

Article 10  
Hotels and Motels

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NOTE: Rule-making authority cited for formulation of regulations for the Hotels and Motels Section of the Department of Public Health and Social Services by the Director of Public Health and Social Services, 10 GCA, §26107.

These Rules and Regulations were filed with the Legislative Secretary on July 23, 1984.

**§41001. Definitions.** (a) *Construction Permit* shall mean the official document issued by the Division of Environmental Health authorizing the owner to construct, alter, or modify any hotel, motel or TLA dormitory.

(b) *Director* shall mean the Director of Public Health and Social Services.

(c) *Employee* shall mean any person who in any manner serves a guest.

(d) *Hotel* shall mean any hotel, motel, dormitory place, building or structure used in connection with, maintained for or advertised to the public where sleeping accommodations are offered to guests for a fee.

(e) *Health Certificate* shall mean the official document issued by the Division of Environmental Health authorizing the employee to work in a hotel.

(f) *Person* shall mean any owner, firm, corporation or governmental agency operating a hotel.

(g) *Sanitary Permit* shall mean the official document issued by the Division of Environmental Health authorizing the establishment to operate.

**§41002. Compliance.** (a) All new hotels, shall be in compliance with these regulations. The owner shall designate a responsible employee to manage the daily operation of the establishment.

(b) All hotels currently in operation shall comply with these regulations upon renovation, extension or remodeling of an existing building.

**§41003. Guest Rooms.** (a) Rooms shall be provided with adequate lighting for the comfort of the occupants.

(b) Rooms shall be adequately ventilated by natural or artificial means or both.

(1) All gas operated water heaters shall be completely enclosed, vented and equipped with automatic shut-off valves.

(2) All cooling units must be installed and maintained in a manner which will provide for the safety and comfort of the guests.

(c) Walls, ceilings, floors, and carpeting must be kept clean and in good repair.

(d) Rooms shall be furnished with adequate furniture for the comfort of the guests. Furnishing must be kept clean and in good repair.

(e) Soap and clean individual towels and wash cloths must be furnished to each guest daily.

(f) Single-service cups or sanitized drinking glasses must be furnished for each guest. If individual single-service cups are provided, a suitable protective container must be provided for dispensing cups. All multiple-use eating and drinking utensils must be cleaned and sanitized in accordance with the regulations relative to eating and drinking establishments.

(g) Adequate and conveniently located toilet and bathing facilities shall be provided. All toilet and bathing fixtures shall be of sanitary design and easily cleanable. Toilet and bathing facilities, including rooms and fixtures, shall be kept in clean condition and in good repair.

**§41004. Bedding.** (a) Clean and fresh bed linens must be furnished on all beds prior to the use by any guest.

(b) Top and under sheets shall be of sufficient size to cover completely the mattress and fold under on the sides and ends.

(c) Beds, mattresses, bed coverings, and pillow shall be kept clean, free from dust, dirt and vermin.

(d) No bed linen shall be used which is badly worn, stained or aesthetically unfit for further use.

**§41005. Water Supply.** (a) An adequate supply of potable water from an approved source and under pressure must be provided at all times.

(b) Drinking fountains shall conform to the Uniform Plumbing Code.

**§41006. Ice.** (a) Ice shall be made in an approved ice making machine and from water meeting all of the requirements set forth in §41005 above.

(b) Ice shall be handled, transported and stored in such a manner as to be protected against contamination.

(c) Approved containers and utensils shall be provided for storing and serving ice in a sanitary manner. Ice buckets, other containers and scoops, unless they are of the single-service type, shall be smooth, impervious and designed to facilitate cleaning. They shall be kept clean, stored and handled in a sanitary manner. Only sanitary containers shall be used for the transportation or storage of ice. Cleaning and sanitizing shall be done in accordance with the regulations pertaining to Food Service Establishments.

**§41007. Sewage Disposal.** (a) An approved sewage disposal system which is located, constructed, and operated in conformance with the standards established for such systems.

**§41008. Plumbing.** (a) All plumbing shall be installed and maintained in accordance with the current Uniform Plumbing Code.

(b) There shall be no cross-connection within the plumbing system.

**§41009. Food Service.** (a) When food service facilities, food preparation and eating facilities are provided in

connection with a hotel, they shall comply with the Regulations Pertaining to Food Service Establishments.

**§41010. Laundry.** (a) Laundry facilities within the hotel must comply with the regulations pertaining to Laundries and Dry Cleaning Establishments.

(b) When laundering is not conducted at the hotel, the clean clothes and linen shall be stored in clean containers or cabinets which are protected from contamination.

(c) All laundry, pending removal to the laundry facility, shall be stored in non-absorbent containers or washable laundry bags.

**§41011. Refuse Disposal.** (1) All refuse shall be disposed of as often as necessary and in such manner as to prevent a public health nuisance.

(b) Containers shall be adequate in number, provided with tight-fitting covers and be located away from service doors.

**§41012. Personnel.** (a) No employee affected with any communicable disease shall be allowed to work until after receiving a medical examination certifying that the employee has recovered.

(b) All employees shall wear clean outer garments, maintain a high degree of personal cleanliness and conform to good hygienic practices while on duty.

**§41013. Contaminated Room.** (a) Any room having been occupied by a person with an infectious or communicable disease, shall, together with the furnishings, be thoroughly cleaned with an approved cleansing agent of proper concentration or other suitable disinfecting agent. All furnishings shall be suitably aired.

(b) The Department shall be notified of all reportable communicable diseases.

**§41014. Housekeeping.** (a) All parts of the establishment and its premises shall be kept neat, clean and free of litter and rubbish.

(b) Janitorial rooms and sinks shall be located off from the main hallway and shall be properly maintained at all times.

(c) Employee lounges, locker rooms or dining areas when provided, shall be maintained regularly.

**§41015. Vector Control.** (a) Effective measures shall be taken to protect against the entrance, breeding or presence of vectors which would transmit a communicable disease.

**§41016. Safety.** (a) All necessary safety measures must be taken as stated by the Occupational Safety and Health Administration, the Department of Public Safety, Department of Public Works and other related agencies. This includes, but is not limited to: handrails on stairs, steps, rails and stairways of sound construction and in good repair; adequate fire safety measures such as fire extinguisher; clearly marked and adequate fire escapes; properly installed and maintained electrical switches and outlets; and anti-slip rugs.

**§41017. Swimming Pools.** (a) All swimming pools used by guests shall comply with the Regulations pertaining to Public Swimming Pools.

(b) Policies and procedures for guest usage of the pool shall be posted in each room and shall be translated into the predominant languages of the guests.

**§41018. Sanitary Permit.** (a) No person shall directly or indirectly, in any manner, control, manage, maintain or operate a hotel unless a valid sanitary permit, issued by the Department to operate such a facility has been obtained and is properly posted.

(b) An application for a sanitary permit to operate any new or existing hotel shall be made in writing on a form prescribed by the Director, signed by the applicant or authorized representative and shall contain such information that will determine that the facility and its operation are in compliance with the applicable provisions of these regulations.

(c) Before the application for a sanitary permit shall be approved, the Director shall verify that the facility meets the minimum sanitary requirements and standards of these regulations. This shall involve the right of entry, inspection, and investigation.

(d) If upon inspection the Director is satisfied that the hotel meets the minimum requirements of these regulations or standards as the Director may prescribe, a non-transferable sanitary permit designating the type and location by address or lot number of the establishment shall be issued.

(e) If the new application or renewal inspection indicates that the facility does not meet the minimum sanitary requirements and standards, the sanitary permit shall be denied or terminated.

(f) All sanitary permits shall be issued for a maximum of no more than 12 months and renewed on June 30 of each year. An application for a new or renewal of sanitary permit shall be filed at least 15 days before a current sanitary permit expires.

(g) Failure to comply with any regulation or standard listed below shall be reason to deny issuance of a sanitary permit. The same shall also be reason or cause to suspend or revoke a current permit.

(1) Employees working who have contagious disease (§41012).

(2) Unapproved or inadequate water supply or plumbing (§41995) or improper sewage disposal (§4§007).

(h) Any person or hotel denied a sanitary permit, or whose sanitary permit has been revoked, may appeal the Director's action. The appeal shall be in accordance with 10 GCA §21111.

**§41019. Construction Permit.** (a) It shall be unlawful or any hotel, motel or TLA dormitory to be constructed, extended, or modified in any manner without first obtaining a Construction Permit from the Department.

(b) A detailed blueprint of the work to be done and the schematic of the water lines and electrical wiring shall be submitted for approval by the Department.

**§41020. Lighting.** (a) Each room shall have a window for natural lighting.

(b) Sources of light shall be available to provide a minimum light intensity 30 inches from the floor in the following areas:

- (1) Toilet facilities - 10 foot candles
- (2) Kitchenette - 20 foot candles
- (3) Corridors, stairs, elevators and entryway - 5 foot candle
- (4) Rooms - 40 foot candles.

(c) Minimum light intensity for food service areas, laundry, and swimming pool areas shall comply with the foot candle requirements in the appropriate regulations. These areas shall be identified as such by doors or entry

alcoves which separate the hotel light requirements from the food service, laundry and swimming pool.

**§41021. Severability.** If any provision of these regulations or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect the other provisions or applications of these regulations.

**§41022. Repealer.** All regulations or parts of regulations in conflict with these regulations are hereby repealed.

**§41023. Authority.** Title 10 Guam Code Annotated §20105 and §21101 and §21102 authorize the Director to establish rules and regulations to carry out the provisions of 10 GCA Division 2.

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