

SAFETY AWARDS APPLICATION FORM FOR HOTELS - 2018

Part A

Name:	
Address:	
Telephone:	
Email:	
Website:	
Star rating:	
Types of rooms:	
No. of rooms in each type:	
No. of Conference halls with seating capacity:	
No. of restaurants with seating capacity:	
Do you have Bar/ Beer/Wine parlour?	
Any emergency exit provided with sign boards.	
What is the system for communicating the emergency to guest?	
Do you have any emergency plan?	

Part B

1. FIRE PREVENTION	
Does your hotel comply with the requirements of local fire safety enforcement laws?	
Do you conduct fire drills involving all team members periodically?	
Is the fire alarm system includes automatic detection and audible alarms?	

Do you have adequate fire extinguishers? How many numbers?	
Are the safety and security staff trained in fire evacuation procedures at least once a year?	
Do you have the checklist relating to fire alarm system, fire detection, emergency lighting and portable fire fighting equipment completed and recorded?	
2. FIRST AID	
Does your hotel have qualified first aiders? Do you check the first aid requisites regularly?	
3. SECURITY	
Have you provided security cameras in areas as a deterrent to crime?	
4. FOOD SAFETY	
Does your hotel follows the principles of HACCP (Hazard analysis and critical control points) Guidelines in line with local and national food hygiene regulations and receives inspection from local authority officials?	
5. WORKPLACE SAFETY	
Do you arrange for periodic internal and external inspections to ensure hazards are identified and removed or control measures implemented?	
6. INSPECTIONS AND SUPPORT	
Do you conduct periodic inspections to support safety and general welfare conditions to confirm Compliance with the stipulated legislation and to highlight hazards requiring attention? Are these reports presented to the management?	

7. ACCIDENT REPORTING	
Do you report accidents and near miss accidents?	
8. EMERGENCY PROCEDURES AND INCIDENT CONTROL	
What are the procedures covering a wide variety of crisis situations such as chemical spillage, guest illness, food contamination, bomb threats etc.	
9. WATER HYGIENE	
Do you carry out water hygiene assessments and regular sampling	
Do you give training to hotel maintenance staff training in treatment and water hygiene regularly?	
10. ELECTRICAL SAFETY	
Give details of periodic electrical inspections.	
11. GAS SAFETY	
Give details of cooking gas safety measures in the kitchen.	
12. CONTRACTORS	
Give details of permits to work for high risk work tasks, identified as Hot Works, Roof Works etc.	
13. HUMAN RESOURCES / TEAM MEMBERS	
Give details of safety training given to hotel staff.	
Do you have suggestion scheme on safety?	

14. GENERAL	
What are the safety measures taken for swimming pool safety?	
Have you displayed guest fire evacuation notice in rooms and corridors?	
How many emergency fire escapes in the hotel?	

I hereby declare that the above given particulars are true.

Signature

CHIEF EXECUTIVE

Date