

IBBA Inspected “GEM” Standards:

The purpose:

- Help participating inns meet the needs and expectations of guests
- Ensure Idaho guests a consistently comfortable, quality experience when visiting any member

Criteria:

- If a passing score is not achieved, a re-inspect may be requested after a period of 90 days
- **All bath and bedroom & website standards must be in compliance**
- No more than 6 items may be outside of compliance in sections A - F

The program:

- Subsequent inspections for participating members are performed every two years
- Inspectors are experienced hospitality industry professionals
- Inspectors are selected by and responsible to the IBBA Board
- It is the responsibility of the IBBA Board to pass or fail any member property based on the objective and unbiased report submitted by the inspector

Municipal Inspections:

- IBBA Inspected “GEMS” inns program does not supercede or substitute for any local, state, health code or building regulation requirements and or licenses.
- Compliance with all other applicable zoning, licensing, fire, health, and building codes is outside the scope of this inspection. The responsibility of compliance rests solely with the property owner.

Variances:

- If the inn has obtained a current, (within the past year), certification from any entity listed below, the IBBA inspection process is not necessary. A copy of certification is required.
 - 3-Diamond or above by AAA
 - 3-Star or above by Mobil
 - Membership in Select Registry
 - Diamond Rating by Bed and Breakfast.com

Bathrooms: **100% compliance required**

- Standard level of cleanliness and maintenance
- Clean glass and tile, free of soap scum and mildew
- At least one full bathroom per two double guest rooms & or 5 people, which shall include a shower and/or bath
- Appropriate bath shelf space, hooks or bars for robes/towels
- Shall be refreshed daily when there are guests in residence
- Clean drinking glasses provided daily for each guest
- Non-slip provision for showers and/or baths and throw rugs/ and or mats
- Adequate daily supply of clean towels, face cloths, tissues, soap, and shampoo for each guest, replaced at guest request & upon check out
- Hair dryer provided
- Mirror and waste basket provided
- Sufficient hot water, water pressure and clean fixtures in good working order
- Windows have blinds or curtains to provide privacy
- Shared baths are equipped with inside door lock

- ❑ Hosts personal belongings are removed
- ❑ Extra roll of toilet paper is provided
- ❑ Adequate ventilation is provided

Bedrooms: **100% compliance required**

- ❑ Room demonstrates a high level of cleanliness and maintenance of floors, fixtures, walls, ceilings, woodwork and furnishings
- ❑ Adequate heating and ventilation is provided
- ❑ Closet area, appropriate bureau space, luggage racks, & or hooks provided
- ❑ Comfortable, clean quality mattresses
- ❑ Adequate lighting provided on both sides of bed, by chair/s and/or ceiling lighting
- ❑ Adequate flat surfaces for guest's personal effects
- ❑ Change of linens every 3rd day and upon guest departure, or by guest request
- ❑ Two sheets, mattress pad, adequate clean blankets, quilts or spreads, or duvets are provided
- ❑ One pillow minimum per person, with pillow protectors
- ❑ All bedding must be in good condition, free of wear, soil, stains and odors.
- ❑ Seating for one or two persons
- ❑ Good ventilation with a window, air-conditioning, and/or ceiling or portable fan
- ❑ Adequate privacy and security. Individual locks on exterior and interior doors. (No hook latches)
- ❑ Extra pillows and blankets in good repair provided upon guest request
- ❑ Flashlight or other emergency light is available in room
- ❑ Windows must be operable and have working blinds or curtains to provide privacy
- ❑ Screens are provided for appropriate windows
- ❑ Hosts personal belongings are removed

Website requirements: **100% compliance required**

- ❑ Cancellation policy & room rates required on website
- ❑ Website must show that breakfast is either full or continental
- ❑ Pet & smoking policy must be addressed on website
- ❑ Website Directions to facility must be clear and accurate
- ❑ Verifies that your current website honestly portrays your facility

A. Administrative:

- ❑ Showing rented guest rooms without guest permission is prohibited
- ❑ Room confirmation, including cancellation policy, is provided to guest verbally, via email, fax or USPO
- ❑ Compliance with local laws for signage

B. Applicable Licenses:

- ❑ Must possess an Idaho State Tax Commission Seller's Permit & Convention Tax Permit
- ❑ Lodging with 10 or fewer guest beds are not subject to the Food Establishment Act (Chapter 16) of Title 39 of the Idaho Health and Safety Statute. Lodging with more than 10 beds must comply. Refer to State Statute 39-1605 for requirements.
- ❑ If catering or restaurant services are provided, and if this is not included in your special use permit, local permits & or commercial kitchen licensing covering these activities are required.

C. Common Area:

- ❑ Common space (if appropriate) provides clean quality furnishings, comfortable seating and good lighting, all in good condition
- ❑ If not provided in individual rooms, guests must have access to a telephone somewhere on the premises.

D. Dining:

- ❑ Breakfast shall be served in a clean, well maintained, comfortable area with adequate seating or in-room tray service
- ❑ Rates shall include and specify either continental or full breakfast
- ❑ Garbage shall be kept in closed containers
- ❑ Breakfast is presented with place settings of good quality dishes, utensils and linens
- ❑ Pets are never allowed on food prep or eating surfaces
- ❑ Kitchen area, including appliances, food prep and cooking surfaces, shall be clean, well maintained and comply with high levels of sanitation & hygiene

E. Property Exterior:

- ❑ Provide adequate parking for each guest room according to local lodging regulations and/or conditions detailed in your special use permit.
- ❑ A variety of attractive landscaping
- ❑ Adequately lit parking, walkways and entries
- ❑ If a hot tub or spa is available to guests, it should be clean and in good condition with appropriate safety signage
- ❑ All of the above features exhibit a high level of continued maintenance

F. General Safety and Security:

- ❑ Emergency information is visible and available to guests
- ❑ Functional smoke detectors are located in each guest room
- ❑ Basic first aid kit easily accessible for guest use
- ❑ Emergency exit plan provided
- ❑ A visible and easily accessible working fire extinguisher will be located in each guestroom or hallway

Interim Disclaimer:

In the interim two-year period, if you no longer comply with the standards of the IBBA “GEMS” inspection, the association, upon review of any written guest complaints, may remove your GEM status. The IBBA Board and it’s members accept no responsibility due to your actions for any conditions/damages that arise as a result of that non-compliance.