



TOWN OF HALIFAX COMMONWEALTH OF MASSACHUSETTS

Board of Health

499 Plymouth Street, Halifax, MA 02338
Telephone (781)293-6768 * Fax (781)293-1738

Safety and Sanitation for Large Outdoor Event Regulation

On September 7, 2011, the Halifax Board of Health voted to approve a regulation requiring Safety and Sanitation Plans for Large Outdoor Events. The authority to propose and adopt regulations is found at M.G. L. c. 111 § 31: Boards of health may make reasonable health regulations.

The Halifax Board of Health now requires that outdoor events requiring any kind of permit(s) from the Town of Halifax and are longer than four hours and/or are expected to have more than two hundred people in attendance shall have an Outdoor Event Safety and Sanitation Plan approved by the Halifax Board of Health. Guidance and a Checklist-Application for these events are supplied by the Board and require a sign-off signature from all appropriate departments before a permit will be issued. (Although smaller events do not require this approved plan, a shorter version is available for anyone to use as guidance.)

The Board of Health has the authority to propose and adopt regulations is found at M.G. L. c. 111 § 31: Boards of health may make reasonable health regulations.

Section I:

Introduction:

The Halifax Board of Health wishes to assure safety at all outdoor events by doing everything in our power to prevent illnesses and accidents, and by taking these precautions, also wishes to assure the success of all their outdoor events.

Credit:

Most of this guidance is borrowed from “Agritourism in Focus”, University of Tennessee Extension, Chapter 7, “Safety Considerations” by Timothy G. Prather, Extension Specialist, University of Tennessee Extension, Department of Biosystems Engineering and Soil Science. For more ideas on having a successful outdoor, agricultural event, see the following website <http://www.utextension.utk.edu/publications/pbfiles/PB1754.pdf>

Guidance for preventing the spread of disease from animals is from CDC’s Compendium of Measures to Prevent Disease Associated with Animals in Public Settings, 2005
<http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5404a1.htm>



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Teamwork:

The Board of Health will cooperate with and learn from other departments while writing and implementing this guidance. For instance, we may need advice from the Building Department for questions on structural or electrical safety and will turn to the Fire Chief for advice on use of propane gas and placement of fire extinguishers. Use of propane gas and open flames will be approved by the Fire Department.

Cooperation:

The Board of Health will cooperate with other departments concerning licensing, permission to use grounds, fields or spaces. For example, if permission for an event is required by the Clerk's office or Board of Selectmen, those requirements will be met before proceeding with plans for the outdoor event with the Board of Health.

Section II:

Safety and Sanitation Plan:

Outdoor events requiring permits from the town shall have a written Safety Plan, using this document as a guide. (This portion of the guide is credited to the Agricultural Safety Resources and National Safety Council.)

We must make a conscious effort to plan and operate a safe agritourism and/or other outdoor operation. Safety does not happen by itself. You must identify the safety risks, develop plans for managing the risks and have a plan for dealing with emergencies as they occur. While the content and degree of detail will depend on the size and scope of your business, certain components of the safety and emergency response plan should be included for every business. Components of safety and emergency response plans include, but are not limited to:

1. Cover page:

☐ Name of event, location, dates, sponsor(s)/owners(s), etc...

2. Emergency Contacts and Communication Plan:

☐ Place this page inside the cover of the plan, as this information needs to be readily available. List the telephone numbers of appropriate emergency agencies.

☐ The first call for any serious or life-threatening emergency should be to the 911 dispatcher.

☐ Because there can be non-life threatening emergencies that need specific responses,



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List additional emergency contacts, such as your electric utility, Gas Company and veterinarian.

- ☐ List the name, address and directions to the agritourism enterprise. This is Important because everyone does not know the address and because during emergencies, people panic and may not remember.
- ☐ Also list the addresses and telephone numbers for each owner, manager and supervisor.
- ☐ Place copies of this page at each telephone and in each vehicle. (There should be a telephone or two- way radio at each area of the agritourism business during operating hours.) Also, provide a copy for each owner, manager and supervisor.

3. Identification and business description:

- ☐ Provide a brief description of the nature of the business.
- ☐ Describe or list any significant hazards that might be of interest to emergency responders and regulators.

4. Emergency Response Plan:

- ☐ You should have a plan for responding to any foreseeable emergencies such as injury, medical emergency, fire and severe weather.
- ☐ The plan should include procedures for seeking assistance,
- ☐ Detailed directions to your operation for responders,
- ☐ Crowd control and
- ☐ Traffic control.
- ☐ If it would normally take more than three minutes for emergency medical services to respond, employees and volunteers should be trained in first aid and CPR.
- ☐ If event is expected to have over 200 people, have EMS on site.

5. Maps:

- ☐ An accurate map of the event location, identifying all structures and significant hazards can be helpful during planning, training and emergency response and should be included in your plan.
- ☐ Write street addresses on the map for the driveway or entrance to each farm, field or section. Having these addresses on a map can improve response times from emergency personnel. There have also been reports of emergency agencies failing to respond to life-threatening emergencies because the caller on a cell phone was unable to provide a street address.



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☐ Keep copies of the maps at the office, at telephones and in vehicles so they can be readily accessed for use during emergencies.

☐ *** Give a copy to B.O.H., Fire, Police before event, along with contact information

6. Purpose of the safety and emergency response plan:

☐ A statement of purpose might look like this:

***The purpose of this safety, health and emergency response plan is to establish procedures for protecting the “ACME Agritourism Farm” from losses due to injuries, illnesses or property damages that could occur during the course of normal business and to establish procedures to be followed during emergency situations including, but not limited to, severe weather, fire or criminal activity.

This plan covers all “ACME Agritourism Farm” activities, employees, volunteers, customers and guests. This plan is accomplished through regular training, inspections, repairs and improvements to correct unsafe conditions and through maintaining records of these actions.

☐ This plan will be reviewed at least annually as well as whenever there are significant changes in the nature of the operations of this establishment

7. Responsible Party:

☐ You must designate a person, either by name or position, to be responsible for implementing the plan. This person must have the ability, knowledge and authority to do the job. The responsible party must also be held accountable for the success or failure of the plan.

8. Sign-Off:

☐ All appropriate departments, PIC, event organizers and/or owner(s) must sign off, in writing, on the “Large Outdoor Event Checklist-Application” before the Board of Health will issue a permit for the event.

9. Applicable Regulations:

☐ List the rules and regulations that apply to the business. It may be helpful to develop a list for each aspect of the agritourism operation. For example, the list of regulations that apply to the agricultural production portion of the enterprise is quite different from the regulations for a food-service portion of the enterprise.

☐ *** Ask B.O.H, Fire & Police Departments (and others, as needed, such as the Building Department), for the applicable regulations.



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10. Procedures for Compliance:

- ☐ Applicable regulations generally provide the minimum standards for performance but do not describe how these minimum standards must be accomplished.

Business owners must develop their own procedures.

- ☐ The procedures may include specific items, such as inventories of hazardous materials, proper disposal of hazardous wastes or used hypodermic needles, records of pesticide applications, posting required, warning signs and proper dish washing procedures in food-service kitchens, for examples.

11. Employee Training Requirements and Records of Training:

- ☐ The Occupational Safety and Health Administration (OSHA) requires employers to provide employees with safe working conditions and train employees to perform their jobs safely. For each category of employee, list the training requirements.
- ☐ There may be specific training required by law for some tasks, such as for agricultural tractor or excavator operators.
- ☐ Keep written records of all training completed for each employee.

12. Inspections and Corrective Actions:

- ☐ Develop a procedure for conducting routine safety and health inspections. Some inspections may need to be made only once or twice a year, but some areas may require more frequent or even daily inspections.
- ☐ Using an appropriate checklist, inspect every building or structure, machine, workspace, hazardous materials storage area, and attractive nuisance, as well as any area open to the public.
- ☐ Keep records of the date of each inspection, any items that need correction and the corrective actions taken. A sample inspection checklist is included at the end of this guidance packet.
- ☐ The uniqueness of your enterprise requires that you examine each area carefully in order to develop your own list of hazards and procedures for safeguarding the customers, employees and the business.
- ☐ *** When reviewing or inspecting the various areas and activities around the farm (or other outdoor area), to identify potential hazards, try to consider how others without your farm knowledge and experience would view each situation.



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13. Records of all incidents and injuries:

Even with diligent planning and implementation of safety procedures, injuries and other incidents will likely occur at times.

- ☐ It is important to keep detailed records of all injuries and incidents. When possible, include photographs or other evidence that can help explain the causes and outcomes.
- ☐ Take corrective action when needed. Consult your insurance provider for recommended procedures and be sure to inform your agent of incidents that may result in a claim.

14. Access to the Enterprise:

- ☐ Make sure traffic can safely enter and leave the farm (or other outdoor area).
- ☐ Have an entrance and exit plan and mark them with signs and arrows.

15. Signage:

- ☐ Signage must not be on the public right-of-way and must not obstruct visibility for people entering and leaving your property.
- ☐ Walkways should be easily identified, with clear signage directing customers to the areas they need to visit, such as, “tickets”, “food”, “music”, “toilets”.

16. Police: *** Speak with the Police Chief/Department about your particular event and policing safety strategies for the public.

Police Detail:

- If your driveway is along a busy highway or if you are planning a major event, consider hiring off-duty law enforcement officers to provide traffic assistance.

***When in doubt, contact the Police Department for advice on this.

17. Parking Areas:

- ☐ Traffic lanes in the parking area should be at least 20 feet wide so automobiles can enter and leave parking spaces easily.
- ☐ Lanes and turnarounds in bus parking areas should have a minimum turning radius of 55 feet.
- ☐ Fill all holes to prevent falls and injuries.
- ☐ You must provide parking and reasonable accommodations for people with disabilities or mobility limitations.



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18. Security:

- ☐ Clearly identify all staff, whether paid employees or volunteers, so customers will know whom to contact for assistance. (Consider tee-shirts, buttons, hats and/or badges to identify staff.
- ☐ Train all staff to recognize potential safety and security threats and to implement proper communications and response procedures.
- ☐ Hold at least one (1) briefing session prior to event.
- ☐ Check off-limits and restricted areas for trespassers, who should be escorted back to the proper locations.
- ☐ If they refuse to cooperate, contact law enforcement for assistance.
- ☐ Be sure to document any incidents.
- ☐ Ask Police Department if CORI or SORI is needed (criminal or sexual offender record information)
- ☐ Is a permit required by the Board of Selectmen? If, so, they usually ask for comments by the Police Department.

19. Sanitation Plan:

Toilets

- ☐ If possible, place portable toilets in shaded locations, especially wheelchair-accessible toilets. Summertime temperatures can become dangerously high in portable toilets located in full sun. Customers with disabilities may require more time in the toilet, and heat-related conditions are a real threat to those who have difficulty regulating their body temperature.
- ☐ Place the toilets in a convenient and central location.
- ☐ A large event taking place over a wide-spread area may need several locations for portable toilets, such as several located centrally, also one or two near tents/barns, also one near the food preparation area.
- ☐ Speak to the Board of Health and to the supplying company concerning the number of portable toilets needed for the estimated attendance. The supplying companies have charts to assist you in determining the number of toilets for the number of people.

20. Hand washing stations are required:

Locations: The following locations, at a minimum, shall have hand washing stations:

- ☐ Near Portable toilets
- ☐ Near animal petting areas/pony rides and request that everyone wash their hands upon leaving the petting zoo/animal area.
- ☐ Have signage indicating hand washing requirement



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- ☐ Near food service.
- ☐ Some activities may wish to set up their own small hand washing with a large beverage urn over a bucket, with soap and paper towels.
- ☐ The above activities may be grouped closely enough, that one hand-washing station in the center is enough. There may be other locations required for very large events, such as near animal barns or tents.

21. Pest Control:

Eastern Equine Encephalitis, West Nile Virus and other diseases can be spread to animals and humans by insects and other vectors. (A vector is an organism that does not cause disease itself but which spreads infection by conveying pathogens from one host to another). Rabies can be spread by mammals, particularly skunks, raccoons and bats. Flies, roaches, mice and other pests can also be vectors for diseases. Therefore, a pest control program must be in place. Consult regulations for the particular enterprise you will be operating to determine specific requirements.

Pest control methods may include the following:

- ☐ Develop an Integrated Pest Management (IPM) plan. An IPM is a safer and usually less costly option for effective pest management. It employs commonsense strategies to reduce sources of food, water and shelter for pests. IPM programs take advantage of all pest-management strategies, including judicious, careful use of pesticides when necessary.
- ☐ Just before an event, and on each morning of the event, conduct a walk-through of the grounds, checking for and removing any standing water.
- ☐ Appoint someone or as many people as necessary to complete this task.
- ☐ Turn over containers of standing water. Document the location and description, so that it can be prevented in the future.
- ☐ If standing water cannot be removed, treat (ditches, catch basins, etc) with environmentally friendly products such as larvicides. (Bti, "Dunks", "Altosid", for example.
- ☐ Document where pesticides are kept, what kind and who is allowed to use them.
- ☐ Food preparation buildings, trailers and concession stands must have an IPM plan and employ it before using the building or trailer for food preparation.
- ☐ For instance, plug holes, use mouse traps, fly paper, repair screens, and sanitize surfaces.

22. Animal/Pet concerns:

- ☐ If the enterprise has large animals, such as horses, have rules and training for your staff to keep your visitors safe and have rules and signage for the public to be aware.
- For example: Do not feed the horses. Let them know if it is okay or not to pet the animals.



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- ☐ Dogs: Halifax has a leash law for dogs. Even though your event may be taking place on your private property, the public is visiting for the event. Decide on a policy for dogs, such as “must be leashed or “Pets welcome” with restrictions and guidance.
- ☐ Inform the Animal Control Officers of the event. Get their contact information from the Police Department.

23. Food Safety:

- ☐ All food vender permit applications and required applicable paperwork/documents must be submitted to the Board of Health at least 30 days prior to an event.
- ☐ All food service establishments must be permitted with the health department and pass their inspection, even concession stands.
- ☐ Food preparation buildings/spaces must be cleaned and sanitized before use.
- ☐ Contact your local health department regarding permits and requirements.
- ☐ Food permits will be issued after a written Safety/Emergency plan, including an approved sanitation plan, has been submitted to and approved by the local board of health.
- ☐ All food and drinks must be stored, prepared, served and sold in strict compliance with health department regulations and guidelines.
- ☐ Each food permit will have at least one “PIC”, “person in charge”, who has passed an accredited food safety class. Ask the local board of health for locations of classes.
- ☐ One often-ignored aspect of food safety is customer sanitation practices, particularly hand washing. Provide hand-washing facilities and/or waterless hand sanitizers and post signs encouraging proper sanitation. When hosting school groups and similar tours, direct employees or chaperones to require hand washing before serving snacks or meals.
- ☐ Signage: Be Safe: Wash Hands before Eating (or something similar)

24. Water Safety:

Drinking water. Local public health authorities should inspect drinking water systems before use. The Board of Health needs a signed statement that the event’s water system complies with the following:

- ☐ Only potable water can be used for human consumption and for use, too, such as for hand washing.
- ☐ Back-flow prevention devices must be installed between outlets in livestock areas and water lines supplying other uses on the grounds.



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- ☐ If the water supply is from a well, adequate distance should be maintained from possible sources of contamination e.g., at least 100 feet from animal-holding areas and manure piles and must be tested for potability.
- ☐ Maps of the water distribution system should be supplied to the Board of Health and be available for use in identifying potential or actual problems.
- ☐ The use of outdoor hoses should be minimized, and hoses should not be left on the ground.
- ☐ Hoses for potable water must be the type approved for and be labeled as for potable water.
- ☐ Hoses that are accessible for non-potable uses, should be labeled "not for human consumption."
- ☐ Provide adequate supplies of drinking water and paper cups (or bottled water for sale) at various locations around the farm. Water coolers must be sanitized daily.

25. Fire Prevention:

*** Speak with the Fire Chief about your particular event and fire prevention strategies.

- ☐ You should develop a fire-prevention and control strategy for your agritourism enterprise.
- ☐ One of the first aspects of a fire prevention strategy is proper storage of flammable and combustible materials. This includes minimizing the accumulation of combustible materials against and near buildings. Maintain fire-safe zones that are kept clean and green — free of combustible debris — and use low-flammability landscaping plants and materials.
- ☐ Enforce a strict no-smoking policy except in designated smoking areas located downwind of other customers.
- ☐ Clearly identify the “No Smoking” and “Smoking Area” with clear signage.
- ☐ Place a safe disposal container for cigarette butts.

***Smoking, besides its negative health impacts, causes many fires. Careless disposal of ashes or cigarette remnants can ignite hay, dead grass, crop stubble and other materials.

- ☐ Purchase and install Class A-B-C multipurpose fire extinguishers in all food buildings and trailers, tractors and major equipment; and in the office, barns and fuel storage areas. These extinguishers are safe for almost all fires likely to be encountered on the farm. If you have sufficient pressure and flow, water hoses can be installed for controlling small fires in barns and outdoors.
- ☐ Class K extinguishers are used for grease fires.
- ☐ *** Check with the Fire Department for the appropriate type, number and location(s) for fires extinguishers.



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26. Exit Plan:

- ☐ Finally, develop an emergency exit plan for all areas of the enterprise and train all staff on how to evacuate customers in the event of a fire or other emergency, such a fast approaching hurricane.
- ☐ Consider ahead of time, how to communicate emergency messages.
- ☐ Does the enterprise have an intercom with speakers?
- ☐ Bullhorns are affordable and useful.

27. Farm Equipment and other machinery:

Farm machinery is fascinating to children of all ages. However, tractors and other machinery are designed for one operator and no passengers, with few exceptions.

Therefore, operation of machinery should be kept to a minimum and incorporated in only very carefully planned activities that do not place staff and customers at risk. Some safety procedures for machinery operation include the following:

- ☐ Do not operate tractors or other machinery in public areas. There can be significant blind spots around farm machinery, and children in particular can be run over. Mowers and other machinery that can eject objects should never be operated near people.
- ☐ Do not permit passengers on tractors for any reason.
- ☐ Keep all guards and shields in place on all machinery or equipment, even tabletop exhibits. In cases where installing guards would be impractical or detract from the historical significance of the machine, such as with antique engines, rope off or barricade safety zones to prevent access and contact with the equipment.
- ☐ Equipment must never be left running unattended. Instruct staff to shut down any unattended equipment.
- ☐ Chock wheels on all parked equipment, even on level ground, and never rely solely on parking brakes. People examining or climbing on the equipment could release the brake, resulting in a runaway.
- ☐ Lower all implements to the ground and cover all blades and sharp protrusions.
- ☐ This is not intended to be an all inclusive list. The responsible party must carefully examine their own enterprise for possible hazards.

28. Recreational Activities:

Providing recreational activities can increase customers' enjoyment of their visits and allows them to spend more time or visit more often, perhaps increasing sales. However, as with other aspects of the enterprise, recreation is not without certain risks. Research the activities and learn



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the potential risks; then select appropriate activities and enforce safe behavior. Here are some examples needing oversight:

- ☐ Jumping off hay bales.
- ☐ “Moon house” or “bouncy house.”
- ☐ Pony/horse rides.
- ☐ Mechanical Bull Rides.
- ☐ Ziplines.
- ☐ Assign a person to oversee this activity, limiting time for each group, when there is a line.
- ☐ Determine an appropriate beginning age.
- ☐ Grouping by size/age, i.e., young children with young children and older with older. Do not mix young/small with older/larger.

29. Attractive Nuisances:

Some places and things around the farm and agritourism enterprises are what are called attractive nuisances. Although the legal definition of an attractive nuisance targets its risk to children, there are hazards that attract adults as well.

An attractive nuisance is any inherently hazardous object or property condition that can be expected to attract someone, particularly children, to investigate or play. Property owners are required to safeguard customers, visitors and even trespassers from attractive nuisances.

Areas around the farm that might be attractive nuisances include:

- Pens or cages with animals.
- Hay storage areas.
- Grain bins and grain wagons.
- Tractors and other machinery.
- Barns.
- Water bodies such as ponds and lagoons.
- ATVs.
- Bee hives.

☐ Attractive nuisances must be eliminated or properly secured with adequate fencing and locked gates, locked doors, or other appropriate security measures. Remember, attractive nuisances are attractive to children who cannot be expected to recognize the dangers. Simply posting Keep Out or No Trespassing signs will not be sufficient. Even when children were obviously trespassing, courts have passed judgments against property owners when children were injured by an attractive nuisance.

☐ Ask your insurance company about attractive nuisances, to see if additional coverage is needed.



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30. Weather-Related Emergencies and Natural Disasters:

Severe thunderstorms may be the most threatening situation for here, in New England. They pose multiple threats such as lightning, high winds and tornados, hail, and heavy rains and flash flooding. They can also arrive quickly. Other elements such as heat, cold, sun and wind can also be hazardous.

☐ You should have at least two ways to keep yourself and your employees informed of approaching storms. Most local radio and television stations routinely broadcast weather forecasts, and many broadcast emergency information from the National Weather Service.

☐ Cable television channels, such as The Weather Channel®, can also provide up-to-date radar images, forecasts and warnings. The Internet offers a variety of sources for weather information and warnings. The National Weather Service Web site provides local weather forecasts, current warnings and radar images.

☐ You can also subscribe to notification services that deliver e-mail and text messages for local warnings and watches.

☐ Finally, consider purchasing a NOAA Weather Radio, especially one of the newer models with Specific Area Message Encoding (SAME) that can be programmed to deliver warnings for only your county.

☐ Designate shelters for customers during storms. Shelters should be structurally sound and not in danger of collapse during severe thunderstorms and should provide protection from wind, blowing debris and lightning. Do not permit anyone to seek shelter near trees or other tall objects and keep them away from doorways, windows, electrical appliances and plumbing. Wired telephones should not be used during thunderstorms because of the risk of electrocution, but cordless and cellular phones are safe to use.

31. Responding to Injuries and Medical Emergencies:

☐ Because quick response is critical in medical emergencies, someone trained in basic first aid and CPR should be on the premises whenever the business is open.

☐ In fact, the Occupational Safety and Health Administration (OSHA) standard for general industry, 29 CFR 1910.151, requires that employers provide personnel trained to administer first aid and that first aid supplies be made available unless there is a hospital, clinic or infirmary in "close proximity" for treating all injuries.

The purpose of this standard is to provide first aid until emergency medical services can respond.

☐ OSHA does not define "close proximity." Past interpretations from OSHA, however, suggest that a response time of three to four minutes is needed in incidents involving suffocation, severe bleeding and other life-threatening or permanently disabling injuries.



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- ☐ Other injuries or conditions may permit longer response times, but prompt treatment is still needed.
- ☐ Medical personnel often refer to the first hour immediately after a serious injury, when caring for the victim is critical to survival, as the “golden hour”. For many conditions, the prospects of survival and full recovery decrease drastically if medical care is delayed beyond the first hour.
- ☐ Several employees should complete the American Red Cross courses for Community First Aid and Safety, Adult CPR, and Infant and Child CPR. These employees should keep their certification cards in their possession.
- ☐ There should be enough trained employees to provide emergency first-aid in all areas/sections of the agritourism business.
- ☐ Each should have a functional cell phone or two-way radio available for emergency communications.
- ☐ Inform customers of the location of the first aid station with an appropriate sign. There should be at least one first-aid kit that can be readily accessed by any staff member. Inspect the kit often, replacing any missing or out-of-date supplies. Additional first-aid kits might be placed at locations that are more than a few minutes’ walk from the first aid-station.

Section III:

References:

Interpretation of the First Aid Standard. US Department of Labor, Occupational Safety & Health Administration, 200 Constitution Avenue, NW, Washington, DC 20210. Available online

http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=INTERPRETATIONS&p_id=22314. Accessed April 11, 2005.

Resources:

http://www.nsc.org/news_resources/Resources/Documents/Year-Round_Agricultural_Safety_and_Health_Promotion_Ideas.pdf

<http://www.utextension.utk.edu/publications/pbfiles/PB1754.pdf>

http://www.raconline.org/info_guides/agri_health/

Safety and Sanitation Guidelines for Outdoor Events with Animals

Preventing Disease from Animal Contact from CDC website:

Compendium of Measures To Prevent Disease Associated with Animals in Public Settings, 2005

<http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5404a1.htm>



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General Recommendations for Managing Public and Animal Contact

☐ The public's contact with animals should occur in settings where controls are in place to reduce the potential for injuries or disease and increase the probability that exposures will be reported, documented, and handled appropriately. The design of facilities or contact settings should minimize the risk for exposure and facilitate hand washing ([Box 1](#)). Certain jurisdictions might choose to establish more restrictive recommendations in areas where animal contact is specifically encouraged (e.g., petting zoos).

☐ Requirements for the design of facilities or contact settings might include double barriers to prevent contact with animals or contaminated surfaces except for specified interaction areas. Manure disposal and wastewater runoff should occur in areas where the risk for exposure to pedestrians is eliminated or reduced. Control methods should focus on facility design and management.

☐ Recommendations regarding the management of animals in public settings should address animal areas (where animal contact is possible or encouraged), transition areas, and non-animal areas (areas in which animals are not permitted, with the exception of service animals) ([Figure](#)). Specific guidelines might be necessary for certain settings (e.g., schools [[Box 2](#)]). Recommendations for cleaning procedures should be tailored to the specific situation ([Appendix](#)).

Animal Areas:

☐ Recommendations should be applied both to settings in which animal contact is possible (e.g., county fairs) and settings in which direct animal contact is encouraged (e.g., petting zoos). However, in settings where direct animal contact is encouraged, additional precautions should be taken to reduce the risk for injuries and disease transmission.

☐ For areas where animal contact is possible, design of the entry and exit points for animal contact areas should be planned to facilitate proper visitor flow through transition areas ([Figure](#)). These transition areas should include educational information and hand-washing facilities. Fences, gates, or other types of barriers can restrict uncontrolled access to animals and animal contact areas and ensure that visitors enter and exit through transition areas. Animal feed and water should not be accessible to the public. In addition, in buildings where animals live, adequate ventilation is essential for both animals (99) and humans.

☐ Food and beverages. No food or beverages should be allowed in animal areas. In addition, smoking, carrying toys, and use of pacifiers, spill-proof cups ("sippy cups"), and baby bottles should not be permitted in animal areas.



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- ☐ Cleaning procedures. Manure and soiled animal bedding should be removed promptly. Animal waste and specific tools for waste removal (e.g., shovels and pitchforks) should be confined to designated areas restricted from public access. Manure and soiled bedding should not be transported or removed through non-animal areas or transition areas used by visitors. If this is unavoidable, precautions should be taken to avoid spillage and aerosolization. During events where animal contact is encouraged, periodic disinfection of the venue might reduce the risk for disease transmission during the event.
- ☐ Supervision of children. Children should be closely supervised during contact with animals to discourage contact with manure and soiled bedding. Hand-to-mouth contact (e.g., thumb-sucking) should also be discouraged. Appropriate hand washing should be required. Additional recommendations for groups at high risk, including children aged <5 years, are outlined in this report (see [Additional Recommendations](#)).
- ☐ Staff. Trained staff should be present in areas where animal contact is permitted to encourage appropriate human-animal interactions, reduce risk for exposure (e.g., by promptly cleaning up wastes), and process reports of injuries and exposures.
- ☐ Feeding animals. If feeding animals is permitted, only food sold by the venue for that purpose should be allowed. Food sold for animal consumption should not be eaten by humans and should not be provided in containers that can be eaten by persons (e.g., ice cream cones). This policy will reduce the risk for animal bites and the probability of children eating food that has come into contact with animals.
- ☐ Use of animal areas for public (non-animal) activities. Zoonotic pathogens can contaminate the environment for substantial periods (31). If animal areas need to be used for public events (e.g., weddings and dances), these areas should be cleaned and disinfected, particularly if food and beverages are served. Materials with smooth, impervious surfaces (e.g., steel, plastic, and sealed concrete) are easier to clean than other materials (e.g., wood or dirt floors). Removing organic material (bedding, feed, and manure) before using disinfectants is important. A list of disinfectants is included in this report ([Appendix](#)).

Transition Areas between Animal and Non-animal Areas:

- ☐ Providing transition areas for visitors to pass through when entering and exiting animal areas is critical. The transition areas between animal and non-animal areas should be designated as clearly as possible, even if they need to be conceptual rather than physical ([Figure](#)). In these areas, information should be provided regarding the 1) prevention of infection and injury and 2) location of hand-washing facilities and instructions for visitors to wash their hands upon exiting.



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- Signs informing visitors that they are entering an animal area should be posted at the entrance transition areas. These signs should also instruct visitors not to eat, drink, or place their hands in their mouth while in the animal area. Visitors should be discouraged from taking strollers, baby bottles, pacifiers, food, and beverages into areas where animal contact is encouraged or where contact with animal manure or bedding can occur. Visitor traffic should be controlled to avoid overcrowding the animal area.
- Exit transition areas should be marked with signs instructing the public to wash their hands. Hand-washing stations should be available and accessible to all visitors, including children and persons with disabilities ([Box 1](#)).

Non-animal Areas:

☐ Non-animal areas are areas in which animals are not permitted, with the exception of service animals.

- Food and beverages should be prepared, served, and consumed only in the designated non-animal areas. Hand-washing facilities should be available where food or beverages are served ([Box 1](#)).
- If animals or animal products (e.g., animal pelts, animal waste, and owl pellets) (*100*) are used for educational purposes in non-animal areas ([Box 2](#)), the non-animal areas should be cleaned (Appendix). Animals and animal products should not be brought into school cafeterias and other food-consumption areas.

Section IV:

Enforcement:

The Board of Health, its agents, officers, and employees, shall have the authority to enter upon privately owned land for the purpose of performing their duties for the administration and review of this regulation, and may make or cause to be made such examinations, surveys, or samples as the Board of Health deems necessary.

The Board shall have the authority to enforce these regulations and permits issued thereunder by violation notices, administrative orders, and civil and criminal court actions.

Unless stated otherwise, any person who violates any provision of this regulation or permits issued hereunder, shall be subject to a fine of not more than one thousand dollars. Each day or portion thereof during which a violation occurs or continues shall constitute a separate offense, and each provision of the regulation or permit that is violated shall constitute a separate offense.

Section V:



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Appeal:

Unless otherwise provided, any person aggrieved by the decision of the Board of Health may seek relief there from in any court of competent jurisdiction, as provided by the laws of the Commonwealth of Massachusetts.

Section VI:

Severability:

Each provision of this regulation shall be construed as separate to the end that, if any provision, or sentence, clause or phrase thereof, shall be held invalid for any reason, the remainder of that section and all other sections shall continue in full force and effect.

Signed By:

John DeLano – Chairman

John Weber – Co-Chairman

Jeffrey Anderson – Clerk

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Adopted : **09-07-11** by the Town of Halifax Board of Health

Amended : **09-21-11** by the Town of Halifax Board of Health

Amended : **12-20-17** by the Town of Halifax Board of Health