

# Key Operational Requirements for **Camps** in Unorganized Territory

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Thunder Bay District  
Health Unit

# Key Operational Requirements for Camps in Unorganized Territory

Health Protection and Promotion Act, 1990  
Camps in Unorganized Territory  
(O. REG. 554/90)

IT IS YOUR RESPONSIBILITY TO COMPLY WITH ALL REQUIREMENTS OF THE HEALTH PROTECTION AND PROMOTION ACT, 1990, INCLUDING ALL REGULATIONS. REFER TO THE ACT AND REGULATIONS FOR THE EXACT WORDING.

## Camp

A camp is defined as an area in which buildings are used to accommodate five or more employees who are employed in mining work, lumbering work or any other labour work in a territory without municipal organization.

## Building

A building is defined as a building, vehicle, other structure or premises used or intended to be used for accommodation of employees or for the storage, preparation or service of food.

### 1. Notice of Camp Opening (Section 2(1) Ont. Reg. 554/90)

Prior to opening a camp you must send written notice to a Public Health Inspector at the Thunder Bay District Health Unit (TBDHU) with the following information:

- a) Name and address of the employer and camp operator
- b) Location of camp (access map) and a good sketch showing building or tent location and use
- c) The number of employees of each sex
- d) Type of work and expected duration of the camp

You must notify a Public Health Inspector of any re-location or closure of camp sites.

### 2. Communicable Disease

You must notify the TBDHU immediately of an outbreak or suspected outbreak of a communicable disease in the camp.

### 3. Water Supply

All water must be potable (safe to drink). Water must be obtained from a source that the TBDHU has approved prior to camp opening. It must be readily available for camp use, and be of sufficient quantity to meet all camp needs. All surface water sources must be treated and records of treatment must be kept for the duration of the operational season.

If water is treated on site the operator shall provide and maintain equipment for testing of water. A comprehensive chemical analysis of source water is recommended prior to TBDHU approval. Acceptable bacteriological test results must be obtained and approved by the TBDHU prior to use of treated water.

If water disinfection is by UV light, a minimum UV transmissivity of 80% is required. Test results of both raw and filtered water must be submitted to the TBDHU prior to camp opening. One micron absolute filtration is required for parasite removal.

All drinking water containers must be used only for that purpose. The container must have lids and pouring faucets or spigots. These containers should be cleaned and sanitized with a suitable sanitizing solution (i.e. 100 ppm chlorine for 45 seconds) on a regular basis.

Do not use common drinking cups.

### 4. Sanitary Facilities

A pre-obtained permit from the TBDHU Land Development Program is required for grey water leaching pits (Class 2 sewage system).

Separate privies must be provided for each sex. At least one privy shall be provided for every ten employees of each sex.

Privies must be well ventilated and equipped with self-closing, tight fitting doors and screened windows.

Privies must be kept in a sanitary condition and equipped with toilet paper and single-use moist hand towelettes.

Note: Pit privies should be located at least 50 feet from creeks, rivers or lakes and 100 feet or more from source of drinking water. For further information, see *A Practical Guide to Class 1 Sewage System (Pit Privy)*, available from the TBDHU Land Development Program.

## 5. Wash-up Facilities

You must provide one wash basin for every five employees. If showers are required or provided, they must comply with the requirements of the Camps in Unorganized Territory Regulation.

## 6. Laundry Facilities

You must ensure that laundry operations are not carried out in creeks, rivers or lakes or other natural bodies of water in or near the camp.

## 7. Garbage Removal

You must ensure that garbage is stored in leakproof containers with lids and stored in a sanitary manner until final disposal. Check with the Ministry of Natural Resources for authorized dumpsites at 807-475-1471.

## 8. Food Preparation and Storage Area

You must provide adequate refrigeration for the safe storage of perishable and hazardous food.

You must store these foods at 4°C (40°F) or lower.

A continuous supply of power must be delivered to all refrigeration and freezer units at all times. Alternatively, a physical source of cooling (ice made from potable water) must be provided.

Frozen food must be stored at -18°C (0°F) or lower.

You must keep hot foods at 60°C (140°F) or higher.

Accurate thermometers for food storage areas and a probe thermometer for monitoring internal temperatures of all hazardous foods are required. Meat thermometers are not acceptable.

Protect food from contamination and store in an area used for food storage only. All dry goods must be stored 15 cm (6 inches) off the floor in a secure structure or stored in secure containers which prevent the entry of insects, vermin or other environmental contaminants.

Single use utensils are recommended.

Food handlers must be clean, wear clean outer garments and wash their hands before commencing work and after each use of the toilet. They must be free from an infectious agent of disease that may be spread through food. Please see attached Schedule A for proper handwashing.

The TBDHU's Level 1 Safe Food Handling course or In Good Hands, an on-line food safety course, are strongly recommended for all food handlers.

Hot and cold running potable water safe for cooking and drinking must be provided. Liquid wastes must be handled and collected in a sanitary manner (Approved Type 2 leeching pit). For further information, contact the Land Development program (807) 625-5930 or toll-free 1-888-294-6630, ext. 5930.

All food contact surfaces or utensils must be constructed of food grade materials.

Wiping cloths must be handled properly (stored in approved sanitizing solution containing minimum sanitizer concentration).

Separate hand basins are to be provided for food handlers along with liquid soap and paper towel in dispensers.

**Note: Multi-use utensils (plates, pots, pans, cutlery, etc.) are to be cleaned and sanitized. See attached Schedule B.**

## 9. Buildings

All buildings are to be well ventilated, maintained in a sanitary condition and screened to prevent the entry of insects and vermin.

Sleeping accommodations must be provided in accordance with the Camps in Unorganized Territory Regulation and be maintained in a manner which prevents any potential health hazards.

## 10. Waste Water

All waste water must be discharged into an approved leaching pit (Class 2 sewage system). Contact the Land Development Program at the address on back for further information.

Copies of Ontario Regulation 554/90, Camps in Unorganized Territory, are available from the elaws website: <http://www.e-laws.gov.on.ca>

# Schedule A

## HANDWASHING



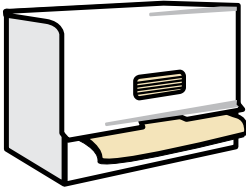
1. WET HANDS



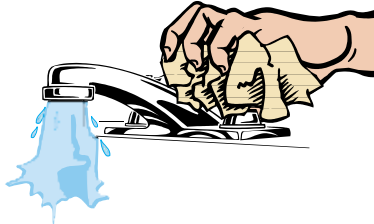
2. SOAP / LATHER (20 seconds)



3. RINSE



4. TOWEL DRY



5. TURN OFF TAP WITH TOWEL

### **ALWAYS** wash your hands before:

- Handling ready-to-eat foods
- Starting work
- Preparing food
- Eating
- Handling clean utensils, silverware and plates

### **ALWAYS** wash your hands after:

- Handling raw foods, especially meat and poultry
- Eating or smoking
- Taking out the garbage
- Cleaning food preparation areas (surfaces, equipment, plates and utensils)
- Cleaning washrooms
- Sneezing, coughing, or blowing your nose
- Going to the washroom
- Touching your hair, face or body
- Touching anything else that may contaminate hands (including money)

**IF IN DOUBT, WASH YOUR HANDS!**

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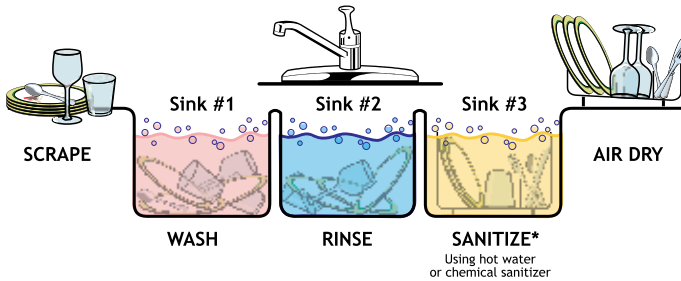


# Schedule B

## DISHWASHING

### Dishwashing - 3 sink method

For Multiservice Articles



### Dishwashing - 2 sink method

For Pots, Pans and Cooking Utensils



#### \*Sanitize using hot water:

- Dishes must be immersed in hot water (77°C) for 45 seconds

OR

#### \*Sanitize using chemical sanitizers:

- Water temperature for chemical sanitizing must be 24°C (75°F).
- Sanitize for 45 seconds.
- NEVER mix chemicals. Combining chemicals is toxic!

- Use **one** of the following chemical sanitizers, and measure it correctly!

**Chlorine ("bleach"): 100 ppm** (1 oz per gallon of water)

**Iodine: 25 ppm** (0.25 oz per gallon of water)

**Quaternary Ammonium ("Quats"): 200 ppm** (2 oz per gallon of water)

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## DISTRICT OFFICES

### **Greenstone**

P.O. Box 1360  
510 Hogarth Avenue West  
Geraldton ON P0T 1M0  
(807) 854-0454

### **Manitouwadge**

P.O. Box 385  
Manitouwadge Health Care Centre  
1 Health Care Cre.  
Manitouwadge ON P0T 2C0  
(807) 826-4061

### **Marathon**

P.O. Box 384  
Marathon Library Building  
24 Peninsula Rd.  
Marathon ON P0T 2E0  
(807) 229-1820

### **Nipigon**

P.O. Box 15  
Nipigon District Memorial Hospital  
125 Hogan Rd.  
Nipigon ON P0T 2J0  
(807) 887-3031

### **Schreiber**

P.O. Box 698  
Jack Stokes Medical Building  
501 Scotia St.  
Schreiber ON P0T 2S0  
(807) 824-2413