

**PENNSYLVANIA DEPARTMENT OF AGRICULTURE'S**  
**SEASONAL FARM LABOR CAMP SELF-INSPECTION CHECKLIST**

**1. SITE (82.4)**

- well drained
- weeds controlled
- free from refuse and litter
- not in flood plane
- 500 ft. from livestock
- animal wastes managed
- other hazards or nuisances

**2. SEWAGE DISPOSAL (82.10)/PLUMBING (82.8)**

- approved sewage disposal system (approval from local SEO or DEP)
- construction to prevent contamination of the water supply

**3. WATER SUPPLY (82.7)**

- approved water system
- proper construction
- Bacteriological sample (coliform, annually) on non-public supplies
- Chemical sample (nitrates & nitrites, annually) not necessary if chlorine inject (quarterly if between 10 and 20 mcl) on non-public supplies.
- Proper pressure to all fixtures

**4. HOUSING (82.5)**

- exclusive for human habitation
- approved mobile homes (approval by PDA)
- separate dorms or sleeping rooms when unrelated separate sexes

**5. ELECTRICAL CERTIFICATION (82.12)**

- certificate on file
- changes since certificate date

**6. EXTERIOR CONSTRUCTION (82.5)**

- foundation sealed and sound
- foundation when used as wall 50% above ground
- pillars sound
- exterior walls sound and weather-proof

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\_\_\_ roof sound and water-tight

## **EXTERIOR CONSTRUCTION (82.5) CONTINUED**

- \_\_\_ gutters and downspouts in good repair
- \_\_\_ chimney in good repair
- \_\_\_ all doors, windows, and vents weather-tight and in good repair
- \_\_\_ screens provided for all openings in insect season
- \_\_\_ all porches, rails, stairs, and walkways in good repair

### **7. FOOD SERVICE (82.14) COMMUNAL OR PRIVATE KITCHENS**

- \_\_\_ stove with 2 burners per each 10 people
- \_\_\_ food prep area
- \_\_\_ food and utensil storage area
- \_\_\_ refrigerator/freezer
- \_\_\_ sink with hot & cold running water
- \_\_\_ adequate seating
- \_\_\_ adequate lighting and ventilation
- \_\_\_ floor, ceiling, walls easily cleanable and non-absorbent
- \_\_\_ 10-B fire extinguisher inspected and charged

### **8. SLEEPING ROOMS (82.5B)**

- \_\_\_ single beds - 12" from floor; 36" apart
- \_\_\_ double bunks - 48" apart; 27" between each
- \_\_\_ double beds in family units; no triple bunks
- \_\_\_ each occupant provided bed; mattress&cover; pillow&case; sheets&blankets
- \_\_\_ one electrical outlet/person/private room
- \_\_\_ one outlet/5 people/dormitory
- \_\_\_ all bedding and mattresses kept clean

### **9. TOILET FACILITIES (82.9)**

- \_\_\_ adequate number for camp capacity (see chart at 82.9)
- \_\_\_ handwash basin convenient to toilets
- \_\_\_ lock on door if shared facility for less than six people
- \_\_\_ located within 200 ft. of sleeping rooms
- \_\_\_ adequate supply of toilet paper
- \_\_\_ located in work areas as required
- \_\_\_ separate, properly marked for each sex
- \_\_\_ 6 square feet in area of openable window **or** ventilation fan
- \_\_\_ clean and in good repair

10. **LAUNDRY, HANDWASHING, BATHING FACILITIES (82.11)**

- one basin per family unit or 6 people
- one shower head for 10 people
- OR**
- one tub for 6 people
- shower room walls and partitions waterproof
- hot and cold running water under pressure
- paper or linen towel dispenser
- dry dressing area
- one washing machine/30 people
- OR**
- double or 2 laundry tubs/30 people
- OR**
- weekly transportation agreement
- OR**
- commercial service contract
- clean and in good repair
- one slop sink/camp
- floors non-slip, easily cleanable, coved
- floor drain provided

11. **FIRE PREVENTION AND EGRESS (82.17)**

- exits unobstructed
- fire extinguishers  10-B in kitchen (all must be charged and inspected)
  - 2-A in dorm. room, or in central location for sleeping rooms
  - 2-A for every 3000 sq.ft. & each floor plus basement
- no third floor used in wood construction
- stove and heater AGA or UL approved or fireproofing or 36" clearance
- stove and heater flue pipes insulated at all "pass-throughs" (82.17(a)(6))
- fuel lines protected
- LP tanks outside, secured and with outside shut off
- LP tank not near fire escape or outside stairs

11a. **BUILDINGS SUBJECT TO THE UCC (Uniform Construction Code) (82.17)**

- UCC Occupancy permit from PA L & I or Municipality
- PDA requires 2 exits from each floor, if UCC only requires 1 exit then:
  - ground floor window - <6ft from ground and 24" openable on each side
  - second floor windows- <3' from floor, 24" openable each side approved

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fire escape (3ft landing with safety rails, construction of metal, fire-retardant or pressure treated wood)

11b. **BUILDINGS NOT SUBJECT TO UCC (82.17)**

- 1 story construction, 2 exits, 1 may be a window if 24" openable on each side and <6ft from ground
- 2nd floor, 2 oppositely located exits, 1 may be a window if 24" openable on each side and <3ft from floor
- minimum of 1 smoke detector between sleeping rooms and exit

12. **VECTOR CONTROL (82.15)**

- interior
- exterior

13. **ELECTRICAL (82.12)**

- kitchen- 2 outlets, 1- 20 amp in existing
- 2- 20 amp in new kitchens
- laundry room- 1 ceiling or wall light fixture and 1 separate wall outlet
- halls/stairways- 1 ceiling light fixture and switches at top & bottom of stairs
- habitable rooms- 1 ceiling light & 1 separate wall outlet
- toilet/bathrooms- one ceiling or wall fixture & 1 wall outlet
- no outlets on floor surface

14. **REFUSE (82.13)**

- containers leak-proof, non-absorbent, corrosion resistant
- adequate number
- tight lids
- emptied at regular intervals to prevent overflow

15. **SAFETY**

- toxic chemicals not stored in housing area (82.15)
- first aid kit properly stocked (82.16)
- person designated to use kit, name \_\_\_\_\_ (82.16)
- pressure relief valve on hot water heater (82.5)
- no unvented flame heaters (82.5)

16. **WINDOWS (82.5)**

- window size = 10% floor area

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- 45% of window openable **OR**
- ventilation fan
- screens during insect season

**WINDOWS (82.5) CONTINUED**

- in good repair

**17. OTHER (82.5)**

- doors operable
- screen door screened and self-closing
- ½ floor area must have >7ft ceiling height to use
- heating to 68F 9/15 to 5/15
- permits displayed

**NOTE: SINGLE FAMILY HOUSING IS NOT CONSIDERED ON THIS CHECKLIST**