



**Camp Standards
SCHEDULE – F**

Contract No.: _____

Location: Square Lake FSR – Opening 93F072-040

1.0 Accommodation Requirements

The Contractor shall ensure that accommodation which meets the minimum standards stated herein is provided for their crew. An exception from providing a field camp as described may be obtained from the Contract Officer in charge prior to the commencement of the project provided that the workers are to be housed in suitable off-site accommodation, and that safe, effective transportation to and from the worksite is provided.

2.0 Inspection

Right to Inspect

The Medical Health Officer, Public Health Inspector, W.C.B. Inspector or Contract Officer in charge may inspect a camp at any time and in the event of non-compliance, action may be taken against the Contractor either under this agreement, under the Health Act, or under W.C.B. Regulations. Action may include financial penalties, camp closure or contract termination as described below.

Assessments

If an inspection indicates that the Contractor has failed to comply with any standards specified in this Schedule, the Contract Officer may immediately impose upon the Contractor an assessment of two hundred and fifty dollars (\$250) for each infraction. The Contract Officer may repeat the assessment each time that a subsequent inspection indicates that the Contractor remains in non-compliance with the standards. W.C.B. Inspectors may impose any assessments provided in their respective legislation.

Termination

This agreement is subject to termination and the security deposit subject to forfeiture if:

- (a) the Contractor does not provide a camp or obtain an exemption as stated in 1.0 above;
- (b) the Contractor does not respond to a Notice to Comply;
- (c) the camp is ordered “closed” by an official of the Ministry of Health or the Workers' Compensation Board.

3.0 Standards

Supervision

- (a) The Contractor shall be responsible for the supervision of the camp.
- (b) The Contractor shall cause a legible copy of these standards to be kept permanently posted in a prominent place in the camp.
- (c) The Contractor shall maintain the camp, its sanitary facilities, appliances and equipment in good repair and in clean, sanitary condition at all times.
- (d) The Contractor shall accurately inform all employees of camp conditions and personal equipment requirements and ensure that, prior to hiring, employees are adequately equipped, including sleeping gear, where required.
- (e) The Contractor shall ensure that any domestic animals permitted in camp are properly controlled and not permitted access to food storage, preparation or serving areas or waste disposal facilities.

Water Supply

- (a) An adequate supply of potable water shall be provided for drinking and food preparation purposes both at the camp and at the daily worksite.
- (b) To ensure that drinking water will be free of pathogenic (disease causing) organisms, it must be either: a) boiled, b) obtained from a community water system or, c) in exceptional circumstances, otherwise treated by a method which has been authorized in writing by the Medical Health Officer or Public Health Inspector. Any conditions of such an authorization will become part of this contract.
- (c) All containers used for transporting or storing drinking water shall be used for no other purpose and shall be securely closed, arranged so that water can only be drawn from a tap (no dipping). All potable water containers including those for personal use shall be maintained clean and free from contamination.
- (d) Where a water supply unfit for drinking is used for other purposes there shall be:
 - no physical connection with the drinking water supply;
 - warning signs placed on all outlets of the non-drinkable supply.

Campsite

- (a) The general campsite area and specific locations of all camp facilities shall be located so that good natural drainage is provided.
- (b) Drainage from the camp shall not contaminate any water supply.
- (c) The camp location and boundaries shall be approved by the Contract Officer in charge and be confined to the agreed to area.

Communicable Diseases

- (a) As provided by B.C. REG. 4/83 of Schedule 'A' of the *HEALTH ACT*, Communicable Disease Regulation, where a person knows or suspects that an animal or another person is suffering from or has died from a communicable disease, he/she shall, without delay, make a report to the Medical Health Officer. A copy of the report shall be forwarded to the Director, Occupational Health Department, Workers' Compensation Board.

Kitchen and Meals

- (a) A kitchen or food preparation area shall be provided for that exclusive use and shall be separate from any other room. This room must be so constructed as to deter the entry of insects and vermin. Walls shall be smooth, durable, non-absorbent and maintained in a clean condition. Kitchens shall be supplied with smooth durable, non-absorbent, easily cleanable floors.
- (b) Wholesome meals of sufficient quantity shall be provided for the workers by the Contractor.
- (c) Hand basins with hot and cold water, soap and disposable towels shall be provided in a location convenient to the kitchen area for the use of food handlers.
- (d) Eating or drinking utensils shall be thoroughly cleaned and sanitized after each consecutive use. Personal water bottles shall be cleaned daily.
- (e) Food preparation and dining surfaces shall be finished with a smooth, durable, non-absorbent surface and shall be kept clean and sanitized.
- (f) Utensils shall be scraped, washed clean and sanitized after each usage as follows:
 - first sink - wash in warm water (43°C/110°F) with detergent;
 - second sink - rinse in clear warm water (43°C/110°F);
 - third sink - sanitize by immersion in warm clean water containing 100 ppm chlorine (bottle cap full per sink);
 - air dry on clean non-absorbent surface.

Dining Room

- (a) A dining room of sufficient size to effectively accommodate the serving and eating of meals shall be provided. This room shall be separated from the kitchen and kept in a clean and sanitary condition.
- (b) The dining area shall be dry, heated, and constructed so as to deter the entry of insects and vermin. If connected to the kitchen area, dining rooms shall be supplied with smooth, durable, non-absorbent, easily cleanable floors.

Food Handlers

- (a) No person who is a carrier of, or suffering from, a communicable disease shall perform food handling duties.
- (b) Food handlers shall wash their hands thoroughly and frequently and always after using the toilet. They shall wear clean clothes, keep hair in place and keep fingernails short and clean.
- (c) All food handlers shall have a valid food handler's certificate indicating their completion of a basic food handlers course recognized by the Ministry of Health.

Food

- (a) All food supplies shall be from a commercial source and protected from contamination at all times. Special care shall be taken to ensure that hazardous foods which will not be cooked before eating are not exposed to contamination from unwashed hands or dirty equipment.
- (b) Ice shall be of drinking water quality.

- (c) Hazardous foods shall be maintained at a temperature below 4.5°C/40°F or above 60°C/140°F at all times.
- (d) Refrigeration equipment with sufficient space to store all hazardous foods kept at the camp, shall be provided. Each unit shall contain a thermometer to monitor its operability.
- (e) All food supplies shall be stored off the floor and protected from dirt and contaminants.

Food Equipment

- (a) Containers for food storage shall be easily cleaned, durable, non-absorbent, non-toxic, non-corrosive and designed to be tightly closed. Such containers shall be used whenever stored food is at risk from water, insects, vermin or other sources of contamination.
- (b) All food service equipment and utensils shall be of food service quality and free from breaks, corrosion, cracks, open seams and chips and shall be kept clean and sanitized.
- (c) When not in use utensils, dishes and kitchenware shall be stored in a cupboard to protect from insects, dirt and contamination. Other items shall be stored off the floor and protected from dirt and contaminants. All kitchen or dining room structures must be constructed so as to be easily cleaned and sanitized.

Sanitary Facilities

- (a) The Contractor shall provide enclosed, hot water showers which are screened from view to ensure that employees can conveniently maintain personal hygiene. Each shower shall have an adjacent dressing area. Construction shall include smooth, easily cleanable floors and walls.
- (b) Flush toilets shall not be installed unless connected to a public sewage system or an approved septic tank and drain field system.
- (c) Toilets (privys) shall be conveniently located and constructed and maintained so that:
 - flies, insects, rodents or other animals are deterred from gaining access to the waste materials in the pit;
 - surface or ground water cannot enter the pit;
 - waste material does not contaminate a water supply;
 - the enclosure is vented;
 - they are located a minimum of 30 metres from any lake or stream and 10 metres from food service areas of the camp;
 - they are enclosed and provide privacy;
 - interiors can be kept clean.
- (d) Wash basins with an adequate supply of clean water shall be provided for hand washing purposes in the numbers specified in the table below.
- (e) The facilities described in (a), (c) and (d) above must not be less than the number as per the following table.

Table #1: Summary Table For Camp Standards

| # of persons in camp for whom accommodations is available at camp. (from/up to and including) | # of privies | # of showers | # of wash basins |
|---|--------------|--------------|------------------|
| 1 - 7 | 1 | 1 | 1 |
| 8 - 15 | 2 | 2 | 2 |
| 16 - 30 | 3 | 3 | 3 |
| 31 - 45 | 4 | 4 | 4 |
| 46 - 60 | 6 | 5 | 5 |
| 61 - 75 | 7 | 6 | 6 |
| 76 - 90 | 9 | 7 | 7 |
| 91 - 120 | 12 | 8 | 8 |
| *for each additional group of 20 over 120 add 1 privy and 1 shower | | | |
| **for each additional group of 10 over 120 add 1 wash basin | | | |

- (f) Privy pits no longer in use shall be filled with soil and marked with a durable sign to warn future visitors to the site of the contaminated area.

Garbage and Sewage

- (a) Infiltration pits shall not be less than 30 metres from any lake or stream and shall not be permitted to overflow or accumulate onto the soil surface:
- sewage and waste water from kitchen or food service areas shall be disposed of in a closed infiltration pit with a closed delivery system that is sealed to the access of flies and vermin (i.e. open ditches are not permissible).
 - waste water from bathing or washing shall also be disposed of in a covered infiltration pit.
- (b) Garbage shall be stored in insect proof containers conveniently located and in sufficient numbers.
- (c) Garbage shall be hauled to a waste management site every day where there is a bear problem; under all circumstances, no longer than 3 days.

Dry Room

A heated dry room for the exclusive purpose of drying clothes shall be provided separate from the food preparation and serving areas.

4.0 Definitions

In this document of standards:

“Approved” means approved in writing by a medical health officer or public health inspector.

“Camp” means land or premises on which there are cabins, tents, trailers, dwellings or other temporary structures used as living quarters for silviculture workers.

“Contract officer” means the person who is assigned by the contracting agency (Ministry of Forests, or the Forest Company - Licensee) to administer the contract on that agency's behalf.

“Hazardous food” - any food or ingredient capable of supporting the growth of pathogenic organisms or the production of toxins.