



Registration Manual
Amazing Thailand
Safety and Health Administration (SHA)
Sanitation and Safety Standards
For Tourists, by tourists



Entrepreneurs register through the website
www.tourismthailand.org/thailandsha



Entrepreneurs fill in the information as follow:
- Complete the checklist forms
- Attach images
- Other documents



The associations inspect the checklist and certify its result.



Publicize on the website.



The committee randomly inspect the establishments.



Awarding the SHA certificate

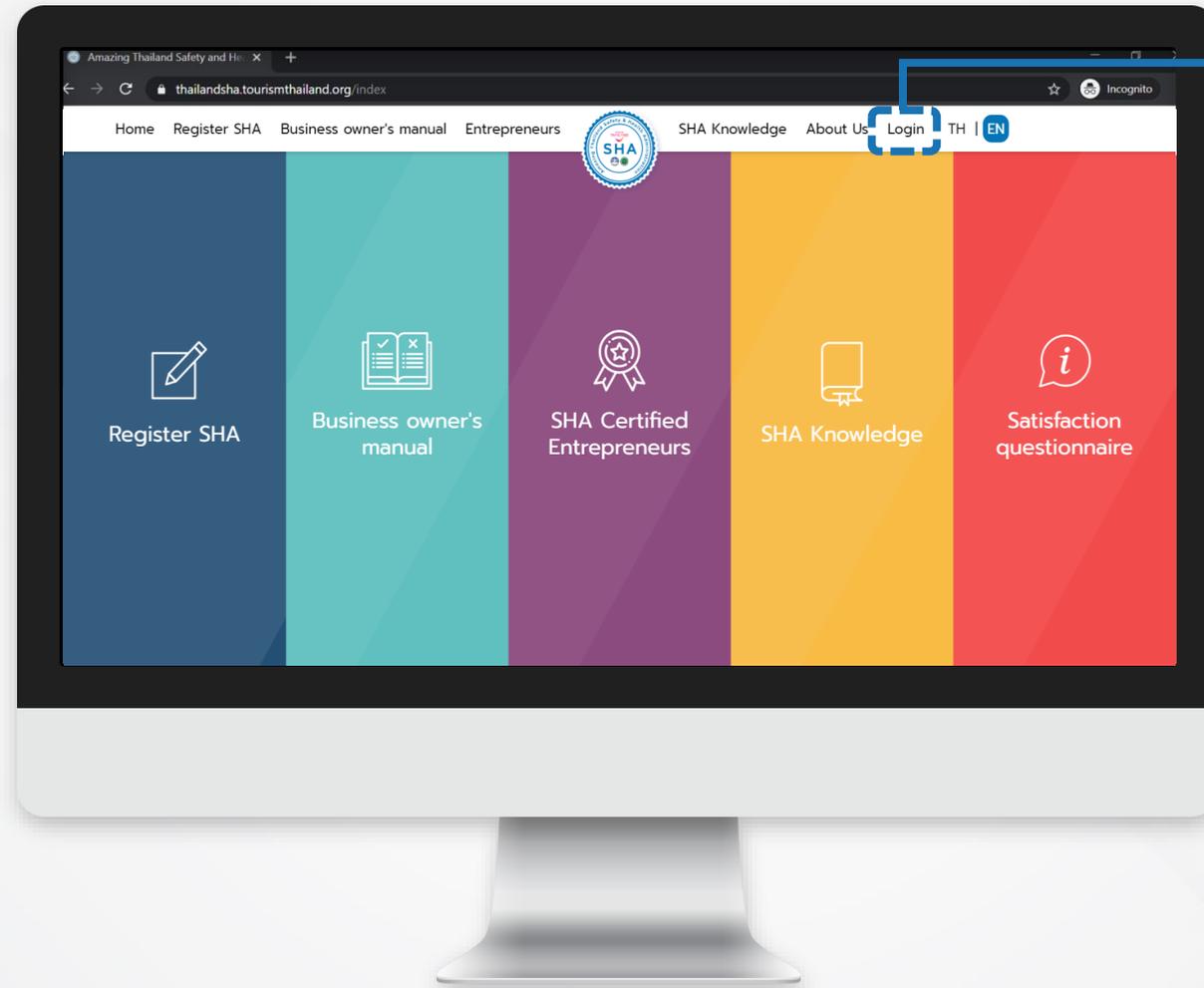


TAT collects the results as the final process.

Registration Steps

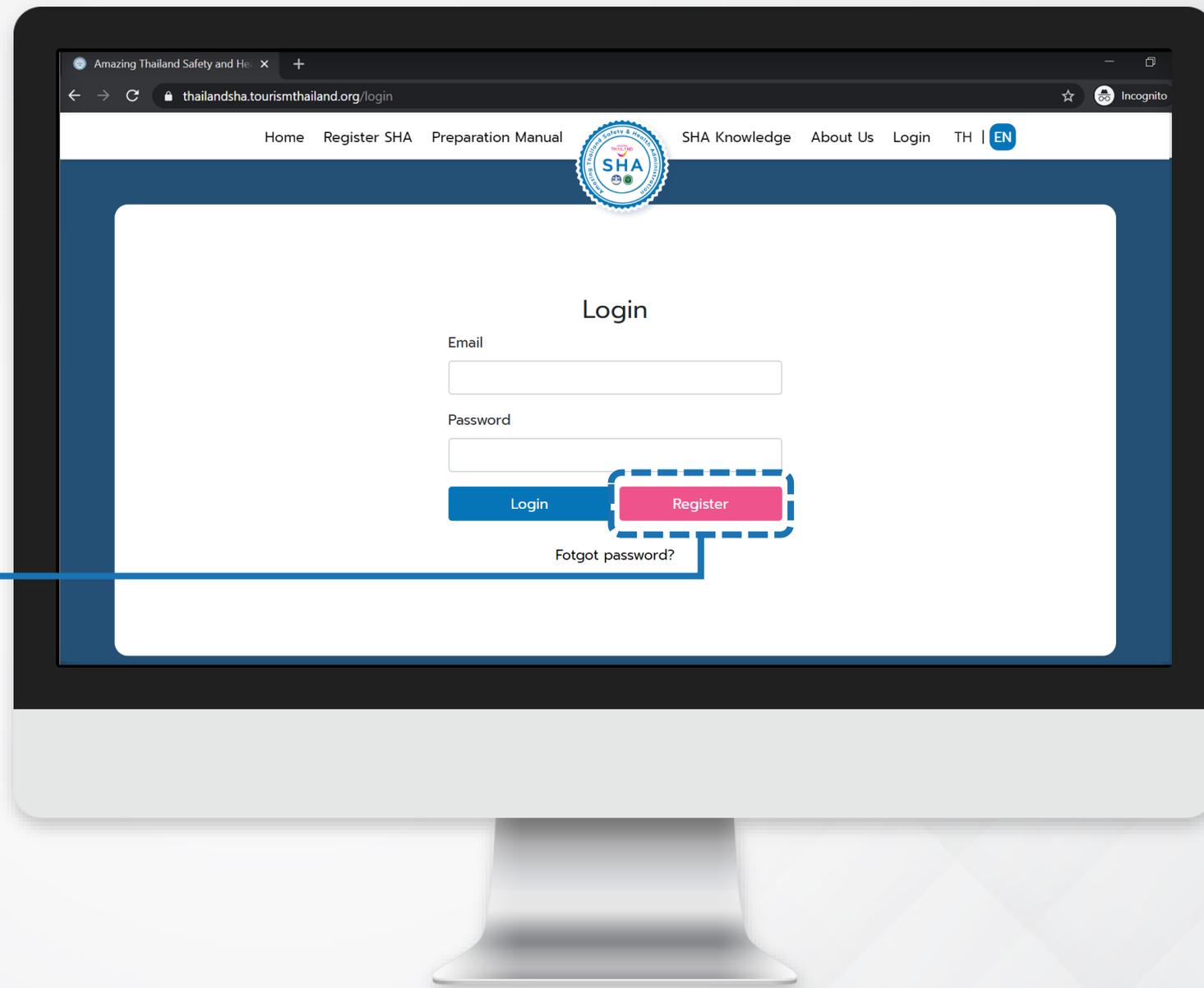
Enter

1 Enter the website
www.tourismthailand.org/thailandsha

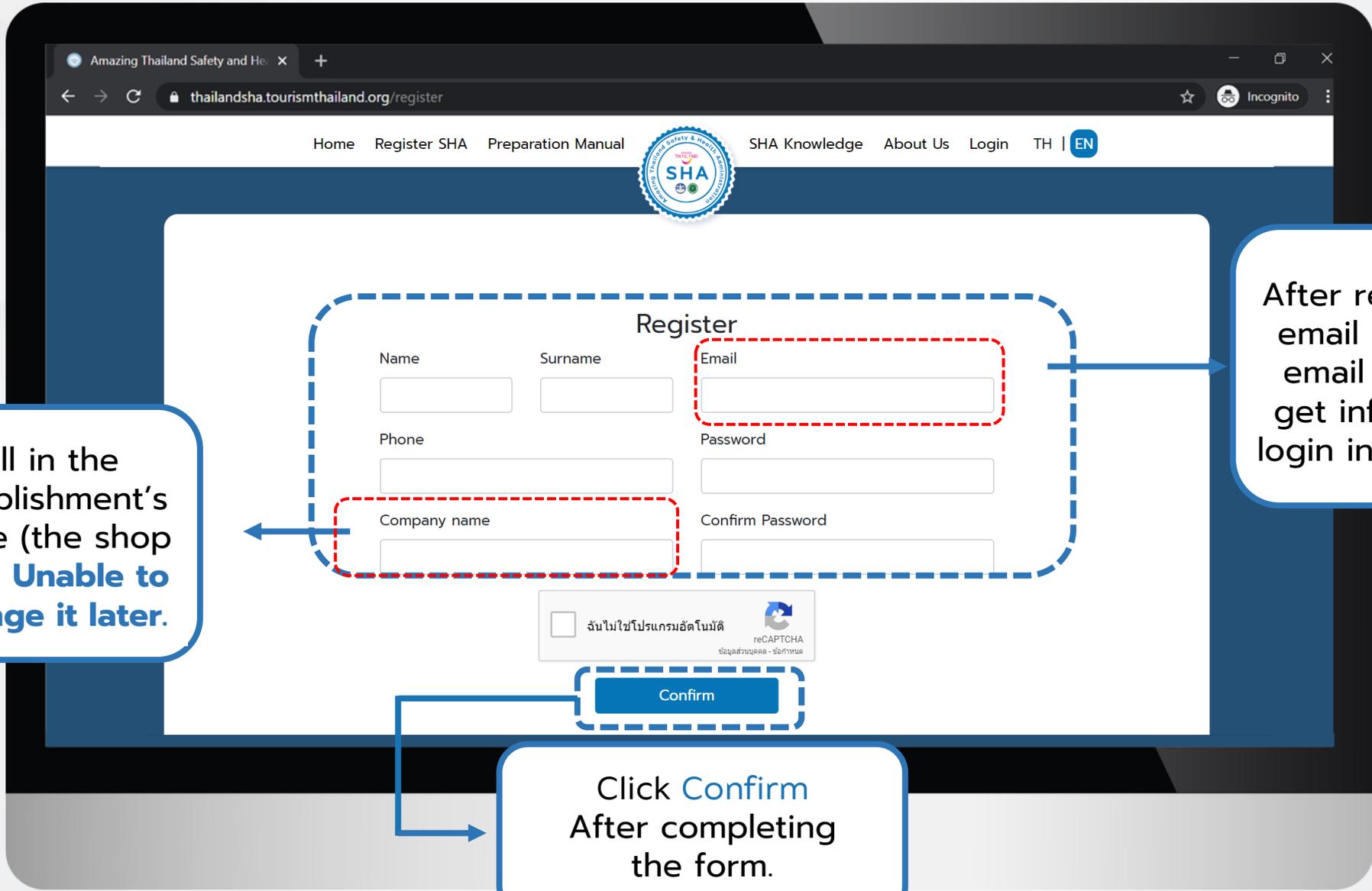


2 Click Login

3 Click Register



4 Complete the form



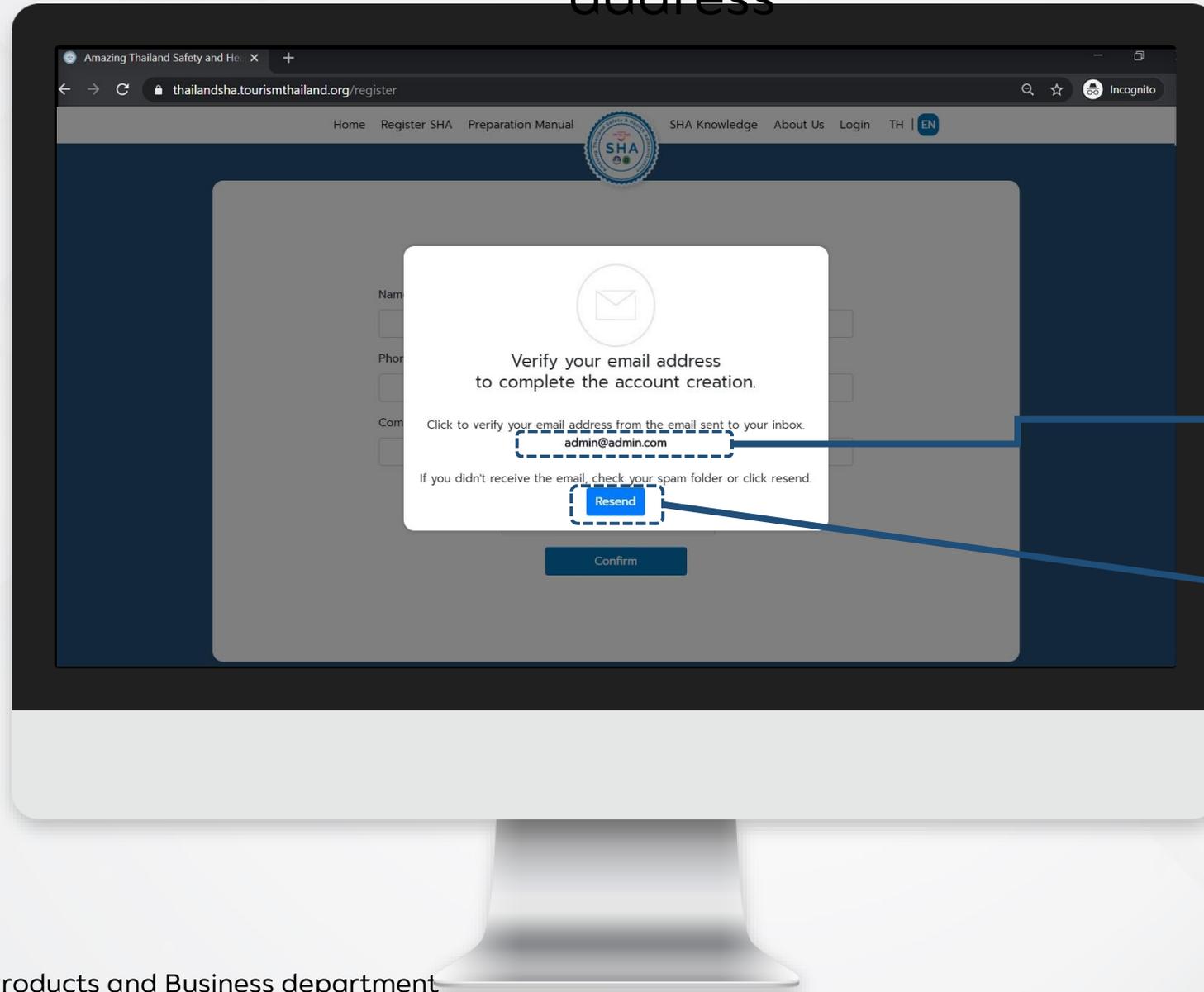
Fill in the establishment's name (the shop sign) **Unable to change it later.**

After registering, this email is needed for email verification / get information and login in the next time.

Click **Confirm** After completing the form.

5

Verify your email address



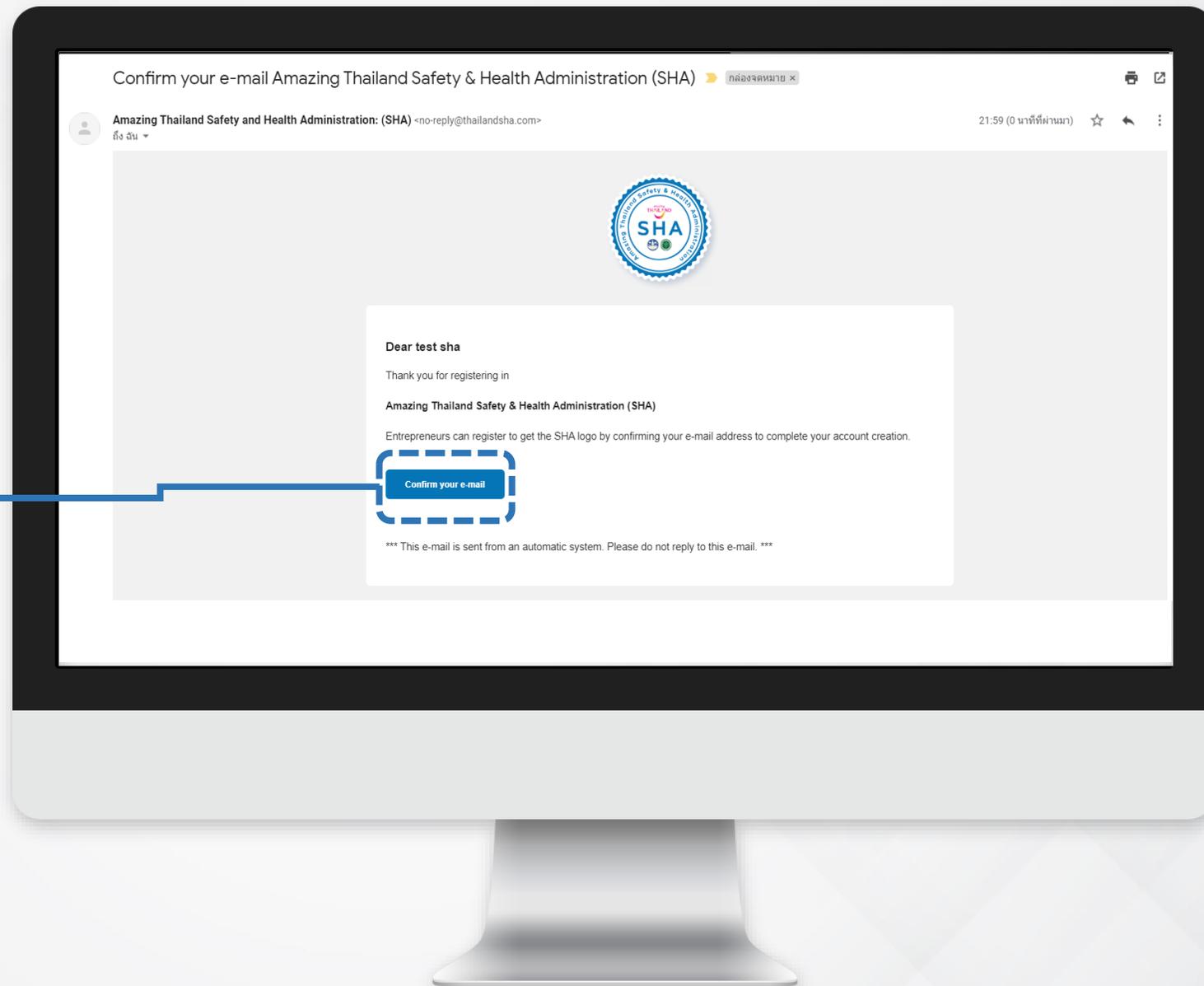
Go to your inbox to verify your email address.

If you didn't receive the email, check your spam folder or click here to resend.

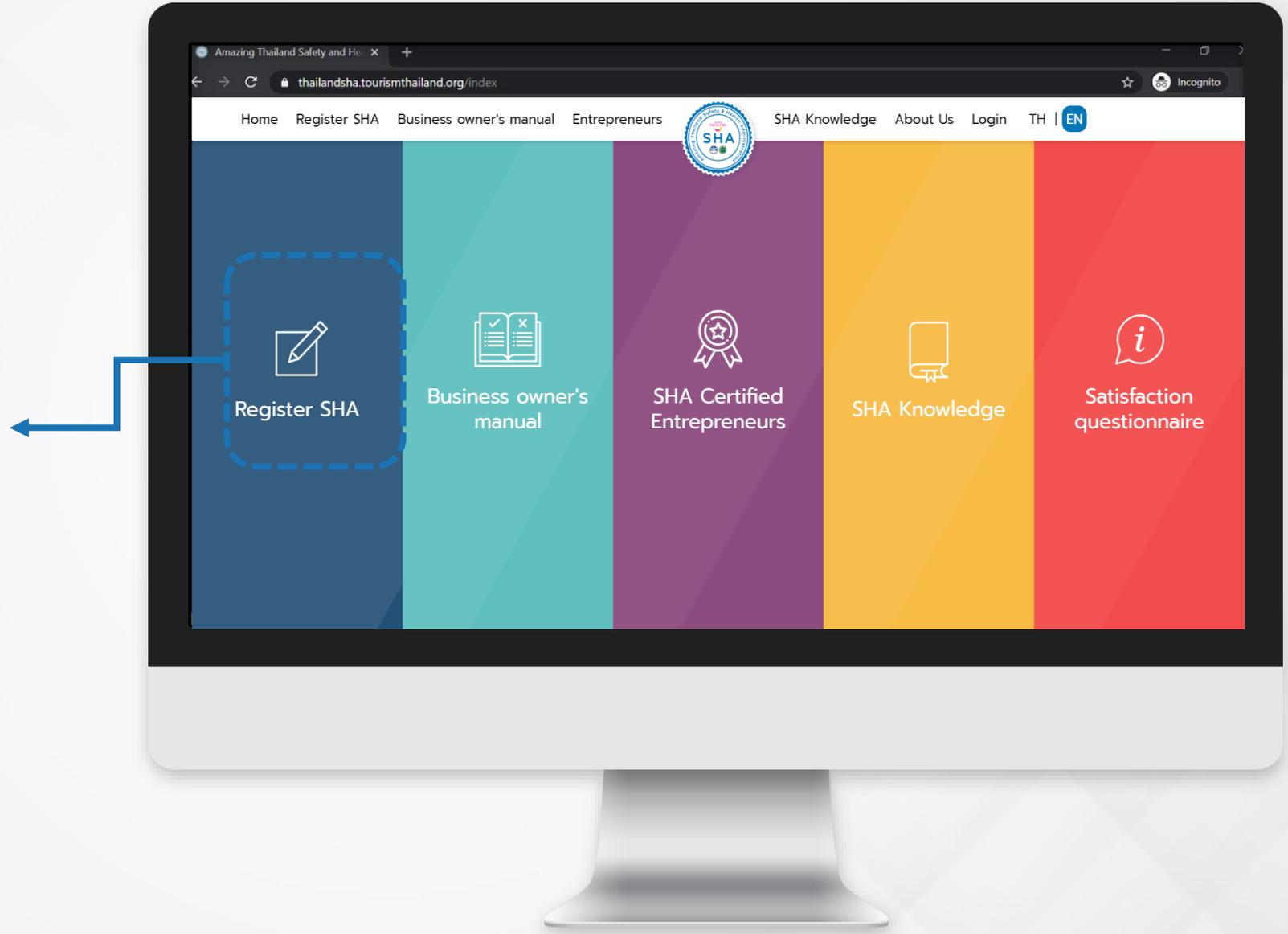
6

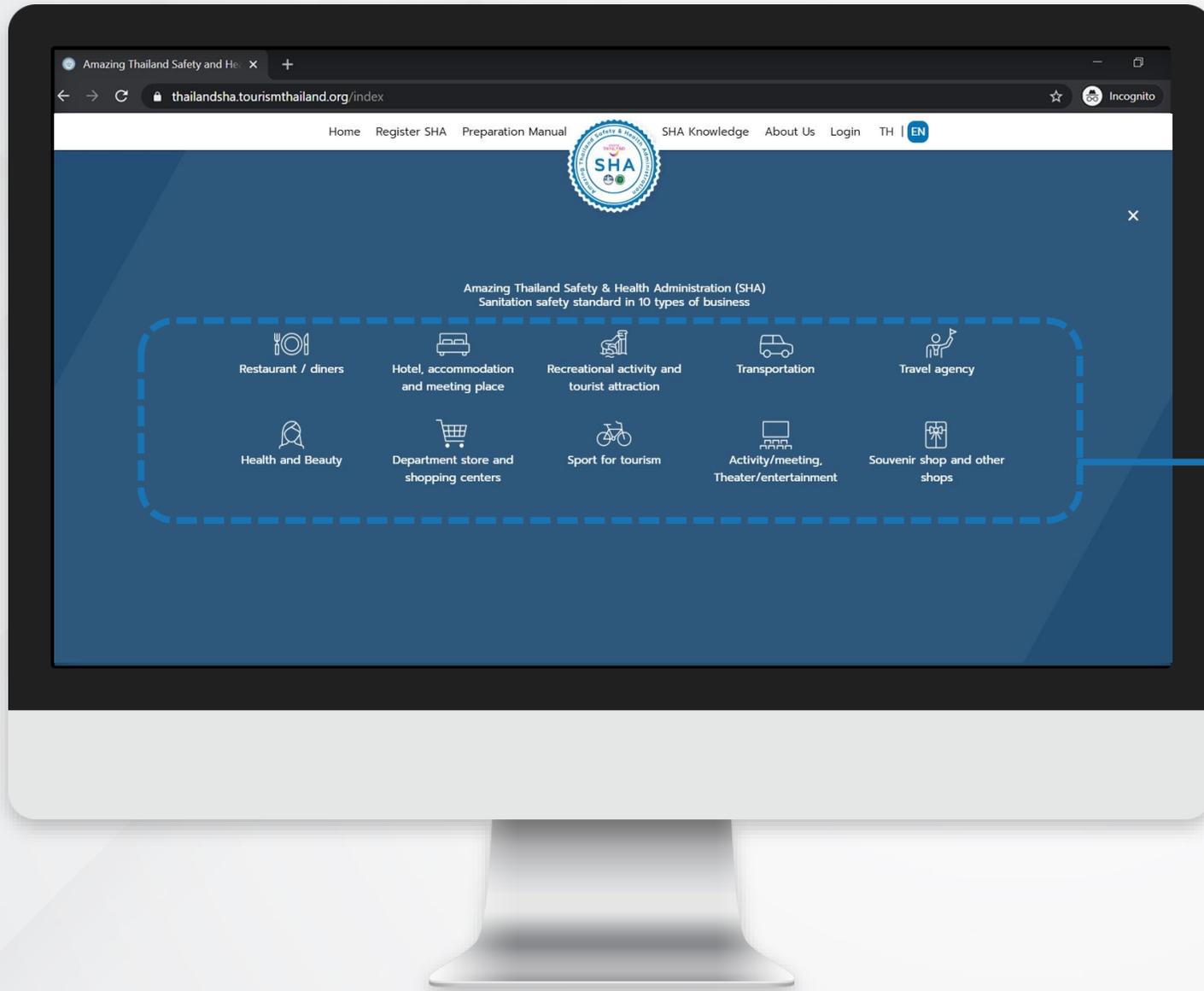
Verify your email address

Click [Verify your email](#) to enter the website



7 Click
Register SHA





8

Click to choose a business type

9 Fill in the first part: the establishment's information (cont.)

Upload a logo and 1-3 images for public relation usage.

Click Browse (1) to search images from your computer and click Confirm (2). The box will turn green after the picture is successfully uploaded.

Checklists for hygiene inspection in the workplace

Business type Hotel, accommodation and meeting place

business's information

Company's name (TH)

Company's name (EN)

Address (TH)

Address (EN)

Province
--Select Province--

Amphures
--Select Amphures--

Tambon
--Select Tambon --

Postcode

Phone

Fax

File jpg/png Size 200*200 pixel

Upload Logo

Upload photos as additional information
Cover

Picture 2

Picture 3

Picture 4

Picture 5

File jpg/png Size 1280*720 pixel file size less than 3 MB

File jpg/png Size 1280*720 pixel file size less than 15 MB

File jpg/png Size 1280*720 pixel file size less than 15 MB

File jpg/png Size 1280*720 pixel file size less than 15 MB

1 2

Upload Success Browse Confirm

Choose file Browse Confirm

Choose file Browse Confirm

Choose file Browse Confirm

Choose file Browse Confirm

special characters such as - , # for example : 021234567

Fill in the establishment's information in every box.

9 Fill in the first part:
the establishment's
information

You can click **preview**
after completing the
form to see the preview
page. Close the page to
return to edit
information (if any).

If all information is
correct, click **Next** to go
to the next page.

Email

Website

Facebook

Business hours (TH)

ตัวอย่าง : จันทร์-ศุกร์ เวลา 08.00-20.00 น.

Business hours (EN)

Example : Monday-Friday, 08.00. - 20.00

Advantage/Slogan (TH)

Advantage/Slogan (EN)

Google Map URL

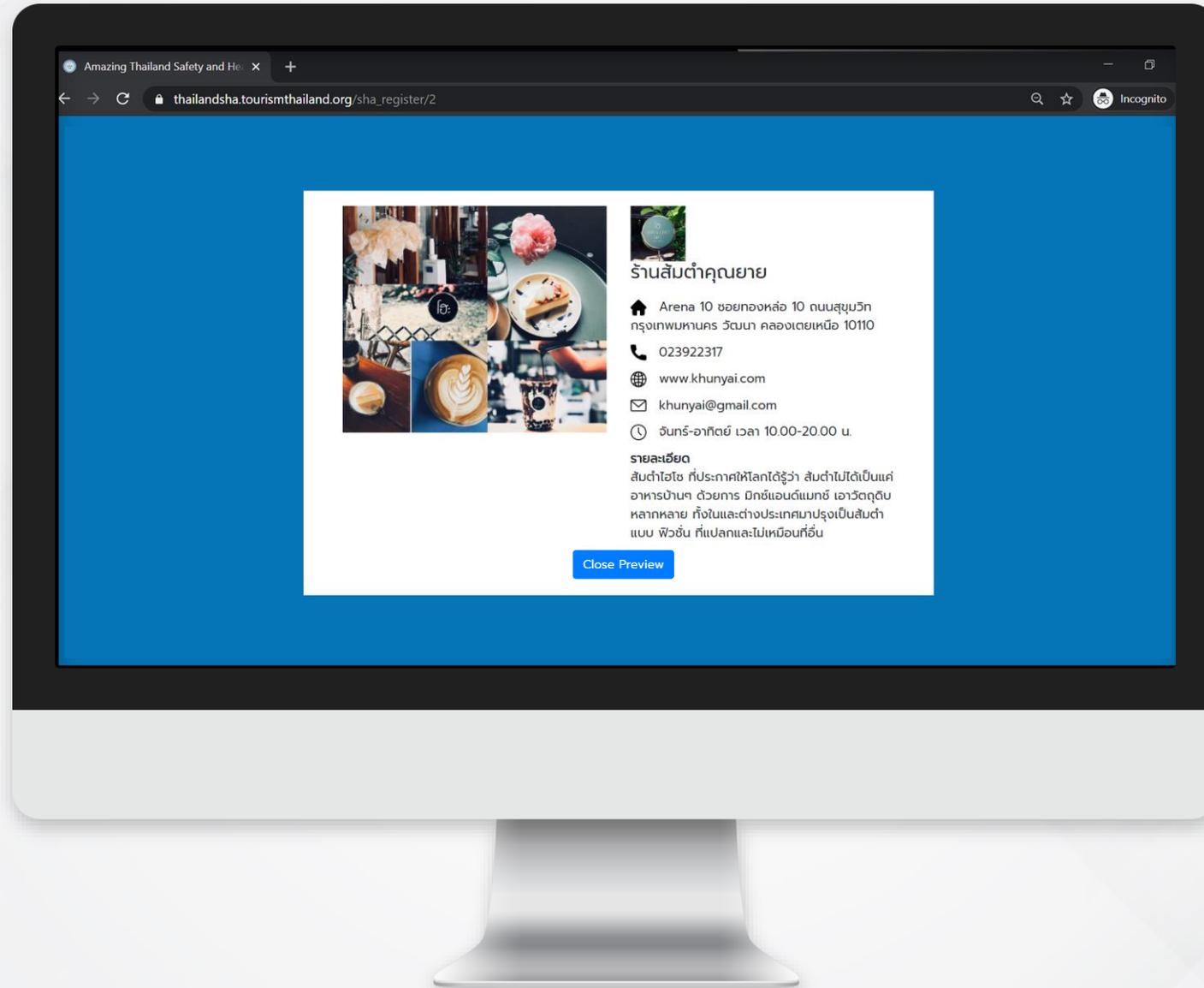
Fill in the
establishment's
information in
every box.

Back

Preview

Next

The example of the preview window



Checklists for hygiene inspection in the workplace

Business type Hotel, accommodation and meeting place

business's information

Managing Director / Manager / Business owner's Information

Name - Surname (TH)

Name - Surname (EN)

Position (TH)

Position (EN)

Phone

No special characters such as -, # for example : 021234567

Fax

No special characters such as -, # for example : 021234567

Mobile phone

ไม่มีอักษรพิเศษ เช่น -, # ตัวอย่าง : 0812345678

Email

Contact information of the cooperator

Name - Surname (TH)

Name - Surname (EN)

Position (TH)

Position (EN)

Phone

No special characters such as -, # for example : 021234567

Fax

No special characters such as -, # for example : 021234567

Mobile phone

ไม่มีอักษรพิเศษ เช่น -, # ตัวอย่าง : 0812345678

Email

Back

Next

10

Fill in the first part: contact information

Fill in the contact information in every box and click next.

1. Choose whether your business has registered in "Thai Chana" / "Mor Chana" application or not.

2. Choose whether your business is affiliated with any associations or not.

3. Choose a type of business license and attach the license file.

1 2 3

Checklists for hygiene inspection in the workplace

Business type Hotel, accommodation and meeting place

business's information

Does your business use the platform "Thai Chana" / "Mor Chana"?

Yes No

Are you a member of the Tourism Council of Thailand?

No Yes

Choose an association to inspect your checklist.

Tourism Council of Thailand (TCT)

What type of service dose your business provide?

Entrepreneur (public area) Entrepreneur (room)

Entrepreneur (meeting room) Entrepreneur (restaurant) according to restaurant standards

Business license

Hotel license (ใบอนุญาต)

Notice to local authorities regarding a violation of laws and request to inspect a building renovation, according to the order no. 6/2562 of the National Council for Peace and Order (NCPO)

Type-zero hotel registration form (homestay)

Choose file

File .jpg/.png/.pdf file size less than 3 MB

12

Fill in the second part: basic standards

1 2 3

Checklists for hygiene inspection in the workplace

Business type Hotel, accommodation and meeting place

Basic standards

Hygiene of the workplace and its facilities.

1.Workplace, surrounding areas and areas that may be contaminated or frequently exposed to physical contact such as floors, walls, bolts, doorknobs, handrails, public relations points, checkout points, light switches, elevator buttons and remote control buttons are cleaned regularly with cleaning agents.

Yes No

Choose file Browse Confirm

Check pictures File .jpg/.png Size 1280*720 pixel file size less than 3 MB
***attach an image for evaluating

2.Toilet bowls, urinals, flushing levers or buttons, bidet sprays, bolts or door knobs, toilet seats, toilet lids, faucets and sinks are cleaned regularly with cleaning agents.

Yes No

Choose file Browse Confirm

Check pictures File .jpg/.png Size 1280*720 pixel file size less than 3 MB
***attach an image for evaluating

3.Ventilation system in the workplace is suitable and cleaned regularly.

Yes No

Choose file Browse Confirm

Check pictures File .jpg/.png Size 1280*720 pixel file size less than 3 MB
***attach an image for evaluating

Back Next

Complete the basic standard checklist forms and attach images for evaluating

Click [next](#)

13

Fill in the third part: SHA standard requirements

Complete the SHA standard requirements checklist and attach images for evaluating. Click **next** and repeat on every page.

Click to confirm that the above statements are true and correct. You can't revise it after sending it. Please check if the information is correct or not before clicking **confirm**.

You can click save a draft to revise the information at anytime until it is done. Click confirm after the information is completed and you are ready to send it for inspection.

The screenshot shows a web form titled "Checklists for hygiene inspection in the workplace" for a "Business type Hotel, accommodation and meeting place". The form is divided into three numbered steps, with step 3 highlighted by a dashed blue circle. The form contains seven checklist items, each with a "Yes/No" radio button, a "Choose file" button, and a "Check pictures" button. The "Check pictures" buttons are highlighted in green. At the bottom of the form, there are two checkboxes: "I hereby certify that the above statements are true and correct in every aspect." and "You cannot change your information after confirming it. Please check it before confirming." Below these are three buttons: "Back", "Save draft", and "Confirm".

1 2 3

Checklists for hygiene inspection in the workplace

Business type Hotel, accommodation and meeting place

SHA standard requirements

Service provider

1. Screen and check employees, staff, and caddies' temperature before commencing shifts (if anyone has a temperature higher than 37.5 degrees Celsius, they should seek a health checkup and take a day off to observe the symptoms.)
 Yes No
Choose file Browse Confirm
Check pictures

2. Employees, staff, and caddies must wear a cloth mask or hygienic mask, and hygienic gloves all the time while working.
 Yes No
Choose file Browse Confirm
Check pictures

3. Encourage advance reservations (of service recipients) and allow at least 10-15 minutes between each group tee-ing off. Groups are limited to 4-6 people and each caddy provides a service for only 1 golfer at a time.
 Yes No
Choose file Browse Confirm
Check pictures

4. Carry alcohol gel all the time while working.
 Yes No
Choose file Browse Confirm
Check pictures

5. Make sure golfers and caddies keep at least 15 metres apart while playing.
 Yes No
Choose file Browse Confirm
Check pictures

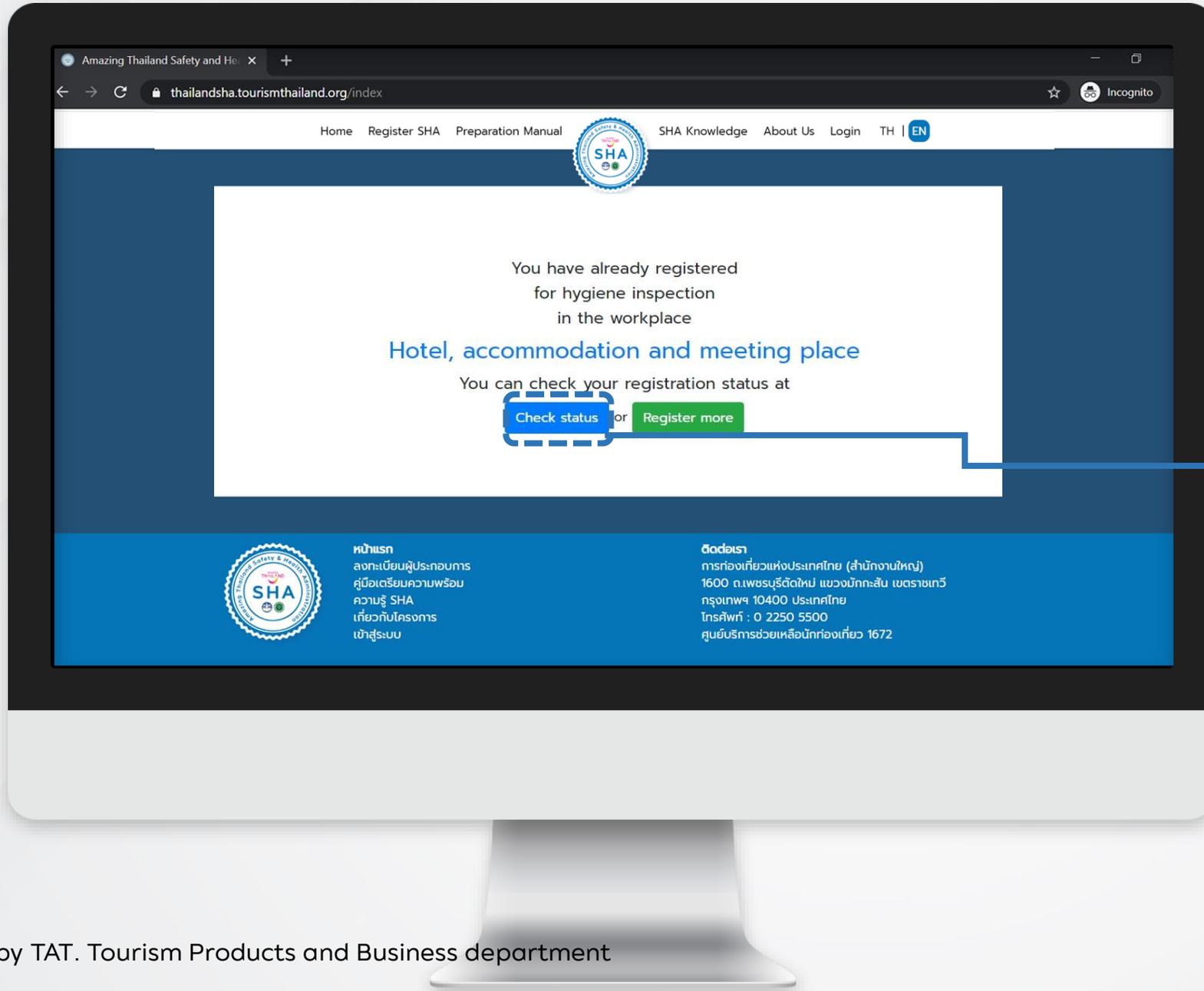
6. Always pick up golf clubs by the clubhead and hand them to the players.
 Yes No
Choose file Browse Confirm
Check pictures

7. All caddies must clean their body and wash their hands every time before and after a round of golf. (If possible, they should go home immediately.)
 Yes No
Choose file Browse Confirm
Check pictures

I hereby certify that the above statements are true and correct in every aspect.
 You cannot change your information after confirming it. Please check it before confirming.

Back Save draft Confirm

Successful Registration Page



You can check your
registration status at the
Check status menu.

Registration Status Page

