



REPUBLIC OF THE PHILIPPINES
CITY GOVERNMENT OF PARAÑAQUE
Cultural, Historical and Tourism Promotions Division
(CHTPD)

CHECKLIST FOR TOURIST INN INSPECTION

Mission Order No. _____ **TI NO.:** _____

Series of 200_____, Date: _____

NAME OF ESTABLISHMENT _____ OWNER/MANAGER _____ NATIONALITY _____

BUSINESS ADDRESS.: _____ DATE OF INSPECTION _____

TEL./FAX NOS. _____ E-MAIL ADD. _____ PERSON PRESENT _____

LOCATION: _____ Principal Highway _____ Major Transportation Route _____ Others(Pls. specify) _____

BEDROOM

- _____ With attached toilet & bath
- _____ 24-hr service of running water
- _____ Single bedroom – no of sq. m. not less than 9 sq. m.
- _____ Twin/Double room – no. of sq. m. should not be less than 16 sq. m.

ROOM FURNISHINGS:

- _____ Comfortable bed/s
- _____ Quality furniture
- _____ Mirror
- _____ Vacuum jugs
- _____ Thermos flasks
- _____ Clean linen
- _____ Good lighting fixture
- _____ Walls
 - (a) painted _____
 - (b) with wall paper _____
 - (c) architecturally designed _____
 - (d) clean _____
- _____ Writing table
- _____ Chair
- _____ Closet
- _____ Blankets
- _____ Towels
- _____ Glasses
- _____ Windows (w/ clean and appropriate draperies)
- _____ Good flooring materials

Others _____
(please specify)

FACILITIES, SERVICES AND AMENITIES

- _____ Adequate parking space
- _____ Reception and information counter
- _____ Lobby
- _____ Well appointed Lounge
- _____ Restaurant Dining Room
 - (a) well maintained _____
 - (b) well equipped _____
 - (c) well furnished _____
- _____ Adequate telephone service
- _____ Long distance/overseas call available to guests
- _____ Radio/Television set upon request
- _____ Adequate security for guests and their belongings
- _____ Washing area
- _____ Pantry
- _____ Storage
- _____ Kitchen
 - (a) well maintained _____
 - (b) well equipped _____
 - (c) clean/hygienic _____
 - Others (specify) _____

STAFF

- _____ Qualified
- _____ Trained
- _____ Experienced

REMARKS:

RECOMMENDATION: _____ Favorable _____ Unfavorable _____ Hold in Abeyance _____ Closure _____ Others _____

INSPECTOR

INSPECTOR

Applicant/Representative

RECOMMENDING APPROVAL:

APPROVED BY:

JOSEPHINE S. OROZCA
Office-In-Charge
Cultural and Tourism Affairs

DEAN G. CALLEJA
Department Head
Special Services Office