**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**Homestay Assessment form**

| **Name of the package** |  |
| --- | --- |

| **HOMESTAY SUSTAINABILITY ASSESSMENT**  **(Assessment for all the homestays included in the package)** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Description of Indicators and criteria**  **from the ASEAN Homestay & Community Based Tourism Standards** | **Answers of applicant**  **(1 point / question)** | | **Verification of**  **ASTA Assessors** | | |
| **YES** | **NO** | **YES** | | **NO** |
| **Host** |  | | | | |
| 1. Homestay providers have completed homestay course. |  |  |  | |  |
| **Accommodation** |  | | | | |
| 2. Structure of the house is in good and safe condition. |  |  |  | |  |
| 3. Design and building materials reflect local architecture and identity (pictures) |  |  |  | |  |
| 4. Separate guest bedroom(s) |  |  |  | |  |
| 5. Adequate clean water supply inside the house |  |  |  | |  |
| 6. Maximum of four (4) bedrooms allocated to guests. |  |  |  | |  |
| 7.Clean and fresh bed linen for every guest (records of laundry) |  |  |  | |  |
| 8. Basic amenities such as fan, desk, mini cupboard, mirror, electric socket, mosquito net or coil, etc. |  |  |  | |  |
| 9. Basic toilet and bathroom facilities. |  |  |  | |  |
| **Activities** |  | | | | |
| 10. Activities encourage interactive participation between the local community and guests. (Leaflets for visitors explaining activities) |  |  |  | |  |
| **Management** |  | | | | |
| 11. Homestay organisation has systematic structure with clear roles, responsibilities and line of communication. (Organisation chart) |  |  |  | |  |
| 12. Homestay provider has guests database e.g. records of guest arrivals, origin, length of stay, comments, complaints and suggestions from guests. |  |  |  | |  |
| 13. Homestay provider has updated inventory of tourism resources in the village and surrounding area. |  |  |  | |  |
| **Location** |  | | | | |
| 14. Clear signage to guide guests to the homestay |  |  |  | |  |
| **Hygiene and cleanliness** |  | | | | |
| 15. All rooms, kitchen and toilets are clean e.g. free of malodour, dirt, dust, and cobwebs. |  |  |  | |  |
| 16. Soap, shampoo, toilet tissue and clean towels are provided |  |  |  | |  |
| 17. Surrounding compound is litter free. |  |  |  | |  |
| 18. No breeding grounds for mosquitoes. |  |  |  | |  |
| 19. Kitchen utensils are in good condition, clean, and kept in a dry place. |  |  |  | |  |
| 20. Individuals involved in food preparation have good personal hygiene and are properly attired. |  |  |  | |  |
| 21.Fresh ingredients used in food preparation are sourced from local suppliers. (Letter from suppliers or invoices) |  |  |  | |  |
| 22. Have safe drinking water |  |  |  | |  |
| **Total points** |  |  |  | |  |
| **Maximum points** | **22** | **22** | **22** | | **22** |
| **Rural package minimum points** | **11** | | | | |
| **Urban package minimum points** | **13** | | | | |
| **Do the service providers respond to the ASTA Homestay sustainability criteria ? (Answer by YES or NO)** |  | | |  | |

| **ASSESSOR COMMENTS** | |
| --- | --- |
| **If it does not fully comply with the sustainability criteria, what should be improved ?** |  |