

## BSA Camping Past, Present and, Most Importantly, Future

In this issue of the **NCAP Circular**, we look at the problems that NCAP was created to address, its successes and challenges, upcoming revisions to take effect in 2019 and later, and most importantly, a look at the future of BSA camping after the first five years of NCAP and as we prepare for family Scouting. Scout camping and NCAP have come a long way, but our mission remains to elevate Scout camping to inspire the current and future generations of youth. Now is an appropriate time to pause and reflect on how we will do so in the future.

### Scout Camping Before NCAP

In approximately 2010, BSA established both the national camp standards task force and the second century camping task force to look at the state of BSA camping. Those reviews determined that BSA faced a number of challenges, including:

- declining number and percent of Scouts attending camp. Boy Scouts camping had declined by 14.7% between 2000 and 2010, Cub Scouts camping by 7.9%.
- skyrocketing levels of debt, with local council debt increasing 266%, much of that camp related
- low levels of occupancy (<51%) across many camps
- multiple standards with little consistency and no context
- check-the-box mentality

At a critical meeting in Irving, the volunteers and professionals on the camp standards task force determined that more than

just a revision, but a rethink, was needed of how BSA approaches camping. Drawing on the work of both task forces, the National Camp Accreditation Program (NCAP) was born.



### NCAP and Its Changes

The adoption of NCAP resulted in some immediate changes. Some of the most important of these included:

- adoption of a single set of National Camp Standards applicable to all camps and camp properties
- revising the National Camp Standards to focus on program and program delivery in addition to safety and administration
- creation of the Continuous Camp Improvement Program (CCIP) to provide a tool to councils and camps to improve camps both during the camping season and over the long-term
- creation of the authorization process to provide direction, feedback and resources to local councils
- revamping of the "visitation" process into a more targeted assessment aimed at helping camps

improve through the addition of "deviations" in lieu of the old pass/fail, check-the-box approach

- creation of the "camp facilities evaluation tool" (CFET) to assist councils in evaluating the quality of their camp facilities

NCAP's immediate impact was both disruptive and heartening. As expected, the changes in the National Camp Standards disrupted many camps' long-established camp notebooks and practices, forcing a reevaluation in light of the new standards. While this disruption imposed some short-term pain, the new emphasis on program resulted in a number of program improvements across the country, one of NCAP's chief goals.

Not all NCAP initiatives were immediately successful. The new authorization process was deemed by many councils to be overly rigid and require too much documentation. NCAP reevaluated and in the second and third years released a much simplified authorization process that still provides direction and tools for councils to use to plan camping improvements, but which is conceptually simpler and easier to use. Feedback from the field played an important role in these changes and resulted in a stronger program.

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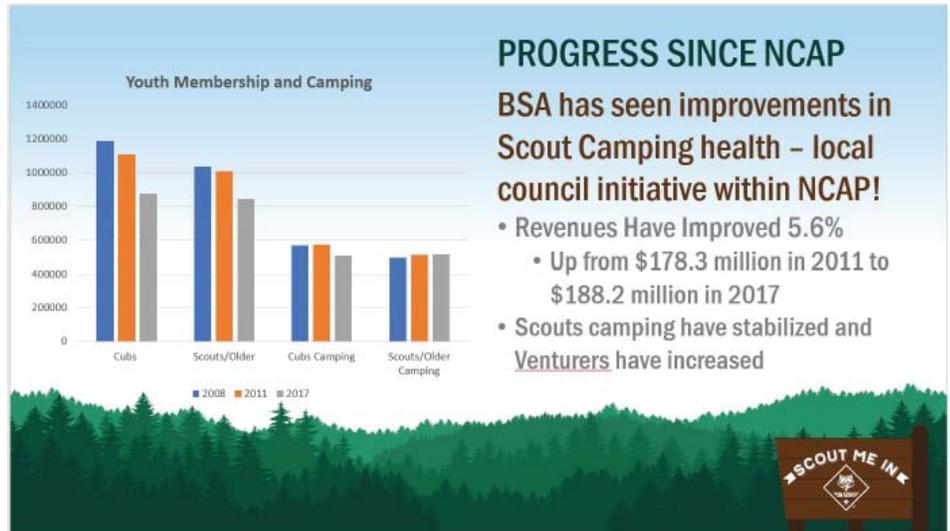
# 2019 NCAP Improvement Feedback Sought

## NCAP Results

Over time, BSA has seen improvements in the number of campers and in the financial position of our camps and councils. NCAP and its emphasis on councils understanding and developing their camps is working. As can be seen in the illustration at right, BSA is camping a greater percentage of its youth than before NCAP and in some cases more youth in total, despite membership declines. Financial indicators are improving, with revenues improving by 5.6% from \$178.3 million in 2011 to \$188.2 million in 2017. Occupancy rates are improving. It is clear that local councils have used the NCAP processes to improve their camps, improving both youth outcomes and financial outcomes for the local council.

## NCAP Present and Near Future

There are several issues facing NCAP in the present and near future. These include applicability challenges, Cub Scout and short term camp program administration, updating our commissary and food service standards to contem-



porary norms, and preparing for family Scouting and the future of Scout camping more generally. We will touch on each of these topics in this and upcoming issues of the NCAP Circular.

## The Future . . . .

As NCAP looks to the future, we see several challenges that are likely to confront Scout camping. These include market expectations for better facilities and more “adventure” in programming, increased competition for youth time, increased competition for both adult and youth staffing, and increased regulation. How Scouting responds to these challenges will determine our successes and failures in the near future.

At the 2018 National Annual Meeting, outgoing NCAP Chair Mark Rose and National Standards Chair Eric Hiser presented the following concepts for discussion and reflection by participants and the field:

- **Rationalization.** A number of fundamental standards issues have been decided by past prac-

tice and history. For example, the National Camp Standards apply to Boy Scout resident camps starting at 5 nights; older youth programs starting at 3 nights, and Cub Scout youth programs starting at 1 night. It is not clear why Boy Scouts/Scouts USA varies from older youth programs. NCAP proposes to generally apply the National Camp Standards at 3 days/72 hours except for Cub Scout events, which would remain at overnight. NCAP is also considering adjusting Cub Scout day camp to 2 or more days. Input on these topics is appreciated

- **Events.** NCAP is considering extending a limited set of the National Camp Standards, such as the Health and Safety, Facilities and limited Commissary and Food Service and Administrative and Operational Management standards, to events such as camporees to provide a clearer set of expectations and procedures for these events. NCAP currently does not believe that assessment is appropriate. Input on the pros and cons of this approach is sought, together with comments

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**Editors**  
 Eric Hiser  
 NCAP Standards Chair

Brian Gray  
 NCAP Staff Advisor

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## 2019 NCAP Improvement Feedback Sought

on which standards, if any, are appropriate for such short-term events.

### - **Accreditation standard.**

Currently, NCAP requires a camp to have no “noncompliant” and fewer than 20% “deviations” to be accredited. Based on experience with the program, NCAP believes that the 20% deviations is too many. NCAP is therefore proposing to reduce the number of allowable “deviations” to 10.

NCAP is also considering granting some additional flexibility where a camp has a “noncompliant” finding, but the camp is able to fix the issue prior to the assessment team departing. In this case, NCAP is seeking comment on whether the assessment team should have the *discretion* to fully accredit the camp where (1) the noncompliant finding did not reflect an increased risk of significant injury and (2) the camp has five or fewer “deviation” findings. The “noncompliant” and “deviation” scores would be kept as is, but the camp assessment team could fully accredit after justifying its decision on the scoresheet.

Alternatively, if a camp has a standard that it cannot meet, it may also seek a variance, waiver or relief from mandatory conditional accreditation by applying to the National Standards Chair. A variance is a permanent decision that an alternative approach provides higher levels of program quality and safety than the National Camp Standard. A waiver is granted where the camp is in substantial compliance, but cannot comply in all details with a requirement of the National Camp Standards. NCAP reiterates that age requirements are

part of the minimum expectation and that NCAP generally will not grant waivers for initial hire of underage camp leadership. Relief may be granted where a waiver is not appropriate, but the camp has demonstrated substantial steps to achieve the purpose of a standard.

- **Short term camps.** NCAP would like to encourage more short term camping, both day camps and shorter (e.g., less than 3 night or 72 hour) programs. NCAP is soliciting input on whether it may be possible to eliminate some of the administrative and personnel barriers to short term camps. Possible steps under discussion include:

- Replacing the camp health officer standard with a requirement for standard first aid training only (if less than 1 hour from EMS services) or wilderness first aid training (if 1 hour or more to EMS services)

- Possibly eliminating the program director position and allowing a council committee or professional staffer to fulfill this role for a short term camp or group of short term camps

- Possibly replacing the camp director requirement with a short-term camp director who could be trained locally by a National Camping School (NCS)-trained camp director and an NCS-trained camping program manager.

If these proposals or something similar were adopted, a short term camp could open with a short term camp director, first aid provider, and any substantive program leads for programs being offered. NCAP believes that reducing the personnel burdens may incent local councils to provide more <72 hour camping opportunities.

### Your Input Is Critical

As can be seen, NCAP is looking for broad feedback both on proposed changes to the National Camp Standards but also for the NCAP process more generally and the challenges that Family Scouting will bring to our camps and camp programs. In order to facilitate commenting, NCAP has established two SurveyMonkey surveys which interested Scouters can use to submit feedback directly to NCAP.

#### **NCAP Improvements Survey.**

The NCAP improvements survey asks for feedback on how prepared camps and NCAP are for family Scouting, whether we need to revise or adopt cleanliness standards to meet family Scouting expectations, other changes to prepare for family Scouting. It also asks more generally about improvements to authorization, assessment and the continuous camp improvement program. This is a wide-ranging survey where all aspects of NCAP are fair game for contact. The survey is available at:

[https://www.surveymonkey.com/r/2019\\_Improvement\\_Survey](https://www.surveymonkey.com/r/2019_Improvement_Survey)  
(due September 15, 2018)

You may also send comments directly to Eric Hiser at:

[ehiser.BSA@gmail.com](mailto:ehiser.BSA@gmail.com)

### Next Steps

This Circular will set forth the first set of proposed standards revisions to update the commissary and food service (FS-601 through FS-607) standards and introduce a new staff quality (SQ-413) standard. NCAP Circular 12 will address applicability, NCAP Circular 13 short-term camps, and NCAP Circular 14 will address miscellaneous proposed changes.

NCAP National Leadership Team

**NCAP Chair:** Carl Nicolaysen  
*cnicolaysen@esoen.com*

**Authorization:** Dr. Denis Ward  
*deniswardphd@gmail.com*

**National Adv Chr:** Doyle Parrish  
*dparrish@shgltd.com*

**NCAP Staff Lead:** Brian Gray  
*Brian.Gray@scouting.org*

**Assessment:** Jack Hess  
*jwhess62@gmail.com*

**Out Prog Chr:** Mark Rose  
*Mark.Rose@BuschGardens.com*

**Out Prog Lead:** Frank Reigelman  
*Frank.Reigelman@scouting.org*

**Standards:** Eric Hiser  
*ehiser.BSA@gmail.com*

**Camping TF Chr:** Jim Blair  
*jtblair@msn.com*

NCAP Region and Area Leadership Team

NCAP Position	Northeast	Central	Southern	Western
Accreditation Chair	Larry Healey <i>lahealey@comcast.net</i>	Dan Hunt <i>DHunt@hci-holdings.com</i>	Steve Gerber <i>stevegerber68@gmail.com</i>	Steve Phillips <i>shp1aa@gmail.com</i>
Assessment Coordinator	Barry Simays <i>barry.simays@gmail.com</i>	Rich Koch <i>richard.a.koch@boeing.com</i>	Bob Miller <i>RAMAG64@aol.com</i>	Marty Webb <i>mjwebb240@sbcglobal.net</i>
Assessment Vice Coord.	NA	NA	Jim Miles <i>jim9miles@aol.com</i>	NA
Staff Advisor	NA	David Truax <i>david.truax@scouting.org</i>	Dave Baur <i>david.baur@scouting.org</i>	Bob Dees <i>robert.dees@scouting.org</i>
Area 1 Assessment Chair	Paul Sliney <i>psgrtowl@gmail.com</i>	Bruce Williams; Dan Segersin; Chuck Gitzen <i>williamsrow@yahoo.com;</i> <i>seger005@comcast.net;</i> <i>cfgitzen@usfamily.net</i>	Chip Griner <i>chip@grinerdrillingservice.com</i>	Dave Bone <i>Bone@ccountry.net</i>
Area 2 Assessment Chair	Cheryl Izyk <i>cdizyk@comcast.net</i>	Jason Kasiorek <i>jkasiorek@comcast.net</i>	Jay Cash <i>jayhcash@gmail.com</i>	N-Joe Black; S-Rob Smith <i>Scouter554@aol.com</i> <i>smithrr@ldschurch.org</i>
Area 3 Assessment Chair	Randy DeFrank <i>rrpd@twc.com</i>	S-Glenn Hay; N-Dave Windisch <i>Gthay@design9.com;</i> <i>dave9n@hotmail.com</i>	Warren Wenner <i>wwenner@imgh.org</i>	Timothy Brox <i>tim@drbrox.com</i>
Area 4 Assessment Chair	Jay Zimmerman <i>jzimmerman1@atlanticbb.net</i>	Allen Hoy <i>allen.hoy@att.net</i>	Jeffrey Kosik <i>Jeffrey.kosik@Disney.com</i>	Dave Minnihan <i>dave.minnihan@gmail.com</i>
Area 5 Assessment Chair	Alan Rissmiller; Jim Korcienski <i>alanriss@gmail.com</i> <i>jimmyk@ptd.net</i>	Jay Oakman; Brent Worley <i>bsafox@yahoo.com</i> <i>brentw@wallties.com</i>	Jose Meier <i>gmeier2@att.net</i>	[Combined with Area 2]
Area 6 Assessment Chair	Glenn Achey <i>glennachey@comcast.net</i>	David Williams <i>david.williams.h@gmail.com</i>	Ian Romaine <i>eaglefox85@aol.com</i>	Randy Driscoll <i>driscollsanran@cox.net</i>
Area 7 Assessment Chair	NA	Peter Edelyi <i>perdelyi@cromedesign.com</i>	Jeffrey Irving <i>jeffreyriving@cox.net</i>	NA
Area 8 Assessment Chair	NA	NA	Rick Woodbridge <i>drjw@ardmore.com</i>	NA
Area 9 Assessment Chair	NA	NA	Austin Landry <i>austinlandry88@gmail.com</i>	NA

Proposed Commissary and Food Service Revisions

In 2013, the camp standards task force only lightly updated the Commissary and Food Service (FS) standards when the new National Camp Standards and NCAP program were rolled out. As a result, the FS standards are woefully out-of-date and lag current expectations for food safety and prevention of food-borne illness.

Accordingly, NCAP is proposing to upgrade the menu standard to include healthy food requirements and to up-

grade the balance of the FS standards to reflect expectations in the U.S. Public Health Service’s Model Food Code, which is used by many local jurisdictions in establishing their Health Code standards.

In addition, new research on the importance of healthy foods has come to light. As a premiere youth development organization, BSA needs to lead the charge for youth health and our

standards need to reflect that commitment. Accordingly, NCAP has looked to the U.S.D.A. Dietary Guidelines and BSA’s partnership with ProWellness out of Penn State to develop updated menu planning guidelines.

A draft version of the new FS standards is attached to this Circular for review and comment. Please submit comments at:

<https://www.surveymonkey.co.uk/r/NCAP-FS-survey>

## **Proposed Revisions to Staff Quality and Commissary and Food Service Standards**

### **SQ-413 [NEW] FOOD SERVICE PERSONNEL**

(Draft January 1, 2020)

#### **STANDARD:**

**All food service personnel shall be knowledgeable of state and local health department regulations for food preparation and safety and shall be competent in protecting and preparing food to prevent contamination and producing a quality product.**

#### **Specific Requirements of the Standard:**

- A. Person in Charge. Each food service facility is under the supervision of a designated person in charge who is at least 21 years of age.
1. Effective January 1, 2020, the person in charge of any camp with a kitchen or commissary is a certified food safety manager or equivalent.
  2. Effective January 1, 2020, at day camps and family camps where food is brought by participants, collected by the camp, and then returned to the participants without disturbing the packaging, the person in charge has a current food handler certification.
- B. Duties of Person in Charge. The person in charge shall ensure:
1. No one sleeps or lives in the food preparation areas.
  2. Unnecessary persons are excluded from the food preparation areas, except when allowed by the person in charge after reasonable contamination control steps are implemented.
  3. No animals, except service animals, in food preparation or service areas.
  4. Food service staff and volunteers comply with code requirements, avoid contaminating food, store foods in approved containers at appropriate temperatures, and follow appropriate handwashing and sanitation procedures.
  5. Time/Temperature Control for Safety Food is cooked, prepared and stored in accordance with the applicable time and temperature controls.
  6. Proper response to any contamination events.
  7. All food service personnel are trained in the proper use and calibration of the food temperature measuring devices used at the facility.
  8. Adequate instruction is provided to kitchen personnel and is available to individuals preparing food in the field to ensure prepared meals conform to standards of sanitation.
  9. Instruction to servers or packers on portion size.
- C. Food Service Personnel. Effective January 1, 2020, any food service personnel working in a kitchen, commissary or serving line shall hold a current food handler certificate or equivalent. Volunteers working a line shall be supervised by an individual with a current food handler certificate.
- D. Requirements for Food Service Personnel and Volunteers.
1. Personnel with cuts or sores on their hands or with colds or other sickness must notify the person in charge and must not be on duty unless the person in charge and the camp health officer give approval consistent with Food Code part 2-201.

2. Personnel in the kitchen, dining hall, or commissary exhibit good personal hygiene and wear clean clothing. Aprons, hats, gloves, and other protective items are worn as required.
3. Personnel shall wash hands before working; before switching between raw foods and ready-to-eat foods; after using restroom; after coughing; and after touching bare skin or any contaminated item. Handwashing shall use running water, cleaning and antiseptic compounds as directed by the person-in-charge.
4. Except for a plain ring such as a wedding band, while preparing food, personnel may not wear jewelry including medical information jewelry on their arms and hands.
5. Personnel shall ensure that cookware, tableware, and utensils are clean and are checked for contamination prior to use.
6. Personnel shall ensure that reasonable portion control is exercised consistent with the dietician's directions and instructions from the person in charge.
7. Effective January 1, 2020, if volunteers are used to serve food, the person in charge or food service personnel trained in accordance with subdivision C of this section shall provide instruction and supervision on proper serving of food to avoid contamination and shall verify that the servers wash hands and wear gloves, as appropriate. This training shall be logged.

#### **INTERPRETATION:**

The more stringent of local code or BSA Standard SQ-413 shall control. "Equivalent" for a food safety manager includes a certificate issued by any program accredited as meeting the Conference for Food Protection "Food Safety Manager" standards. A current list of accredited programs is available from the American National Standard Institute (ANSI). "Equivalent" for a food handler includes any program recognized as accredited by ANSI. BSA recognizes the SERVSAFE manager and food handler courses as meeting its standards. Local code may require additional training.

The SERVSAFE website sets forth current requirements for when the SERVSAFE certificate is accepted, not accepted, or must be supplemented by additional local training.

A camp that operates a kitchen or dining hall to serve camp staff is subject to this standard.

Trek camps are subject to this standard if they operate a dining hall for participants or staff. The standard does not apply to the "trek" portion of the camp.

#### **VERIFICATION:**

- Effective January 1, 2020, food safety manager certificate or equivalent for person in charge
- Effective January 1, 2020, food handler certificate or equivalent for food service personnel (except volunteers)
- Review of food service establishments for compliance with Specific Requirements B and D
- Review of training log for volunteers (if used)

#### **REFERENCES:**

The list of accredited food safety manager programs is available from ANSI at:

<https://www.ansi.org/accreditation/credentialing/personnel-certification/food-protection-manager/ALLdirectoryListing?menuID=8&prgID=8&statusID=4>

The list of accredited food handler programs is available from ANSI at:

<https://www.ansi.org/Accreditation/credentialing/certificate-issuers/AllDirectoryListing?prgID=237,238&statusID=4>

The SERVSAFE website is available at: <https://www.servsafe.com/>

History: Initial Cir. 11.

### **Rationale for the Change**

The current standards do not establish any requirements for food service. This proposal draws from recommendations in the U.S. Food and Drug Administration Food Code and recommended practices from the Conference for Food Protection. The food safety manager and food handler certifications are widely available at reasonable cost and some can be obtained on-line.

## **FS-601 FOOD PLANNING**

(Draft January 1, 2019)

### **Specific Requirements of the Standard:**

- A. Menus are checked for suitability by a dietician for:
  1. Calories suitable for the age groups and activity level, considering the current Dietary Guidelines.
  2. Menus are consistent with recommendations at [www.choosemyplate.gov](http://www.choosemyplate.gov) and the current Dietary Guidelines.
  3. Menus limit calorie impact as follows: (a) Less than 10 percent of calories per day are obtained from added sugars; (b) less than 10 percent of calories per day are from saturated fats; and (c) less than 2,300 milligrams per day of sodium.
  4. Types of food selected can be safely kept during transportation, storage, and preparation given the location and type of camp or program activity.
  5. Foods selected will appeal to the majority of the participants.
  
- B. Reasonable provision is made to ensure food is available to meet special dietary needs (such as allergies or diabetic requirements), or, if the camp is unable to meet these needs, the need for the participant to bring such food is clearly communicated to the participants in published materials in advance.
  
- C. Effective January 1, 2020, if food is served by the camp, it meets the following guidelines for healthy eating:
  1. 50% of grains should be whole grain (cereals, pasta, breads and rolls, brown rice, etc.). Effective January 1, 2022, 75% of grains should be whole grains. Effective January 1, 2025, 90% of grains should be whole grains.
  2. Offer a hot and cold vegetable with both lunch and dinner.
  3. Offer cut or fork fruit once per day (berries, melon, orange slices, etc.).
  4. Eliminate whole fat dairy and use fat free or 1% milk, cheese and yogurt.
  5. Limit sugar sweetened beverages (juice, bug juice, etc.) to once per day.

6. Minimize fried foods, with goal of eliminating entirely by 2022.
7. Vegetables and fruits are offered at the front of the serving line (where applicable depending on kind of service).
8. Limit dessert to no more than once per day.
9. Add healthy marketing through signage at dining hall.

## INTERPRETATION

A “dietician” is a licensed dietician, an individual with college-level training in diet and/or nutrition, or an individual with five or more years of experience in food planning for institutional or camp settings with continuing education in nutrition.

The dietician should either approve the menus offered or approve guidelines to be followed by the food service staff. The menu approval or guidelines for food service staff must be in writing.

## COMPLIANCE VERIFICATION:

- Review of dietician credentials
- Documentation of approval of menus or guidelines
- Interview with the on-site head of food service to assess understanding of the guidelines and how they are followed

## REFERENCES:

The Dietary Guidelines are issued jointly by the U.S. Departments of Health and Human Services and Agriculture. The current version of the Dietary Guidelines is available at <https://health.gov/dietaryguidelines/2015/guidelines/table-of-contents/>

The current myplate nutrition advice for menu planning is available at: <https://www.choosemyplate.gov/>

Guidelines for healthy eating in specific requirement C from PRO Wellness, an affiliate of Penn State.

## FS-602 KITCHEN, DINING HALL, AND COMMISSARY FACILITIES (DRAFT January 1, 2019)

### STANDARD:

**Kitchen, dining hall, and commissary facilities and equipment are clean and sanitary. Adequate facilities are provided to support sanitation needs. Insect and pest control are satisfactory.**

### Specific Requirements of the Standard:

- A. [Add to end] Effective January 1, 2022, except for antislip floor coverings or applications that may be used for safety reasons, dining hall kitchen floors, floor coverings, walls, wall

coverings, and ceilings shall be designed, constructed, and installed so they are smooth and easily cleanable.

- B. [No change]
- C. Patrol and unit cooking areas shall be clean and sanitary.
- D. Cub Scouts and Webelos Scouts at a resident camp are fed in a dining hall, although special program features may include an occasional cookout or bag lunch. Day camps have adequate provision to safely store food, if provided, and provide guidance to parents on safe foods and available storage options if food is brought from home.
- E. Additional requirements for kitchens serving dining halls effective January 1, 2021,
  - 1. All permanent kitchen facilities serving a dining hall shall have a sink for handwashing separate from any sink used for food preparation or utensil cleaning. A handwashing sink shall be equipped to provide water at a temperature of at least 38°C (100°F) through a mixing valve or combination faucet and shall be supplied with cleaning liquid, powder or bar soap and a sanitary means of drying hands.
  - 2. At least 1 toilet shall be provided.
  - 3. At least 1 service sink or 1 curbed cleaning facility equipped with a floor drain shall be provided and conveniently located for the cleaning of mops or similar wet floor cleaning tools and for the disposal of mop water and similar liquid waste. Toilets and urinals may not be used as a service sink for the disposal of mop water and similar liquid waste.
  - 4. Sinks for warewashing installed after January 1, 2020 shall have three compartments, unless the local authority having jurisdiction approves a two compartment sink and the camp presents the approval at the time of assessment.

## **VERIFICATION**

- Visual observation of facilities

## **REFERENCE:**

FDA Food Code § 6-201.11 (smooth and easily cleanable); 5-202.12, 5-203.11 (handwashing sink); 5-203.12 (toilet); 5-203.13 (service sink). The FDA Food Code is available at <https://www.fda.gov/Food/GuidanceRegulation/RetailFoodProtection/FoodCode/ucm374275.htm>

History: CSTF 2013; Circ. 11 (2018).

## **Rationale for change**

*The existing BSA standards do not fully reflect modern requirements for sanitary facilities or require certain minimum equipment to support modern food sanitation practices. The minimum measures are included; facilities are encouraged to consult local code or the FDA Food Code for additional guidance on modern facility practice.*

## **FS-603 FOOD PROCUREMENT AND PREPARATION**

(Draft January 1, 2020)

### **Specific Requirements of the Standard:**

- A. Food Procurement. Food and additives shall be procured from lawful sources, in unopened properly labeled containers or packages. Refrigerated food must be received at 41°F or below unless otherwise specified by law. Eggs shall be received at 45°F unless otherwise specified in law. Frozen food shall be received frozen. Heated food shall be received at 135 °F or above unless otherwise specified in law. Food shall not be received if there is evidence of prior temperature mishandling. Eggs must meet USDA grade B; milk and milk products shall be pasteurized and meet Grade A standards, except cheeses produced in accordance with federal regulation. Pre-packaged fruit juices must be pasteurized. Ice used as food or as a cooling medium for food shall be made from drinking water. All other food shall conform to applicable law.
- B. Protecting Food from Contamination.
1. Food service employees shall not contact ready-to-eat foods with bare hands, but shall use appropriate utensils, except when washing fruit and vegetables or prior to cooking. Bare hand and arm contact with food prior to cooking should be minimized. Except when slash resistant gloves are needed for cut protection, gloves shall be single-use and changed with any change in or interruption of use. Slash resistant gloves shall be used only with food that will be subsequently cooked unless the glove is smooth and nonabsorbent, covered by a smooth, nonabsorbent glove or covered by a single-use glove. Any utensil used for tasting may not be reused prior to being cleaned.
  2. Raw fruits and vegetables must be washed in drinking water prior to use.
  3. Food must only contact approved, sanitized equipment, containers, utensils and surfaces; single-use containers and utensils, and laundered linens. Serving utensils must remain in the food with their handles above the food or on a sanitized surface that is sanitized frequently or running drinking water of sufficient velocity to flush particulates to the drain, or in a container of water maintained at 135°F or more that is cleaned frequently.
  4. Cloths used for sanitizing shall be kept in containers of chemical sanitizing solution, changed daily, and laundered before reuse. Cloths used for wiping raw animal food shall not be used for any other purpose.
  5. Except for cups, seconds may not be served on tableware that has already been used. In buffet situations, new tableware must be used with each visit.
- C. Food Preparation for Protection from Microorganisms. Food shall be cooked and thawed meeting the minimum temperature requirements and procedures set forth in the “Preparing and Cooking Food” charts at the following website:  
<https://www.foodsafety.gov/keep/charts/index.html>
- D. Time/Temperature Control for Safety Food.
1. Except during preparation, cooking, or cooling, or when time is used as the public health control, TIME/TEMPERATURE CONTROL FOR SAFETY FOOD shall be maintained: (a) At 57 °C (135 °F) or above, (b) At 5°C (41°F) or less, or (c) as provided in the applicable food code if ascertained by the person in charge.

2. Time/temperature control for safety food that is reheated must be reheated to 165°F for at least 15 seconds before hot holding and, if microwaved, covered for 2 minutes.
  3. If temperature control for time/temperature control for safety food is not used, then the person in charge must adopt written procedures and mark the food container to ensure that food is disposed within four hours from the time it was removed from temperature control meeting the requirement of subdivision D.1. This option is not available if serving highly susceptible populations.
- E. Portion control. Reasonable portion control is exercised consistent with the dietician's directions. Instruction on portion size is provided to servers and/or packers.

### **INTERPRETATION:**

"Time/temperature control for safety food" means a food that requires time/temperature control for safety (TCS) to limit pathogenic microorganism growth or toxin formation and includes (a) An animal food that is raw or heat-treated; a plant food that is heat-treated or consists of raw seed sprouts, cut melons, cut leafy greens, cut tomatoes or mixtures of cut tomatoes that are not modified in a way so that they are unable to support pathogenic microorganism growth or toxin formation, or garlic-in-oil mixtures that are not modified in a way so that they are unable to support pathogenic microorganism growth or toxin formation; and (c) any other food required to be treated as a Time/temperature control for safety food" under applicable law. Time/temperature control for safety food does not include food in an unopened hermetically sealed container that is commercially processed to achieve and maintain commercial sterility under conditions of non-refrigerated storage and distribution.

### **VERIFICATION:**

- Observation of cleanliness of food preparation, serving, and dining areas
- Observation of appropriately posted "preparing and cooking food" charts
- Discussion of procedures with the food service staff

### **REFERENCES:**

US FDA Food Code. Food Preparation and Cooking charts available at:  
<https://www.foodsafety.gov/keep/charts/index.html>

History:  
NCAP Cir. 11

### **Rationale for Change**

Brings BSA practice into conformity with current expectations and current direction of movement by many local health departments.

## **FS-604 Food Storage**

(Revised January 1, 2020)

### **Specific Requirements of the Standard:**

- A. Storage prior to preparation. Food shall be protected from contamination by storing the food:
1. In a clean, dry location;
  2. Where it is not exposed to splash, dust, or other contamination;
  3. At least 15 cm (6 inches) above the floor, unless the food is pressurized beverage containers, cased food in waterproof containers such as bottles or cans, and milk containers in plastic crates, which may be stored on a floor that is clean and not exposed to floor moisture; and
  4. Food is stored at the proper temperature.
- B. Food separation.
1. Except when being served or as otherwise provided by law, food should be stored in packages, covered containers or wrappings and protected from dirt, cuts and similar sources of contamination. All food containers shall be labeled unless obvious. Food that has been cooked or prepared shall be marked with the date it must be disposed of by pursuant to subdivision D.
  2. Except when being combined as ingredients, raw animal foods shall be kept separate from other raw animal foods, produce and vegetables, and ready-to-eat foods. Separation may use separate equipment or may be achieved by cleaning and sanitizing the equipment or work area between each food type. Frozen, commercially processed and packaged foods may be stored in common areas.
- C. Refrigerated food storage. Refrigeration shall achieve a temperature of 40°F or lower. Freezers shall achieve a temperature of 0°F or lower. Temperature shall be monitored and recorded at least at the beginning and middle of program day.
- D. Storage limits. Food shall not be stored for longer than
1. provided in the section entitled “Storing Food” for the appropriate food and conditions set forth at the following website:  
<https://www.foodsafety.gov/keep/charts/index.html>
  2. Time/temperature for safety control food shall not be held for more than the period set forth in subdivision D.1 or 7 days, whichever is less.
  3. All stored raw, prepared, or opened foods are disposed of by the disposal date. Unmarked foods are disposed.
- E. Camps that do not provide food in a dining hall environment take the following steps:
1. If a camp supplies food for preparation in camp sites or during a trek, the camp provides written instruction on proper storage of food prior to preparation.
  2. If a camp requires campers to provide food, the camp provides guidance to unit leaders (resident, trek, specialty adventure or high adventure camps) or parents (day camps and family camps) on safe foods and available storage options if food is brought to camp.

### **VERIFICATION:**

- Observation of cleanliness and temperature control of food storage areas
- Posting of food storage temperature and time guidelines
- Discussion of procedures with the food service staff, including specifically how temperatures are maintained and how camp monitors food when in the “danger zone” of 40 to 140 degrees Fahrenheit

- For camps that do not provide food in a dining hall, review of information presented to unit leaders and/or parents

**REFERENCES:**

FDA Food Code. Charts for storage of food may be found at:

<https://www.foodsafety.gov/keep/charts/index.html>

History:

NCAP Cir. 11

**Rationale for the Change**

Brings BSA practice into conformity with current expectations and current direction of movement by many local health departments.

**FS-605 FOOD DISPOSAL**

(Revised January 1, 2020)

**Specific Requirements of the Standard:**

*[Revise C to read as follows]*

- C. Disposition of expired and unmarked food items.
1. Food that is beyond its marked expiration date shall be disposed properly.
  2. Time/Temperature control for safety food shall be disposed properly if any of the following conditions are met: (a) The food exceeds the temperature and time combination specified in Standard FS-602.D, except time that the product is frozen; or (b) the food is in a container or package that does not bear a date or day.
  3. Receptacles and waste handling receptacles used inside the dining hall, kitchen or commissary for refuse, recyclables, and returnables and for use with materials containing food residue shall be durable, cleanable, insect- and rodent-resistant, leakproof, and nonabsorbent. Receptacles and waste handling units for refuse, recyclables, and returnables used with materials containing food residue and used outside the food establishment shall be designed and constructed to have tight-fitting lids, doors, or covers.
  4. Soiled receptacles and waste handling units for refuse, recyclables, and returnables shall be cleaned at a frequency necessary to prevent them from developing a buildup of soil or becoming attractants for insects and rodents.

## **FS-606 SANITATION AND CLEANING**

(Revised effective January 1, 2020)

### **STANDARD:**

**All warewashing machines, sinks, drainboards, utensils, cookware, tableware and other items used in food service are properly cleaned and sanitized in accordance with these Standards and in accordance with state and local regulation.**

### **Specific Requirements of the Standard:**

- A. General. The following general standards of sanitation apply to all kitchen and food preparation areas:
  1. Equipment food contact surfaces and utensils shall be clean to sight and touch.
  2. The food contact surfaces of cooking equipment and pans shall be kept free of encrusted grease deposits and other soil accumulations.
  3. Non-food contact surfaces of equipment shall be kept free of an accumulation of dust, dirt, food residue, and other debris.
- B. Limitations when sanitation facilities not provided. A food establishment without facilities specified in subdivisions C through E for cleaning and sanitizing kitchenware, tableware and utensils shall provide only single-use kitchenware, single-service articles, and single-use articles for use by food employees and single-service articles for use by consumers.
- C. Sanitation for warewashing machines and sinks. A warewashing machine; the compartments of sinks, basins, or other receptacles used for washing and rinsing equipment, utensils or raw foods, or laundering wiping cloths; and drainboards or other equipment used to substitute for drainboards shall be cleaned:
  1. Before use;
  2. Throughout the day at a frequency necessary to prevent recontamination of equipment and utensils and to ensure that the equipment performs its intended function; and
  3. If used, at least every 24 hours.
- D. Use of warewashing machines and sinks.
  1. Warewashing machines shall be used in accordance with the manufacturer's directions, at approved temperatures (not less than 150°F), at approved pressures, and using approved chemicals and sanitizing solutions. Kitchenware, tableware and utensils shall be scraped or precleaned prior to introduction to the warewashing machine unless it has a separate prewash cycle.
  2. Sinks, if used for manual warewashing, shall be equipped with water temperature not less than 110°F for cleaning (or higher if required by chemicals in use) and 171°F for sanitizing (or higher if required by chemicals in use). Kitchenware, tableware and utensils shall be scraped or precleaned prior to introduction to the initial wash sink.
- E. Equipment food contact surfaces, any ware item, and utensils shall be cleaned and sanitized as follows:

1. Before each use with a different type of raw animal food such as beef, fish, lamb, pork, or poultry;
2. Each time there is a change from working with raw foods to working with ready-to-eat foods;
3. Between uses with raw fruits and vegetables and with TIME/TEMPERATURE CONTROL FOR SAFETY FOOD and at least once every four hours thereafter, unless a different time is allowed by local code;
4. Before using or storing a food temperature measuring device;
5. At any time during the operation when contamination may have occurred; and
6. At least once every 24 hours while in use.
7. Sanitized means immersed in hot water of 171°F for 30 seconds or longer; sanitized in a mechanical warewashing machine in accordance with manufacturer's directions (both machine and chemical), or sanitation with a chemical sanitizer in accordance with label instructions or as specified by local code.
8. Equipment food contact surfaces, ware and utensils shall be air dried and stored in a fashion to prevent subsequent contamination.

#### F. Wipes

1. Cloths in-use for wiping food spills from tableware and carry-out containers that occur as food is being served shall be: (a) Maintained dry; and (b) Used for no other purpose. Cloths shall be free from food debris and visible soil.
2. Cloths in-use for wiping counters and other equipment surfaces shall be: (a) Held between uses in a chemical sanitizer solution at an approved concentration; and (b) Laundered daily. Cloths and sanitizing solution shall be free of food debris and visible soil.
3. Cloths in-use for wiping surfaces in contact with raw animal foods shall be kept separate from cloths used for other purposes.
4. Containers of chemical sanitizing solutions specified in Division F.2 shall be stored off the floor and used in a manner that prevents contamination of food, equipment, utensils, linens, single-service or single-use articles.
5. Single-use disposable sanitizer wipes shall be used in accordance with EPA-approved manufacturer's label use instructions.

#### G. Gloves.

1. If used, single-use gloves shall be used for only one task such as working with ready-to-eat food or with raw animal food, used for no other purpose, and discarded when damaged or soiled, or when interruptions occur in the operation.
2. Except as specified in G.3 of this section, slash-resistant gloves that are used to protect the hands during operations requiring cutting shall be used in direct contact only with food that is subsequently cooked.
3. Slash-resistant gloves may be used with ready-to-eat food that will not be subsequently cooked if the slash-resistant gloves have a smooth, durable, and nonabsorbent outer surface; or if the slash-resistant gloves are covered with a smooth, durable, nonabsorbent glove, or a single-use glove.
4. Cloth gloves may not be used in direct contact with food unless the food is subsequently cooked.

#### H. Garbage.

1. Disposal of garbage conforms to state and local rules and is reasonably animal- or vermin-proof.
2. Pickup of garbage is adequate for the amount of garbage generated.

### **INTERPRETATION:**

At a minimum, garbage must be picked up with sufficient frequency to avoid rotting either at a food preparation facility or in a campsite, if food is to be prepared in a campsite by the participants.

Specialty-adventure camps electing the resident camp option must meet this standard. Trek camps, specialty-adventure camps electing the trek camp option, and high-adventure camps must meet this standard if they supply food at their base of operations.

### **VERIFICATION:**

- Observation of food disposal areas and practices for cleanliness and vermin and pest control
- Observation of temperatures on warewashing machines and/or sinks
- Discussion of procedures with the food service staff

### **REFERENCES:**

FDA Food Code.

History:

NCAP Cir. 11

### **Rationale for Change**

Brings BSA practice into conformity with current expectations and current direction of movement by many local health departments.

## **FS-607 CAMPS OFFERING FOOD IN A NON-DINING HALL SETTING**

(Revised effective January 1, 2020)

### **STANDARD:**

**A camp offering food in a non-dining hall setting shall provide adequate training on and provision for proper food preparation, storage, and disposal..**

### **Specific Requirements of the Standard:**

- A. Food preparation prior to distribution to participants meets the standards of FS-601 through FS-606.
- B. Guidelines for safe food preparation, storage, and disposal are provided in the camp literature to the participants in advance of arrival.
- C. Camp staff provide guidance on proper food preparation, storage, and disposal during initial meal preparation while on the trek or in the program.
- D. The camp makes adequate provision, either at the camp location, along the trek itinerary, or by portable methods, for food storage that will maintain food safe from reasonable animal or vermin intrusion.

- E. The camp makes adequate provision for collection of unavoidable food preparation waste at reasonable frequencies and locations in the camp or along the trek itinerary and this information is communicated to participants in advance.

## **INTERPRETATION:**

This standard is mandatory for any trek camp, specialty-adventure camp electing the trek camp option, or high-adventure camp and available for any other camp that does not provide food in a dining hall setting. The camp meets the standard if it provides sufficient guidelines in its written program materials provided to participants on how food must be transported, stored, prepared, and disposed to maintain hygiene and health.

Staff must accompany the program participants on their initial meal(s) to ensure proper understanding and ability to properly transport, store, prepare, and dispose of food wastes.

## **VERIFICATION:**

- Observation of cleanliness in commissaries for dispersing food
- Observation of communication materials
- Spot-checking of meals to ensure consistency with dietician-approved menu or guidelines
- Evidence of staff training in food transport, storage, preparation, and disposal
- Observation of staff interaction with participants for consistency with printed materials

Hist. 2013 CSTF; NCAP Cir. 11.

### **Rationale for Change**

Standard is broadened to address other camping situations where participants may not receive food in a dining hall environment.