POSTCAMP/PRECAMP INSPECTION CHECKLIST

Camp Maintenance and Sanitation Inspection

Mail copy to regional office by March 1 along with the current Application for Operating a Resident Camp, No. 14-311.

Camp	Council
City	State

The postcamp inspection is step 1 in meeting the mandatory standards of the national camp rating standards. This inspection should take place soon after the closing of camp. Its purpose is to locate deficiencies and make provision for them to be repaired, replaced, or in any case put into proper shape before the precamp inspection. The precamp inspection checklist is to be sent to the regional service center with the Application for Operating a Resident Camp, No. 14-311, by March 1 prior to camp opening. Certification must include the standards of the Occupational Safety and Health Act, commonly referred to as OSHA. A few camps are inaccessible until immediately prior to camp opening because of weather conditions. Where this situation exists, it is mandatory that an inspection be conducted immediately following the closing of the camping season and the findings be reported to the regional service center immediately thereafter.

How to Go About It

The inspection group should include council camp chairman, health and safety chairman, camp director, property and maintenance chairman, and Scout executive, plus specialists who can evaluate conditions of the facilities. It is important to get the people who know-a public health expert to check on all phases of sanitation, refrigeration, etc.; medical personnel for health lodge, medical supplies and equipment; aquatics specialists for waterfront or swimming pool; and safety and/or insurance-loss experts to check hazards. Indicate every item inspected with a mark (X) in the left column. Those items that are deficient should be so indicated with a referral number in the "Action Item" column to the right of the item; on page 8, indicate the referral number and page, describe the deficiency and what action is necessary to correct it. Corrections must be completed before camp opens. In cases where an item does not apply to this particular camp, draw a line through the item. (Example: On page 3, if the camp does not have sailing in the program, draw a line through the statement "sailboats in good repair.")

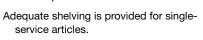
Current certificates of any of the following local, state, or federal licenses or permits that are required to operate this camp must be either on file at the camp or, if required, prominently displayed in the proper location.

- A. Permit to operate a youth camp
- B. Water test certificate
- C. Food service permit
- D. Trading post permit or license
- E. Board of health approval
- F. Boats licensed and/or inspected
- G. Motor vehicles licensed and/or inspected

These certificates need to be renewed before camp reopens.

- Many of these items should be checked also at the close of camp or in the fall in order to take corrective maintenance measures. These are indicated with an F for fall. An S indicates items of corrective maintenance for spring or early summer.
 - Many maintenance problems could involve major work projects. Follow recommendations in *Camp Program and Property Management*, No. 20-920B. Major projects should be started in the fall months.
 - Your standard reference manual for precamp inspections is *Camp Health and Safety* manual, No. 19-308. Copies should be available for the precamp inspection team.
 - If your state has youth camp standards, it would be advisable to have a current copy available.
 - Engineering design books are available from National Engineering Service.
 - Check inventories of all equipment—this is important for insurance.

×		F	s	Action Items			F	s	Action Items	
	Kitchen or Food Service Facility						Safety handle on inside—walk-in type	•	•	
	Several safety and health protection on the	•					Free from pests	•	•	
	job OSHA posters are displayed.						Refrigerator is grounded.	•	•	
	Insect screening	•	•				Refrigerator cools to at least -40 degrees.	•	•	
	Location of equipment is satisfactory for safe operation.	•	•				Freezer cools to at least 0 degrees.	•	•	
	Ventilation is adequate - fans are working.	•	•							
	Condition of work tables-sanitary	•	•				Dishwashing I		r	
	Meat blocks are sanitary.	•	•				A nonmercuric thermometer is present.	•	•	
	Knife racks are clean—no food or grease.	•	•				Temperature chart is posted.		•	
	Garbage cans are clean and covered.	•	•				Relief valves on boilers or hot water tanks are in working order and vented to within			
	Poison control-labeled and properly stored	•	•				6 inches of the floor.			
	Serving counter is sanitary.	•	•				Storage tanks are insulated.	•	•	
	Ceiling and walls are clean.	•	•				Approved chemical treatments	•	•	
	Adequately lighted	•	•				Test kit for disinfectant solution	•	•	
	Condition of machinery—protective devices are adequate and sanitary.	•	•				Utensil dipping baskets are available.	•	•	
	Condition of food preparation equipment	•	•				Dish storage (sanitary, flyproof)	•	•	
	Condition of ranges and hoods	•	•				Cutlery storage (sanitary, flyproof)	•	•	
	Condition of pots, pans, and utensils-not						Grease trap is adequate and sanitary.	•	•	
	rusty, pitted, greasy	•	•				Sewer system	•	•	
	Cleanliness under and around stove	•	•				Water inlets above sink rims	•	•	
	Current emergency phone numbers are posted near the telephone.	•	•				Sinks sanitary Dishwashing machines are operable.	•	•	
	Pest control	•	•				Toxic materials are labeled and physically	-		
	Aisles are cleared of obstructions.	•	•				separated from food storage.	•	•	
	Emergency electrical power cutoffs are marked.	•	•				Appropriate MSDS sheets are provided.	•	•	
	Toilet and handwashing facilities for kitchen staff are separate.	•	•				Garbage			
	Approved fire control alarm devices	•	•				Disposal (hauled away or recycled)	•	•	
	A bimetallic or electronic stem food thermometer is present.	•	•				Containers are adequate for demand.	•	•	
┢	Appropriate MSDS sheets are provided.	•	•				Dumpsters on platform and clean	•	•	
		L	L	1			Sanitary landfill-properly operated	•	•	
	Food Storage						Complies with local and state regulations	•	•	
	Condition of storeroom and pantry	•	•							
	Free from pests	•	•				Dining Hall		r	



Refrigeration

A nonmercuric thermometer is present.	•	٠	
Refrigerator/freezer temperature chart is posted.		•	
Refrigerators are of adequate size and operable.	•	٠	
Insulation	•	٠	
No odor	•	•	

Ventilation
Condition of tables
Condition of benches
Walls are clean.
Ceiling is clean.
Fly control is adequate (screening).
Adequate lighting
Grease traps
Hand-washing facilities are available.

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	I				1		Marker lines indicate three swim areas.
	Fire-Fighting Equipment						PFD type IV and poles for reaching assists
	Alarm system is functional and audible throughout camp.						Condition of pool
	Correct type of extinguishers for location						Buddy boards
	A—Combustible (wood, fabric, paper, etc.)						Deck markings-water depths are indicated at regular intervals.
	B-Liquids (gasoline, kerosene, paint,	•	•				Valves are properly identified.
	turpentine, oil, etc.)						Electrical ground fault protection
	C-Electrical (motors, switch boxes, etc.)						Slippery areas are eliminated, decks and
	Extinguishers are inspected annually.	•	•				diving boards are 1 meter only, surface is
	Located properly in all buildings	•	•				safe, spring of board is safe for depth of pool.
	Water Supply						First-aid kit is available.
	Water supply certification prior to camp		•				Backboard and cravats or straps
	Schedule of subsequent water tests exam set—schedule weekly, monthly, etc.		•				Blankets
	Chlorine test kit	•	•				Waterfront (See Camp Program and Propert Management, No. 20-920B.)
	Records of chlorine test are posted.	•	•	İ			Swimming area of lake or pond water is
	Chlorination system is operational.	•	•	İ			tested if required by state or local law.
	Supply is adequate (30 gal. per person						Area is properly marked.
	per day—50 gal. for flush toilets).	-	Ľ				Three swim ability areas are identified.
	Source of water is protected from contamination.	•	•				Swimming beach is completely enclosed wit one point for entrance and exit.
	All piped waters are potable; if not, suitably marked.	•	•				Unobstructed view from lookout station properly located
	Condition of water reservoir is good.	•	•				Buddy boards are properly located.
	Supply is convenient at campsites.	•	•				Reach poles
	Facilities for warm showers (five per 100	•	•				Life rings and rescue tubes
	campers) Drinking fountains (approved bubblers or						Blankets
	paper cups for drinking)	•	•				First-aid kit with nonlatex gloves and mouth- barrier devices
	Pumping equipment is in good order.	•	•				Backboard and cravats or straps
	Fire extinguisher at pump house is properly located and currently inspected.	•	•				Condition of lifeboats for guard duty
	Swimming Pool (See Camp Program and				1		Condition of piers and floats-slippery areas eliminated
	Property Management, No. 20-920B.)						Rowboats are in good repair and registered
	Chlorine and pH test kit is available.	•	•				necessary by state or local law.
	Records of chlorine and pH tests are posted.		•				If metal boats, flotation checked
	Filters backwashing record is reviewed.		•				Oars are in good repair, equipped with leathers and buttons.
	Pumps and equipment are in good condition.	•	•	ļ			Rowlocks permit feathering.
	Chemical equipment and storage	•	•	ļ			Canoes are in good repair.
	Gas masks are available IF gas chlorination is used.	•	•				Paddles are in good repair.
	Ventilation	•	•				Motorboats are in good repair and registered
	Fencing is in good repair.	•	•				Fire extinguishers for motorboats are proper
	Single entrance/exit	•	•	1			located and inspected.
	Shower houses and dressing rooms are			1			Approved fueling facilities and equipment
	sanitary and adequate.	•	•				Sailboats are in good repair.

Vacuum and other cleaning equipment are in

working order.

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Camp Program and Property 20-920B.)

Swimming area of lake or pond water is tested if required by state or local law.		•	
Area is properly marked.		•	
Three swim ability areas are identified.		•	
Swimming beach is completely enclosed with one point for entrance and exit.	•	•	
Unobstructed view from lookout station properly located			
Buddy boards are properly located.		•	
Reach poles		•	
Life rings and rescue tubes		•	
Blankets		•	
First-aid kit with nonlatex gloves and mouth- barrier devices		•	
Backboard and cravats or straps		•	
Condition of lifeboats for guard duty	•	•	
Condition of piers and floats—slippery areas eliminated	•	•	
Rowboats are in good repair and registered if necessary by state or local law.	•	•	
If metal boats, flotation checked	•	•	
Oars are in good repair, equipped with leathers and buttons.	•	•	
Rowlocks permit feathering.	•	•	
Canoes are in good repair.	•	•	
Paddles are in good repair.	•	•	
Motorboats are in good repair and registered.	•	•	
Fire extinguishers for motorboats are properly located and inspected.	•	•	
Approved fueling facilities and equipment	•	•	
Sailboats are in good repair.	•	•	

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Life jackets for each boat and canoe (one per
passenger-USCG-approved-PFD type II
or III of proper size)

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Camp Vehicles (including tractors, trailers, and other auxiliary equipment)

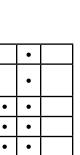
	In good mechanical condition (autos and trucks certified by state inspection or a qualified automotive mechanic if required by state or local law)	•
	Rules of operation are established and posted (including restriction of operation to mature experienced drivers authorized by camp director).	•
ĺ	Seat belts are in all passenger vehicles.	•
ĺ	First-aid kits are in all camp vehicles.	•
	Fire extinguisher is properly located and inspected.	•
	All four-wheel ATVs are maintained in good operating condition and are used in accordance with national camp standards.	•

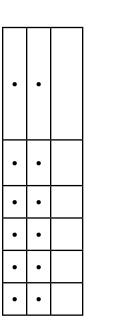
Archery (See Camp Program and Property Management, No. 20-920B.)

Proper range layout	
Adequate number of bows, arrows, quivers, and targets	
Locked storage for bows and arrows	
Range flag and pole	
Range is properly roped off and identified.	

Maintenance Equipment and Storage

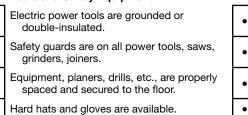
Bulk containers of flammable liquids are properly located, vented, secured, and connected according to the supplier's recommendations or local codes. Gasoline pumps are locked. Other flammable fuels are safely stored in approved containers that are locked or located in a locked area or facility. Liquid fuel tanks – properly secured; "No Smoking" signs are clearly marked on or near the tank. Safety-on-the-job safety posters are displayed. Used lumber – all nails are removed before stacking. Storage areas are kept free of weeds and debris. All materials are piled, racked, or stored in a safe manner.	
Smoking" signs are clearly marked on or near the tank. Safety-on-the-job safety posters are displayed. Used lumber—all nails are removed before stacking. Storage areas are kept free of weeds and debris. All materials are piled, racked, or stored in a	properly located, vented, secured, and connected according to the supplier's recommendations or local codes. Gasoline pumps are locked. Other flammable fuels are safely stored in approved containers that are locked or located in a locked area
 played. Used lumber—all nails are removed before stacking. Storage areas are kept free of weeds and debris. All materials are piled, racked, or stored in a 	Smoking" signs are clearly marked on or
Storage areas are kept free of weeds and debris. All materials are piled, racked, or stored in a	
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F Current emergency numbers are posted near • the telephone. First-aid kit is stocked. • Material Safety Data Sheet (MSDS) for all . hazardous chemicals in camp Personal protective equipment including impact-and-chemical goggles, face shield, • and hearing protection Bench/pedestal grinders-tool rest adjusted to within 1/8 inch of the grinder wheel, • tongue guard to within 1/4 inch

Tools and Safety Equipment



Camp Equipment and Storage

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	Equipment is stored with care.
	Building is adequate and ventilated.
	Camp tools are in good condition.
	Equipment check system and inventory
	Patrol cooking equipment-clean and adequate
	Picnic tables are in good repair.
	Tents are in good repair and there is an ade- quate number.
	Canvas is stored properly.
	Current emergency numbers are posted near the telephone.
	Adequate amount of storage for cots and/or mattresses
	Portable first-aid kit is available in remote areas.

Sleeping Quarters—Tentage

Fire-retardant canvas—CPAI-84 Tents are labeled "No Flames in Tents." 30 sq. ft. per person in tent, if tentage

30 sq. ft. per person in tent, if tentage provided by council

Health Lodge

Private quarters for health officer

Logbook and record forms-employees

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	Logbook and record forms-campers		•	
	Drug cabinet is locked; key is available.	•	•	
	Hot-water bottle		•	
	Ice bag		•	1
	Bedpan		•	
	Crutches		•	
	Litter		•	
	Backboard with cravats or straps	•	•	
	Clinical thermometers	•	•	
	Building is clean.	•	•	
	Running water (hot and cold)	•	•	
	Soap and towels		•	
	Toilet and shower facilities	•	•	
	Separate wardroom with adequate furnishing	•	•	
	Bed linen is clean and available.		•	
	Portable first-aid kit—stocked and available (check for current date on bottles)		•	
	Bloodborne pathogens decontamination kit—clear spray bottle with graduations. Fill with water to waterline. Store bottle of bleach with spray bottle; add bleach only when ready to decontaminate. Use 10 parts water and 1 part bleach.	•	•	
	Current emergency numbers are posted near the telephone.	•	•	
	Exam area with adequate equipment	٠	•	
	Rifle and Shotgun Ranges (See Camp Pro- gram and Property Management, No. 20-920B.)			
	Range layout is adequate (see D-64 and D-61).	٠	•	
	Backstops are satisfactory.	٠	•	
	Range is properly fenced and identified.	•	•	
	All firearms are functionally safe.	٠	•	
	Firing line is covered with wood or concrete deck.	•	•	
	Ready line is 15 to 20 feet to rear of firing line.	•	•	
	Trigger pull tested all firearms (3 pounds)		•	
	Adequate number of rifles			
	□ BB guns			
	□ .22-caliber bolt action		•	
	□ .45- to .50-caliber muzzleloader			
	□ Shotguns 20- to 12-gauge			
	Separate locked storage for firearms and			1

Separate locked storage for firearms and ammunition

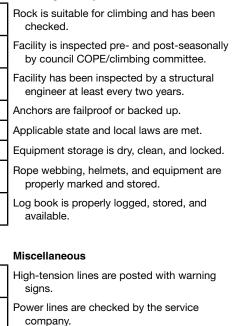
Range flag and pole are properly located.

Covered trash barrel
All firearms meet state, federal, and BSA requirements.
All traps are functionally safe.
Latrine nearby

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Ropes Area (Project COPE)	
Trees and poles are stable.	•
Dead snags and limbs are removed.	•
Applicable state and local laws are met.	•
Equipment storage is dry, clean, and locked.	•
Rope, webbing, helmets, and equipment are properly marked and stored.	•
Log book is properly logged, stored, and available.	•
COPE course is inspected two times annually by the council COPE/climbing committee.	•
COPE course is inspected at least every two years by a qualified professional challenge course builder.	•

Climbing Facility or Area



Danger from falling limbs or trees is

Visitor toilet and handwashing facilities for men and women are prominently identified

and located near parking lot and/or picnic

Structural inspection of in-ground materials is conducted on all totem poles, gateways,

utility poles, sign/fence posts, etc.

eliminated.

area.

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Campsite Names

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Unit Campsites Check each campsite on these items; using the following codes: S—Satisfactory N—Needs attention														
Patrol/den areas	1													
Picnic tables—one per patrol/den									 					
Fire spot														
Drinking water available														
450-foot centers														
Drainage														
Fire equipment	1		1											
Tent platforms in good repair														
Garbage disposal														
Potential hazards:														
Dead trees/limbs														
Sump holes														
Electric lines														
Latrine														
One seat per 15 campers												Ì		
One urinal	1		1											
Seat 14 inches high														
Latrine pit-fly tight														
Ventilated at head and foot level		İ		İ										
Hand-washing facility adequate	1	İ		İ	Ì	İ								
Vents screened		İ		İ	Ì									

Identify Buildings

Buildings	ç	p	lence									
Check each building on these items using the following codes: S-Satisfactory	Administration Building	Dining Hall and Kitchen	Ranger Residence	Health Lodge								
N-Needs attention	Ac	Ē	Ra	₽		 	 		 		 	
Roof							 				 	
Siding	<u> </u>				 	 	 	 	 		 	
Foundation												
Screening												
Doors												
Deck/floors												
Windows												
Chimneys/fireplaces												
Minimum two exits (marked)												
Fire extinguishers (indicate type)												
A–Combustible												
B—Liquids												
C-Electrical												
Fire evacuation floor plans show exits and assembly area												
Smoke alarms (in sleeping quarters)												
Carbon monoxide detector (required in every camping structure/building that houses individuals and is fueled by an energy source that produces carbon monoxide as a by-product)												
Electrical wiring and connections meet code												
Plumbing												
Water heater properly vented												
Adjacent grounds												
First-aid kits with protective gloves and mouth-barrier devices												

Inspection Team (List members.)	
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Date of inspection	
Date of inspection Certified by	