POOL, SPA, AND PARKING LOT REPORT

Below is a list of steps taken by the Safety Division, Engineering Department, Bell Orchid Hotel to comply with hotel insurance requirements for coverage of pools, spa, and parking lots.

**Pool Compliances[[1]](#footnote-1)**

* Operational hours posted
* Depths of pools posted in metric and feet/inches
* Pool area properly illuminated
* Electrical components regularly inspected and maintained to meet local electrical codes
* Self-closing and locking gates installed to prevent unauthorized access
* Appropriate life-saving equipment on hand and quickly accessible
* At least CPR-certified employee on duty at all times when pool is open
* Pool use allowed only by registered guests and/or authorized others
* Pool warning sides posted
* Pool policy and information signs posted in English, Spanish, and French.
* Policies enforced at all times
* Emergency telephone numbers listed in pool area
* All activities related to pool document by Engineering Department, Safety Division
* Pool open only during operational hours

**Hours of Operation – Pool and Spa**

|  |  |
| --- | --- |
| Facility | Hours of Operation |
| Pool, west side | 7 a.m. to Midnight |
| Pool, east side | 7 a.m. to Midnight |
| Pool, indoor | 7 a.m. to 10 p.m. |
| Spa | 7 a.m. to 10 p.m. |

**Spa Compliances**

* Spa drain inspected daily
* Spa policies signs posted in English, Spanish, and French
* Thermometer installed
* Temperature checked daily and readings recorded
* Pool temperature not permitted above 105 degrees
* Spa temperatures posted so easily readable by guests
* Spa depths in metric measures and feet and inches posted
* Alcohol not permitted in or near spa
* Nonslip flooring installed around spa
* Ladder provided for entry to spa
* Spa use not permitted by young children, elderly, or infirm
* Spa use only permitted by hotel guests
* Emergency telephone installed in spa area that rings directly to front desk and 911
* All spa-related activities documented by Engineering Department

**Parking Lot Compliances**

* Parking lots well lit
* Parking lots maintained free of trash and debris
* Painted stripes in good condition – i.e., yellow, white, and red stripes
* Directional signs posted in conspicuous locations
* Lot patrolled at irregular intervals
* Main entrance only open after 10 p.m.
* Emergency call boxes located throughout parking lots checked daily for functionality
* Closed circuit cameras installed and checked daily for functioning
* Closed circuit cameras send photos to Security
* Cars checked for length of stay
* Security aware of long-term stay cars
* Correct percentage of ADA parking available and clearly marked
* Bushes and plants trimmed and away from entrance doors
* Walkways to parking lots well lit
* External doors to parking lots closed, locked, and card accessible
* Keycard readers work properly at all entrances
* Directional signage at all parking lot entrances compatible with ADA requirements
* ADA requirements met regarding wheelchair ramps

**Bell Orchid Hotel**

3500 Ocean Drive

Honolulu, Hawaii 96819

(877) 555-4500 sh_dotFax (877) 555-4508

Web site: [www.bellorchidhotel.com](http://www.bellorchidhotel.com)

Contact: [ekemper@hotelbellorchid.com](mailto:ekemper@hotelbellorchid.com)

7/21/12

1. The Hotel has three pools, two outside and one indoors. [↑](#footnote-ref-1)