

# GSTC Report of Change

Accreditation Manual for Certification of Accommodation/Hotel & Tour Operators v.3.1

30 September 2023 GSTC Report of Change

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This is the Report of Change on the Accreditation Manual for Certification of Accommodation/Hotel & Tour Operator, version 3.1.

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## 1. Introduction

This report gives an overview of the change on the revision of the Accreditation Manual for Certification of Accommodation/Hotel & Tour Operators version 3.1. As GSTC ends the Accreditation services through third-party organizations and provides Accreditation services directly, the revision has been made accordingly. Additionally, this revision does not include any newly added sections, clauses, or changes to the requirements, and only focuses on updating terminology. The approval date is October 1, 2023, and It will be effective from October 13, 2023.

## 2. Methodology

The methodology in this report is through a comprehensive review within the GSTC Accreditation Secretariat and Assurance Director.

### 3. Accreditation Manual Revision from 3.0 to 3.1

As GSTC directly conducts accreditation, related expressions have been revised. The following tables summarize these changes by section and type. Most of the modifications involve specifying GSTC as the entity responsible for the accreditation service.

### 3.1 Scope of Change

Section	Sub-section	Correction for Expression/ Criteria Number or Typos	Delete	New Requirements
Title	Tittle	Х		
Version Notes	Version Notes	Х		
Scheme Overview	GSTC Accreditation Program	Х		
Scheme Overview	GSTC Assurance Panel	Х		
Scheme Overview	The following principles apply to all aspects of the GSTC program	×		
Scheme Overview	Stakeholder Engagement in Continuous Review and Improvement of GSTC Accreditation	x		
1. Manual Structure	Page 13 Background	Х		
GSTC Requirements for GSTC     Accreditation Secretariat	Page 14 Background	×		
4. Introduction	4.1.1.	Х		

4. Introduction	4.2.1.	×		
5. Scope of Accreditation	5.1.2.3.2.	Х		
6. Languages	6.5.	Х		
7. Accreditation Expiration and Renewal	7.1.3.	Х		
7. Accreditation Expiration and Renewal	7.3.	Х		
7. Accreditation Expiration and Renewal	7.4.1.2.	Х		
7. Accreditation Expiration and Renewal	7.4.2.	Х		
7. Accreditation Expiration and Renewal	7.5.3.	Х		
7. Accreditation Expiration and Renewal	7.7.	Х		
7. Accreditation Expiration and Renewal	7.8.	Х		
7. Accreditation Expiration and Renewal	7.8.	Х		
7. Accreditation Expiration and Renewal	7.10.	Х		
10. Auditor Qualifications, Knowledge	10.15	х		
and Skills				
19. Definitions	Accreditation Cycle	х		
19. Definitions	GSTC Accreditation	Х		
19. Definitions	GSTC Assurance Panel	Х		
19. Definitions	GSTC Endorsed Accreditation Body		Х	
Annex A	A.1.3.	Х		

Annex A	A.1.4.	х	
Annex A	A1.5.	Х	
Annex A	A1.6.	Х	
Annex A	A1.7.	Х	
Annex A	A2.2.	Х	

### 3.2 Full Revision Trackers

No	Section	Version 3.0	Version 3.1	Change
1	Title	For Certification of Hotels/Accommodations	For Certification of Hotels/Accommodations &	Title changed
		& Tour Operators v3.0	Tour Operators v3.1	
2	Version Notes	The version 3.1 of the GSTC Accreditation	The version 3.1 of the GSTC Accreditation Manual	Version Notes updated
		Manual incorporates the same Section	incorporates the same Section numbering as v.3.0,	
		numbering as v.3.0, ranging from Section 1 to	ranging from Section 1 to 18. In this version, As	
		18. In this version, As GSTC ends the	GSTC ends the Accreditation services through	
		Accreditation services through third-party	third-party organizations and provides directly	
		organizations and provides in-house	Accreditation services, we modified related	
		Accreditation services, we modified related	expressions.	
		expressions. Please note that this revision		
		encompasses other changes as well, beyond		

		the ones mentioned here. Updates to this		
		and related Manuals will be provided by the		
		GSTC occasionally and will be distributed to		
		currently Accredited Certification Bodies plus		
		those with open applications for		
		accreditation.		
3	Page 6	GSTC Accreditation Program	GSTC Accreditation Program	Changed the definition
	Scheme	Accreditation of a Certification Body that	Accreditation of a Certification Body that either	
	Overview	either uses a GSTC-Recognized Standards OR	uses a GSTC-Recognized Standards OR certifies	
		certifies directly against GSTC Criteria. The	directly against GSTC Criteria.	
		third-party accreditation is managed by a		
		GSTC Endorsed Accreditation Body.		
4	Page 10	GSTC Assurance Panel	GSTC Assurance Panel	Changed the expression
	Scheme	The GSTC Assurance Panel ("The Panel")	The GSTC Assurance Panel ("The Panel") performs	
	Overview	performs these functions:	these functions:	
		- Declare standards to be "GSTC-Recognized	- Declare standards to be "GSTC-Recognized	
		Standard", according to the terms of the	Standard", according to the terms of the GSTC-	
		GSTC-Recognized Manual as approved by	Recognized Manual as approved by the CEO and	
		the CEO and the Board;	the Board;	
		- Validate and provide surveillance of GSTC's	- Validate and provide surveillance of GSTC-	
		contracted partner Accreditation Body	Accredited Certification Bodies; and	
		declarations of "GSTC-Accredited	- Function as an Accreditation Body for tourism	
		Certification Bodies"; and	sub sectors where GSTC does not otherwise have	
		- Function as an Accreditation Body for	an external partner Accreditation Body in place.	
		tourism sub sectors where GSTC does not		
		otherwise have an external partner		
		Accreditation Body in place.		

Scheme Overview The following principles apply to all aspects of the GSTC program – including work performed by certification scheme awners, CBs and Accreditation Bodies:  Stakeholder Engagement in Continuous Review and Improvement of GSTC Overview Overview  Accreditation Overview Accreditation Certification Bodies that are accredited or are interested in accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit addressed in this Manual.  The Manual covers both the requirements of STructure - Background  Accreditation The following principles apply to all aspects of the GSTC program – including work performed by certification scheme owners and CBs:  CSTC program – including work performed by certification scheme owners and CBs:  CSTC program – including work performed by certification scheme owners and CBs:  CSTC program – including work performed by certification scheme owners and CBs:  CSTC program – including work performed by certification scheme owners and CBs:  CSTC program – including work performed by certification scheme owners and CBs:  CSTC program – including work performed by certification and Improvement in Continuous Review and Improvement in Continuous Review and Improvement of CBTC  Accreditation  Certification Bodies that are accredited or are interested in accreditation, and other are interested in accreditation  Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requirements of clarification of requirements addressed in this Manual or email to accreditation@gstcouncil.org for further information and questions.  The Manual covers both the requirements of and accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:	5	Page 10	Principles for the implementation of the GSTC	Principles for the implementation of the GSTC	Changed the expression
of the GSTC program – including work performed by certification scheme owners, CBs and Accreditation Bodies:  6 Page 12 Stakeholder Engagement in Continuous Review and Improvement of GSTC Accreditation  Overview Accreditation  Certification Bodies that are accredited or are interested in accreditation, Accreditation Bodies, and other stakeholders interested in acstraction and other stakeholders interested in accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual.  7 1. Manual Structure - Background Bodies, the certification processes to be implemented by GSTC, and GSTC Endorsed Accreditation processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:		Scheme	Accreditation	Accreditation	
performed by certification scheme owners, CBs and Accreditation Bodies:    Page 12   Stakeholder Engagement in Continuous Review and Improvement of GSTC Accreditation   Overview   Accreditation		Overview	The following principles apply to all aspects	The following principles apply to all aspects of the	
CBs and Accreditation Bodies:  Stakeholder Engagement in Continuous Review and Improvement of GSTC Scheme Overview Accreditation Certification Bodies that are accredited or are interested in accreditation, Accreditation Bodies, and other stakeholders interested in accreditation and added email address of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual.  The Manual Covers both the requirements of and accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation processes they shall implement and the requirements and process for their accreditation.  Stakeholder Engagement in Continuous Review and Improvement of GSTC Accreditation Certification Bodies that are accredited or are interested in accreditation, and other stakeholders interested in GSTC Accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual or email to accreditation@gstcouncil.org for further information and questions.  The Manual covers both the requirements of and accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:			of the GSTC program – including work	GSTC program – including work performed by	
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Scheme Review and Improvement of GSTC Overview Accreditation Certification Bodies that are accredited or are interested in accreditation, Accreditation Bodies, and other stakeholders interested in accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual.  7 1. Manual Structure - Background Background Bodies, the certification of Certification Bodies that are accreditation and added email address interested in accreditation, and other stakeholders interested in accreditation, and other stakeholders interested in accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual or email to accreditation@gstcouncil.org for further information and questions.  7 1. Manual Structure - Background Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:			CBs and Accreditation Bodies:		
Overview  Accreditation Certification Bodies that are accredited or are interested in accreditation, Accreditation Bodies, and other stakeholders interested in GSTC Accreditation Bodies, and other stakeholders interested in GSTC Accreditation Bodies, and other stakeholders interested in GSTC Accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual or email to accreditation@gstcouncil.org for further information and questions.  The Manual covers both the requirements of and accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:	6	Page 12	Stakeholder Engagement in Continuous	Stakeholder Engagement in Continuous Review	Removed the expression
Certification Bodies that are accredited or are interested in accreditation, Accreditation Bodies, and other stakeholders interested in accreditation, and other stakeholders interested in GSTC Accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual.  7 1. Manual The Manual covers both the requirements of Structure - Background implemented by GSTC, and GSTC Endorsed Accreditation processes they shall implement and the requirements and process for their accreditation.  Certification Accreditation, Accreditation accreditation, and other stakeholders interested in accreditation, and other stakeholders interested in GSTC Accreditation and stakeholders interested in GSTC Accreditation and stakeholders interested in GSTC Accreditation and the program and this stakeholders interested in GSTC Accreditation and the program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual or email to accreditation@gstcouncil.org for further information and questions.  The Manual covers both the requirements of and accreditation processes to be implemented by GSTC, and for Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:		Scheme	Review and Improvement of GSTC	and Improvement of GSTC Accreditation	and added email address
are interested in accreditation, Accreditation Bodies, and other stakeholders interested in GSTC Accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual.  7 1. Manual Structure - Background Structure - Background Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  8 stakeholders interested in GSTC Accreditation Program, are invited to submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual or email to accreditation@gstcouncil.org for further information and questions.  The Manual covers both the requirements of accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:		Overview	Accreditation	Certification Bodies that are accredited or are	
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submit comments on any aspect of the program and this Manual and to submit any requests for clarification of requirements addressed in this Manual or email to accreditation@gstcouncil.org for further information and questions.  7 1. Manual The Manual covers both the requirements of and accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation Body, and for Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:			Bodies, and other stakeholders interested in	Program, are invited to submit comments on any	
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requests for clarification of requirements addressed in this Manual.  The Manual covers both the requirements of and accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation Body, and for Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  The Manual covers both the requirements of accreditation processes to be implemented by GSTC, and GSTC Endorsed Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:			submit comments on any aspect of the	submit any requests for clarification of	
addressed in this Manual.  The Manual covers both the requirements of Structure - Background implemented by GSTC, and GSTC Endorsed Accreditation Body, and for Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  The Manual covers both the requirements of and accreditation processes to be implemented by GSTC, and for Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:			program and this Manual and to submit any	requirements addressed in this Manual or email to	
The Manual covers both the requirements of and accreditation processes to be and accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation Body, and for Certification accreditation processes they shall implement and the requirements and process for their accreditation.  The Manual covers both the requirements of and accreditation processes to be implemented by GSTC, and for Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:			requests for clarification of requirements	accreditation@gstcouncil.org for further	
Structure - and accreditation processes to be accreditation processes to be implemented by GSTC, and GSTC Endorsed Accreditation Body, and for Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  Structure - and accreditation processes to be implemented by GSTC, and for Certification Bodies, the certification processes they shall implement and the requirements and accreditation.  This Manual is arranged in four parts:			addressed in this Manual.	information and questions.	
Background implemented by GSTC, and GSTC Endorsed Accreditation Body, and for Certification Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  Background implemented by GSTC, and GSTC Endorsed Accreditation Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:	7	1. Manual	The Manual covers both the requirements of	The Manual covers both the requirements of and	Changed the expression
Accreditation Body, and for Certification  Bodies, the certification processes they shall the requirements and process for their accreditation.  Certification processes they shall implement and the requirements and accreditation.  This Manual is arranged in four parts:		Structure -	and accreditation processes to be	accreditation processes to be implemented by	
Bodies, the certification processes they shall implement and the requirements and process for their accreditation.  This Manual is arranged in four parts:		Background	implemented by GSTC, and GSTC Endorsed	GSTC, and for Certification Bodies, the	
implement and the requirements and accreditation.  process for their accreditation.  This Manual is arranged in four parts:			Accreditation Body, and for Certification	certification processes they shall implement and	
process for their accreditation.  This Manual is arranged in four parts:			Bodies, the certification processes they shall	the requirements and process for their	
			implement and the requirements and	accreditation.	
			process for their accreditation.	This Manual is arranged in four parts:	
This Manual is arranged in four parts:  - Part I introduces an overview of the GSTC Criteria			This Manual is arranged in four parts:	- Part I introduces an overview of the GSTC Criteria	
- Part I introduces an overview of the GSTC and Accreditation;			- Part I introduces an overview of the GSTC	and Accreditation;	
Criteria and Accreditation; - Part II sets out the manual structure, normative			Criteria and Accreditation;	- Part II sets out the manual structure, normative	

		- Part II sets out the manual structure,	reference and requirements for GSTC in the	
		normative reference and requirements for	accreditation of Certification Bodies;	
		GSTC Endorsed Accreditation Bodies in their	- Part III set out the requirements for Certification	
		accreditation of Certification Bodies;	Bodies to become accredited and the market	
		- Part III set out the requirements for	access benefits; and	
		Certification Bodies to become accredited	- Part IV covers the glossary and annexes.	
		and the market access benefits; and		
		- Part IV covers the glossary and annexes.		
8	3. GSTC	3. GSTC Requirements for GSTC Accreditation	3. GSTC Accreditation Management	Changed the title of
	Requirements	Secretariat	3.1. The GSTC shall administer the accreditation for	Section 3 and changed
	for GSTC	3.1. The GSTC and the GSTC Endorsed	Hotel/Accommodation and for Tour Operator.	the entire clauses
	Accreditation	Accreditation Body shall operate with a	3.2. The GSTC shall administer the complaints,	
	Secretariat	service agreement that includes any specific	appeals and disputes related to the accreditation	
		requirements from GSTC beyond the	or the certification process.	
		standard operating procedures of the		
		Accreditation Body.		
		3.2. Before making an accreditation decision,		
		the GSTC Endorsed Accreditation Body shall		
		provide the GSTC Assurance Panel with the		
		accreditation evaluation report containing		
		the assessment team's recommendation as		
		to whether or not accreditation should be		
		granted. The GSTC Assurance Panel shall		
		indicate to the GSTC Endorsed Accreditation		
		Body whether or not it agrees with the		
		recommendation made.		
		3.3. The GSTC Endorsed Accreditation Body		

		shall administer the accreditation for		
		Hotel/Accommodation and for Tour		
		Operator.		
		3.4. The GSTC Endorsed Accreditation Body		
		shall administer the complaints, appeals and		
		disputes related to the accreditation or the		
		certification process.		
		3.4.1. A copy of the formal notice of the		
		outcome of any complaints and appeal shall		
		be sent to the GSTC, to		
		accreditation@gstcouncil.org within 5 days		
		of the complaint or appeal being officially		
		closed.		
9	4. Introduction	4.1.1. Gain accreditation from a GSTC	4.1.1. Gain accreditation from GSTC or by which	Changed the expression
		Endorsed Accreditation Body or by which	conforms to Part II; and	
		conforms to Part II; and	4.2.1. All CBs will be subject to an assessment of	
		4.2.1. All CBs will be subject to an assessment	their conformity to these requirements by the	
		of their conformity to these requirements by	GSTC.	
		a GSTC Endorsed Accreditation Body.		
10	5. Scope of	5.1.2.3.2. A CB can be accredited for one or	5.1.2.3.2. A CB can be accredited for one or more	Changed the expression
	Accreditation	more than one GSTC-Recognized Standard	than one GSTC-Recognized Standard upon scope	
		upon scope extension request to the GSTC	extension request to the GSTC, according to its	
		Endorsed Accreditation Body, according to	rules.	
		its rules.		
11	6. Languages	6.5. Where a CB is working in a language	6.5. Where a CB is working in a language other	Changed the expression
		other than English, it will provide translated	than English, it will provide translated documents	
		documents in English as required for initial	in English as required for initial accreditation and	
L	1	1	1	

		accreditation and ongoing requirements by	ongoing requirements by the GSTC.	
		the GSTC Endorsed Accreditation Body.		
12	7.	7.1.3. The CB is in breach of the GSTC License	7.1.3. The CB is in breach of the GSTC License	Changed the expression
	Accreditation	Agreement or the GSTC Endorsed	Agreement.	
	Expiration and	Accreditation Body agreement.		
	Renewal			
13	7.	7.3. Following a decision on, and publication	7.3. Following a decision on, and publication of,	Changed the expression
	Accreditation	of, the changed requirements, the GSTC	the changed requirements, the GSTC shall verify	
	Expiration and	Endorsed Accreditation Body shall verify that	that each GSTC-Accredited CB conforms to the	
	Renewal	each GSTC-Accredited CB conforms to the	changed requirements within the transition time	
		changed requirements within the transition	determined by GSTC.	
		time determined by GSTC.		
14	7.	7.4.1.2. The measures adopted to inform	7.4.1.2. The measures adopted to inform society,	Removed the expression
	Accreditation	society, the GSTC Endorsed Accreditation	the GSTC-Accredited CBs and current applicants	
	Expiration and	Body, the GSTC-Accredited CBs and current	for accreditation;	
	Renewal	applicants for accreditation;	7.4.2 The transition implementation plan shall be	
		7.4.2 The transition implementation plan shall	established in consultation with the GSTC-	
		be established in consultation with the GSTC	Accredited CBs and other relevant interested	
		Endorsed Accreditation Body, the GSTC-	parties.	
		Accredited CBs and other relevant		
		interested parties.		
15	7.	7.5.3. The transition implementation plan shall	7.5.3. The transition implementation plan shall be	Removed the expression
	Accreditation	be established in consultation with the GSTC	established in consultation with the standard	
	Expiration and	Endorsed Accreditation Body, the standard	owner, the GSTC-Accredited CBs and other	
	Renewal	owner, the GSTC-Accredited CBs and other	relevant interested parties.	
		relevant interested parties.		
16	7.	7.7. If at any time, should the GSTC Endorsed	7.7. If at any time, should the GSTC has reason to	Changed the expression

	Accreditation	Accreditation Body have reason to be	be concerned about the ongoing conformity of	
	Expiration and	concerned about the ongoing conformity of	an already GSTC-Accredited CB against the	
	Renewal	an already GSTC-Accredited CB against the	GSTC-Accredited requirements, it may require the	
		GSTC-Accredited requirements, it may	CB to provide further information, and may, as an	
		require the CB to provide further information,	ultimate sanction, withdraw the GSTC-Accredited	
		and may, as an ultimate sanction, withdraw	status.	
		the GSTC-Accredited status.		
17	7.	7.8. The suspension, cancelation, extension,	7.8. The suspension, cancelation, extension,	Changed the expression
	Accreditation	withdrawal or scope reduction of	withdrawal or scope reduction of accreditation	
	Expiration and	accreditation shall be administered by the	shall be administered by the GSTC, according to	
	Renewal	GSTC Endorsed Accreditation Body,	its rules.	
		according to its rules.		
18	7.	7.9. In the event of non-compliance with the	7.9. In the event of non-compliance with the	Changed the expression
	Accreditation	obligations assumed by the applicant or	obligations assumed by the applicant or GSTC-	
	Expiration and	GSTC-Accredited CB and depending on the	Accredited CB and depending on the severity in	
	Renewal	severity in terms of compromising the system	terms of compromising the system in terms of	
		in terms of quality and credibility of	quality and credibility of accreditation-related	
		accreditation-related activities, sanctions	activities, sanctions can be established by the	
		can be established by the GSTC Endorsed	GSTC.	
		Accreditation Body.		
19	7.	7.10. A CB can request an extension or	7.10. A CB can request an extension or reduction	Changed the expression
	Accreditation	reduction of its accreditation scope. In this	of its accreditation scope. In this case, the CB shall	
	Expiration and	case, the CB shall make a formal request to	make a formal request to the GSTC. The request	
	Renewal	the GSTC Endorsed Accreditation Body. The	shall indicate the reasons for the extension or	
		request shall indicate the reasons for the	reduction requested. The request shall be	
		extension or reduction requested. The	processed as an accreditation application. The	
		request shall be processed as an	assessment of the CB may be simplified and	

		accreditation application. The assessment of	processed in conjunction with the surveillance	
		the CB may be simplified and processed in	activities of the accreditation process:	
		conjunction with the surveillance activities of		
		the accreditation process:		
20	10. Auditor	10.15. Records of auditors' competence.	10.15. Records of auditors' competence. Records	Changed the expression
	Qualifications,	Records shall be maintained up to date at all	shall be maintained up to date at all times to	
	Knowledge	times to demonstrate auditors' competence.	demonstrate auditors' competence. The record of	
	and Skills	The record of auditors newly qualified for	auditors newly qualified for sustainable tourism	
		sustainable tourism auditing shall be	auditing shall be submitted to the GSTC	
		submitted to the secretariat for GSTC	Accreditation Secretariat for reviewing and	
		Endorsed Accreditation Body for reviewing	managing the GSTC's list of qualified auditors.	
		and managing the GSTC's list of qualified		
		auditors.		
21	19. Definitions	Accreditation Cycle: Begins at or after the	Accreditation Cycle: Begins at or after the initial	Changed the Source
		initial Accreditation Decision date or decision	Accreditation Decision date or decision after a	
		after a Re-accreditation Assessment and	Re-accreditation Assessment and shall not be	
		shall not be longer than five years. Before the	longer than five years. Before the end of a cycle,	
		end of a cycle, a re-accreditation	a re-accreditation Assessment shall be conducted	
		Assessment shall be conducted prior to cycle	prior to cycle expiration.	
		expiration.	NOTE: usually, the accreditation cycle has a	
		NOTE: usually, the accreditation cycle has a	duration of 5 years.	
		duration of 5 years.	[SOURCE: adapted from ISO/IEC 17011:2017(E)]	
		[SOURCE: adapted from ASI-PRO-101: 2019]		
22	19. Definitions	GSTC Accreditation : Accreditation provided	GSTC Accreditation : Accreditation provided by	Changed the expression
		by an Accreditation Body that is endorsed by	the GSTC	
		the GSTC.		
23	19. Definitions	GSTC Assurance Panel : scheme owners and	GSTC Assurance Panel : An independent body of	Changed the definition

		may endorse Accreditation Body	the GSTC that is technically competent and	
		recommendations to accredit CBs.	impartial, that will make decisions on recognizing	
			sustainable tourism	
			standards and certification scheme owners and	
			may endorse	
			the GSTC Accreditation Secretariat	
			recommendations to accredit CBs.	
24	19. Definitions	GSTC Endorsed Accreditation Body : A		Removed the definition
		qualified body authorized by the GSTC to		
		manage the accreditation process and		
		oversee the functions of the GSTC		
		certification programs.		
25	Annex A	A1.3. GSTC Accredited CB submits an	A1.3. GSTC Accredited CB submits an application	Changed the expression
		application for extension of technical sub	for extension of technical sub scope to GSTC:	
		scope to ASI:	A1.4. GSTC reviews the application:	
		A1.4. ASI reviews the application:	A1.5. GSTC reviews the application:	
		A1.5. ASI reviews the application:	A1.6. GSTC carries out the witness assessment (of a	
		A1.6. ASI carries out the witness assessment	CB audit of the GSTC-Recognized Standard:	
		(of a CB audit of the GSTC-Recognized	- Major non-conformities resulting from the witness	
		Standard:	assessment shall be satisfactorily closed.	
		- Major non-conformities resulting from the	A1.7. Upon a positive GSTC decision to extend the	
		witness assessment shall be satisfactorily	scope of accreditation, the CB will now be	
		closed.	entitled to carry out audit and certification	
		A1.7. Upon a positive ASI decision to extend	services on behalf of the CS.	
		the scope of accreditation, the CB will now	A2.2. GSTC Accreditation Procedure v1.0-date	
		be entitled to carry out audit and	September, 2023	
		certification services on behalf of the CS.		
	1	1	1	

A2.2. ASI-PRO-20-101 Accreditation	
Procedure v5.1 - 08 December 2020.	

#### 4. Acknowledgment

GSTC is pleased to announce the completion of minor revisions to the Accreditation Manual for Certification of Hotel/Accommodation and Tour Operators v.3.1. This revision is now accessible on the GSTC website.

This revision is acknowledge by the GSTC Assurance Program Director.

#### 5. Next Step

The Accreditation Manual for Certification of Hotel/Accommodation & Tour Operator (Version 3.1) will be effective for use by GSTC and applied to all accreditation bodies. Since this revision is considered minor and nothing has changed, there will be no transition period applied for this revision. Furthermore, for the next revision, GSTC will conduct Version 3.2, which will involve a public consultation and engagement with more stakeholders.

#### 6. Conclusion

As GSTC has terminated its relationship with ASI for Accreditation Bodies, this revision aims to update and replace expressions that refer to ASI. To summarize, there have been 33 expression changes and the deletion of one definition in the current revision of the Accreditation Manual for Certification of Hotels/Accommodations and Tour Operators (Version 3.1). It's important to note that this version (v.3.1) does not differ from Version 3.0 in terms of content; only the expressions have been modified.

Furthermore, GSTC remains committed to continuous improvement and will conduct further revisions in the upcoming months to address related aspects. We will ensure active engagement from all relevant stakeholders in this process. By promoting sustainable and responsible practices in the tourism industry, GSTC continues to play a vital role in advancing global sustainable tourism standards.