

# Destination Safety Advisory

Use this template to brief guests and staff on destination risks, travel conditions, local rules, and mitigation measures.

## Template Metadata

| Field          | Details                                      |
|----------------|--|
| Category       | Travel & Tourism                             |
| Owner          | [Team or owner]                              |
| Version        | [Version number]                             |
| Effective Date | [Date]                                       |
| Review Cycle   | [Monthly / Quarterly / Annual / Event-based] |
| Status         | [Draft / In Review / Approved]               |

## Advisory Summary

Identify destination, effective dates, advisory level, affected trips, and issuing manager.

| Item                  | Details   | Owner   | Status            |
|-----------------------|---|---------|-------------------|
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |

## Notes

[Add context, assumptions, exceptions, evidence links, screenshots, calculations, or reviewer comments.]

## Current Conditions

Summarize weather, health, transport, security, civil unrest, natural hazards, and government advice.

| Item                  | Details   | Owner   | Status            |
|-----------------------|---|---------|-------------------|
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |

### Notes

[Add context, assumptions, exceptions, evidence links, screenshots, calculations, or reviewer comments.]

## Risk Areas and Triggers

List neighborhoods, routes, activities, seasons, events, and conditions that require controls or suspension.

| Item                  | Details   | Owner   | Status            |
|-----------------------|---|---------|-------------------|
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |

### Notes

[Add context, assumptions, exceptions, evidence links, screenshots, calculations, or reviewer comments.]

## Guest Guidance

Provide practical guidance for documents, valuables, clothing, health, communication, transport, and local customs.

| Item                  | Details   | Owner   | Status            |
|-----------------------|---|---------|-------------------|
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |

## Notes

[Add context, assumptions, exceptions, evidence links, screenshots, calculations, or reviewer comments.]

## Operational Controls

Define itinerary changes, supplier checks, guide briefings, check-in cadence, emergency contacts, and evacuation criteria.

| Item                  | Details   | Owner   | Status            |
|-----------------------|---|---------|-------------------|
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |

## Notes

[Add context, assumptions, exceptions, evidence links, screenshots, calculations, or reviewer comments.]

## Review and Communication Log

Set review date, information sources, guest notification method, and update history. Use clear advisory language without overstating certainty.

| Item                  | Details   | Owner   | Status            |
|-----------------------|---|---------|-------------------|
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |

| Item                  | Details   | Owner   | Status            |
|-----------------------|---|---------|-------------------|
| [Item or requirement] | [Describe the relevant detail, evidence, or decision] | [Owner] | [Open / Complete] |

## Notes

[Add context, assumptions, exceptions, evidence links, screenshots, calculations, or reviewer comments.]