

FARM SANITATION CHECKLIST

§3364 (Sanitary Facilities)
§3366 (Washing Facilities)
§3457 (Field Sanitation)
§3350 (Labor Camp Permits)

Drinking Water

1. Does the employer provide easily accessible drinking water for employees? [3457(c) (1) (A)]
2. Does the employer allow employees access to drinking water at all times during working hours? [3457(c) (1) (A)]
3. Is the water fresh, pure, cool, and adequate in quantity? [3457(c) (1) (B)]
4. Is the water tank provided with a drinking fountain, or a faucet for drawing water? [3457(c) (1) (D)]?
5. Is the water tank made of materials that maintain water quality? [3457(c) (1) (D)]

Toilet/Handwashing Facilities

Agricultural Operations Not Involving Hand Labor

6. Has the employer provided toilet facilities according to the specifications of §3364(a) ?
7. Has the employer provided washing facilities in every place of employment? [3366(a)]
8. Are washing facilities provided according to the specifications of §3366(c) ?

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9. For every 20 employees or fraction thereof, has the employer provided at least one handwashing facility? [3457(c) (2) (A)]
10. For every 20 employees or fraction thereof, has the employer provided as least one toilet facility for each sex? [3457(c) (2) (A)].
- 10a. For work crews with fewer than five employees where separate toilet facilities are not required for each sex, can the toilet facility be locked from the inside? [3457(c) (2) (A) Exception]
11. If the employer chooses to provide urinals in toilet facilities used only by men, is the number of toilets provided at least two-thirds of the minimum number of toilets required? [3457(c) (2) (A)]
12. Do toilet structures meet the minimum construction dimensions of 3457(c) (2) (B) 3.?

13. Are the minimum dimensions increased as specified when toilet structures also house urinals and handwashing facilities? [3457(c) (2) (B)3.]
14. Are toilet structures adequately screened to exclude flies and other pests? [3457(c) (2) (B)1.]
15. Are chemical toilet wastewater tanks constructed of durable and easily cleanable materials and with a minimum capacity of 40 gallons? [3457(c) (2) (B)4.]
16. Are chemical toilet wastewater tanks designed to prevent contents from splashing and contaminating employees or the environment? [3457(c) (2) (B)4.]
17. Are structures housing sanitary facilities (toilet and/or handwashing facilities) adequately vented? [3457(c) (2) (B)2.]
18. Does the handwashing water tank have a minimum capacity of 15 gallons? [3457(c) (2) (B)5.]
19. Are structures housing sanitary facilities provided with self-closing doors, lockable from the inside? [3457(c) (2) (B)2.]
20. Are such structures rigidly constructed of an appropriate material? [3457(c) (2) (B)6.]
21. Are the inside surfaces of sanitary structures non-absorbent, readily cleanable, and of a light color? [3457(c) (2) (B)6.]
22. If the employer provides water-flush toilets and handwashing facilities, do they conform to 24 CCR Part 5: California Plumbing Code? [3457(c) (2) (B)7.]
23. If toilet and handwashing facilities are not housed in the same structure, are they in close proximity to each other and accessible to employees? [3457(c) (2) (C)]
24. Have sanitary facilities been provided within a one-quarter mile or five minute walk of the employees, whichever is shorter? [3457(c) (2) (D)]
25. If it is unfeasible to locate sanitary facilities as indicated in 3457(c) (2) (D), have such facilities been provided at the point of closest vehicular access? [3457(c) (2) (E)]

General Maintenance

26. Are employer-controlled drinking water and sanitary facilities serviced and maintained in a sanitary manner by the employer at all times? [3457(c) (3)]
27. Are the toilet and handwashing wastes disposed of in a manner that will not cause unsanitary conditions, contamination, or nuisance? [3457(c) (3) (E) and (H)]

Drinking Water Facility Maintenance

28. Does the employer ensure that drinking water containers are regularly cleaned and refilled daily or as needed?
[3457(c) (3) (A)]
29. Are the drinking water containers constructed in such a manner as to protect the water from hand-dipping or other sources of contamination? [3457(c) (3) (A)]

Toilet Facility Maintenance

30. Are toilet facilities kept in good repair and maintained in a sanitary manner at all times by the employer? (3457(c) (3) (B)]
31. Does the employer keep written maintenance and service records for all toilet facilities? [3457(c) (3) (B)]
32. Is toilet paper provided in a suitable holder in each toilet facility? [3457(c) (3) (C)]
33. Are chemical toilet waste-holding tanks provided at all times with solid-liquefying chemicals? [3457(c) (3) (D)]
34. Is effective odor control practiced at all toilet facilities?
[3457(c) (3) (D)]
35. Are contents of chemical toilets disposed of by methods approved by the county health or environmental health department? [3457(c) (3) (E)]
36. If the employer uses pit toilets, is the unit moved to a new location when the pit is filled within two feet of the adjacent ground surface? [3457(c) (3) (F)]
37. Is the pit covered with at least two feet of compacted earth when the pit is abandoned? [3457(c) (3) (F)]

Handwashing Facility Maintenance

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38. Does the employer ensure that washing facilities are kept in good working order and maintained in a sanitary condition?
[3366(b)]

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39. Does the employer provide handwashing facilities at the toilet unit or in the immediate vicinity? [3457(c) (3) (G)5.]
40. Are the handwashing facilities maintained in a clean and sanitary condition? [3457(c) (3) (G)6.]
41. Are handwashing tanks refilled as necessary to ensure an adequate supply? [3457(c) 93) (G)2.]

42. Are signs posted indicating that water is to be used for handwashing only? [3457(c) (3) (G)4.]
43. Is soap or other suitable hand-cleaning agents and single-use towels provided? [3457(c) (3) (G)3.]
44. Is pure, wholesome and potable water available for handwashing? [3457(c) (3) (G)1.]

Employee Training

45. Has the employer informed his or her employees of the importance of the following good hygiene practices:
 - a. Using the water and facilities provided for drinking, handwashing, and elimination? [3457(c) (4) (A)]
 - b. Drinking water frequently, especially in hot weather? [3457(c) (4) (B)]
 - c. Urinating as often as necessary? [3457(c) (4) (C)]
 - d. Washing their hands before and after using the toilet? [3457(c) (4) (D)]
 - e. Washing their hands before eating and smoking? [3457(c) (4) (E)]

Reasonable Use Requirements

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46. Does the employer provide washing facilities reasonably accessible to all employees? [3366(a)]

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47. Has the employer notified each employee of the location of the drinking, toilet, and handwashing facilities? [3457(c) (4)]
48. Are employees allowed reasonable opportunities during the workday to use drinking, toilet, and handwashing facilities [3457(c) (4)]

Employer/Division Responsibilities

49. Do the agricultural activities in question involve hand labor operations as defined? [3457(b)]
50. Are all agricultural employers applying the requirements of §3457 to their hand labor operations? [3457(a)]
51. For agricultural activities not involving hand labor operations, has the employer met the requirements of §§3360-3368 (Sanitation)? [3457(c)]
52. Does the employer maintain records of toilet facility maintenance and servicing activities? [3457(c) (3) (B)]
53. Are these records retained by employer for a period of two years? [3457(c) (3) (B)]

54. Have employers cited under §3457 provided the required written annual reports to the Division as per §3457(d)?
55. Has the employer posted, or does the employer have available, a valid and current permit for a labor camp (any living quarters, dwelling, bunkhouse, tent, boardinghouse, maintenance-of-way car, mobile home, or other housing accommodations, including employee housing or labor supply camp, maintained in connection with any work or place where work is being performed, whether or not rent is involved, and the premises upon which they are situated or the area set aside and provided for parking of mobile homes or camping of five (5) or more employees by the employer?