



Pono Traveler Checklist

Hawaii Ecotourism Association

Become a Pono Traveler Steps:

- Pay the \$75 Pono Traveler membership fee
- Watch the Pono Traveler Webinar online at:
[youtube.com/watch?time_continue=6&v=XM_I4LchOBU](https://www.youtube.com/watch?time_continue=6&v=XM_I4LchOBU)
- Complete the Pono Traveler Webinar Quiz online at:
https://docs.google.com/forms/u/3/d/e/1FAIpQLSfB6uDx3kTaC_2QdMb1CkQi2DGWFEQ_n72INPaL-dmx2RjFCw/viewform?usp=send_form

Pono Traveler Tour Evaluation Steps:

- Assigned to specific tour operator and tour via email
- Schedule your evaluation tour directly with the tour operator
 - Schedule and pay for tour that is specified in the email from Program Manager
 - Complete tour evaluation & final report from January 1 - September 1
 - Email Program Manager the confirmed tour evaluation date and receipt
 - Submit reimbursement after Program Manager receives final report
- Conduct a tour evaluation
 - Evaluate tour for authenticity, quality of information, and safety
 - Consider showing your appreciation by leaving a gratuity
- Submit a final report online
 - Fill out the online reporting by following this link:
https://docs.google.com/forms/u/3/d/e/1FAIpQLSfB6uDx3kTaC_2QdMb1CkQi2DGWFEQ_n72INPaL-dmx2RjFCw/viewform?usp=send_form
 - Reimbursement will be received after final report is submitted online