

APPENDIX: SELF-INSPECTION CHECKLIST FOR REOPENING OF HOTELS AND RESTUARANTS DURING THE COVID-19 PANDEMIC – Minimum before re-opening

Name of the Business.....

Name of Owner/ Proprietor:

Physical Address.....

Telephone.....Email address.....

Date:

NO.	CONDITIONS	Yes	No	REMARKS
1	Person assigned at the entrance to carry out screening			
2	Functional Thermos Guns			
3	Availability of handwashing facilities or hand sanitizers at all entrances and in public areas			
4	Tables Spaced 2 meters apart in dining areas			
5	Distance from back of one chair to the back of the other at 1 meter			
6	Floor plan and markings to guide the physical distancing within the premise			
7	Adequate natural ventilation and lighting			
8	Water supply points in the kitchen and dining area			
9	Physical distancing (1 meter) in food preparation areas			
10	Staggered and Spaced out workstations on either side of food processing areas			
11	Duty roster indicating the number of staff in a food preparation area at any one time.			
12	Proof of contactless payments (electronic payment) such as MTN MoMo, Airtel Money, etc.			
13	Disinfectants, cleaning equipment and Detergent			
14	Visible notices for staff and customers promoting hand hygiene and physical distancing			
15	Availability of masks and disposable gloves			
16	Availability of a dedicated dustbin to dispose COVID19 used preventive stuff (masks, gloves, etc...)			
17	Precaution measures by security personnel to search customers, their belongings and vehicles			
18	One staff responsible for overseeing observation of COVID19 prevention measures			

General Hygiene Good.....Fair.....Bad.....

Decision:

Inspected By:and.....

Signature:.....

Stamp from inspected institution

Other Comments (Use back page for additional comments)