

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