



AN OPERATORS GUIDE TO FARM LABOR CAMPS IN PENNSYLVANIA

The Pennsylvania Department of Agriculture (PDA) is the agency of the Commonwealth responsible for the enforcement of the Seasonal Farm Labor Act (43 P.S. §§ 1301.101 - 1301.606) and its attendant regulations, Chapter 82. The Act sets standards for conditions of work, living quarters, occupancy, camp sanitation, food facilities, fire protection, and safety of seasonal farm workers.

SEASONAL FARM LABOR CAMP PERMIT

A Seasonal Farm Labor Camp Permit must be obtained by all owners/operators, businesses and corporations who plan to house seasonal farm workers, including workers under the federal H2A labor program, prior to occupancy. A seasonal farm worker is an individual who resides in living quarters owned, leased, or operated by an employer or a farm labor contractor with four or more unrelated occupants; works with agricultural commodities or farm products on a seasonal or temporary basis; OR performs agricultural labor on a seasonal or other temporary basis.

Permits are issued yearly after a satisfactory pre-occupancy or pre-season housing inspection is completed. There is no fee to apply or obtain a SFLC permit. A plan review application must be submitted to the Department 60 days prior to occupancy and must include a floor plan sketch, water test results (if applicable), occupancy permit and any other documentation as required by the Department. All new builds, additions, or remodeling of a SFLC structure must be approved by the Department prior to construction. The permit must be displayed in a prominent location readily accessible to camp occupants.

A routine in-season inspection will also occur to ensure compliance with Chapter 82 regulations. An inspector with the PDA Bureau of Food Safety and Laboratory Services will perform this inspection. If you house H2A seasonal workers, a federal inspector may also visit your camp routinely. Below are key requirements to obtain and adhere to SFLC regulations.

- **Site**
 - SFLC units may not be located within 500 feet of an area where livestock is kept unless otherwise approved by the Department in writing.
- **Camp Housing**
 - Separate sleeping rooms shall be provided for each sex.
 - At least half of the floor area must have a minimum ceiling height of 7-feet to be considered a habitable room.
 - Every habitable room shall be provided with operable windows and doors. The window size shall equal 10% of the floor area. The window areas shall be openable to at least 45% with properly fitted screens provided.

- Equipment provided to adequately heat all habitable rooms, bathrooms, showers and laundry rooms to 68°F from September 15th to May 15th.
- Hot water of at least 120°F and cold water shall be supplied to all kitchens, lavatories, showers, tubs and laundry fixtures.
- **Occupancy**
 - 50 ft² per adult person of usable floor space shall be provided in dormitories/ sleeping rooms shared by unrelated workers.
 - 100 ft² per adult person of usable floor space shall be provided in living units (houses) where occupants cook, live and sleep.
- **Sleeping room contents**
 - Each occupant shall be provided with a bed frame, mattress and cover, pillow, sheets and blankets.
 - Beds, bunks or cots shall be elevated at least 12” from the floor and spaced at least 36” apart. Bunks shall be spaced 48” apart with at least 27” of space between the upper and lower bunk. Triple bunks are prohibited.
 - Each occupancy must be provided with storage space such as wall lockers or closets, 3-feet of rod and shelving, a dresser or equivalent in the sleeping rooms.
- **Maintenance and cleanliness**
 - Grounds and refuse must be maintained and kept sanitary.
 - Bedding shall be kept in a clean and sanitary condition at all times.
- **Water supply**
 - Potable water is to be supplied at all times.
 - Public water systems shall comply with the standards under the PA Safe Drinking Water Act. Non-public water systems must test annually for total coliform and nitrites/ nitrates if a non-community water supply is used.
 - All workers shall be supplied with a source of cool potable water at their worksite in a ratio of one drinking fountain for each 100 workers/crew or 10 gallons of potable water for each 100 workers/crew.
- **Toilet facilities**
 - Toilet facilities adequate for capacity and separate for sexes must be supplied and maintained in the following ratios:
 - 1 – 5 workers = 1 chemical toilet seat, water closet or privy seat
 - 6 – 30 workers = 2 chemical toilet seats, water closets or privy seats
 - 31 – 45 = 3 chemical toilet seats, water closets or privy seats
 - 46 – 60 = 4 chemical toilet seats, water closets or privy seats, etc.
 - Window/ventilation must be provided in the facility.
- **Laundry, handwashing and bathing facilities**
 - One handwash sink provided per 6 occupants or 1 family.
 - One shower head per 10 occupants.
 - One slop (mop) sink per camp.
 - One mechanical washing machine or two tubs for every 30 occupants with drying facilities; or transportation at least weekly to nearby laundromat.



- **Food service**
 - Two burners per 10 occupants.
 - Mechanical refrigeration maintained at a temperature less than 45°F.
 - Tables and chairs to accommodate each occupant of the facility.
 - Adequate food storage shelves and counter space for food preparation.
- **First aid**
 - One stocked first aid kit per 50 persons containing but not all inclusive of adhesive compresses, gauze pads, adhesive tape, cotton balls, and scissors.
- **Safety – fire prevention and egress**
 - Interconnected, in working order smoke alarms with one per floor in the direction of exit and one in the kitchen.
 - One 10-B rating fire extinguisher in each kitchen.
 - One 2-A rating fire extinguisher conveniently located in each dormitory room and for each 3,000 ft² per floor.
 - Minimum of two means of egress from each floor be provided in buildings with more than four occupants. The outside stairs or fire escapes must be constructed of metal or fire retardant or pressure treated wood, and shall have at least a 3-foot landing equipped with safety rails immediately under the window or door being used as an emergency or fire exit. The stairs or fire escape shall be adequately maintained in a safe condition.
 - Units with two or more persons, that are not single-family units, are required to obtain an Occupancy Permit from the PA Department of Labor and Industry or their local municipality under the UCC (Uniform Construction Code).

For more information contact:

Bureau of Food Safety & Laboratory Services: 717-787-4315

Bureau of Workforce Development Partnership State Workforce Agency: 717-787-6521