to closest point of adults pool. 3) if adjacent to

			adult's pool, 3 m gentle slope should be accomplished.
PHAS38	PRIORITY03	<ul style="list-style-type: none"> Is the depth of the children's pool less than 600 mm? 	<ul style="list-style-type: none"> Evidence that the children pool is 600 mm deep
PHAS39	PRIORITY03	<ul style="list-style-type: none"> Is there signage in place by the children pool, that states 'Children must be supervised at all times'? 	<ul style="list-style-type: none"> Evidence that the sign "Children must be supervised at all times" is displayed
POOL08	<u>WS - Pools - Zero Depth Water Play Area - Zero Depth Water Play Area - Pools</u>	WS	Zero Depth Water Play Area
POOLZD01		<ul style="list-style-type: none"> Are there any zero depth water play areas at the property? 	
POOLZD02	PRIORITY03	<ul style="list-style-type: none"> Is customer safety information provided including: <ul style="list-style-type: none"> * children to be supervised at all times * emergency action information * children, toddlers and babies should wear appropriate swimwear * not to use the facility if you have been ill in the last 48 hours If any element is missing provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that there is information displayed
POOLZD03	PRIORITY02	<ul style="list-style-type: none"> Is the play surface impact absorbent, in good condition and free from protrusions and trip hazards? 	<ul style="list-style-type: none"> Evidence of the play surface being impact absorbent, in good condition and free from protrusions and trip hazards

POOL09	WS - Pools - Spa Facility - Spa Facility - Pools	WS	Spa Facility
POOLSP01		<ul style="list-style-type: none"> Is there a spa facility in the property? 	
POOLSP02		<ul style="list-style-type: none"> What is the name of the spa facility being inspected? 	
JHAS02		<ul style="list-style-type: none"> Is the spa facility managed by an external party? If YES provide name of company and contact email in the comments section. 	
JHAS03	PRIORITY03	<ul style="list-style-type: none"> Is the water in the spa pool clear when it is not running? 	<ul style="list-style-type: none"> Evidence that water is clean at all times
JHAS04	PRIORITY03	<ul style="list-style-type: none"> Is there signage/information informing customers: <ul style="list-style-type: none"> * to shower before using the spa facilities * maximum number of guests using facilities at any one time established * of the minimum age for use of the spa facilities * of the spa pool temperature * against use of spa facilities by those with high blood pressure, heart conditions or pregnancy? * emergency procedures If NO to any of the above please note in comments section. 	<ul style="list-style-type: none"> Evidence that there is information displayed
JHAS10	PRIORITY02	<ul style="list-style-type: none"> Is there an emergency shut-off switch for the pumps that is clearly visible and accessible? If NO provide details as to why there is no shut-off switch in the comments section. If pool is of the overflow type AND the pool 	<ul style="list-style-type: none"> Emergency shut-off switch or similar should be installed in any pool that has suction elements

		technician has said there is not suction in the pool, select N/A	
JHAS11	PRIORITY04	<ul style="list-style-type: none"> Are the spa facilities closed/locked outside of opening hours? 	<ul style="list-style-type: none"> Evidence that Spa facilities are closed/locked outside of opening hours.
POOL10	<u>WS - Private Room - Hot Tub/Jacuzzi -</u>	WS	Hot Tub/Jacuzzi
POOLPR01		<ul style="list-style-type: none"> Are there any rooms with a Hot Tub/Jacuzzi in the property? (This does NOT refer to hydromassage/whirlpool baths) 	
POOLPR02		<ul style="list-style-type: none"> What are the numbers of the rooms with a Hot Tub/Jacuzzi? 	
POOLPR03		<ul style="list-style-type: none"> What is the room number of the room with a Hot Tub/Jacuzzi that is being audited? 	
RHAS28	PRIORITY03	<ul style="list-style-type: none"> Is the water in the Hot Tub/Jacuzzi clear when it is not running 	<ul style="list-style-type: none"> Evidence that water in Hot Tub/Jacuzzi is clean
RHAS29	PRIORITY03	<ul style="list-style-type: none"> Is there signage/information informing customers: <ul style="list-style-type: none"> * of the minimum age for use of the spa facilities * of the Hot Tub/Jacuzzi temperature if heated * against use of the Hot Tub/Jacuzzi facilities by those with high blood pressure, heart conditions or pregnancy? * emergency information If NO to any of the above please note in comments section. 	<ul style="list-style-type: none"> Evidence that water is clean at all times

RHAS34	PRIORITY03	<ul style="list-style-type: none"> Do access steps or ladders into the Hot Tub/Jacuzzi appear to be securely fixed and have slip-resistant treads? 	<ul style="list-style-type: none"> Evidence that ladder/access to jacuzzi is securely fixed
RHAS35	PRIORITY02	<ul style="list-style-type: none"> Is there an emergency shut-off switch for the Hot Tub/Jacuzzi pump that is clearly visible and accessible? If NO provide details as to why there is no shut-off switch in the comments section. 	<ul style="list-style-type: none"> Emergency shut-off switch or similar should be installed
POOL11	<u>WS - Pools - Rooms with Direct Access to Water - Rooms with Direct Access to Water - Pools</u>	WS	Rooms with Direct Access to Water
BSRPSG00		<ul style="list-style-type: none"> Are there any customer rooms with direct access to water from the patio or balcony door? 	
POOLRW02		<ul style="list-style-type: none"> What are the numbers of the rooms with direct access to water? 	
POOLRW03		<ul style="list-style-type: none"> What is the room number of the room with direct access to water being audited? 	
RINTP04	PRIORITY01	<ul style="list-style-type: none"> Is there a safety gate with a self-locking mechanism in place that cannot be opened by children OR a lock on the patio door at a height above 1.5 m? 	<ul style="list-style-type: none"> Evidence that there is either safety gate with a self-locking mechanism in place that cannot be opened by children OR a lock on the patio door at a height above 1.5 m
RINTP05	PRIORITY02	<ul style="list-style-type: none"> Does the design of the safety gate reduce the risk of entrapment or a climbing allurement, for example a ladder design? 	<ul style="list-style-type: none"> Evidence that the design reduces the risk of entrapment or a climbing allurement

RINTP03	PRIORITY04	<ul style="list-style-type: none"> Is there a procedure in place for housekeeping to ensure the safety gate is locked after cleaning the terrace or patio area? 	<ul style="list-style-type: none"> Documented evidence of the process followed by the housekeeping to lock the gate
RINTP06	PRIORITY04	<ul style="list-style-type: none"> Are customers advised in the use of the safety gate? This can be provided by signage and/or information in the room. 	<ul style="list-style-type: none"> Evidence of the information displayed for the use of the gate
RINF91	PRIORITY02	<ul style="list-style-type: none"> Is the pool surround free from trip hazards, non-slip and free from cracked, broken, loose, missing or sharp edged tiles? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence all pool features and surrounding are in good conditions
RINF95	PRIORITY03	<ul style="list-style-type: none"> Are there multiple entry and exit points, to allow customers to get in and out of the pool easily? 	<ul style="list-style-type: none"> Evidence that there is more than one entry and exit point in the pool
RINF84	PRIORITY02	<ul style="list-style-type: none"> Is there an emergency shut-off switch for the pumps that is clearly visible and accessible? If NO provide details as to why there is no shut-off switch in the comments section. 	<ul style="list-style-type: none"> Emergency shut-off switch or similar should be installed
POOLRW11	PRIORITY03	<ul style="list-style-type: none"> Do the interior walls and pool flooring appear to be clean and free from cracked or broken tiles? 	<ul style="list-style-type: none"> Evidence that the pool interior walls are clean and in good conditions
RINF97	PRIORITY03	<ul style="list-style-type: none"> Do solid steps into the pool (not ladders) have their leading edges highlighted to show depth changes and to minimize the risk of trips? 	<ul style="list-style-type: none"> Evidence that solid steps are highlighted to show depth changes
POOLRW13	PRIORITY02	<ul style="list-style-type: none"> From the poolside, are there any obvious defects to grids, grilles, grates, covers etc. visible within the pool? 	<ul style="list-style-type: none"> Evidence all pool features/ items are in good conditions

		If YES provide details in the comments section.	
POOLRW14	PRIORITY01	<ul style="list-style-type: none"> Is the water in the pools clear, so that the bottom of the pool is visible from the pool side? This allows for objects on the floor of the pool to be easily seen. 	<ul style="list-style-type: none"> Evidence that pool water has been properly treated and it is clean and in use good conditions
POOLRW15	PRIORITY02	<ul style="list-style-type: none"> Are any obstacles below the waterline for example walls, submerged rocks and features, hidden ledges or submerged bar stools, highlighted so they are visible to customers? 	<ul style="list-style-type: none"> Evidence taht obstacles below waterline are highlighted
RHAS39	PRIORITY01	<ul style="list-style-type: none"> Are depth markings around the pool clearly visible, prominent (10 cm²) and frequent? If NO provide details in the comments section. 	<ul style="list-style-type: none"> Evidence that all depth markings are displayed and visible from all spots of the pool. Special attention if there are sudden depth changes
RHAS43	PRIORITY02	<ul style="list-style-type: none"> Are any sudden changes in depth after 1.4 m highlighted by additional depth markings or painted or buoyed lines? 	<ul style="list-style-type: none"> Evidence that sudden depth changes are highlighted
RHAS41	PRIORITY03	<ul style="list-style-type: none"> Is customer safety information provided in the room information book? Including: <ul style="list-style-type: none"> * children to be supervised at all times * emergency action information, * shower before entering the pool, * children, toddlers and babies to wear appropriate swimwear * not to use the facility if you have been ill in the last 48 hours * no diving 	<ul style="list-style-type: none"> Evidence that information is displayed

		If any element is missing provide details in the comments section.	
POOL12	<u>WS - Pools - Documentation and Procedures - Documentation and Procedures - Pools</u>	WS	Documentation and Procedures
PIQ05	PRIORITY03	<ul style="list-style-type: none"> • If permits and/or licenses are required by local legislation, are they in place/updated to allow operation of the pool facilities? 	<ul style="list-style-type: none"> • Provide the pool permit/license if required by local legislation
FHS01	PRIORITY03	<ul style="list-style-type: none"> • Has a risk assessment of water facilities been carried out and is it available for review? 	<ul style="list-style-type: none"> • Provide the risk assessment of all water facilities in the property
PCSW01	PRIORITY03	<ul style="list-style-type: none"> • Is a Pool Operation and Maintenance Manual available to pool maintenance staff? 	<ul style="list-style-type: none"> • Provide the Pool Operation and Maintenance Manual
PCSW08	PRIORITY03	<ul style="list-style-type: none"> • Are pool maintenance staff trained in pool operation and maintenance, including emergency response, for example chemicals spills and are training records available? 	<ul style="list-style-type: none"> • Documented evidence of pool maintenance staff training
PCSO01	PRIORITY04	<ul style="list-style-type: none"> • Is there a documented cleaning schedule for the pool facilities within the property, including the pools, toilets and pool showers? Records should be available to support the cleaning schedule. 	<ul style="list-style-type: none"> • Documented evidence of the pool cleaning schedule

PINF107	PRIORITY04	<ul style="list-style-type: none"> Is there a written procedure in place to regularly check outlets and inlets located within the pool, to ensure that any covering grid, grille, grate or filter etc. is securely in place and is not defective? 	<ul style="list-style-type: none"> Documented evidence for the grids, grates, covering, etc. checks
PCSO03	PRIORITY04	<ul style="list-style-type: none"> Are the details of hazardous substances, including dosing chemicals and cleaning products, readily available, for example on a material safety data sheet (MSDS)? 	<ul style="list-style-type: none"> Evidence of the chemicals Safety data sheets being available
PCSO04	PRIORITY04	<ul style="list-style-type: none"> Are pool cleaning equipment and chemicals stored in a dedicated locked place, which separate acids and alkaline products, and are chemicals stored in appropriate container and correctly labelled? 	<ul style="list-style-type: none"> Evidence of chemicals being correctly stored.
PCSW02	PRIORITY03	<ul style="list-style-type: none"> Are regular visual checks of the pools undertaken throughout the day by appropriately trained staff and records kept? 	<ul style="list-style-type: none"> Evidence of the visual checks records
PCSW03	PRIORITY03	<ul style="list-style-type: none"> Are records kept of the regular daily pool temperature checks? 	<ul style="list-style-type: none"> Evidence of the temperature checks records
PCSW11	PRIORITY03	<ul style="list-style-type: none"> Are regular water quality tests including disinfectant and chemical levels within the pools (PH, and chlorine dosages date and time) undertaken before the pool opens and throughout the day? 	<ul style="list-style-type: none"> Evidence of the quality water checks records
PCSW04	PRIORITY03	<ul style="list-style-type: none"> Are water quality records of the testing's kept? 	<ul style="list-style-type: none"> Evidence of the quality water checks records

PHAS55	PRIORITY02	<ul style="list-style-type: none"> Are there lifeguards on duty at the poolside when the pool is open? Only answer NA if there is no pool in the property 	<ul style="list-style-type: none"> Evidence that pool is supervised during opening hours (shifts schedules must be provided).
PHAS56		<ul style="list-style-type: none"> If there is lifeguards on duty, please provide their duty hours 	<ul style="list-style-type: none">
POOLDP14	PRIORITY02	<ul style="list-style-type: none"> If there are lifeguards, are they qualified, with certification available for inspection? 	<ul style="list-style-type: none"> Certificates for lifeguards qualification must be submitted.
PHAS49	PRIORITY02	<ul style="list-style-type: none"> If no lifeguards are on duty, is there a clearly visible 'No Lifeguard on Duty' sign displayed? 	<ul style="list-style-type: none"> Evidence of 'No Lifeguard on Duty' sign must be displayed
FHS08	PRIORITY04	<ul style="list-style-type: none"> Is there written documentation detailing how the pool is to be supervised and the lifeguarding provision, for example number of lifeguards, lifeguard competency, duty spells, surveillance area etc. and does it comply with local legislation? 	<ul style="list-style-type: none"> Documented evidence of the lifeguards duties, surveillance, shifts, etc. When no lifeguard is provided, there must be signage around the pool to advise " No lifeguard on duty".
FHS04	PRIORITY03	<ul style="list-style-type: none"> Is there at least one member of staff trained in first aid available when the pool is open? 	<ul style="list-style-type: none"> Evidence of the staff being trained in first aid
FHS06	PRIORITY03	<ul style="list-style-type: none"> Are there clearly documented emergency procedures specifically for incidents which occur in a pool, for example bodily fluid release eg.faecal and vomit incidents, high concentrations of chemicals, drowning or near-drowning? 	<ul style="list-style-type: none"> Documented evidence of the emergency procedures, specifically for incidents which occur in a pool, for example bodily fluid release eg.faecal and vomit incidents, high concentrations of chemicals, drowning or near-drowning
FHS10		<ul style="list-style-type: none"> Is there a waterpark within the property that has three or more slides or flumes of a height of three metres or greater? If YES attach a photograph on the 	

		"Files" section on the front page of the audit.	
FUEL01	<u>BS - Fuel And Energy - Fuel And Energy - Fuel And Energy - Fuel And Energy</u>	BS	Fuel And Energy
GIQ22		<ul style="list-style-type: none"> What fuel(s) are used for the main boilers/water heaters in the property? 	
GIQ23		<ul style="list-style-type: none"> If solar powered, what is used as a secondary or back up fuel for hot water? 	
GIQ19		<ul style="list-style-type: none"> Where is the boiler physically located? 	
BAW01	PRIORITY01	<ul style="list-style-type: none"> Are main boilers/water heaters that are fueled by gas or another fossil fuel directly connected to customer rooms or villas? Directly connected means above or below, as well as by the side. If YES provide details of the exact location and the customer room number(s) in the comments section. Include a photograph(s). 	<ul style="list-style-type: none"> Evidence that main boilers/water heaters are not fossil fuel or that are not directly connected to any guest room
FUELEN04	PRIORITY03	<ul style="list-style-type: none"> Are carbon monoxide detectors fitted in customer rooms adjoining the boiler room, if the main boiler/water heater is fueled by gas or another fossil fuel? 	<ul style="list-style-type: none"> Evidence that customer rooms adjoining the boiler room, if the boiler is fueled by gas or another fossil fuel, are fitted with carbon monoxide detectors
FEF02	PRIORITY02	<ul style="list-style-type: none"> Does the flue from the main boiler/water heater terminate at least 1.5 m away from of any door, window, ventilation, air conditioning vent inlet or any other unsealed opening into the 	<ul style="list-style-type: none"> The flue from the main boiler/water heater should terminate at least 1.5 m away from of any door, window, ventilation, air conditioning vent inlet or any other

		customer accommodation or property? If NO provide details of approximate distance within comments section.	unsealed opening into the customer accommodation or property
FUELEN06	PRIORITY02	<ul style="list-style-type: none"> Does the flue from main boiler/water heater terminate at least 1.5 m above the highest point of the building and/or away from any other surrounding buildings allowing the fumes to be dispersed into free air? If NO provide details of approximate distance within comments section. Upload a photograph(s) showing the flue termination. 	<ul style="list-style-type: none"> The flue from main boiler/water heater should terminate at least 1.5 m above the highest point of the building and/or away from any other surrounding buildings allowing the fumes to be dispersed into free air
FUELEN07	PRIORITY02	<ul style="list-style-type: none"> Are there any obvious gaps or holes around pipes passing from the boiler room? If YES upload photograph(s) 	<ul style="list-style-type: none"> There should not be gaps or holes around pipes passing from the boiler room. Any gap should be closed using fire resistant materials.
FEF06	PRIORITY02	<ul style="list-style-type: none"> Does the main boiler/water heater and any visible pipes appear to be in good condition and well maintained, for example no sooting or staining and no rust or corrosion around the casing of the boiler? If NO provide details in comments section. Include a photograph(s). 	<ul style="list-style-type: none"> The main boiler/water heater and any visible pipes must be in good condition and well maintained, for example no sooting or staining and no rust or corrosion around the casing of the boiler
FEF15	PRIORITY03	<ul style="list-style-type: none"> Is there documented evidence that a service inspection has been conducted on the main boilers/water heaters within the last 12 months? 	<ul style="list-style-type: none"> Fuel appliances must be serviced annually (if no stricter local regulations apply) and all services must be documented, and records made available for inspection.

FEF05	PRIORITY03	<ul style="list-style-type: none"> Is the boiler room well ventilated, for example open to air or fitted with ventilation grilles, air bricks, or ventilation fans that are operational and not blocked? 	<ul style="list-style-type: none"> Action Plan will depend on the findings of the audit
FEF12	PRIORITY03	<ul style="list-style-type: none"> Are boiler rooms fitted with fuel shut off switches? 	<ul style="list-style-type: none"> Evidence that the boiler room is fitted with fuel shut off switches
IGWH01		<ul style="list-style-type: none"> Are there single (individual) boiler/water heaters that uses gas or another fossil fuel located in, or attached to, the customer accommodation? 	
FUELEN13	PRIORITY01	<ul style="list-style-type: none"> If there are single (individual) boiler/water heaters that uses gas or another fossil fuel located in, or attached to, the customer accommodation, the single (individual) boiler/water heater is: 	<ul style="list-style-type: none"> Evidence will depend on the findings
FUELEN14	PRIORITY02	<ul style="list-style-type: none"> Does the flue from the single (individual) boiler/heater terminate at least 1.5 m away of any door, window, ventilation, air conditioning vent inlet or any other unsealed opening into the customer accommodation? 	<ul style="list-style-type: none"> Evidence that flue from the main boiler/water heater terminate at least 1.5 m away from of any inlet
FUELEN15	PRIORITY03	<ul style="list-style-type: none"> Is there documented evidence that a service inspection has been conducted on gas fueled single (individual) boilers/water heaters within the last 12 months? 	<ul style="list-style-type: none"> Provide the service inspection records of the gas fueled single (individual) boiler/water heaters. Inspection should have been done in the last 12 months

FUELEN16	PRIORITY03	<ul style="list-style-type: none"> Are carbon monoxide detectors fitted in rooms containing single (individual) boiler/water heaters and are they tested on a weekly basis? 	<ul style="list-style-type: none"> Evidence that customer rooms containing single (individual) boiler/water heaters, if the boiler is fueled by gas or another fossil fuel, are fitted with carbon monoxide detectors. Also provide records showing they are tested on a weekly basis
IFEF06	PRIORITY02	<ul style="list-style-type: none"> Does the single (individual) boiler/water heater and any visible pipes appear to be in good condition and well maintained, for example no sooting or staining and no rust or corrosion around the casing of the boiler? If NO provide details in comments section. Include a photograph(s). 	<ul style="list-style-type: none"> The single (individual) boiler/water heater and any visible pipes must be in good condition and well maintained, for example no sooting or staining and no rust or corrosion around the casing of the boiler
FEGF03 FEGF02	PRIORITY01	<ul style="list-style-type: none"> Are there any heaters or fires that use gas or another fossil fuel located in customer accommodation? If YES provide details of location(s) in comments section. 	<ul style="list-style-type: none"> For heaters or fires that use gas, the supplier will need to supply the following information: (1) Installed and maintained in accordance with instructions and local regulations (2) Appliances to be serviced annually by competent engineer (3) Ventilation requirements in accordance with manufactures instructions and local regulations
FUELEN18	PRIORITY03	<ul style="list-style-type: none"> If Yes, are there clear operating instructions for use of the heater or fire available to customers? 	<ul style="list-style-type: none"> Evidence there are clear operating instructions for using the heater or fire available to customers

FUELEN19	PRIORITY03	<ul style="list-style-type: none"> Is there documented evidence that a service inspection has been conducted on heaters and fires that are fueled by gas or another fossil fuel within the last 12 months? 	<ul style="list-style-type: none"> Provide the service inspection records of the heaters and/or fires that are fueled by gas or another fossil fuel. Inspection should have been done in the last 12 months
FEGF02 FEGF04	PRIORITY02	<ul style="list-style-type: none"> Does the flue or chimney from the heater or fire terminate at least 1.5 m away of any door, window, ventilation, air conditioning vent inlet or any other unsealed opening into the customer accommodation? 	<ul style="list-style-type: none"> Evidence that flue from the main boiler/water heater terminate at least 1.5 m away from of any inlet
FUELEN21	PRIORITY03	<ul style="list-style-type: none"> Are carbon monoxide detectors fitted in rooms containing gas or solid fuel heaters or fires and are they tested on a weekly basis? 	<ul style="list-style-type: none"> Evidence that rooms adjoining the boiler room, if the boiler is fueled by gas or another fossil fuel, are fitted with carbon monoxide detectors
FEGF05		<ul style="list-style-type: none"> Does the property have any operational open fireplaces or wood burning stoves? 	<ul style="list-style-type: none">
FEGF06	PRIORITY03	<ul style="list-style-type: none"> Is the fire damped down by a member of staff once the area is vacated or instructions provided to customers for use and damping down? 	<ul style="list-style-type: none"> Evidence that fire is damped down by a member of the staff each time the area is vacated or that there are instructions provided to customers for use and damping down
FEGF07	PRIORITY03	<ul style="list-style-type: none"> Has the chimney been swept in the last 12 months by a certified sweep? 	<ul style="list-style-type: none"> Provide records of the chimney sweeping. Must be done by a certified sweeper and must be done annually.
RKF01A		<ul style="list-style-type: none"> Are there gas cooking facilities in the customer accommodation? 	<ul style="list-style-type: none">

FUELEN26	PRIORITY03	<ul style="list-style-type: none"> Are operating instructions provided, which include the importance of turning off the cooking appliance when not in use. 	<ul style="list-style-type: none"> Provide evidence that the customer in rooms with gas cooking facilities is provided with operating instructions. Instruction must include the importance of turning off the cooking appliance when not in use
RKF01B	PRIORITY02	<ul style="list-style-type: none"> Is the gas, bottled (LPG) gas? 	<ul style="list-style-type: none"> LPG in bottles can be used if supplier can provide the following evidence: <ul style="list-style-type: none"> (1) Installed and maintained in accordance with instructions and local regulations (2) Appliances to be serviced annually by competent engineer (3) Ventilation requirements in accordance with manufactures instructions and local regulations
FUELEN28	PRIORITY03	<ul style="list-style-type: none"> If bottled gas is used, is the bottle located in an easily accessible, well ventilated area? 	<ul style="list-style-type: none"> Evidence that bottled gas are in an accessible, well ventilated area
FUELEN29	PRIORITY03	<ul style="list-style-type: none"> If bottled gas is used, does the flexible hose between the appliance and the cylinder appear to be in good condition? 	<ul style="list-style-type: none"> Evidence that it is in good conditions. If any fault detected, service certificate must be provided.
FUELEN30	PRIORITY03	<ul style="list-style-type: none"> Does the cooker appear to be in a good working condition? 	<ul style="list-style-type: none"> Evidence that it is in good conditions. If any fault detected, service certificate must be provided.
FEPH01	PRIORITY02	<ul style="list-style-type: none"> Do swimming pool heater flues or chimneys terminate at least 1.5 m away of any door, window, ventilation, air conditioning vent or any other unsealed opening 	<ul style="list-style-type: none"> Evidence that flue from the swimming pool heaters terminate at least 1.5 m away from of any inlet

		into the customer accommodation? If NO provide details of the location in comments section. Include a photograph(s).	
FEL01	PRIORITY02	<ul style="list-style-type: none"> Do laundry appliance flues or chimneys terminate at least 1.5 m away of any door, window, ventilation, air conditioning vent or any other unsealed opening into the customer accommodation? If NO provide details of the location in comments section. Include a photograph(s). 	<ul style="list-style-type: none"> Evidence that flue from the laundry appliances terminate at least 1.5 m away from of any inlet
LEG01	<u>WS - Legionella - Legionella - Legionella - Legionella</u>	WS	Legionella
LEGIO01	PRIORITY02	<ul style="list-style-type: none"> Is there evidence of a legionella prevention and control plan in place, based on the guidance published by the European Guidelines Working Group? This is sometimes known as the 15 Point Plan. 	<ul style="list-style-type: none"> Evidence or processes carry out in the hotel for the Legionella prevention and control
FML01	PRIORITY02	<ul style="list-style-type: none"> Is there a documented legionella prevention and control plan, based on the guidance published by the European Guidelines Working Group? This is sometimes known as the 15 Point Plan. 	<ul style="list-style-type: none"> Provide the documented legionella prevention and control plan based on the guidance published by the European Guidelines Working Group.
FML04	PRIORITY03	<ul style="list-style-type: none"> Are hot water system, cooling towers, pipe work and storage tanks inspected and cleaned, with high level disinfection completed, prior to the start of every season or once a year for all year-round 	<ul style="list-style-type: none"> Maintenance records must be provided

		properties? If YES provide date of last inspection and disinfection in the comments section.	
FML05	PRIORITY02	<ul style="list-style-type: none"> Are Spa Pool/Hot Tub/Jacuzzi continuously treated and records of water temperature, chemical levels, dilution and disinfection available? 	<ul style="list-style-type: none"> Records of the Spa Pool/Hot Tub/Jacuzzi treatment must be provided
FML06	PRIORITY03	<ul style="list-style-type: none"> Are Legionella testing records available, satisfactory and up to date? 	<ul style="list-style-type: none"> Provide the legionella testing records. Must be satisfactory and up to date
LEGIO06	PRIORITY03	<ul style="list-style-type: none"> Are hot and cold water temperatures monitored and records kept? If YES provide the most recent date and both the hot and cold temperature readings in the comments section. 	<ul style="list-style-type: none"> Records of hot and cold water temperatures in rooms must be provided
FML09	PRIORITY04	<ul style="list-style-type: none"> Are thermometer(s) and sensors available and in good working condition and calibration records available? 	<ul style="list-style-type: none"> Provide the calibration records of the thermometers
PINF90	PRIORITY03	<ul style="list-style-type: none"> Are showers, including the heads, cleaned on a regular basis and records kept? 	<ul style="list-style-type: none"> Maintenance/cleaning records must be provided
LEGIO09	PRIORITY03	<ul style="list-style-type: none"> Are taps and showers in customer rooms run for several minutes at least once a week if the room is unoccupied? 	<ul style="list-style-type: none"> Maintenance/cleaning records must be provided
LEGIO10	PRIORITY03	<ul style="list-style-type: none"> Is there a trained person, who is responsible for water safety management within the property, including the prevention and control of legionella? If YES provide details of job title in the comments section. 	<ul style="list-style-type: none"> Provide the records regarding the training and designation of the person responsible for water safety management

PUBL01	BS - Public - Public Areas - Public Areas - Public	BS	Public Areas
GINF20		<ul style="list-style-type: none"> Approximately how many different public balustrade types are there within the property? 	
GINF21	PRIORITY03	<ul style="list-style-type: none"> Are public area balustrades of sufficient height, being 90 cm or more? If NO provide details of location and actual height of balustrade in the comments section. Include a photograph(s) showing the whole balustrade. 	<ul style="list-style-type: none"> Public balustrade should be of sufficient height, at least 90 cm or more.
GINF22	PRIORITY03	<ul style="list-style-type: none"> Are there any gaps in the public area balustrade, located below 80cm, that are greater than 12 cm in width? If YES provide details of location and actual gap width in comments section. Include photograph(s) showing the whole balustrade. 	<ul style="list-style-type: none"> Gaps in public balustrades, located below 80cm, should be reduced to 12cm or less.
GINF23A		<ul style="list-style-type: none"> Do public area balustrades have step ups? 	
GINF23B		<ul style="list-style-type: none"> Do public balustrades have a step up which is less than 60 cm in height? 	
GINF23C	PRIORITY03	<ul style="list-style-type: none"> If the step up is less than 60 cm, is the height from the top of the highest step up to the top of the balustrade 80 cm or greater (effective height)? Include photograph(s) showing the whole balcony. 	<ul style="list-style-type: none"> Height from the top of the step up to the top of the balustrade should be 80 cm or more

GINF23D		<ul style="list-style-type: none"> If height from the top of the highest step up to the top of the balustrade is NOT 80 cm or greater (effective height), provide details of location, actual height of the step and effective height of the balustrade in the comments section. 	
GINF24	PRIORITY03	<ul style="list-style-type: none"> Do public area balustrades appear to be of sound construction and in good condition? If NO provide details of location in comments section. Include photograph(s) showing the whole balustrade. 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
INF49	PRIORITY03	<ul style="list-style-type: none"> Does the lighting around the property illuminate the entry to public areas, secluded paths, walkways and corridors? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
GINF56	PRIORITY02	<ul style="list-style-type: none"> Are full length glass panels, in public areas, e.g. kid's club, restaurants etc., made obvious by the use of warning stickers, strips or motifs, located approximately 1.5 m and approximately 0.8 m? 	<ul style="list-style-type: none"> Stickers, strips or motifs, must be located at both adult eye level (approximately 1.5 m) and child eye level (approximately 0.8 m)
INF92	PRIORITY02	<ul style="list-style-type: none"> Are windows (that can be opened) on upper floors, located 80 cm or more above the floor level or protected with a restrictor device so that the window(s) cannot be opened wider than 10 cm? 	<ul style="list-style-type: none"> Evidence that a device has been fitted to restrict the window from opening more than 100 mm.
CRP35	PRIORITY04	<ul style="list-style-type: none"> Are warning signs available when floors may be slippery, for example during floor cleaning or wet weather? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit

HAS09	PRIORITY04	<ul style="list-style-type: none"> If there are any building or maintenance works in public areas at the time of the audit, are these properly fenced, and warning signs provided? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
GEQU07	PRIORITY04	<ul style="list-style-type: none"> Are public toilets kept clean and well equipped with toilet paper, soap, and hand drying facilities? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
PUBL02	<u>BS - Public - Customer Rooms - Customer Rooms - Public</u>	BS	Customer Rooms
GIQ33		<ul style="list-style-type: none"> According to the information provided/obtained how many different types of room balcony are there within the property? 	
GIQ32		<ul style="list-style-type: none"> What are the room numbers of the customer rooms audited? 	
INF52	PRIORITY01	<ul style="list-style-type: none"> Are balconies of sufficient height, being 100 cm (1 m) or more? Always provide room number, measurements and photograph(s) showing the whole balcony 	<ul style="list-style-type: none"> The overall height of all balconies should be increased to at least 100 cm. (from the floor to the top of the balcony).
INF55		<ul style="list-style-type: none"> What is the height of the balcony in centimeters? 	
INF53	PRIORITY01	<ul style="list-style-type: none"> Are there any gaps in the balcony, located below 80 cm, that are greater than 12 cm in width? Always provide room number, measurements of the different gaps and photograph(s) showing the whole balcony 	<ul style="list-style-type: none"> The gaps in the balcony should be reduced to 120 mm. A solution could be a screen (Plexiglas or similar) covering fitted over affected area or install railing between gaps to make them smaller
INF54A		<ul style="list-style-type: none"> Does the balcony have a step up? 	
INF54B		<ul style="list-style-type: none"> Does the balcony have a step up which is less than 60 cm in height? 	

INF54C	PRIORITY02	<ul style="list-style-type: none"> If the step up is less than 60 cm, is the height from the top of the highest step up to the top of the balcony 80 cm or more (effective height)? Include photograph(s) showing the whole balcony. 	<ul style="list-style-type: none"> Overall height of the balustrade shall be increased so that the height from the top of the highest step up to the top of the balustrade is 800 mm or greater. Alternatively, an inner rail, set at least 150mm from the top of the balustrade can be installed.
INF91		<ul style="list-style-type: none"> If height from the top of the highest step up to the top of the balustrade is not 80 cm or greater (effective height), provide details of location, the actual height of the step and the effective height of the balcony in the comments section. Include photograph(s) showing the whole balcony. 	
PUBLR15	PRIORITY01	<ul style="list-style-type: none"> Are balconies constructed of horizontal rails (ladder effect) or designed in such a way as to encourage climbing, without an inner rail? If YES provide details of location in comments section. Include photograph(s) showing the whole balustrade. 	<ul style="list-style-type: none"> Balconies should not be constructed of horizontal rails (ladder effect) or designed in such a way as to encourage climbing, without an inner rail, separated at least 15 cm from the balustrade. Where a balcony balustrade has climbing allurements, the risk can be reduced by installing clear perspex on the inside face of the balcony. Any remaining element that could be used to climb must be avoided.
INF51	PRIORITY02	<ul style="list-style-type: none"> Do balconies appear to be of sound construction and in good condition? If NO provide details of location in comments section. Include 	<ul style="list-style-type: none"> Balcony must appear of sound construction.

		photograph(s) showing the whole balustrade.	
PUBLR11	PRIORITY02	<ul style="list-style-type: none"> Are full length glass panels, in customers' rooms made obvious by the use of warning stickers, strips or motifs, located approximately 1.5 m and approximately 0.8 m? 	<ul style="list-style-type: none"> Stickers, strips or motifs, must be located at both adult eye level (approximately 1.5 m) and child eye level (approximately 0.8 m)
PUBLR12	PRIORITY02	<ul style="list-style-type: none"> Are windows (that can be opened) on upper floors, located 80 cm or more above the floor level or protected with a restrictor device so that the window(s) cannot be opened wider than 10 cm? 	<ul style="list-style-type: none"> Evidence that a device has been fitted to restrict the window from opening more than 100mm.
HAS15	PRIORITY04	<ul style="list-style-type: none"> Are locks provided on windows and balcony or patio doors in bedrooms and apartments? 	<ul style="list-style-type: none"> Locks should be provided on windows and balcony patio doors in bedrooms and apartments
PUBLR14	PRIORITY04	<ul style="list-style-type: none"> Can balcony doors be opened from the balcony, as well as the inside, i.e. are door handles provided on the outside and the door does not lock? 	<ul style="list-style-type: none"> Balcony doors should be provided with door handle on both sides of the door and the door must not lock
INF48	PRIORITY04	<ul style="list-style-type: none"> Does the room and bathroom appear to be well maintained and in a good state of repair? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
EQU08	PRIORITY04	<ul style="list-style-type: none"> Do cots appear to be in good condition, with cot railing gaps being less than 10 cm and a distance of at least 50 cm between the mattress and the top of the side rail? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit

EQU10	PRIORITY03	<ul style="list-style-type: none"> Are wall beds that store vertically against the wall or in a cabinet (also known as Murphy Beds) well maintained with the frame securely fastened to the wall or cabinet and instructions for use provided? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
EQU11	PRIORITY02	<ul style="list-style-type: none"> Do bunk beds have fixed ladder/access to the upper bunk, guard rails around the upper bunk sleeping area and is the distance between the top of the mattress to the top of the guard rail being more than 10 cm? 	<ul style="list-style-type: none"> Evidence that ladder/access to bunk beds are fixed, that there are guard rails, and distance of 10 cm between the top of the mattress to the top of the guard rail
PUBL03	<u>BS - Public - Lifts - Lifts - Public</u>	BS	Lifts
PUBLL01		<ul style="list-style-type: none"> Is there a lift? 	
CRP16	PRIORITY03	<ul style="list-style-type: none"> Are the following signs placed outside the lift at every floor level, No-smoking, No unaccompanied children, and Do not use in case of fire? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
PUBLL03	PRIORITY04	<ul style="list-style-type: none"> Do lifts return to the ground level and become inoperable when the fire alarm is activated? 	<ul style="list-style-type: none"> Provide evidence that the lifts do return to the ground level and stay there where the fire alarm is activated
CRP20	PRIORITY04	<ul style="list-style-type: none"> Are there procedures in place to release persons trapped in the lifts? 	<ul style="list-style-type: none"> Provide the documented procedure regarding the release of persons trapped in the lifts
CRP17	PRIORITY03	<ul style="list-style-type: none"> Is there a means of raising the alarm in the lift? 	<ul style="list-style-type: none"> There should be means for raising the alarm in the lift.

CRP18	PRIORITY02	<ul style="list-style-type: none"> Do lifts that are three or two sided and have a moving wall when the lift is in motion, have safety notices displayed warning customers to keep clear of the moving wall? 	<ul style="list-style-type: none"> Lifts that are three or two sided and have a moving wall when the lift is in motion, should display notices stating "Danger Two/Three-Sided Lift. Keep Clear of the Moving Wall When Lift is in Motion". The signs should be placed inside the lift and on each floor adjacent to the lift.
GENE01	<u>BS - General - General Information</u> <u>- General Information - General</u>	BS	General Information
GIQ18		<ul style="list-style-type: none"> How many separate accommodation buildings, blocks or towers are there within the property? (Please capture the number) If more than one, please detail each block name or number and building type in the comments section 	
GIQ15		<ul style="list-style-type: none"> What is the building type on which the audit is being undertaken: 	
GENEGI03		<ul style="list-style-type: none"> What is the name of the building, block or tower or which the audit is being undertaken? (Please detail block name or number) 	
GIQ21		<ul style="list-style-type: none"> What is the total number of stairways in this block, both main and emergency? 	
GIQ16		<ul style="list-style-type: none"> How many upper floors, including ground floor, are there? 	
GIQ17		<ul style="list-style-type: none"> How many floors below ground level are there? This includes lower ground floors and basements. 	

GENEGI07		<ul style="list-style-type: none"> Is the basement stairway separated from the rest of the block by self-closing, fire-resisting doors? 	
GENEGI08		<ul style="list-style-type: none"> What is the total number of rooms or apartments in this block? (Please capture the number) 	
GIQ30		<ul style="list-style-type: none"> Are there any ground floor rooms in the property? 	
INF100		<ul style="list-style-type: none"> Are any captive animals kept on the hotel premises, or brought on to the premises, for example Monkeys, Dolphins, Parrots, etc.? If YES provide details of the types of animals and their location in the comments section. 	
GENEGI10		<ul style="list-style-type: none"> Does the accommodation form part of a block that has other third party businesses within it, for example shops and restaurants. If YES provide details of type and location in the comments section. 	
GENE02	<u>BS - General - Kids Club - Kids Club - General</u>	BS	Kids Club
BSKC00		<ul style="list-style-type: none"> Is there a Kid's Club operating at the property? 	
GIQ29		<ul style="list-style-type: none"> What is the name of the Kid's Club and where is it located? 	
GIQ35		<ul style="list-style-type: none"> Number of Children accepted in the Kids Club 	
GIQ36		<ul style="list-style-type: none"> Number of staff on duty at one time in the Kids Club 	

EQU12	PRIORITY03	<ul style="list-style-type: none"> Are child safety locking devices present on the main entrance gates or doors? They should remain easily openable for adults in the event of an emergency. 	<ul style="list-style-type: none"> Provide evidence on the existence of child safety locking devices on the main entrance gates or doors
INF77	PRIORITY04	<ul style="list-style-type: none"> Is the Kid's Club maintained in a good, clean condition and free from trip hazards? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
EQU14	PRIORITY04	<ul style="list-style-type: none"> Is the play equipment and toys regularly maintained, clean and appear to be in good condition? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
FFK01		<ul style="list-style-type: none"> How many exit routes are there from the Kids Club? 	<ul style="list-style-type: none">
FFK02	PRIORITY03	<ul style="list-style-type: none"> Do the exit routes discharge directly to open air? 	<ul style="list-style-type: none"> Exit routes should discharge directly to open air.
INF80	PRIORITY01	<ul style="list-style-type: none"> Are exit doors, in the Kid's Club, free to open from the inside by an adult without the use of a key? If No provide details in comments section. Include photograph(s) of the exit. 	<ul style="list-style-type: none"> Evidence that exit doors, in the Kid's Club are free to open from the inside and without the use of a key
EQU15	PRIORITY02	<ul style="list-style-type: none"> Are safety plugs or integrated child safety devices used to protect low lying sockets? 	<ul style="list-style-type: none"> Safety plugs or intergrated child safety devices should be used to protect low lying sockets
EQU16	PRIORITY02	<ul style="list-style-type: none"> Are there any loose sockets or exposed wiring in the Kid's Club? 	<ul style="list-style-type: none"> No loose sockets or exposed wiring should be in the Kid's Club. Provide evidence of it's removal or fixing
CRP37	PRIORITY02	<ul style="list-style-type: none"> Is the Kid's Club supervised at all times by at least two staff with appropriate qualifications or skills in childcare? 	<ul style="list-style-type: none"> Kids' Club staff must be qualified, therefore training records and qualifications/certificates must be submitted.

CRP36	PRIORITY03	<ul style="list-style-type: none"> Is there a Kid's Club registration procedure that includes medical requirements, allergies, emergency contacts, etc.? 	<ul style="list-style-type: none"> Provide evidence of the registration procedure. Must include medical requirements, allergies, emergency contacts.
INF84B	PRIORITY02	<ul style="list-style-type: none"> Is there a procedure in place to manage any allergies associated with the children attending the Kid's Club? 	<ul style="list-style-type: none"> Evidence of the procedure in place to manage any allergies associated with the children
CRP40	PRIORITY03	<ul style="list-style-type: none"> Is there a Kid's Cub procedure detailing actions to be taken in the event of a missing child? 	<ul style="list-style-type: none"> Provide the documented procedure on actions to be taken in the event of a missing child
GENE03	<u>BS - General - Children Outdoor Or Indoor Play Area - Children Outdoor Or Indoor Play Area - General</u>	BS	Children Outdoor or Indoor Play Area
GENEKP01		<ul style="list-style-type: none"> Are there external or internal play areas for use by children (not Kid's Club) around the property? 	
INF76	PRIORITY03	<ul style="list-style-type: none"> Are information signs in place in the play area stating that 'Children must be supervised by an adult at all times'? 	<ul style="list-style-type: none"> Provide evidence of the existence of signs in place stating that "children must be supervised by an adult at all times"
GENEKP03	PRIORITY04	<ul style="list-style-type: none"> Do play areas appear to be well maintained and in good condition, including the surface and the equipment? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
GENE04	<u>BS - General - Recreational Activities - Recreational Activities - General</u>	BS	Recreational Activities
INF99		<ul style="list-style-type: none"> Does the property offer any recreational facilities, for example gym, tennis courts, football pitches, volleyball courts or table tennis tables? 	

		If YES provide details of facilities in comments section.	
INF62	PRIORITY04	<ul style="list-style-type: none"> Are the recreational facilities and equipment regularly serviced and maintained and appear to be in good working order? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
GENE05	<u>BS - General - Beach & Leisure - Beach & Leisure - General</u>	BS	Beach & Leisure
BSBL00		<ul style="list-style-type: none"> Is there a beach managed, or partly managed, by the supplier? 	
GIQ07	PRIORITY04	<ul style="list-style-type: none"> Is Public Liability Insurance in place to cover the watersport activities provided whether by the hotel or in conjunction with a third-party supplier? 	<ul style="list-style-type: none"> Provide the public liability insurance that covers the watersport activities provided by the hotel or in conjunction with a third-party supplier
INF01	PRIORITY03	<ul style="list-style-type: none"> If the supplier is responsible, is signage displayed in prominent places to advise customers of such things as: flag warning systems, buoyed zoning schemes, beach hazards such as rip tides and deep water, lifeguarding and supervision regimes? Note any element that is missing in the Comments section 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
GENE06	<u>BS - General - First Aid/Resuscitation Equipment - First Aid/Resuscitation Equipment - General</u>	BS	First Aid/Resuscitation Equipment
HAS11	PRIORITY03	<ul style="list-style-type: none"> Are staff trained in first aid and is there a first aider available at all times? 	<ul style="list-style-type: none"> Provide the training records on first aid of the staff

GENEFA02	PRIORITY03	<ul style="list-style-type: none"> Is there a first aid kit available at a central location (pool or reception) which is known to staff? 	<ul style="list-style-type: none"> Provide evidence of the existence of a first aid kit. Must be located at a central location (pool or reception) known to the staff
HAS12	PRIORITY04	<ul style="list-style-type: none"> Does the hotel have details of local doctors and are their contact details held at reception? 	<ul style="list-style-type: none"> Provide the details of local doctors and how they are held at reception
GENEFA04	PRIORITY03	<ul style="list-style-type: none"> Is resuscitation equipment available? If YES provide details of type of resuscitation equipment and its location in the comments section. 	<ul style="list-style-type: none"> Provide evidence of the existence of resuscitation equipment
HAS26	PRIORITY03	<ul style="list-style-type: none"> If an automated external defibrillator (AED) is available, are staff trained in its use and is it maintained in accordance with the manufacturer's instructions? 	<ul style="list-style-type: none"> Provide evidence of the existence of an AED, training records for the staff and servicing records of the maintenance according to manufacturer's instruction
HAS27	PRIORITY03	<ul style="list-style-type: none"> If an automated external defibrillator (AED) is available at the property, is it located at a central point, for example at Reception, so that it is available for use in all emergencies? 	<ul style="list-style-type: none"> Provide evidence showing the AED is located at a central point (i.e. Reception)
GENE07	<u>BS - General - Ski Resort - Ski Resort - General</u>	BS	Ski Resort
GIQ10		<ul style="list-style-type: none"> Is the property used as a ski resort? 	
SRI02 SRI03	PRIORITY04	<ul style="list-style-type: none"> Is there adequate storage for skis and boots in the customer ski/boot room to prevent them from falling over? 	<ul style="list-style-type: none"> Provide evidence of the existence of adequate storage for skis and boots in the customer ski/boot room to prevent them from falling over?
SRI04	PRIORITY02	<ul style="list-style-type: none"> Is excess snow and ice cleared from roofs, paths, steps, terraces and fire exist doors etc. which are 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit

		used as a main access routes on a regular basis?	
SRI06	PRIORITY03	<ul style="list-style-type: none"> Are there 'Caution - icy steps tread with care' or equivalent signs on relevant outside steps? 	<ul style="list-style-type: none"> Evidence will depend on the findings of the audit
SRI01	PRIORITY03	<ul style="list-style-type: none"> Is rubber matting provided if the customer's ski/boot room floor is not non-slip? 	<ul style="list-style-type: none"> Provide evidence of the existence of rubber matting on the floor if the ski/boot room flooring is not non-slip
SRI08	PRIORITY03	<ul style="list-style-type: none"> Do wall mounted electrical heaters have signage stating 'Danger, do not cover'? 	<ul style="list-style-type: none"> Provide evidence of the existence of "Danger, do not cover" signage for wall mounted electrical heaters
SRI09	PRIORITY04	<ul style="list-style-type: none"> Are boot heaters included in the electrical checks carried out and documented by a qualified person? 	<ul style="list-style-type: none"> Provide evidence of the electrical checks done on boot heaters. Must be done and documented by a qualified person
PRSE01	<u>BS - Procedures and Security - Procedures & Licences - Procedures & Licences - Procedures and Security</u>	BS	Procedures & Licences
PRSEPR01		<ul style="list-style-type: none"> Is there a property licensing system within the country? 	
PL01	PRIORITY04	<ul style="list-style-type: none"> Does the property have a valid license to operate? 	<ul style="list-style-type: none"> Provide the valid license to operate
PL03	PRIORITY03	<ul style="list-style-type: none"> Does the property have valid Public Liability Insurance? If YES provide the expiry date in comments section. 	<ul style="list-style-type: none"> Provide the valid Public liability insurance. Insurance must be valid
PL02		<ul style="list-style-type: none"> Is a fire certificate or similar document required by local legislation? 	

PRSEPR05	PRIORITY03	<ul style="list-style-type: none"> Does the property have a valid fire protection certificate or fire risk assessment as required by local legislation? 	<ul style="list-style-type: none"> Provide the fire certificate, or similar, document. Must be valid
HAS01	PRIORITY04	<ul style="list-style-type: none"> Are accidents, incidents, near miss events or ill health occurrences, recorded in a logbook, that is retained for at least 3 years? Log to include date, time, location, and brief details. 	<ul style="list-style-type: none"> Provide the accidents logbook. Must include date, time, location, and brief details and must be retained for at least 3 years
HAS16	PRIORITY03	<ul style="list-style-type: none"> Does the property have a documented Emergency Procedure (Plan) that includes actions to be taken in case of fire, power failures, security incidents & natural disasters? 	<ul style="list-style-type: none"> Provide the documented Emergency Procedure (Plan), must include actions to be taken in case of fire, power failures, security incidents, natural disasters,
PT01	PRIORITY04	<ul style="list-style-type: none"> Are staff training records on the implementation of the Emergency Procedures available? 	<ul style="list-style-type: none"> Provide the staff training records on the Emergency Procedures available
CRP12	PRIORITY03	<ul style="list-style-type: none"> Is there a documented procedure for the assistance of persons with reduced mobility or those requiring additional assistance in the event of an emergency? The procedure needs to include the capture of room numbers for customers requiring assistance. 	<ul style="list-style-type: none"> Provide the documented procedure for the assistance of persons with reduced mobility or those requiring additional assistance in the event of an emergency. The procedure must include the capture of room numbers for customers requiring assistance
CRP22	PRIORITY03	<ul style="list-style-type: none"> Are electrical circuits (and appliances) regularly checked by a competent contractor and defects immediately rectified? 	<ul style="list-style-type: none"> Provide evidence of the checks done to the electrical circuits (and appliances) by a competent contractor.
CRP23	PRIORITY04	<ul style="list-style-type: none"> Are lifts serviced on a regular basis or as required by local legislation? 	<ul style="list-style-type: none"> Provide records of the servicing of the lifts as per local legislation

CRP33	PRIORITY03	<ul style="list-style-type: none"> Is the emergency lighting serviced, by a competent person, on an annual basis and records kept? 	<ul style="list-style-type: none"> Provide records of the servicing of the emergency lighting done by a competent person. Must be done on an annual basis
HAS23	PRIORITY03	<ul style="list-style-type: none"> Is there a documented Illness Management System based on the Prevention of Spread of Infection (POSI) controls? The system should cover all areas of the property and the roles of all those involved in the management of a sickness outbreak. 	<ul style="list-style-type: none"> Provide the Illness Management System based on the Prevention of Spread Infection (POSI) controls documents. The document must cover all areas of the property and the roles of those involved in the management of a sickness outbreak
PRSEPR06	PRIORITY02	<ul style="list-style-type: none"> Are POSI protocols in place to reduce the spread of infection, including Covid-19, for example social distancing, hand washing and hand sanitizing stations, extra cleaning of public areas, wearing of face coverings where requested etc.? 	<ul style="list-style-type: none"> POSI protocols in place should include measures to reduce the spread of infection, including Covid-19, for example social distancing, hand washing and hand sanitizing stations, extra cleaning of public areas, wearing of face coverings where requested etc.
PRSEPR07	PRIORITY02	<ul style="list-style-type: none"> Are the requirements of the POSI protocols communicated to both staff and customers, for example regular training of staff, signage detailing requirements, marking on the floors for social distances when queuing etc.? 	<ul style="list-style-type: none"> Evidence of the requirements of the POSI protocols are communicated to both staff and customers must be provided.
PRSE02	<u>BS - Procedures and Security - Security - Security - Procedures and Security</u>	BS	Security
SECUR01		<ul style="list-style-type: none"> Do you have a documented security management system/framework that includes periodic risk assessments? 	

SECUR02		<ul style="list-style-type: none"> • Are you continuously monitoring external risks, such as protests etc., by using local media and government agencies to keep yourself informed? 	
SECUR03		<ul style="list-style-type: none"> • Is there an employee who is responsible for the security and who also has the appropriate authority and resources? 	
SECUR04		<ul style="list-style-type: none"> • Is there a security training system to educate newcomers, update existing staff with knowledge and skills, and/or train employees on emerging incidents? 	