Inspection Form 105 CMR 430.000: MINIMUM STANDARDS FOR RECREATIONAL CAMPS FOR CHILDREN (STATE SANITARY CODE, CHAPTER IV) Agency Name Agency Address Phone Number

Camp Name and Location Information						
Camp Name:						
Location where camp operates:						
City:	State: Massachuse		ZIP Code:			
Phone:		Fax:				
Email:						
Camp Owner/Organiz						
Owner/Organization Nam	ie:					
Phone (year-round):		Email:				
Camp Director/Opera	tor Information (if dif	fferent than ow	ner)			
Director/Operator Name:						
Phone (year-round):		Email:				
Type of Camp:						
Residential	Day	Sports	Other (specify):			
Travel/Trip	Primitive	Medical				
		Specialty				
		Camp Capacity:				
Expected Number of Staf	f per Season:					
Expected Number of Volu	unteers per Season:					
Expected Number of Carr	ners per Season.					
		ates of Operation	1:			
Number of costing res of						
Number of sessions per se	eason:		Hours of operation:			
Session Date(s):						
Inspection Information						
Inspection Date:		Reinspe	ection Date (if applicable):			
Inspection Conducted By:						
Accompanied During the Inspection By:						
Operator demonstrated compliance with 105 CMR 430.000. License will be issued.						
2024 License Number:						
Operator was unable to demonstrated compliance with 105 CMR 430.000. License will not be issued.						
Inspector Signature:						
mapelior signature.						

This form can be used to document areas of compliance or violations of 105 CMR 430.000 Minimum Standards for Recreational Camps for Children. This form should be completed in its entirety. Additional comments or details of a violation may be added to the end of this form.

"No" column = \checkmark marked below indicates a violation of 430.000

"Yes" column = \checkmark marked below indicates compliance with the provision of 430.000

"N/A" column = \checkmark marked below indicates the provision of 430.000 is not applicable to this camp

Regulation –	105 CMR 430.000	Yes	No	N/A	Comments
.050	Current license to operate a Recreational Camp for Children from the Local Board of Health (LBOH)				
	PERMITS/APPROVAI	LS			
.451	Current certificate(s) of inspection from local building inspector for all sleeping or assembly areas				
.215	Written compliance from local fire department				
.300(A)(2)(a)	Private water supply: DEP approval (>25 people, >60 days/yr)				
.300(A)(2)(b)	Private water supply: (<25 people OR <60days/yr) BOH approval, chemical & bacterial analyses, no more than 45 days prior to opening				
	BACKGROUND INFORMATION AND ORIEN	ΓΑΤΙΟ	ON R	EQUI	REMENTS
.090(A)	Written procedures for review of background information of Staff and Volunteers				
.090(C)	 Staff CORI and SORI reports available/stored securely Previous work history (minimum 5 years) 3 positive reference checks (no relatives) Out-of-state/International criminal background checks available (as needed) 				# CORI Viewed
.090(D)	 Volunteer(s) CORI and SORI reports available/stored securely Previous work/volunteer history (minimum 5 years) Out-of-state/International criminal background checks available (as needed) 				# CORI Viewed # SORI Viewed
.090(F)	All Background Information - Received, reviewed, and determination for employment made pursuant to 105 CMR 430.090(C&D)				
<mark>.091</mark> .210	Staff/Volunteer Orientation : Detailed Orientation Plan with attendance records, specialized trainings, training on Disaster/Emergency Plans, Health Care and Infection Control Policies, and annual concussion awareness training				Date(s) of Orientation:

	(STATE SANITARY CODE, C.			. V)	
	CAMP POLICIES - W	KITT	EN		
	Abuse and Neglect Prevention Policies and Procedures				
003	Reporting procedures in accordance with				
.093	M.G.L. c. 119 § 51A				
	• Written notification to MDPH and LBOH if				
	51A report is filed with DCF				
	Camper released only to Parents/Guardians or:				
.190(B)	• Designated individual with Parent/Guardian				
·170(D)	authorization (electronic or hard copy form)				
	Authorized alternative arrangements				
.190(<mark>D</mark>)	Protocol to handle unrecognized persons at camp				
	Discipline Policy: Identify appropriate discipline				
	methods and list the <u>Prohibitions</u> (exactly as stated				
	below): (1) Corporal Bunishmont, including spanking, is				
	(1) Corporal Punishment, including spanking, is prohibited				
.191	(2) No camper shall be subjected to cruel or severe				
	punishment, humiliation, or verbal abuse				
	(3) No camper shall be denied food, water, or				
	shelter				
	(4) No child shall be punished for soiling, wetting or not using the toilet				
	Fire Evacuation Plan and Drills: Plan indicates fire				
.210(A)	drills held within the first 24 hours of each session				
.210(B)	Disaster/Emergency Plan				
.210(C)	Lost Camper Plan / Lost Swimmer Plan				
.210(D)	Traffic Control Plan				
.210(E)	Disease Outbreak Response Plan				
.163	Sunscreen policy with parent/guardian sign off				
	DAY CAMPS - SPECIAL CONT	INGE	NCY	PLA	NS
.211(A)	Camper doesn't show up for day				
.211(B)	Camper doesn't show up at point of pick up				
.211(C)	Child not registered arrives				
	PROMOTIONAL LITERATURE/GEN	ERAL	REC	QUIR	EMENTS
.157(C)	Meningococcal Disease & Immunization				
	information provided to Parents/Guardians annually				
<mark>.157(D)</mark>	Policies Provided to Parents/Guardians:				
	Care of Mildly Ill Campers, Administration of				
	Medications and Emergency Health Care Provisions Inform parents of their right to review Background				
. <mark>157(E)</mark> (at time of	Check, Health Care, Discipline Policies, and				
application)	grievance procedures upon request				
	Regulatory compliance and licensing statement on				
.190(C)	all promotional literature/advertisements:				
.170(C)	"This camp must comply with regulations of the				
	MDPH and be licensed by the LBOH."				

	(STATE SANITARY CODE, C		EKIV)	
	FIELD TRIPS				
	Written itinerary provided to Parents/Guardians and				
.212(A)	means to notify Parents/Guardians of changes to				
	itinerary before departure				
212(B)	Minimum 1 health care supervisor (HCS)				
.212(B)	accompanying field trip and for travel/trip/primitive				
	camps the source of emergency care identified				
.212(C)	Health records and medications readily accessible				
	for all campers/staff and First Aid kit present				
212(D)	Written contingency plans for all field trips (natural				
.212(D)	disasters, lost camper/swimmer, injuries and illnesses)				
	TRANSPORTATI	UN	- T		
	Vehicles comply with M.G.L. c. 90 §§ 7B & 7D:				
250	• <14 passengers & driver is camp coach,				
.250	director, etc. camp vehicles may be used				
	• >14 passengers, vehicle must be school bus				
	RMV compliant w/ annual safety inspection				
.251(C)	Seatbelts must be worn				
	1 staff/volunteer required when transporting:				
.251(D)(E)	• Campers to the pick-up/drop-off site				
	• 8+ campers under 5 yrs. of age				
	• 2+ campers with physical handicaps				
.251(I)	Camper under the age of 7 are not transported				
	longer than 1 hour non-stop				
252	Camp vehicle drivers : 18 yrs.+, 2+ yrs. driving				
.252	experience, current license for type of vehicle, and First				
252	Aid certified if no other trained staff aboard				
.253	Proper automobile insurance		- L		
	STAFF QUALIFICA	TION	5		
Camp Director	r Requirements				
100(4)	Residential: 25 yrs.+, complete a Camp				
.102(A)	Administration Course or 2+ seasons experience				
102(D)	Day: 21 yrs.+, complete a Camp Administration				
.102(B)	Course or 2+ seasons experience				
.102(C)	Primitive, Travel, Trip: 25 yrs.+ and proof of				
.102(C)	experience supervising children in similar activities				
.102(D)	Designated Substitute:				
Counselors/Ju	nior Counselors:				
	Day Camp, Non-Sport:		İ		
.100(C)(2)	Counselor= 16 yrs.+ OR Junior Counselor=15 yrs.+				
.100(A)(B)	• 4+ weeks experience and attend				
	orientation/required training(s)				
	Residential, Primitive, Sport, Travel, Trip,				
	Medical Specialty Camp:				
.100(C)(1)	<i>Counselors</i> = 18 yrs.+ or graduated from high				
.100(A)(B)	school OR <i>Junior Counselors</i> = 16 yrs.+				
	• 4+ weeks experience and attend				
	orientation/required training(s)				

Required Rational	(STATE SANITARY CODE, C o of Counselors to Campers:			•)	
-	*				
.100(C)(3)	All counselors 3 yrs. older than campers				
	Residential / Day / Sports Camps:				
101(4)	1 counselor per 10 campers 7 yrs.+				
.101(A)	1 counselor per 5 campers under 7 yrs.				
	Jr. counselors supervise 50% of counselor ratio and				
	always under direct supervision of counselor Primitive / Travel / Trip Camps :				
	1 counselor per 10 campers				
.101(B)	· ·				
.159(C)	 1 counselor 21 yrs.+ 2 counselor minimum with 1 counselor 				
	• 2 counselor minimum with 1 counselor having a CPR and First Aid Certificate				
	All Camps:				
.101(A)(B)	Staffing plan to supervise campers with disabilities				
.103	during regular and specialized high risk activities				
	MEDICAL PERSON	INFI			
		Nam			
HEALTH CA	RE CONSULTANT (HCC)	Licer			
.020	MD/DO NP PA	Licei			
.159(A)	*Check for Annual Health Care Consultant Agreement*				
	Assists in the development, review, and approval of				
.159(A)	the Health Care Policy/First Aid training of staff,				
(1-5)	and is available for consultation at all times				
	Develop written orders to be followed by HCS,				
.159(A)(6)	including responsibilities for medication				
	administration				
.160(C)	Acknowledge in writing a list of all medications				
.100(C)	administered at camp				
	Develop/provide trainings and tests of competency for:				
	HCS on prescription medication				
	administration				
	• HCS and other staff on administering				
.160	Epinephrine Auto-Injectors				
(I)(J)	Unlicensed individuals authorized to				
	administer medications for diabetes care <u>only</u>				
	at medical specialty camps				
	• Unlicensed HCS on the signs and symptoms				
	of hypo- and hyperglycemia and appropriate				
	diabetic plan management (no test required)	Nom	(a)		
	RE SUPERVISOR (HCS) at 1 HCS on site at all times)	Nam Lice	. ,	(if one	plicable):
.020	MD PA NP RN LPN with CPR/First Aid			(n apj	
.020 .159(C)(E)	certificate OR 18 yrs.+, with First Aid/CPR certificate				
	Documentation of completed required trainings for				
	unlicensed HCS:				
.160 <mark>(I)</mark>	Prescription medication administration				
	Administering Epinephrine Auto-Injectors				
	• Signs/symptoms of hypo- and hyperglycemia				
	and appropriate diabetic plan management				

	(STATE SANITARY CODE, C	HAP	IEKI	.V)	1
Health Care 1	raining for Other Camp Staff	<u> </u>			
	Documentation of completed required training and				
.160 <mark>(I)(2)</mark>	test of competency for other camp staff designated				
	to administer Epinephrine Auto-Injectors	<u> </u>			
	Medical Specialty Camps Only:				
	Documentation of complete required training and				
.160 <mark>(I)(4)</mark>	test of competency for unlicensed individuals				
	authorized under 105 CMR 430.159(F) to				
	administer medications for diabetes care	<u> </u>			
	MEDICAL POLICIES AND	FACI	LITIF	ES	
.159(B)	Written Camp Health Care Policy				
170	ALL medications stored in original containers and kept				
.160	in a secure manner. Refrigerated medications stored at				
(A)(B)	temperatures of 36°F - 46°F				
	Written Medication Administration Policy:				
	• List HCS authorized to administer				
	medications, individuals authorized to				
	administer Epinephrine Auto-Injectors, and				
	individuals authorized to administer				
.160 <mark>(C)(E)</mark>	medications for diabetes care pursuant to				
<mark>(F)(G)</mark>	105 CMR 430.159(F)				
	Training requirements				
	 Obtain written Parent/Guardian permission 				
	or informed consent for medication(s) to be				
	administered to minors				
	Medical Specialty Camps Only: Administration of				
	medication for diabetes care conducted under the				
<mark>.160(D)</mark>	direct supervision of a healthcare provided listed in				
	105 CMR 430.159(E) and maintain registration				
	pursuant to M.G.L. c 94C, s. 9				
	Medical Log is readily available, signed by				
.155	authorized staff and includes all health complaints,				
	treatments, and medication administration errors				
	All medications returned to Parents/Guardians or				
.160 <mark>(K)</mark>	properly disposed of and documented in disposal				
	log				
	Injury and Incident Report(s) completed for a				
154	fatality, serious injury/incident, or medication				
.154	administration error. Electronic copy sent to MDPH				
	& LBOH				
	Day / Residential Camps - Infirmary provided with				
	adequate lighting				
.161(A)(B)	Residential Camps - Easily recognizable and				
.453					
	accessible during the day and night. Isolation area for a sick child with the ability to provide negative				
	• • • •				
	pressure First Aid Kit : most ANSI 7208 1 2015 standards				
.161(C)	First Aid Kit: meet ANSI Z308.1-2015 standards				
	Minimum: 1 Class B kit and 1 Class A kit				
.140	Medical/Biological waste managed in accordance				
.160 <mark>(L)</mark>	with 105 CMR 480.000	I			

	(STATE SANITARY CODE, C	HAPT	TER I	IV)	
	HEALTH/MEDICAL R	ECO	RDS		
.150 .160 <mark>(C)(F)</mark> (G)(H)	Health Records for Campers & Staff:Staff/Campers under 18 yrs.:• Address, Parent/Guardian and Health Care Provider contact information• Authorization for medication administration, emergency care, and self- administration of epi-pens/insulin/inhalers• Injury/Incident ReportsStaff/Volunteers 18 yrs.+:• Authorization for emergency care				
.151(A)	 Residential, Travel, Sports, or Trip Camp: Medical history signed by health care provider Physical within 18 months 				
.151(B)	Day Camp: Medical history signed by Parent/Guardian or health care provider				
IMMUNIZA	ΓIONS				
.152	Campers/Staff under 18 yrs. *Refer to annual memo				Number of Records Checked:
.152	Staff 18 yrs.+ *Refer to annual memo				Number of Records Checked:
.153	Exemption Documentation				
	CAMPACTIVIT	ES			·
.190(A)	Activities and physical environment meet the needs of campers, not a hazard to health/safety				
.205	Craft equipment in good repair, of safe design, properly installed with safety precautions taken				
.206	 Playground equipment properly maintained: Fields/surfaces free of holes/accident hazards No concrete under/around securely anchored playground equipment Pliable or canvas swing seats 				
	SPECIALIZED HIGH RISK	ACT	IVIT	TES	
.103	Confirmation that specialized high risk activities conducted outside of MA comply with all laws/regulations for such activities in the state/local jurisdiction where the activity is held, including required licenses/permits				
Supervision of	Supervision of Aquatic Activities		atics] e:	Direct	or
<mark>.020</mark> .103	Camps that provide onsite aquatics activities shall have an aquatics director (Lifeguard certificate, 21 yrs+, 6 weeks previous experience in similar supervisory position)				
.020 .103(A)(B)	Lifeguard (LG) present for swimming/watercraft activities who is 16 yrs+ with a Lifeguard Certificate, CPR and First Aid Certificates				

SWIMMING	(STATE SANTIART CODE, C		•)	
SWINING		 		
120	MA Swimming Pool in compliance with 105 CMR			
.430	435.000 (Permit Posted) and compliant with VGB Act			
	and pool fence requirements			
100	MA Bathing Beach in compliance with 105 CMR			
.432	445.000. Beach signage, weekly water sampling,			
	sufficient water clarity, and ring buoy			
.204(<mark>B</mark>)	Camp in compliance with 105 CMR 432.000			
	(Christian's Law) and M.G.L. c. 111 § 127A 1/2			
.204(<mark>B</mark>)	Swim test to classify swimmers by ability at pools			
.430(B)	and beaches (Christian's Law)			
	Proper supervision at swimming venue:			
.103	• 1 lifeguard per 25 campers			
	• 1 counselor per 10 campers			
.204(<mark>C</mark>)	• Plan to check swimmers - "buddy system"			
	• 50+ kids in/near water Aquatics Director present			
	Swimming areas clean and safe, no swimming at			
.204(A)(<mark>D</mark>)	undesignated sites or at night without lighting			
.204 <mark>(E)</mark>	Piers, floats, and platforms in good repair			
· · ·	FT ACTIVITIES			
WAILKUNA		 		
	Comply with all Federal and Massachusetts boating			
.204(<mark>F</mark>)(<mark>H</mark>)	laws: M.G.L. c. 90B, 323 CMR 2.00: <i>The Use of Vessels</i> .			
	323 CMR 4.00: The Operation of Personal Watercraft			
	• On-board observer for towing activities			
.204(<mark>G</mark>)	All participants in watercraft and boating activities			
	shall wear a USCG approved PFD	 		
.103(<mark>B)(1)</mark>	Proper supervision of all watercraft activities:			
•103(<mark>D)(1)</mark>	• 1 lifeguard per 25 campers			
	1 properly trained counselor per 10 campers			
	Properly trained counselor supervising paddlesport			
	watercraft activities:			
.103(<mark>B)(2</mark>)	• ARC Basic Water Rescue OR LG; and			
•105(<mark>D)(2</mark>)	ARC Small Craft Safety OR ACA Paddle Sports			
	course; and			
	• In person training specific to watercraft			
	activities being overseen			
	Properly trained counselor supervising sailing or			
	motor-powered watercraft activities:			
.103(<mark>B)(3)</mark>	Boater Safety Education Certificate issued by			
	MA; and			
	 In person training specific to watercraft 			
	activities being overseen			
	White water paddlesport activities:			
	• Minimum 2 counselors in separate watercrafts with			
	previous experience			
. <mark>103(B)(4)(5)</mark>	• Water can be no more difficult than Class III, no			
	unclassified waters			
	• No sailing/motor-powered activities in hazardous			
	conditions			
	Campers certified with ARC Level 4+ Certificate			
<mark>.103(B)(6)</mark>	Written boating safety plan including procedures for			
	emergencies on the water			

FIREARMS	(STATE SANITARY CODE, C	Instructor(s) Name:
	Direct Supervisor: NRA Instructor's certification and	
.103(D)	maintain compliance with applicable M.G.L.'s 1 counselor per 10 campers	
.201(A)	Firearms in good condition, stored in locked cabinet. Ammunition locked in separate cabinet	
.201(B)	Shooting range away from other activity areas	
.201(C)	Only non-large capacity, single shot rifles permitted	
.201(D) .201(E)	Firing line in place, no crossing without instructor's permission	
.203	Personal weapons allowed with camp operator's written permission	
ARCHERY		
.103(E)	1 counselor per 10 campers at the range at all times	
.202(A)	Equipment in good condition, stored locked	
.202(B)	Range away from other activity areas, clearly marked danger area with 25 yards clearance behind each target, common firing and ready line in place	
.203	Personal weapons allowed with camp operator's written permission	
HORSEBAC	K RIDING	Instructor(s) Name:
.103(F)	Riding instructor(s) licensed in accordance with M.G.L. c. 128, § 2A	
.208(A)	Excursions: 1 Riding Instructor per 10 campers Minimum 2 counselors present during excursions	
.208(A)	Riders must wear hard hat at all times	
.208(B)	Horses boarded in a stable licensed by LBOH in accordance with M.G.L. c. 111, §§ 155 and 158	
CHALLENG	E COURSE OR CLIMBING WALL	
.103 (G)(1)	Licensed and maintained in accordance with 520 CMR 5.00 Amusement Devices	
.103(G)(2)	Annual inspection with written report	
.103(G)(3)	1 counselor per 10 campers at all times	
	CAMP GROUN	DS
CABINS ANI	O STRUCTURES	
.457	Day Camp provides shelter for on-going camp activities with certificate of inspection	
.216	Residential Camp - Smoke and carbon monoxide detectors provided	
.456	Adequate egresses free from obstruction (780 CMR)	
.453	Lighting provided for stairways	
.454	All structural and interior elements maintained in good repair and in a safe and sanitary condition	

	(STATE SANITARY CODE, C				
SLEEPING A	AREAS - RESIDENTIAL CAMPS				
	Provide adequate space:				
.458	• Single bed: 40ft ² /person;				
.430	• Bunk bed : 35ft ² /person ;				
	• 50ft ² /person requiring special equipment				
	Provide separate bed/cot per person with:				
.470	• 6 ft. between individuals heads				
.470	• 3 ft. between single beds				
	• $4\frac{1}{2}$ ft. between bunks				
470	Campers/staff with limited mobility housed on				
.459	ground level; egresses leading to grade/ramp				
450	Screens and screen doors provided. All doors				
.452	equipped with self-closing devices				
TENTS					
	If less than 400 ft ² , clearly labeled as fire resistant.				
.217	No open flame in or near tent				
	TOILETS/HANDWASH SIN	KS/SI	HOW	ERS	L
.360	Approved sanitary drainage system				
.301					
.301	Plumbing maintained in good working order				
	Adequate # of toilets:				
	All Camps: Min. 2 toilets/privy seats for each				
250	gender separated by walls/partitions with a door				
.370	Day Camp : 60+ of one gender, provide 1 more toilet				
	for each additional 30 persons of that gender				
	Residential: 20+ of one gender, provide 1 more toilet for each additional 10 persons of that conder				
	toilet for each additional 10 persons of that gender				
370(C)(D)	Toilets located less than 200 ft from sleeping rooms,				
.370 <mark>(C)(D)</mark>	all windows/openings screened, and screen doors				
	equipped with self-closing devices Operator shall provide at all toilets/handwash sinks				
<mark>.372</mark>	a supply of toilet paper, soap, hand drying method,				
. <u></u>	and covered receptacles				
	Hand sanitizer present at additional handwash sinks				
.373(<mark>D</mark>)	where standard plumbing is unavailable				
	Adequate # of sinks in compliance with 248 CMR:				
.373	Day Camp: 1 sink per every 30 people				
.575	Residential Camp: 1 sink per every 10 people				
	Adequate # of showers at Residential Camps :				
.374	1 shower/tub per 20 people, no duckboards				
	Campers with special needs provided sanitary				
.378380	facilities meeting their needs				
.453	Lighting provided				
	Adequate ventilation provided for all bathhouses,				
.375	dressing rooms, shower rooms, and toilets for				
.313	indoor/outdoor pools				
	Hot Water in sufficient quantity and pressure:				
.376	 Handwash Sink: 110°F - 130°F 				
.370					
274(D)	• Shower/Bathtub: 110°F - 120°F				
.374(B)	Sanitary facilities in good working order and kept				
.377	clean, shower room floors washed daily				

LAUNDRY				. /		
.162	Residential Camp : Laundry facilities provided					
.472	Bedding and towels laundered, no common towels					
.4/2	ADDITIONAL CAMP GROUND	DEO		יא עדיאי	TC	
200		KEŲ	UIKE		15	
.300	Potable water provided					
.300(B)	Adequate and centralized drinking water facilities,					
.304	no common drinking cups					
.350/.355	Proper storage and disposal of solid waste					
	Residential/Day Camps: Immediate access to					
.209	reliable phone with dialing instructions and telephone numbers for HCC, police, emergency					
	medical services, fire department readily accessible					
	Emergency Communication System to alert	<u> </u>				
.213	campers/staff and elicit a predetermined response					
	Site location requirements:					
	Accessible at all times					
.450	• Surface drainage and traffic conditions do not cause					
	undue hazards					
	Water supply/sewage disposal facilities are provided					
.165/.166	Tobacco, alcohol, and marijuana use prohibited					
.105/.100	during camp operating hours	L				
.207	Proper storage/operation of power equipment and					
	power tools stored in locked place					
	Flammable materials labeled and stored in locked					
.214	unoccupied building. Hazardous chemicals labeled					
40.0	and stored in locked area					
.400	Rodent and insect control					
.401	Weed and noxious plant control	L				
	FOOD SERVIC	£	T			
	Food service in compliance with 105 CMR 590 with					
.320	food permit prominently displayed. USDA Summer					
	Food Service Program written documentation of					
	compliance with 105 CMR 590					
.330	Nutritious meals that include a variety of foods served with written menus developed/posted					
	Residential, Travel, Trip Camps – Provide at least					
.331	3 nutritious meals per day which meets					
	recommended dietary guidelines					
225	Day Camps – Provide food which meets					
.332	recommended dietary guidelines					
	Adequately trained staff and equipment to ensure					
.334	campers with disabilities are eating nutritious meals					
	and meals not denied or forced					
	Proper methods for storing meals brought from					
.335	home and method to provide meals to campers who					
	arrive without a lunch					
.452	Screening provided for food preparation and service					
	areas with self-closing screen doors					
.453	Lighting provided in kitchen and dining area					
.471	Sleeping prohibited in food areas					

	MAINTENANCE OF RECORDS					
	MAINTENANCE OF RE	CORDS				
	Operator maintains all records for campers, staff, and volunteers for a minimum of 3 years • Records properly destroyed after retention					
145	and volunteers for a minimum of 3 years					
.145	• Records properly destroyed after retention					
	period					
	USE THE SPACE BELOW TO DESCRIBE VIO	ΟΙ ΑΤΙΟΝΟ ΜΑΟΚΕΝ ΑΦΟΥΕ				
	USE THE SPACE DELUW TO DESCRIDE VIO	ULATIONS WARKED ADOVE				