



Department of Defense Lodging Adequacy Standards

Approved 9 July 2024

In effect as of 1 October 2024

DoD Lodging Adequacy Standards

The Department of Defense (DoD) Lodging Adequacy Standards will take effect on October 1, 2024, and will cancel the standards currently in effect. These new standards must be used for annual reporting as referenced in section 2.2 of DoD Instruction 1015.11, “DoD Lodging Policy,” and begin with the FY25 reporting cycle. The standards ensure the care and satisfaction of official government travelers by providing adequate accommodations in quality facilities. It is DoD’s expectation that all DoD Lodging facilities meet 100 percent of the standards. Furthermore, all lodging rooms meeting these standards are listed in the official government travel booking portal (e.g., Defense Travel System (DTS)). DoD Lodging facilities and/or rooms that do not meet 100 percent of their respective standards are not eligible for listing in the Department’s on-line booking tool (Defense Travel Management Office – Defense Travel System) and are not part of the Integrated Lodging Program (ILP) until they meet all DTS-required standards.

The Standards have been developed with input from the Military Services and Defense Travel Management Office (DTMO) and are reflective of DTMO’s Integrated Lodging Program standards. All construction, renovations, room upgrades, and DoD Lodging brands must use these standards in planning and execution. Compliance with adequacy standards will be reported to OUSD(P&R) annually at a minimum by the Military Departments.

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DoD Lodging Adequacy Standards

SECTION 1: Traveler Safety and Security

OSD Standard		Standard Specification (If Required)	DTS Requirement
1.1	Complies with applicable parts from National Fire Protection Association (NFPA) 101 and the U.S. Fire Administration's standards for Hotel and Motel Fire Safety (Act of 1990). Facilities that do not meet the requirements of NFPA 101 for existing facilities must be brought up to at least the minimum requirements for existing facilities.		Yes
1.2	Complies with all applicable federal laws and regulations and DoD Unified Facilities Criteria (UFC).		Yes
1.3	Complies with applicable parts of the Americans with Disabilities Act (ADA) and Architectural Barriers Act (ABA) Accessibilities Standards.	An installation must have the minimum number of compliant rooms in correspondence with table 224.2 of the 2010 revision of ADA Standards (Link Here).	Yes
1.4	Complies with Virginia Graeme-Baker Act for swimming pools, if applicable.		Yes
1.5	Complies with DoD minimum antiterrorism standards for buildings as applicable, or the installation has adequately mitigated the property's risk to the satisfaction of the installation commander.	Complies with DoDI O-2000.16, Vol 1 and related DoD UFCs.	Yes
1.6	Documented Fire and Emergency Plan in place and available to all staff members.	Emergency evacuation routes posted on guest rooms exit door.	Yes
1.7	Security program in compliance with installation policy.	DoD Lodging located off-installation requires 24/7 security/crisis management plan which may include security patrol or surveillance cameras. Complies with Section 889 of 2019 NDAA.	Yes
1.8	Guest rooms accessible only through interior corridors if property located outside the installation-controlled perimeter for all new construction or replacement facilities.		Yes
1.9	Adequate parking (paved, marked, and illuminated).	Complies with applicable installation standards.	Yes
1.10	Good illumination in all public areas (e.g., entry, corridors, walkways, stairways, landings).		Yes

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OSD Standard		Standard Specification (If Required)	DTS Requirement
1.11	Guest room exit doors (on the room side) equipped with a diagram showing the exit path from the guest room to the safe area.		Yes
1.12	All guest room entry doors (subject to local law and fire code) are equipped with a one-way door viewer, a door lock and then one of either a deadbolt or swing lock as a secondary locking mechanism. Doors of connecting/adjoining rooms must be secured by non-keyed deadbolt.	Cover over door viewer is preferred, but not required. Doors of connecting/adjoining rooms must be secured by non-keyed deadbolt.	Yes

SECTION 2: Traveler Quality - General

OSD Standard		Standard Specification (If Required)	DTS Requirement
2.1	Procedures in place for responsible representative to be available 24/7 to address guest needs or requests.		Yes
2.2	Permanent accurate and legible directional signage in appropriate public areas (e.g., entry, corridors, walkways, stairways, landings, parking areas) meeting ADA requirements.		Yes
2.3	Facility will be clearly posted/advertised as "Non-smoking" facility.		Yes
2.4	On-installation food service outlet or restaurant, or commercial restaurant located within a reasonable walking distance or accessible via public transportation and/or shuttle service with food available during common meal times.	Replacement meals (e.g., pre-made sandwiches, frozen dinners) made available through sundries shop meets this requirement.	Yes
2.5	Free high-speed internet and/or in-room Wi-Fi (or hard-wire access in restricted areas) with consistent signal strength available in guest rooms and public areas.		Yes
2.6	Indoor areas are properly heated, ventilated, and air conditioned (HVAC) in accordance with local industry hospitality standards.	Indoor public areas without HVAC must have an adequate process to maintain temperature control (between 65-80 degrees Fahrenheit) year-round, including during no heat/no cool periods, barring unavoidable extreme weather conditions.	Yes
2.7	Exercise area/facility accessible on site, nearby or on the installation.		Yes

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OSD Standard		Standard Specification (If Required)	DTS Requirement
2.8	Business center services located within a reasonable walking distance of one of the lodging, exchange, or MWR facilities on the installation. Shall have a minimum of one internet-connected computer and printer workstation with paper located in a common space.	Computer located in publicly-available space. Business center services located within reasonable walking distance of the lodging facility are also considered compliant.	No
2.9	Self-dispensing ice machine(s) or access to ice.		Yes
2.10	Washer/dryer available in common spaces or guest rooms.	Washer/dryer being available meets this standard.	Yes

SECTION 3: Traveler Quality – Public Area Including Lobby

OSD Standard		Standard Specification (If Required)	DTS Requirement
3.1	General curb appeal is well maintained and clean with sidewalks clear of snow, debris, uneven cracks, and other safety hazards and does not result in any safety incidents/reports; entrance is well-lit with directional signs readily visible.		Yes
3.2	General décor/style in lobby and all public areas interior designs are coordinated for enhanced comfort and appeal.	Each program will have a mid-grade commercial grade design package with prescribed/coordinated detail and Furniture, Fixtures and Equipment (FFE)	Yes
3.3	Guest service area has modest enhancements to include ergonomic guest reception desks to support well-being of staff and capacity to serve multiple guests during peak hours. Staff attired in uniforms with nametags.	Multiple bays for guests to check in or out when/where space permits at peak check in/check out times.	Yes
3.4	Sundries/shops provide a modest selection of most commonly used amenities available at guest reception desk or in vending machines.	Amenities available may include, but are not limited to: toothbrush/paste, razor, mouthwash, shower cap, combs, etc.; brand standards define whether they are free or an additional charge.	Yes
3.5	Restroom located in the lobby or a public area.	Brands determine additional specifications and requirements.	No

DoD Lodging Adequacy Standards

OSD Standard		Standard Specification (If Required)	DTS Requirement
3.6	Luggage carts available for interior load facilities or facilities with elevator accommodations.	Does not apply to facilities where the front desk is in a separate building from guest rooms (i.e., drive-up rooms). Interior load refers to facilities with indoor hallways and corridors for accessing guest rooms.	No
3.7	Ceilings, floors, and walls have moderate enhancements to material and design similar to mid-grade commercial lodging facilities which are in good condition and consistent with current design trends.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
3.8	Floors have adequate space for guest movement to include guests who have mobility issues.	Frequently utilized common area spaces and entry points (guest reception desk, doorways, hallways, etc.) are navigable for mobility impaired or wheelchair-bound guests	Yes
3.9	Furniture is commercial mid-grade, easily cleaned, sanitized, and well maintained.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
3.10	Seating in the lobby/public areas will be well-proportioned to the space available.		No
3.11	All public areas, including lobby, are cleaned daily and well maintained, free of dust, stains, chips, dents, etc.		Yes

SECTION 4: Traveler Quality – Guest Room

OSD Standard		Standard Specification (If Required)	DTS Requirement
4.1	At a minimum, each guest room is thoroughly cleaned, with bed linens changed, every 7 days and between guest stays.	Each program will define guest room cleaning standards and procedures.	Yes
4.2	Rooms will be lightly cleaned and towels replaced upon request.	Each program will define guest room cleaning standards and procedures.	Yes
4.3	Basic guest room supplies are available upon request.	Each program will define basic housekeeping services and supplies.	Yes
4.4	Active light switch at the main entry.		Yes

DoD Lodging Adequacy Standards

OSD Standard		Standard Specification (If Required)	DTS Requirement
4.5	Lighting fixtures, of coordinated design, that provide good level of overall illumination, including direct lighting at a writing surface, sitting area, and beside each bed using eco-friendly bulbs.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE. LED lightbulbs are preferred.	Yes
4.6	Sleeping area includes a headboard, bed base, mattress, mattress cover, and bed covering that includes two pillows (thick cluster fiber) with pillowcases, two sheets per bed that are smooth to the touch, appropriate bedding (comforter, duvet, blankets) in good repair.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
4.7	Extra pillows and blankets provided on bed or in closet, or available upon request.		Yes
4.8	Nightstand or equivalent by each bed and additional storage space provided (e.g., open area shelving, credenza, drawer space, luggage rack).	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
4.9	A waste container is provided. Where recycling programs are available, a separate recycling container is provided.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
4.10	An upholstered/soft seating chair is available where space allows.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
4.11	One coffee maker; coffee with condiments; non-disposable or recyclable cups for coffee, tea, and water.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE; style of cups can be decided by each program (can include mugs or to-go cups with lids); coffee maker to have auto shut-off function. Complimentary coffee, tea available in the lobby or public area satisfies this standard.	No
4.12	A microwave and refrigerator/mini-fridge or refrigerator/microwave unit.	A microwave and refrigerator/mini-fridge or refrigerator/microwave unit (can be made available on request or in public area).	Yes
4.13	An ice bucket with liner and lid.		No

DoD Lodging Adequacy Standards

OSD Standard		Standard Specification (If Required)	DTS Requirement
4.14	Steam iron with self-shut-off capability and ironing board with a clean cover.		Yes
4.15	Alarm clock in each room and/or wake-up service available.	Radio feature with alarm clock is optional.	Yes
4.16	Touch tone telephones with message light or indicator with easy access to 24-hour incoming/outgoing phone service and prompt message delivery.	Touch tone telephone service (Complies with section 889 of 2019 NDAA).	Yes
4.17	Permanently secured in-room safe (or access to a safety deposit box).		Yes
4.18	All sliding door(s), French doors, and windows are equipped with an effective locking device; secondary security lock on all exterior-facing doors.		Yes
4.19	General décor/style in guest rooms are coordinated and of commercial hotel industry mid-grade design.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
4.20	Ceilings, floors, and walls are coordinated and have commercial hotel industry mid-grade material and design.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
4.21	Commercial hotel industry mid-grade shades, drapes, or blinds to cover all windows or other transparent areas, and provide blackout effect and privacy.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE; blackout effects include blinds, full-length drapes, shutters, sheers, fabric side panels, rods with finials, valance, glass treatment, cornice.	Yes
4.22	Floors have adequate space for guest movement to include guests who have mobility issues.	Not every room must be wheelchair accessible; facilities are only required to have a percentage of total rooms in accordance with Standard 1.3 – ADA Compliance	Yes
4.23	Floor space has modest restrictions, as placement of furnishings and fixtures is well-proportioned to room size and traffic flow.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes

DoD Lodging Adequacy Standards

OSD Standard		Standard Specification (If Required)	DTS Requirement
4.24	Workspace/writing surface (a writing surface is judged based on available space) has sufficient space for a laptop computer and two 8.5x11 inch items; conveniently located near accessible power outlets for electronics; a comfortable office-style chair. A pen and notepad are included in each unit.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE; USB port preferred but not required.	Yes
4.25	Guest information is provided through a guest service directory (hard copy and/or digital option); includes safety information.		Yes
4.26	Full length mirror.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
4.27	Clothes-storage space in a recessed area or free-standing armoire; hangers available.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
4.28	Minimum 40-inch television, with remote control; basic cable and channel directory.	Rooms will not be removed from DTS for non-compliance with increased TV size (increase from 32 to 40 inches) until October 1, 2025	Yes
4.29	Guest-controlled heating, ventilation, and air conditioning (HVAC) available to meet seasonal requirements.	If installation policy requires a no-heat/no-cool period, rooms will be taken off DTS during that time. Guests are at a minimum able to control heat during the colder months and air conditioning during the warmer months.	Yes

SECTION 5: Traveler Quality – Guest Bath

OSD Standard		Standard Specification (If Required)	DTS Requirement
5.1	Each guest room has a private bathroom.		Yes
5.2	Fully operational eco-friendly, commercial-grade toilet in good condition with a closed front seat and closable lid.	An elongated toilet is preferred, but not required; each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes

DoD Lodging Adequacy Standards

OSD Standard		Standard Specification (If Required)	DTS Requirement
5.3	Sink with well-lit mirror and GFCI controlled outlet.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
5.4	Shower/tub in good condition (no chipping, peeling, or discoloration) with non-slip surface; basic materials.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE; basic materials could include fiberglass, acrylic, porcelain on steel; tub or tub/shower combination is required recommended for extended stay rooms. A non-slip mat can be provided.	Yes
5.5	Provide a bath towel, a hand towel and a face cloth per room occupant (minimum two sets) and a cloth bath mat.	Additional bath linens available upon request.	Yes
5.6	Provide facial tissues, hair dryer, shampoo/conditioner, recyclable cups/glasses, rolls of toilet tissue, and soap.	Recyclable cups/glasses are preferred. However, non-disposable cups/glasses may be used.	Yes
5.7	Non-porous surfaces in good condition (e.g., floors, walls, baseboards) in all toilet, sink, and bath areas with commercial mid-grade materials and design.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE; moderate enhancements to materials could include acrylic or ceramic tile; mud, non-slip, commercial-mid-grade porcelain tile with epoxy grout; provide transition strips where different floor finishes meet; finished mold-resistant gypsum wallboard. If wall coverings are used, seal wallcovering edges at ceiling base with clear caulk.	Yes
5.8	General décor/style in guest baths are coordinated and of moderate design, enhanced comfort, and in good condition.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	No

DoD Lodging Adequacy Standards

OSD Standard		Standard Specification (If Required)	DTS Requirement
5.9	Ceilings, floors, and walls in good condition and are coordinated and have commercial hotel industry mid-grade material and design; materials designed for a wet environment.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE; acceptable wall coverings could include drywall with basic paint finish or plain vinyl coverings; acceptable floor coverings could include ceramic tile or LVT; ceiling should be painted and free of stains at a minimum.	Yes
5.10	Coordinated lighting fixtures in good condition that provide good level of overall illumination including direct lighting at the mirror(s) with matching eco-friendly lightbulbs.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE; LED Lightbulbs preferred.	Yes
5.11	Floors have adequate space for guest movement to include guests who have mobility issues.		Yes
5.12	Cabinetry in good condition in accordance with commercial mid-grade design package with prescribed/coordinated detail and FFE.		Yes
5.13	Well-proportioned and functional counter or shelf space in good condition.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
5.14	Eco-friendly, coordinated sink fixtures in good condition with adjustable settings (i.e. temperature) acceptable materials include metal or plastic.	Each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes
5.15	Eco-friendly, coordinated shower fixtures in good condition with adjustable settings (i.e. temperature) acceptable materials include metal or plastic.	Curved shower rod when space permits; each program will have a commercial mid-grade design package with prescribed/coordinated detail and FFE.	Yes

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OSD Standard		Standard Specification (If Required)	DTS Requirement
5.16	At a minimum, each guest bathroom is thoroughly cleaned, with bath linens changed between guest stays.	Each program will define and provide guest bathroom cleaning standards and procedures. If required by health officials, room cleaning and bath linen replacement may be delayed to guest departure. However, upon request, new linens, towels, and cleaning products are available.	Yes
5.17	All parts of the guest bathroom are clean and well maintained. All parts of guest bathroom are free of dust, stains, chips, dents, etc.	Each program will define and provide cleaning/maintenance standards for guest baths.	Yes

SECTION 6: Traveler Financial Protections

OSD Standard		Standard Specification (If Required)	DTS Requirement
6.1	No added or hidden fees (i.e. resort fees) for facility amenities/services not used.		Yes
6.2	No advanced room deposits required for official travelers.		Yes
6.3	No fee for cancellations prior to 4PM (local) on day of arrival for Official Travelers.		Yes
6.4	No charge for early departure for official travel.		Yes
6.5	No minimum length of stay or arrival date restrictions for official travelers.		Yes
6.6	Offers Non-Availability Control Numbers issued by lodging staff or through DTS.		Yes

DoD Lodging Adequacy Standards

SECTION 7: Traveler Convenience

OSD Standard		Standard Specification (If Required)	DTS Requirement
7.1	Adequate lodging rooms meeting 100% of the DoD Lodging Adequacy Standards are available for booking in the official DoD Online Booking Tool(s).	If not available through the on-line tool, the facilities are considered "not available" and travelers are not required to use the facility. Rooms must be available for online booking at the time of reporting in order to be compliant.	Yes
7.2	Accepts the Government Travel Charge Card.		Yes
7.3	For confirmed reservations where space becomes unavailable, staff assists guest with finding alternate accommodations.	Contact local DoD Preferred Lodging (if available) or other alternative lodging or provide materials to direct travelers to alternative accommodations in compliance with established policies.	Yes