



Ministry of
Forests and Range

SCHEDULE - Camp Standards

File: 10005-40/

Attachment to the Agreement with _____ for _____.

ARTICLE 1 DEFINITIONS

1.01 In this document, the following words have the following meanings:

- (a) **“Approved”** means approved in writing by a medical health officer or public health inspector.
- (b) **“Camp”** means land or premises on which there are cabins, tents, trailers, dwellings or other temporary structures used as living quarters for silviculture workers.
- (c) **“Contract Representative”** means the person who is assigned by the contracting agency (Ministry of Forests and Range, forest company – licensee, or Recipient) to administer the contract on that agency's behalf.
- (d) **“Food Premises”** means food premises in which food is processed, served, stored, or dispensed.
- (e) **“Potentially Hazardous Food”** any food or ingredient capable of supporting the growth of pathogenic organisms or the production of toxins.
- (f) **“Sanitize”** means to treat by a process that effectively destroys micro-organisms including pathogens.

1.02 If any of the words in the Agreement are used in this Schedule, they have the same meaning in this document unless the context dictates otherwise.

ARTICLE 2 COMPLIANCE WITH THE LAW

2.01 Notwithstanding the terms and conditions of the Agreement, the Contractor shall comply with all laws affecting the Work, including the *Public Health Act* and its *Food Premises Regulation*, *Food Safety Act*, *Health Act Communicable Disease Regulation*, and *Industrial Camps Health Regulation*, and the *Drinking Water Protection Act* and its Regulations.

ARTICLE 3 ACCOMMODATION REQUIREMENTS

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

ARTICLE 4 INSPECTION

Right to Inspect

4.01 The Medical Health Officer, Environmental Health Officer, WorkSafe BC Inspector, or Contract Representative may inspect a camp at any time or in the event of non-compliance with the Contract Documents, action may be taken against the Contractor either under this Agreement, under the *Public Health Act* or under WorkSafe BC Regulations. Action may include financial penalties, camp closure, or contract termination as described below.

Assessments

4.02 As per the Agreement and the actions provided by the regulations listed in Article 2 of this Schedule, if, in the opinion of the Contract Representative, an inspection indicates the Contractor has failed to comply with any standards specified in this Schedule, but is

subsequently complied with, the Contract Representative may, in its sole discretion, immediately impose upon the Contractor an assessment of two hundred and fifty dollars (\$250) for each infraction. The Contract Representative may repeat the assessment each time that a subsequent inspection indicates that the Contractor remains in non-compliance with the standards. WorkSafe BC Inspectors may impose any assessments provided in their respective legislation.

Termination

- 4.03 Notwithstanding any other rights or remedies available to it, the Province may terminate this Agreement and claim the Performance Security if:
- (a) the Contractor does not provide a camp or obtain an exemption as stated in 3.01 above;
 - (b) the Contractor does not comply with a Notice to Comply;
 - (c) the camp is ordered "closed" by an official of the Ministry of Health or the Workers' Compensation Board.

ARTICLE 5 STANDARDS

- 5.01 To facilitate routine inspection by the Medical Health Officer or Environmental Health Officer, the Contractor must provide the location of all camps to the local Health Authority on establishment of each camp site by contacting HealthLink BC, phone: 811, to determine the appropriate Health Authority and contact details.

Supervision

- 5.02 The Contractor shall
- (a) be responsible for supervision of the camp.
 - (b) cause a legible copy of these standards to be kept permanently posted in a prominent place in the camp.
 - (c) maintain the camp, its sanitary facilities, appliances and equipment in good repair and in clean, sanitary condition at all times.
 - (d) 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) 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

- 5.03 As per the *Drinking Water Protection Act*, the Contractor must obtain the approval of the Health Authority and, where provided, a Water System Operating Permit for all camp drinking water systems and the Contractor must comply with the conditions of the Water System Operating Permit.
- 5.04 In order to verify the safety of the drinking water system, the Contractor must provide bacteriological water samples at regular intervals and in a timely fashion from each camp location to the Health Authority as required by the Water System Operating Permit.
- 5.05 An adequate supply of potable water shall be provided for drinking and food preparation purposes both at the camp and at the daily worksite.
- 5.06 Where the Health Region determines a permit is not required, the following minimum standard is to be followed in order to ensure that drinking water will be free of pathogenic (disease causing) organisms. Drinking water must be either:
- (a) obtained from a water supply system in accordance with the *Drinking Water Protection Act*, or
 - (b) in exceptional circumstances, otherwise treated by a method which has been authorized in writing by the Medical Health Officer or Environmental Health Officer. Any conditions of such an authorization will form an integral part of this contract; or
 - (c) boiled.

- 5.07 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).
- 5.08 All potable water containers including those for personal use shall be maintained clean and free from contamination.
- 5.09 Where a water supply unfit for drinking is used for other purposes there shall be:
- (a) no physical connection with the drinking water supply; and
 - (b) warning signs placed on all outlets of the non-drinkable supply.

Campsite

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

Communicable Diseases

- 5.13 As provided by B.C. Reg. 4/83 of Schedule 'A' of the *Public 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, and Workers' Compensation Board.

Kitchen and Meals

- 5.14 As per the *Food Premises Regulation*, the Contractor must obtain the approval of the Health Authority and an operating permit for all Food Premises and the Contractor must comply with all conditions of the operating permit.
- 5.15 The Contractor shall ensure:
- (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 constructed so 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) A balanced diet 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:
 - i) first sink - wash in warm water (43°C/110°F) with detergent;
 - ii) second sink - rinse in clear warm water (43°C/110°F);
 - iii) third sink - sanitize by immersion in warm clean water containing 100-ppm chlorine (1 tablespoon of unscented bleach per gallon of water);
 - iv) air dry on clean non-absorbent surface.

Dining Room

- 5.16 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.

- 5.17 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

- 5.18 The Contractor shall ensure:
- (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, 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 FOODSAFE certificate indicating their completion of a basic food handler's course recognized by the Ministry of Healthy Living and Sport.

Food

- 5.19 The Contractor shall ensure:
- (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 4.0°C/40°F or above 60°C/140°F at all times. Refrigeration and hot holding temperatures must be monitored and logged at least daily while the camp is operating.
 - (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

- 5.20 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.
- 5.21 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.
- 5.22 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.

Food Safety Management

- 5.23 The Contractor must establish a written Food Safety Management Plan and a Sanitation Plan that ensures a health hazard does not occur in the handling of food and the sanitization of the Food Premises. The Plans must be submitted by the Contractor to the Health Authority for its approval.

Sanitary Facilities

- 5.24 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.
- 5.25 Flush toilets shall not be installed unless connected to a public sewage system or an approved septic tank and drain field system.
- 5.26 Toilets (privy's) shall be conveniently located and constructed and maintained so that:
- (a) flies, insects, rodents or other animals are deterred from gaining access to the waste materials in the pit;
 - (b) surface or ground water cannot enter the pit;
 - (c) waste material does not contaminate a water supply;

- (d) the enclosure is vented;
 - (e) they are located a minimum of 30 metres from any lake or stream and 10 metres from food service areas of the camp;
 - (f) they are enclosed and provide privacy.
- 5.27 Wash basins with an adequate supply of clean water shall be provided for hand washing purposes in the numbers specified in the table below.
- 5.28 The facilities described in 5.24, 5.26 and 5.27 above must not be less than the number as per the following table.

Summary Table For Camp Standards			
No. of Persons in Camp for Whom Accommodations is Available at Camp (from/up to and including)	Minimum No. of Privies	Minimum No. of Showers	Minimum No of Wash Basins
1 - 7	1	1	1
8 - 15	2	1	3
16 - 30	3	2	6
31 - 45	4	3	9
46 - 60	5	4	12
61 - 75	6	5	15
76 - 100	7	6	20

for each group of 6 persons in addition to 100, add 1 wash basin
 for each group of 20 persons in addition to 100 add 1 privy and shower

- 5.29 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.
- 5.30 Sanitary facilities must be maintained in a clean and sanitary condition.

Garbage and Sewage

- 5.31 All sewage generated including but not limited to privy, shower, and kitchen facilities must be disposed of in a manner approved by the Health Authority. Permits may be required depending on the camp's facilities and location and the Contractor must comply with any permits issued.
- 5.32 Any approved 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:
- (a) 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).
 - (b) waste water from bathing or washing shall also be disposed of in a covered infiltration pit.
- 5.33 Garbage shall be stored in wildlife and insect proof containers conveniently located and in sufficient numbers.
- 5.34 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

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