



MINIMUM REQUIREMENTS AND CLASSIFICATION MATRIX
**INDIVIDUAL SELF CATERING
HOLIDAY APARTMENTS**
JULY 2010



Fáilte Ireland
National Tourism Development Authority

INDIVIDUAL SELF CATERING PROPERTIES

(Apartments)

MINIMUM REQUIREMENTS AND CLASSIFICATION SYSTEM

Fáilte Ireland, have designed a new approval process for individual self catering properties. The new system, which has been developed in close consultation with industry groups, features star rating classification and an online application and declaration process.

The new classification process introduces a more streamlined and consistent approach for the approval and marketing of individual self catering properties and will facilitate Fáilte Ireland to focus on supporting the sector through marketing efforts and product development.

Fáilte Ireland believes we have jointly developed a robust system of classification to cater for the needs of today's consumer.

Properties who enter the scheme will be eligible to use the term 'Approved to Fáilte Ireland Standards' and will continue to have access to www.discoverireland.ie and the beneficial marketing opportunities this site affords, particularly at regional level. TSA (Tourism Standards Assessments Ltd) will be the body responsible for assessing and approving properties under the scheme. If you have any queries, contact TSA on Tel: 1890 252 783 | Email: info@tsaireland.ie.

In conjunction with the development of the new system both minimum requirements and classification criteria have been updated. This document highlights the minimum requirements and classification criteria for each star rating.

Current information is also available on our website

www.failteireland.ie/Developing-Enterprises

THE PREMISES

	*	**	***	****
The premises, which expression shall include the exterior and interior, outdoor areas, grounds, and car parks, should be well lighted, have proper directional signage (where possible), and shall be kept clean and well maintained throughout and in good decorative order.	✓	✓	✓	✓
The apartment shall be of substantial and durable construction, structurally safe and in good repair throughout, and constructed or adapted, furnished and equipped for letting as a holiday apartment.	✓	✓	✓	✓
Access for people with disabilities must be provided. <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
The apartment shall contain effective means of natural lighting and ventilation.	✓	✓	✓	✓
The apartment shall have an electrical installation to provide general lighting in relation to the layout of each area, including its furniture, fittings and equipment, sufficient local lighting for eating, reading, writing and toilet purposes.	✓	✓	✓	✓
The apartment shall have a means of heating such as electrical, gas or oil appliance, capable of maintaining when required, a room temperature of 20 degrees centigrade.	✓	✓	✓	✓
The apartment shall have a means of water heating such as electrical, gas or oil appliance, capable of maintaining a sufficient supply of hot water for cleaning, washing and bathing purposes.	✓	✓	✓	✓
The apartment shall have fully operational smoke detector(s), a fire blanket mounted in close proximity to the cooker, a fire extinguisher and a clear notice displaying emergency numbers.	✓	✓	✓	✓
There shall be made available for guests' basic first-aid equipment.	✓	✓	✓	✓
The property shall be identified by number/name and shall contain sleeping, dining and lounge accommodation, storage, toilet, bathing and cooking facilities. <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
Local information at reception area to include emergency numbers e.g. Doctor, Hospital, Gardai, Pharmacy etc.	✓	✓	✓	✓

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* - 1 Star ** - 2 Stars *** - 3 Stars **** - 4 Stars

ARRIVAL AND GREETING

	*	**	***	****
Roads to be suitably surfaced to allow vehicular access for arriving/departing guests, e.g. concrete, asphalt, tarmacadam, or suitable alternative.	✗	✓	✓	✓
Exterior lighting on all units.	✗	✓	✓	✓
Adequate car parking per apartment.	✗	✓	✓	✓
Clear visible directional signage on the approach to the property where possible.	✗	✓	✓	✓
Pre-arrival guest information to be produced to a professional standard with extensive, clear information.	✗	✗	✗	✓
Directions to property including street maps available in hard copy and/or on the internet.	✗	✗	✓	✓
A wide selection of tourist information for local area and further afield available.	✗	✗	✓	✓
Satisfaction check after first 24 hours	✗	✗	✓	✓
Guests greeted on arrival.	✗	✗	✗	✓
Welcome pack provided on arrival. On a simple level it can be tea, coffee and milk but may also include some of the following: wine, fresh flowers, fresh fruit, bread, eggs, home-baking or preserves, starter meal or seasonal gifts e.g. Easter eggs.	✗	✗	✗	✓
Comprehensive guest/tourist information provided which may include local interest books, ordnance survey maps, walking route information, restaurant guides etc.	✗	✗	✗	✓
Information provided relating to local farmer's markets/organic food suppliers	✗	✗	✗	✓
Email reservation and booking confirmation available.	✗	✗	✗	✓

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✳ - 1 Star ✳✳ - 2 Stars ✳✳✳ - 3 Stars ✳✳✳✳ - 4 Stars

KITCHEN

	*	**	***	****
The kitchen shall be adequate in size to service the sleeping capacity of the apartment and shall contain facilities, equipment and fittings of good quality and condition for the storage and cleaning of utensils used for these purposes. Such facilities and equipment shall include:	✓	✓	✓	✓
Storage cupboards, bins and racks;	✓	✓	✓	✓
Fridge with a rating that will safely store food for up to one week.	✓	✓	✓	✓
Fridge freezer; - separate fridge and freezer will suffice (requirement for new builds only at one star)	✓	✓	✓	✓
Work tops;	✓	✓	✓	✓
Cooking equipment including 4 ring hob, oven and microwave oven, pots, pans and kettle;	✓	✓	✓	✓
Sink unit complete with all plumbing for the supply of hot and cold water and for the disposal of waste;	✓	✓	✓	✓
Garbage disposal bin;	✓	✓	✓	✓
At least one external window to provide natural light and ventilation;	✓	✓	✓	✓
Folder with instruction manuals for use of cooker, clothes washing machine, dish washer and other appliances where applicable.	✓	✓	✓	✓
Clothes washing machine and dryer provided. Allowances can be made where laundry facilities are available within 500 metres.	✗	✗	✓	✓
Kitchen equipment of excellent standard to include dishwasher (dishwasher required for new builds only at 3 star)	✗	✗	✓	✓
Well appointed kitchen with high quality crockery, cutlery and cooking utensils. In addition to glassware specified, a selection of wine, beer glasses, one each per person must be provided.	✗	✗	✓	✓
Guests should be able to dine together in comfort in one location.	✗	✗	✓	✓
Highest quality stainless steel or silver-plate cutlery.	✗	✗	✗	✓
Well matched high quality glassware in a selection of sizes.	✗	✗	✗	✓

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DINING AREA

	*	**	***	****
The dining area shall contain dining room furniture of good quality and condition, and be of sufficient size for the sleeping capacity of the apartment subject to the following:	✓	✓	✓	✓
Minimum dining floor area of not less than 12 sq. m; <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
A combined lounge/dining room is acceptable provided the floor area is no less than 22 sq. metres; <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
Where the combined area includes the lounge/dining room and kitchen a minimum floor area of 24 sq. metres is required; <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
A floor to ceiling height of not less than 2.4 metres;	✓	✓	✓	✓
At least one window to provide natural light and ventilation, windows at first floor level or higher must have child proof locks;	✓	✓	✓	✓
Dining table with seating equal to the sleeping capacity of the apartment;	✓	✓	✓	✓
Table appointments, crockery, cutlery, glassware in sufficient quantity to cater for 1.5 times the maximum sleeping capacity of the apartment.	✓	✓	✗	✗
Table appointments, crockery, cutlery, glassware in sufficient quantity to cater for twice maximum sleeping capacity of the apartment.	✗	✗	✓	✓
Suitable floor covering e.g. wooden floors, tiling, carpet, rugs etc.	✓	✓	✓	✓
Dining area equipped with high quality furnishings, cutlery and ware.	✗	✗	✗	✓

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LOUNGE AREA

	*	**	***	****
The lounge area shall contain lounge room furniture of good quality and condition and be of sufficient size for the sleeping capacity of the apartment subject to the following:	✓	✓	✓	✓
A floor to ceiling height of not less than 2.4 metres;	✓	✓	✓	✓
A minimum floor area of 14 sq. metres; <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
At least one window to provide natural light and ventilation, windows at first floor level or higher must have child proof locks;	✓	✓	✓	✓
Lounge seating equal to the sleeping capacity of the apartment. Occasional tables of suitable height and size;	✓	✓	✓	✓
Suitable floor covering e.g. wooden floors, tiling, carpet, rugs etc.	✓	✓	✓	✓
Television minimum screen size 35 cm;	✓	✓	✗	✗
Additional lighting for reading purposes;	✓	✓	✓	✓
Radio to be provided either in lounge or dining area;	✓	✓	✓	✓
Plain walls to be decorated with framed pictures or prints.	✓	✓	✓	✓
Living rooms and bedrooms must have supplementary lighting in the form of wall, table or standard lamps.	✗	✗	✓	✓
Television with remote control; minimum screen size 51cm/20 inches or if flat screen 40cm/15 inches.	✗	✗	✓	✓
Excellent co-ordination of furniture and soft furnishings with additional features such as scatter cushions evident.	✗	✗	✗	✓
Well positioned, high quality lighting, giving excellent levels of illumination for various purposes.	✗	✗	✗	✓

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BEDROOMS

	*	**	***	****
Sleeping accommodation must be provided in at least one separate bedroom which shall be separated from each other and from other compartments by walls or solid partitions. Floors, walls and ceilings throughout the apartment shall be properly constructed and suitably sound resistant.	✓	✓	✓	✓

Each bedroom shall have:

A floor area for single bedrooms of not less than 8.00 sq metres exclusive of private bathroom; <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
A floor area for double/twin bedrooms of not less than 14.00 sq. metres exclusive of private bathroom; <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
A floor area for triple bedrooms of not less than 18.00 sq. metres exclusive of private bathroom; <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
Bunk beds are not permitted (to be phased out over two years up to 2010)	✓	✓	✓	✓
Sleeping accommodation additional to that provided in the bedrooms may be provided in the living area by fold down bed and/or studio couch. No more than two persons may be accommodated in this way in an apartment. Adequate floor space must be available.	✓	✓	✗	✗
A floor to ceiling height of not less than 2.4 metres;	✓	✓	✓	✓
At least one window to provide natural light and ventilation, windows at first floor level or higher must have child proof locks.;	✓	✓	✓	✓
At least two electrical 13a outlets, suitable for the attachment of electrical equipment including heaters and cleaning equipment, to be provided.	✓	✓	✓	✓
Each bedroom shall contain furniture, fittings and equipment of good quality and condition for sleeping and toilet purposes and for the storage, including hanging, of wearing apparel. Such furniture, fittings and equipment shall include:	✓	✓	✓	✓
Bed(s) complete with wipe clean headboards and sprung interior, foam or orthopaedic mattress (es) minimum bed sizes - single (1.90 by 0.9 m.); double (1.90 by 1.37 m.). 1.90 by 1.20 m. beds will not be approved as doubles. Double beds must be accessible from both sides. Adequate bedding to include sheets, blankets, duvets, pillows, pillow cases and bedspreads to be provided.	✓	✓	✓	✓
Wardrobe(s) comprising of free standing, built-in units or open plan clothes hanging area, dressing-table with mirror, and drawer(s) or shelf space for clothes storage;	✓	✓	✓	✓
Bedside chair(s) and/or stools;	✓	✓	✓	✓
Carpet or bedside rugs unless the floor is of special design or treatment;	✓	✓	✓	✓

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BEDROOMS CONTINUED

	*	**	***	****
Window curtains or blackout blinds to ensure privacy and exclusion of light. Velux roof lights in bedrooms must have black out blinds fitted;	✓	✓	✓	✓
Bedside lamp per person.	✓	✓	✓	✓
En suite Bathrooms must have a minimum floor area of 3.5 sq. metres where facilities include bath/shower and 3.0 sq. metres where facilities include a shower unit only; <i>See note below on exemption arrangements.</i>	✓	✓	✓	✓
A bath or thermostatically controlled shower of good quality and in good condition which shall be fixed complete with all plumbing for the continuous supply of hot and cold water and the disposal of waste and shall have an effective system of direct or mechanical ventilation. Safety grab rail must be provided, good quality shower curtains or splash screens;	✓	✓	✓	✓
A toilet and a wash-hand basin of good quality and in good condition which shall be fixed complete with all plumbing for the continuous supply of hot and cold water and the disposal of waste;	✓	✓	✓	✓
All en suite bathrooms shall have an effective system of direct or mechanical ventilation and shall be equipped with shelf, mirror, towel rails, clothes hooks, bath mat and a clean and ample supply of toilet requisites, including towels, soap and toilet paper. The bathroom shall have a mirror fixed to the wall over the wash-hand basin and shall have a vanity light and electric shaver point;	✓	✓	✓	✓
Wastepaper bin in each room.	✓	✓	✓	✓
Cots available (where children are catered for).	✓	✓	✓	✓
Mattress protectors (where fitted) not to be plastic based or other non breathable material. (Where a rubber cover is provided for children, it should be as an optional extra in addition to the normal mattress protector).	✓	✓	✓	✓
Bed linen (not nylon) change provided weekly.	✗	✓	✓	✓
Beds must be made up for guests' arrival.	✗	✓	✓	✓
A wash-hand basin in one bedroom is required, for premises catering for more than three persons.	✗	✗	✓	✓
One or more bedrooms en suite or second bathroom/shower/toilet.	✗	✗	✗	✓
Crisply laundered linen or duvets with appropriate tog rating and co-ordinated with bedroom décor and other soft furnishings.	✗	✗	✗	✓
Towel change provided weekly or on request.	✗	✗	✗	✓

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BATHROOMS AND TOILETS

	*	**	***	****
Where all bedrooms are not en-suite each apartment shall contain a main bathroom with a minimum floor area of 3.8 sq. metres, and shall contain a bath with overhead shower fittings, wash-hand basin and WC of good quality and in good condition complete with all plumbing for the supply of hot and cold water and the disposal of waste. <i>New structural requirements - see note below on exemption arrangements.</i>	✓	✓	✓	✓
A toilet and a normal size wash-hand basin which shall be fixed complete with all plumbing for the continuous supply of hot and cold water and the disposal of waste.	✓	✓	✓	✓
All bathrooms shall have an effective system of direct or mechanical ventilation and shall be equipped with fittings of good quality and condition including; shelf, mirror, towel rails, clothes hooks, bath mat and a clean starter supply of toilet requisites, including towels, soap and toilet paper. The bathroom shall have a mirror fixed to the wall over the wash-hand basin and shall have a vanity light and electric shaver point within easy reach of a suitably lit mirror.	✓	✓	✓	✓
Bathrooms must have a suitable heater.	✗	✓	✓	✓
Soap dish to be provided in showers.	✗	✓	✓	✓
One hand and one bath towel to be available per person.	✗	✗	✗	✓
Good quality bathroom flooring (not carpet).	✗	✓	✓	✓
Old toiletries or bars of soap should be removed.	✗	✓	✓	✓

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OPERATIONAL

	*	**	***	****
The apartment shall be used primarily for short term letting to and occupation by tourists or holiday makers with or without prior arrangement and shall be used and occupied for no other purpose during the period 1st April to 31st October each year.	✓	✓	✓	✓
The apartment shall not be let or leased to or occupied by any person, persons or body for more than two consecutive calendar months at any one time.	✓	✓	✓	✓
A register of tenant/lessees for each apartment shall be maintained which shall contain the following particulars in relation to each tenant/ lessee: Name, permanent address, country of residence. Date of arrival, date of departure.	✓	✓	✓	✓
A high standard of cleanliness must be maintained throughout the premises and each apartment must be cleaned prior to each new letting.	✓	✓	✓	✓
The apartment shall be maintained in good decorative order and shall be properly prepared (including airing of beds and bedding).	✓	✓	✓	✓
All electrical and gas/oil fired equipment must be safely maintained and serviced regularly, with a service record available for assessment.	✓	✓	✓	✓
All premises must have adequate public liability insurance. If requested a copy of the current public liability insurance cover note must be forwarded to the contractor upon initial application and upon each renewal.	✓	✓	✓	✓
Provision shall be made for the collection, removal of garbage from each apartment and disposal in a suitable manner.	✓	✓	✓	✓
Facilities shall be provided for the storage of cleaning materials for the apartments and for the storage and airing of necessary stocks including bed linen and blankets.	✓	✓	✓	✓
Written details provided to each customer of letting fee and a receipt supplied upon receipt of payment.	✓	✓	✓	✓
Backyard/refuse disposal suitably screened and properly surfaced.	✗	✓	✓	✓
Clothes iron and ironing board, electric kettle and toaster.	✗	✓	✓	✓
Soft furnishings and carpets deep cleaned on a regular basis or as required.	✗	✓	✓	✓
There should be plenty of sockets strategically placed for all possible uses.	✗	✓	✓	✓
Written instructions provided for use of all equipment.	✗	✓	✓	✓

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OPERATIONAL CONTINUED

	*	**	***	****
Manager or proprietor or senior deputy on call during office hours. (e.g. contactable via supplied mobile phone number).	✗	✗	✓	✓
A very high standard of furnishings, fittings and decoration.	✗	✗	✓	✓
All sleeping accommodation to be provided in bedrooms.	✗	✗	✓	✓
Suitable outdoor furniture on balconies (where appropriate).	✗	✗	✗	✓
Spare linen, towels available either in the property or on request.	✗	✗	✗	✓
Additional blankets or quilt available on request	✗	✗	✗	✓
Hair dryer provided.	✗	✗	✗	✓
Chargeable cleaning service available daily – on request.	✗	✗	✗	✓
DVD and CD player to be provided.	✗	✗	✗	✓
Hanging area for wet coats and boots to be provided. (new build)	✗	✗	✗	✓

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STATUTORY REQUIREMENTS

	*	**	***	****
The premises shall comply with and be operated in accordance with all statutory requirements of local council/authorities and other authorities in relation to planning, Building Bye-Laws, food, food hygiene, water supply, sewage disposal, fire precautions and general fire safety, health & safety and in particular but without prejudice to the generality of the foregoing shall comply with:	✓	✓	✓	✓
Local Government (Planning and Development) Acts, 1963 2000 (as may subsequently be amended or modified) and regulations made thereunder including the Building Regulations 2000 Technical Guidance Document M (as may subsequently be amended or modified).	✓	✓	✓	✓
Fire Services Act 1981 and any statutory modification or re-enactment thereof.	✓	✓	✓	✓
Building Control Act, 1990 (as may subsequently be amended or modified) and regulations made thereunder.	✓	✓	✓	✓
All applicable employment legislation including, but not limited to Part IV of the Industrial Relations Act 1946 and subsequent legislation relating to the payment of minimum wages to employees.	✓	✓	✓	✓

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ENERGY SAVING

	*	**	***	****
Use of "A" graded domestic electrical appliances (to be phased in within the first two years)	✓	✓	✓	✓
Double glazed windows (new builds)	✓	✓	✓	✓
Wall insulation (where possible)	✓	✓	✓	✓
Lagging jacket around emersion tank	✓	✓	✓	✓
Draught excluders around external doors	✓	✓	✓	✓

WASTE MANAGEMENT

Facilitate waste separation by guests e.g. plastics, paper, card etc	✓	✓	✓	✓
Use waste bin for appropriate waste in toilets.	✓	✓	✓	✓

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INVENTORY

AN INVENTORY OF EQUIPMENT MUST BE PROVIDED IN EACH UNIT.
 ALL REQUIREMENTS MANDATORY AT ALL CATEGORIES

Table appointments, crockery, cutlery, glassware in sufficient quantity to cater for 1.5 times the maximum sleeping capacity of each 1 & 2 star units and twice maximum sleeping capacity of 3 & 4 star units to include;

	*	**	***	****
Knives (table and dessert)	✓	✓	✓	✓
Forks (table and dessert)	✓	✓	✓	✓
Spoons (dessert, soup and tea)	✓	✓	✓	✓
Plates (large and small)	✓	✓	✓	✓
Tea cup and saucer or mug	✓	✓	✓	✓
Cereal/soup bowl	✓	✓	✓	✓
Egg cups	✓	✓	✓	✓
Water glasses and jug	✓	✓	✓	✓

Also to be available per property

Bread knife	✓	✓	✓	✓
Carving knife & fork	✓	✓	✓	✓
Sharp vegetable knife	✓	✓	✓	✓
Tin opener	✓	✓	✓	✓
Corkscrew/bottle opener & wine bottle re-sealer	✓	✓	✓	✓
Ladle	✓	✓	✓	✓
2 tablespoons	✓	✓	✓	✓
Potato peeler	✓	✓	✓	✓

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INVENTORY CONTINUED

AN INVENTORY OF EQUIPMENT MUST BE PROVIDED IN EACH UNIT.
 ALL REQUIREMENTS MANDATORY AT ALL CATEGORIES

Also to be available per property continued

	*	**	***	****
Cutlery box or divided drawer	✓	✓	✓	✓
Kitchen scissors	✓	✓	✓	✓
Butter dish	✓	✓	✓	✓
Sugar bowl	✓	✓	✓	✓
Milk jug	✓	✓	✓	✓
Juice extractor	✓	✓	✓	✓
Condiment set	✓	✓	✓	✓

Utensils

Kettle	✓	✓	✓	✓
Toaster	✓	✓	✓	✓
Teapot	✓	✓	✓	✓
Coffee Pot/Coffee Maker	✓	✓	✓	✓
Fridge freezer	✓	✓	✓	✓
Microwave oven	✓	✓	✓	✓
Saucepans and Lids (large, medium and small)	✓	✓	✓	✓
1 Large saucepan for six or more persons	✓	✓	✓	✓

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INVENTORY CONTINUED

AN INVENTORY OF EQUIPMENT MUST BE PROVIDED IN EACH UNIT.
 ALL REQUIREMENTS MANDATORY AT ALL CATEGORIES

Utensils Continued

	*	**	***	****
Frying pan	✓	✓	✓	✓
Oven roasting tray	✓	✓	✓	✓
Casserole dish and lid	✓	✓	✓	✓
Bread/Chopping board	✓	✓	✓	✓
Bread bin	✓	✓	✓	✓
Tray	✓	✓	✓	✓
1 litre measuring jug	✓	✓	✓	✓
Colander	✓	✓	✓	✓
Wooden Spoon	✓	✓	✓	✓
Biscuit/cake tin	✓	✓	✓	✓
Pie dish	✓	✓	✓	✓
Whisk	✓	✓	✓	✓
Grater	✓	✓	✓	✓
Carving meat plate/tray	✓	✓	✓	✓
Mixing bowl	✓	✓	✓	✓
Spatula/Fish Slice	✓	✓	✓	✓
Tongs	✓	✓	✓	✓

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INVENTORY CONTINUED

AN INVENTORY OF EQUIPMENT MUST BE PROVIDED IN EACH UNIT.
 ALL REQUIREMENTS MANDATORY AT ALL CATEGORIES

Household

	*	**	***	****
Table mats/cloth	✓	✓	✓	✓
Dish cloths	✓	✓	✓	✓
Oven mits	✓	✓	✓	✓
Tea towels	✓	✓	✓	✓
Washing up brush	✓	✓	✓	✓
Sink tidy	✓	✓	✓	✓
Washing up basin	✓	✓	✓	✓

Cleaning/Utility

Hoover/carpet sweeper	✓	✓	✓	✓
Dustpan and brush	✓	✓	✓	✓
Sweeping brush	✓	✓	✓	✓
Mop	✓	✓	✓	✓
Bucket	✓	✓	✓	✓
Floor cloth	✓	✓	✓	✓
Bin	✓	✓	✓	✓

- ✓ This symbol means that the service or facility listed is required.
- ✗ This symbol means that the service or facility listed is not required.

* - 1 Star ** - 2 Stars *** - 3 Stars **** - 4 Stars

INVENTORY CONTINUED

AN INVENTORY OF EQUIPMENT MUST BE PROVIDED IN EACH UNIT.
 ALL REQUIREMENTS MANDATORY AT ALL CATEGORIES

Cleaning/Utility Continued

	*	**	***	****
Bin liners	✓	✓	✓	✓
Dusters	✓	✓	✓	✓
Spare energy saving light bulbs and fuses	✓	✓	✓	✓
1 dozen clothes pegs	✓	✓	✓	✓
Clothes line	✓	✓	✓	✓
Iron and ironing board	✓	✓	✓	✓
Suitable cleaning materials.	✓	✓	✓	✓

Bed

3 blankets and a bedspread or 1 continental quilt and cover	✓	✓	✓	✓
2 pillows per head	✓	✓	✓	✓
3 coat hangers (not wire)	✓	✓	✓	✓
Full length mirror in at least one bedroom or bathroom.	✓	✓	✓	✓

- ✓ This symbol means that the service or facility listed is required.
- ✗ This symbol means that the service or facility listed is not required.

* - 1 Star ** - 2 Stars *** - 3 Stars **** - 4 Stars

NOTE ON EXEMPTION ARRANGEMENTS

In these requirements, the following expressions shall have the following meanings:

New Structural Requirements

means the new structural requirements contained in this criteria.

Year of Renewal

means 1st January to 31st December in every year as the same may be adjusted from time to time by Fáilte Ireland.

Renewals

These requirements shall apply to applications for renewal except that the New Structural Requirements shall not apply to any application for renewal in respect of a premises which was approved under a set of requirements preceding these.

Failure to apply to renew – lapse of over 12 months – New Structural Requirements apply

The New Structural Requirements shall not apply where a premises which has received its first approval under a set of requirements preceding these fails to apply to renew its approval for a given Year of Renewal but subsequently applies to renew within 12 months after the final date for submitting applications for the said given Year of Renewal.

Initial Approvals

These requirements shall apply to initial approval applications save that;

Where, within 24 months prior to the Commencement Date a person has either incurred not less than 15 per cent of the total cost of construction or refurbishment of a proposed holiday apartment and/or; the foundations of a premises having structural characteristics which would comply with the 1998 Requirements have been laid;

and

evidence of this has been provided in the form of a duly qualified auditor's certificate of expenditure or by such evidence as Fáilte Ireland or its authorised contractor may require;

and

the applicant has on a date thereafter (which date shall not be more than 24 months after the Commencement Date hereof) sought initial holiday apartment approval for the said premises and the premises does not comply with the New Structural Requirements in these requirements but would comply with the corresponding provisions of the 1998 requirements as regards these structural requirements; then, the corresponding provisions of the 1998 Requirements will apply as regards these structural requirements only.

For the avoidance of doubt, where the approval of a premises has been cancelled these requirements shall apply to any subsequent application for approval of the said premises.

SUMMARY FOR OFFICE USE ONLY

COMMENTS

CLASSIFICATION RECOMMENDED

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SIGNED QUALITY ADVISOR

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DATE

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