

CAMPSITE OPERATOR - D3 (h)
ACCREDITATION SELF-ASSESSMENT



Entity Assessed

Name of Representative

Position held by Representative

Date of Assessment

VANUATU TOURISM OPERATORS MINIMUM STANDARDS			
✓ / ✗	Item	DoT Requirement 2015	
A. LEGAL/OPERATIONAL REQUIREMENTS			
	A1	Mandatory	Must have a valid Business Licence to operate (obtained once Tourism Permit issued)
	A2	By 2016	Must have public liability insurance cover
	A3	Mandatory	Must have a guest reservation book
	A4	Mandatory	Must have guest invoicing book
	A5	Mandatory	Must have visitors information and feedback book
	A6	Mandatory	Must be contactable 24 hours, 7 days per week
	A7	Mandatory	Must be available to check guests in/out from the property
	A8	Mandatory	Must have information about accredited tours and activities available to guests
	A9	Mandatory	Must be easily accessible by guests
	A10	Mandatory	Operations must be able to cater to English and/or French speaking tourists
	A11	Mandatory	A telephone must be operational 24 hours, 7 days per week
B. ASSOCIATIONS			
	B1	Mandatory	Must be a member of a Tourism Association recognised by the Tourism Standards Committee
C. BATHROOMS & TOILETS			
	C1	Mandatory	Clean water must be available
	C2	Mandatory	Shower must be of an acceptable condition
	C3	Mandatory	Must have flushing toilet with septic system or proper composting toilet
	C4	Mandatory	Must provide toilet paper holder or dispenser
	C5	Mandatory	Bin provided
	C6	Mandatory	Extra toilet paper roll provided
	C7	Mandatory	Toilet brush with holder provided
	C8	Mandatory	Must provide hand basin
	C9	Mandatory	Must provide a wall mirror with minimum diameter of 20 cm
	C10	Mandatory	Must have good drainage system
	C11	Mandatory	Must provide towel
	C12	Mandatory	Must provide bathing soap
	C13	Mandatory	Must be private
D. COOKING FACILITIES			
	D1	Mandatory	Must provide communal cooking facilities
	D2	Mandatory	Safe, drinkable water must be available
E. GENERAL REQUIREMENTS			
	E1	Mandatory	Must provide at least some form of lighting in the property (does not need to be electric)
	E2	Mandatory	Must have available insect repellent

F. ENVIRONMENT

F1	Mandatory	Grounds must be well maintained
F2	Mandatory	Rubbish must be disposed away from the guest(s) view and smell
F3	Mandatory	No plastic is to be burnt

G. SAFETY & EMERGENCY PROCEDURES

G1	By 2016	Must have fire evacuation procedures
G2	Mandatory	Must have first aid kit available on site
G3	By 2016	Must ensure employees have knowledge of fire equipment use, emergency and evacuation
G4	By 2016	Must have tsunami and cyclone evacuation procedures on display
G5	Mandatory	Must ensure detailed emergency contact numbers are visible

Signature of Representative _____

(By signing, I agree that the DoT may conduct spot checks)