

Hotels / Guest House

Non Mandatory sections

Photo category	Photos to be uploaded		
1. Name Board	PH01	PH02	PH03
2. Main Entrance	PH01	PH02	PH03
3. Access	PH01	PH02	PH03
4. Receiving Area & equipments at receiving area	PH01	PH02	PH03
5. Vehicle parking	PH01	PH02	PH03
6. Lobby, Reception, Concierge	PH01	PH02	PH03
7. Common washrooms / Casual Toilets	PH01	PH02	PH03
8. Wash Room/s for the Differently abled (applicable for Hotels)	PH01	PH02	PH03
9. Guest & service elevators (building with more than 3 floors)	PH01	PH02	PH03
10. Bed Rooms			
10.1. Single Room			
10.1.1. Amenities	PH01	PH02	PH03
10.1.2. Entrance door lock, safety latch	PH01	PH02	PH03
10.1.3. Attached Bathroom	PH01	PH02	PH03
10.1.3.1. Shower area	PH01	PH02	PH03
10.1.3.2. Water closets area	PH01	PH02	PH03
10.1.4. Floor plan / Emergency plan	PH01	PH02	PH03
10.1.5. Telephone/A call bell	PH01	PH02	PH03
10.1.6. Seating facilities	PH01	PH02	PH03
10.1.7. Tea coffee making	PH01	PH02	PH03

10.1.8. Wardrobe	PH01	PH02	PH03
10.1.9. Safety deposit/ locker	PH01	PH02	PH03
10.1.10. Outside of the room	PH01	PH02	PH03
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10.2. Double Room			
10.2.1. Amenities	PH01	PH02	PH03
10.2.2. Entrance door lock, safety latch	PH01	PH02	PH03
10.2.3. Attached Bathroom	PH01	PH02	PH03
10.2.3.1. Shower area	PH01	PH02	PH03
10.2.3.2. Water closets area	PH01	PH02	PH03
10.2.4. Floor plan / Emergency plan	PH01	PH02	PH03
10.2.5. Telephone/A call bell	PH01	PH02	PH03
10.2.6. Seating facilities	PH01	PH02	PH03
10.2.7. Wardrobe	PH01	PH02	PH03
10.2.8. Tea coffee making	PH01	PH02	PH03
10.2.9. Safety deposit/ locker	PH01	PH02	PH03
10.2.10. Outside of the room	PH01	PH02	PH03
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10.3. Room for differently abled (applicable for Hotels)			
10.3.1. Amenities	PH01	PH02	PH03
10.3.2. Accessible entrance, door	PH01	PH02	PH03
10.3.3. Attached Bathroom	PH01	PH02	PH03
10.3.3.1. Shower area	PH01	PH02	PH03
10.3.3.2. Water closets area	PH01	PH02	PH03
10.3.3.3. Hand rails/ Grab	PH01	PH02	PH03
10.3.3.4. Accessible doors & access	PH01	PH02	PH03
10.3.4. Plan of Emergency Exit path from Room	PH01	PH02	PH03
10.3.5. Telephone/A call bell	PH01	PH02	PH03
10.3.6. Seating facilities	PH01	PH02	PH03
10.3.7. Wardrobe	PH01	PH02	PH03
10.3.8. Tea coffee making facility	PH01	PH02	PH03
10.3.9. Safety deposit/ locker	PH01	PH02	PH03
10.3.10. Outside of the room	PH01	PH02	PH03
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10.4. Other	PH01	PH02	PH03
10.4.1. Amenities	PH01	PH02	PH03
10.4.2. Accessible entrance, door	PH01	PH02	PH03
10.4.3. Attached Bathroom	PH01	PH02	PH03
10.4.3.1. Shower area	PH01	PH02	PH03
10.4.3.2. Water closets area	PH01	PH02	PH03
10.4.4. Plan of Emergency Exit path from Room	PH01	PH02	PH03
10.4.5. Telephone/A call bell	PH01	PH02	PH03
10.4.6. Seating facilities	PH01	PH02	PH03
10.4.7. Wardrobe	PH01	PH02	PH03
10.4.8. Tea coffee making facility	PH01	PH02	PH03
10.4.9. Safety deposit/ locker	PH01	PH02	PH03

10.4.10. Outside of the room	PH01	PH02	PH03
11. Dining Area / Restaurant			
11.1. Table set up & seating facility	PH01	PH02	PH03
11.2. Buffet area (if available)	PH01	PH02	PH03
11.3. A-la carte Menu of food & beverage	PH01	PH02	PH03
11.4. Service station	PH01	PH02	PH03
11.5. Cutlery & Crockery store	PH01	PH02	PH03
11.6. Full image of the dining/ restaurant area	PH01	PH02	PH03
12. Bar Area			
12.1. Bar Counter & seating arrangement	PH01	PH02	PH03
12.2. Ice Cube making machine	PH01	PH02	PH03
12.3. Glass washing machine	PH01	PH02	PH03
12.4. Type of glasses	PH01	PH02	PH03
12.5. Refrigerators	PH01	PH02	PH03
12.6. Caller facility	PH01	PH02	PH03
13. Kitchen			
13.1. Kitchen Entrance Hand washing facility	PH01	PH02	PH03
13.2. Exhausted Fan/ Exhaust Canopy	PH01	PH02	PH03
13.3. Freezers, Refrigerators	PH01	PH02	PH03
13.4. Gas cylinders storing & connection	PH01	PH02	PH03
13.5. Sub Stores	PH01	PH02	PH03
13.6. Cooking Tables	PH01	PH02	PH03
13.7. Burners & Cookers	PH01	PH02	PH03
13.8. Cutlery & Crockery & store	PH01	PH02	PH03
13.9. Separated Pot wash area	PH01	PH02	PH03
13.10. Butchery covering store, thawing, washing, bins	PH01	PH02	PH03
13.11. Garbage sorting & separate bins to collect	PH01	PH02	PH03
13.12. Fly screens/ insectocutor	PH01	PH02	PH03
13.13. Windows & doors of Kitchen	PH01	PH02	PH03
13.14. Fire Blankets/ gas isolation techniques	PH01	PH02	PH03
13.15. Kitchen drains/ strainers	PH01	PH02	PH03
13.16. Full image of the kitchen	PH01	PH02	PH03
14. Storing facilities			
14.1. Cool Rooms, Freezers, and Refrigerators	PH01	PH02	PH03
14.2. Temperature Records of each	PH01	PH02	PH03
14.3. Fish, Meat, Dairy,	PH01	PH02	PH03
14.4. Dry Stores	PH01	PH02	PH03
14.4.1. Racks	PH01	PH02	PH03
14.4.2. Eggs, Onion, flour, rice	PH01	PH02	PH03
14.4.3. Stationary storing	PH01	PH02	PH03
14.5. Perishable storage areas (vegetable, fruits, etc)	PH01	PH02	PH03
14.6. Paints and volatile substances stores	PH01	PH02	PH03

14.7.. Chemicals store	PH01	PH02	PH03
15. Swimming Pool (if available)			
15.1. Full image of the pool	PH01	PH02	PH03
15.2. Pool rules	PH01	PH02	PH03
15.3. depth marking	PH01	PH02	PH03
15.4. Water quality records	PH01	PH02	PH03
15.5. Pool safetey Equipments	PH01	PH02	PH03
16. Fire Safety			
16.1. Fire Extinguishers in deferent locations	PH01	PH02	PH03
16.2. Fire Hose reels, Fire Hydrant (If any)	PH01	PH02	PH03
16.3. Fire Pump & Water sump	PH01	PH02	PH03
16.4. Exit signage & Emergency Lights	PH01	PH02	PH03
16.5. Fire staircase & panic doors	PH01	PH02	PH03
16.6. Smoke detectors	PH01	PH02	PH03
17. Garbage disposal			
17.1. Dry Garbage storing with ventilation	PH01	PH02	PH03
17.2. Wet Garbage storage with Airconditioning	PH01	PH02	PH03
17.3. Re-cycle able garbage storing	PH01	PH02	PH03
18. Staff Attire			
PH01	PH02	PH03	
19. Staff Accommodation , Rest Rooms, staff wash rooms			
PH01	PH02	PH03	
20. Driver Accommodation, Meals, washrooms			
PH01	PH02	PH03	
21. Guest Registration Book/ system			
PH01	PH02	PH03	
22. Invoices/ Bills to guest			
PH01	PH02	PH03	
23. Currency Exchange rate display			
PH01	PH02	PH03	
24. Backyard of the Hotel/GH			
24.1. Generator, fuel storage	PH01	PH02	PH03
24.2. Sewerage Treatment plant	PH01	PH02	PH03
24.2.1. records of treated water	PH01	PH02	PH03
24.2.2. Grease trap	PH01	PH02	PH03
25. Separate service entrance (If available)			
PH01	PH02	PH03	
26. House Keeping Facilities			
PH01	PH02	PH03	
27. Any other photographs			
PH01	PH02	PH03	