



*A list of best practices for loss prevention to help United Mutual agent partners and members identify the most common hazards that Bed and Breakfast Inns face every day.*

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## Bed and Breakfast Inns Best Practices

### Fire Safety

- ☐ If greasy cooking is done on commercial appliances, exhaust systems require wet chemical suppression systems, professional semiannual cleaning routine, and Class K fire extinguishers.
- ☐ Hardwired smoke & heat detection systems should provide coverage in all guest rooms and common hallways/areas — monitored by a central station reporting service.
- ☐ Routine housekeeping and maintenance is critically important; inspection checklists are helpful.



- ☐ Upgraded electrical service, i.e., no knob & tube wiring and no fuse boxes.
- ☐ Heating units should be upgraded, inspected, and serviced professionally at least annually; the fire door to the furnace room should be kept closed.

- ☐ Smoking should be done in designated outdoor areas only, if at all.

### Life Safety

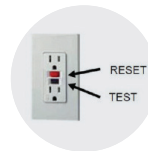


- ☐ There should be an adequate number of exits that are clear, clearly defined, remote, and accessible; second floor guest rooms require at least two exits and acceptable fire escapes.
- ☐ Exit signs and emergency lighting must be illuminated and require monthly inspections and testing.
- ☐ Evacuation diagrams must be posted on the back of guest room doors and strategically placed throughout the inn. Personnel must be trained for emergency procedures.

- ☐ Guest showers and bathtubs require slip resistant floors, non-skid surfaces and adequate grab bars.



- ☐ Ground Fault Circuit Interrupter (GFCI) outlets should be present near all water sources.



- ☐ Strongly consider adding carbon monoxide (CO) detectors in guest quarters and utility areas that commonly produce CO.

### Crime Safety

- ☐ Guest room doors require adequate locks, electronic keypads or key hardware with deadbolts and/or latching mechanisms and in-room safes.
- ☐ Wi-Fi should have appropriate firewalls and cyber security to protect guests private information.

### General Safety

- ☐ Due to recent pandemic concerns, it's important to have an increased level of sanitizing and cleaning of all areas.
- ☐ Professional pest management program — monthly intervals.

