

Section Name	Subsection	Citation (currently citation)	Severity	Rule Description
Facilities	Location	7.A.1.a-c	C	No person may operate a youth camp, unless that camp is properly located (potable water, sewerage, safe conditions).
Facilities	Location	7.A.2.a	NC	A youth camp must be located where the grounds, buildings, and sleeping areas are kept clean.
Facilities	Location	7.A.2.b	NC	A youth camp must be located where excessive dustiness in the central camp area is prevented.
Facilities	Buildings	7.B.1.a	NC	Buildings must be adequate in size for intended use.
Facilities	Buildings	7.B.1.b	NC	Buildings must be able to be kept clean.
Facilities	Buildings	7.B.1.c	NC	Buildings must have roofs that are weather tight.
Facilities	Buildings	7.B.2	C	Buildings must comply with State and Local laws (structurally safe, sound and sanitary).
Facilities	Buildings	7.B.3	NC	Exterior openings for buildings used for food preparation, food service or food storage must have 16 meshes per inch screens with tight-fitting, self closing doors.
Facilities	Buildings	7.B.4	NC	Adequate lighting must be provided in kitchens, dining rooms and infirmary.
Facilities	Buildings	7.B.5	NC	Floors shall be smooth, clean and free of chronic dampness in buildings used for foodservice or sleeping. Crawl spaces under buildings must be kept free of unsafe and unsanitary conditions.
Facilities	Buildings	7.B.6	C	Buildings used for human habitation must have at least two accessible exits on each floor.
Facilities	Buildings	7.B.7	C	Exits must be marked.
Facilities	Buildings	7.B.8	C	All exits must be free of obstruction.
Facilities	Buildings	7.B.9	NC	Structural elements of all buildings must be maintained in good repair.
Facilities	Buildings	7.B.10	C	Carbon monoxide and smoke detectors must be compliant with NFPA and Life Safety Code 2018.
Facilities	Sleeping Quarters	7.C.1	NC	A separate bunk/cot for each person must be provided and there must be at least 28 inches between bunks/cots.
Facilities	Sleeping Quarters	7.C.2	C	There shall be no triple deck bunks.
Facilities	Sleeping Quarters	7.C.3	C	Upper bunks must have appropriate protection to prevent occupants from accidentally rolling out of bed.
Facilities	Sleeping Quarters	7.C.4	NC	40 square feet of living space must be provided per person in sleeping quarters.
Facilities	Sleeping Quarters	7.C.5	NC	Sleeping quarters must be ventilated (outer air openings equal to 1/10 the floor area).
Facilities	Sleeping Quarters	7.C.6	NC	Screens must be maintained in good repair.
Facilities	Sleeping Quarters	7.C.7	C	Bedding and towels provided by the operator must be cleaned prior to each issue.
Facilities	Sleeping Quarters	7.C.8	C	Sheets, towels and pillowcases for same-person use must be laundered once per week.
Facilities	Sleeping Quarters	7.C.9	NC	Mattresses and covers must be kept clean and in good repair.
Facilities	Sleeping Quarters	7.C.10	NC	Cloth mattresses must have clean mattress covers.
Facilities	Vector Control	7.D.1	C	Reasonable precautions must be taken to keep indoor facilities clear of rodents, insects and other pests.
Facilities	Vector Control	7.D.3; 7.D.3.a-e	C	Only licensed commercial applicators may apply pesticides.
Facilities	Garbage and refuse	7.E.1	NC	Garbage and refuse must be collected in a sanitary manner as often as necessary.

Facilities	Garbage and refuse	7.E.2	NC	Garbage and refuse containing food waste must be kept in leak-proof, non-absorbent, rust and corrosion resistant containers that are kept covered when not in use.
Facilities	Garbage and refuse	7.E.3	NC	Garbage and rubbish must be disposed of frequently enough and in a manner that prevents a nuisance.
Facilities	Garbage and refuse	7.E.4	NC	Disposal of refuse must comply with state law.
Sanitary Facilities	Toilet and shower facilities	8.A.1	NC	Toilet facilities, including rooms and fixtures, must be smooth and easily cleanable.
Sanitary Facilities	Toilet and shower facilities	8.A.2.a	NC	All toilet and shower facilities must be kept in a clean and sanitary condition.
Sanitary Facilities	Toilet and shower facilities	8.A.2.b	NC	All toilet and shower facilities must be maintained in good repair.
Sanitary Facilities	Toilet and shower facilities	8.A.3	C	Any areas contaminated from a plumbing malfunction, sewage back-up or bodily fluids must be cleaned and disinfected by trained staff.
Sanitary Facilities	Toilet and shower facilities	8.A.4	NC	Outside doors must be self closing.
Sanitary Facilities	Toilet and shower facilities	8.A.5	NC	Adequately screened ventilation or approved use of exhaust fans to the outside must be provided.
Sanitary Facilities	Toilet and shower facilities	8.A.6	NC	Clean receptacles must be provided for waste materials.
Sanitary Facilities	Toilet and shower facilities	8.A.6.a	NC	Waste receptacles for sanitary napkins must be covered.
Sanitary Facilities	Toilet and shower facilities	8.A.7	C	Toilet seats must be provided.
Sanitary Facilities	Toilet and shower facilities	8.A.8	C	There must be adequate hand washing facilities adjacent to, and consistent with, the plumbing at the location of toilet facilities.
Sanitary Facilities	Toilet and shower facilities	8.A.9; 8.A.9.a-b	C	Toilet, shower, bathtub, and hand washing facilities must be reasonably accessible, installed in accordance with plumbing regulations and meet required fixture to camper ratios.
Sanitary Facilities	Toilet and shower facilities	8.A.10	NC	Showers or bathtubs must be in a ratio of 1 shower or bathtub per 20 campers.
Sanitary Facilities	Toilet and shower facilities	8.A.11	NC	Pit and chemical toilets facilities, if provided, must be screened or vented and equipped with toilet seats and lids.
Sanitary Facilities	Toilet and shower facilities	8.A.12	C	Where hot water is provided, the temperature must be at least 100°F and not exceed 120°F.
Sanitary Facilities	Toilet and shower facilities	8.A.13	NC	Showers must be provided at a Day Camp with a swimming pool.

Sanitary Facilities	Toilet and shower facilities	8.A.14	NC	Duckboards in showers are prohibited.
Sanitary Facilities	Toilet and shower facilities	8.A.15	NC	Adequate dry space and ventilation must be provided in common-use shower facilities.
Sanitary Facilities	Toilet and shower facilities	8.A.16	C	Where campers do not provide their own soap and individual towels, lavatories must be provided with soap and single-service towels.
Sanitary Facilities	Toilet and shower facilities	8.A.17	C	Common drinking containers or common towels are not allowed for use by employees, campers, or visitors.
Sanitary Facilities	Water supply	8.B.1	NC	The water supply must comply with the Drinking Water Program requirements for transient non-community public water systems when applicable.
Sanitary Facilities	Water supply	8.B.2	NC	A copy of the water analysis must be posted with the Department license.
Sanitary Facilities	Water supply	8.B.3.a	C	Camps using surface water that are not considered public water systems must conduct required water tests prior to opening for the season and throughout the season.
Sanitary Facilities	Water supply	8.B.3.b	C	Surface water must be filtered and chlorinated, a written daily record of chlorine residual must be maintained, and monthly bacteria and turbidity tests must be conducted.
Sanitary Facilities	Water supply	8.B.3.c	C	Camps that are not considered public water systems that use or serve water from a well must test for total coliform bacteria, E. coli, and nitrates prior to opening for the season.
Sanitary Facilities	Plumbing and sewage disposal	8.C.1	C	All plumbing and sewage disposal must comply with all applicable laws, rules or ordinances.
Food Service	Food service	9.A.1	NC	Food service must comply with Maine Food Code (10-144 CMR Ch. 200).
Food Service	Food service	9.A.2	NC	Person in charge (PIC) is present, maintaining safe/sanitary food service and can demonstrate knowledge per the Maine Food Code (10-144 CMR Ch. 200).
Health Supervision	Infirmary	10.A.1	C	The infirmary building is screened and protected from flies and other insects.
Health Supervision	Infirmary	10.A.2	C	A treatment area is included with a handwash lavatory equipped with hot and cold or warm-mixed running water.
Health Supervision	Infirmary	10.A.3	NC	Hand wash sink is equipped with minimum water temp of 100°F, soap and paper towels.
Health Supervision	Infirmary	10.A.4	C	Lockable storage area for medications.
Health Supervision	Infirmary	10.A.5; 10.A.5.a-b	C	Bathroom with toilet, lavatory and shower, hot and cold water from mixing faucets, water not to exceed 120 °F.
Health Supervision	Infirmary	10.A.6	NC	At least one bed is provided for every 50 persons attending the camp.
Health Supervision	Infirmary	10.A.7	C	Beds are provided with clean sheets and pillowcases and changed whenever they are soiled or a patient is discharged.
Health Supervision	Infirmary	10.A.8	C	An isolation area is provided for patients with suspected or confirmed cases of communicable diseases.
Health Supervision	Infirmary	10.A.9	NC	All floors and walls are kept clean and in good repair.

Health Supervision	Infirmary	10.A.10	NC	Ceilings are kept clean and free from dust and cobwebs.
Health Supervision	Infirmary	10.A.11	NC	Screens on doors and windows are maintained in good repair.
Health Supervision	Infirmary	10.A.12	C	Day camps must provide an infirmary facility protected from flies and other insects, for use of temporary isolation, sick or injured.
Health Supervision	Infirmary	10.A.13	C	There is a communication system capable of communicating with outside medical services and emergency contact information is clearly posted.
Health Supervision	Infirmary	10.A.14	C	A stretcher or backboard, and other first aid equipment and supplies in accordance with the health care plan, is available on site.
Health Supervision	Infirmary	10.A.15	C	First aid kits are to marked, stocked and placed at program activity locations.
Health Supervision	Heath services	10.B.1	C	Standing orders must be reviewed, signed and dated annually by a Maine-licensed physician or nurse practitioner.
Health Supervision	Heath services	10.B.2; 10.B.2.a-d	C	A residential youth camp must have onsite an approved Maine-licensed adult health supervisor. An adult with current certification from a NRCB in first aid must be readily accessible to all activity areas.
Health Supervision	Heath services	10.B.3; 10.B.3.a	C	Medications must be securely locked. Schedule II drugs and medical cannabis must be double locked or in the immediate possession of the health supervisor or designated person.
Health Supervision	Heath services	10.B.4; 10.B.4.a-d	C	The youth camp must have a written policy for campers who self-administer emergency medication with: primary healthcare provider and parent/guardian consent; written verification of camper's knowledge/skills to self-administer; documentation kept on file. Health staff must evaluate camper's technique.
Health Supervision	Heath services	10.B.5; 10.B.5.a.i-v	C	A treatment log must be kept and made available to the Department containing the name, ailment, medication/dosage for the individual being treated, the name of the person providing treatment and the date and time.
Health Supervision	Heath services	10.B.6	NC	A written record of medical treatment, including medications taken while away from camp, must be submitted to healthcare supervisor and transferred to the master record upon return. The original record must be kept for three years.
Health Supervision	Heath services	10.B.7; 10.B.7.a-d	C	The health histories of each camper and staff member must be kept and made available for review by the Department upon request. Health histories must include past or current health conditions,
Health Supervision	Heath services	10.B.8	C	First aid kits, as well as any applicable medications prescribed to campers, including but not limited to inhalers, must be packed for all out-of-camp trips.
Health Supervision	Heath services	10.B.9	C	Emergency transportation must be available at all times.
Health Supervision	Disease and Conditions reportable / notifiable	10.C.1	NC	Reportable diseases and/or conditions sustained by a camper or staff must be reported to the Department within 72 hours.

Health Supervision	Disease and Conditions reportable / notifiable	10.C.2	C	Notifiable diseases or conditions must be reported to Maine CDC, Div of Disease Surveillance per the specified timeframe.
Health Supervision	Disease and Conditions reportable / notifiable	10.C.3	NC	All reports made to the Department must include a description of the circumstances of the reportable disease or condition to explain how the illness or injury happened.
General Staff Requirements	Staff requirements	11.A	C	The camp director must be 25 years of age (21 years at a day camp) and provide documentation of 16 weeks of youth camp administrative or supervisory experience.
General Staff Requirements	Employee Screening/Hiring	11.B.1	C	The camp director must select staff and orient, train, and supervise staff to promote well-adjusted, mature, responsible counselors.
General Staff Requirements	Employee Screening/Hiring	11.B.2; 11.B.2.a-b	C	The camp director must screen applicants by using and reviewing a written employment application with applicant's name, address, phone number, employment history, name and contact info for three references, sexual criminal history, and permission for a background check. A background check must be completed on all staff annually.
General Staff Requirements	Employee Screening/Hiring	11.C.4	NC	Documentation prepared in accordance with section 11.B.2.a-b must be available for review by the Department.
General Staff Requirements	Prohibition of Abuse	11.D.1	NC	Abuse and neglect is prohibited at a youth camp; camp directors and staff are responsible for following camp policies per section 11.E.
General Staff Requirements	Prohibition of Abuse	11.D.2	C	All youth camp staff must report any suspected or confirmed abuse or neglect of campers within 24 hours to the Camp Director who must report these allegations within 24 hours to DHHS, OCFS, CLISP, OOHl.
General Staff Requirements	Prohibition of Abuse	11.D.3	C	Staff are prohibited from hazing campers and are responsible for following policies that prevent hazing and explain how staff should respond to and report hazing incidents.
General Staff Requirements	Prohibition of Abuse	11.D.4	C	Staff are prohibited from bullying campers and are responsible for following policies that prevent bullying and explain how staff should respond to and report bullying incidents.
General Staff Requirements	Staff orientation and training	11.E.1	NC	The Camp Director or designee must document/maintain records of staff orientation/training.
General Staff Requirements	Staff orientation and training	11.E.2	NC	A youth camp must have a written statement of personnel policies and practices and inform staff of these policies and practices and of their specific duties.
General Staff Requirements	Staff orientation and training	11.E.3.a	NC	Staff orientation and training must include verbal or printed informational materials and instructional policies regarding personnel policies/practices, job description/responsibilities, disciplinary action policies, and sexual harassment policies.
General Staff Requirements	Staff orientation and training	11.E.3.b	C	Staff orientation and training must include verbal or printed informational materials and instructional policies regarding child abuse and neglect.
General Staff Requirements	Staff orientation and training	11.E.3.c	C	Staff orientation and training must include verbal or printed informational materials and instructional policies regarding hazing and bullying.

General Staff Requirements	Staff orientation and training	11.E.3.d	C	Staff orientation and training must include verbal or printed informational materials and instructional policies regarding emergency first aid procedures.
General Staff Requirements	Staff orientation and training	11.E.3.e	C	Staff orientation and training must include verbal or printed informational materials and instructional policies regarding emergency response procedures as specified under 13.A.1.a and 13.A.1.c.
General Staff Requirements	Staff orientation and training	11.E.3.f	NC	Staff orientation and training must include completion of mandated reporter training.
General Staff Requirements	Staff orientation and training	11.E.4.a; 11.E.4.a.i-iv	C	Youth camp must establish and maintain a written policy regarding child abuse and neglect.
General Staff Requirements	Staff orientation and training	11.E.4.b	NC	Youth camp must submit a copy of the required child abuse and neglect policy with its licensing application or renewal.
General Staff Requirements	Staff orientation and training	11.E.5.a	C	Youth camp must establish and maintain a written policy which establishes that hazing or bullying by any staff member is prohibited.
General Staff Requirements	Staff orientation and training	11.E.5.b	NC	Hazing and bullying policies must include response and reporting protocol.
General Staff Requirements	Staff Certifications and Ratios	11.F.1	NC	Youth camp must maintain either paper or electronic copies of all current staff certifications and qualifications.
General Staff Requirements	Staff Certifications and Ratios	11.F.2	NC	At least 80% of the counselors and program staff required to meet ratios in section 9.F.4 must be at least 18 years of age. This does not apply to day camps.
General Staff Requirements	Staff Certifications and Ratios	11.F.3	NC	Counselors in training, counselors and program staff who are under 18 years of age must be at least 15 years of age and at least two years older than the camper group they are working with.
General Staff Requirements	Staff Certifications and Ratios	11.F.4	C	In addition to the appropriate instructor(s), the proper ratios of counselors to campers must be maintained.
Programs and Program Staff Requirements	General Programs	12.A.1	C	The instructor in charge of a program must be a responsible adult with verified skills and demonstrated teaching competency specific to the activity.
Programs and Program Staff Requirements	General Programs	12.A.2	NC	Staff must document any required safety checks at a frequency documented and in accordance with guidelines for that program.
Programs and Program Staff Requirements	General Programs	12.A.2.a	NC	Safety checks of safety-related elements of the program must be documented in a checklist format.

Programs and Program Staff Requirements	General Programs	12.A.2.b	NC	Initials or signatures of the staff who documented the safety check must be included on the safety check documentation.
Programs and Program Staff Requirements	General Programs	12.A.2.c	NC	The date and time must be listed on the safety checklist.
Programs and Program Staff Requirements	General Programs	12.A.3; 12.A.3.a	C	Public nudity is not permitted at any time. The camp director must make resonable accommodation for campers who request privacy when changing into clothing.
Programs and Program Staff Requirements	Aquatics Program	12.B.1	C	All docks, floats and other aquatic activity areas must be maintained in good repair.
Programs and Program Staff Requirements	Aquatics Program	12.B.2; 12.B.2.a-d	NC	The aquatics director must be at least 21 years of age and hold or have evidence of having held qualifying certifications with in the past five years.
Programs and Program Staff Requirements	Aquatics Program	12.B.3	C	When aquatic activities are occurring, at least one lifeguard must be present on the waterfront and readily accessible to each activity area.
Programs and Program Staff Requirements	Aquatics Program	12.B.4.b	C	All designated swimming areas at camp must be clearly marked.
Programs and Program Staff Requirements	Aquatics Program	12.B.4.c	C	Any person who wishes to go swimming must be classified & supervised according to ability.
Programs and Program Staff Requirements	Aquatics Program	12.B.4.d	C	A system of checking persons in and out of the water for swimming must be used.
Programs and Program Staff Requirements	Aquatics Program	12.B.4.e	C	Swimming after dark is prohibited unless adequate artificial lighting is provided.
Programs and Program Staff Requirements	Aquatics Program	12.B.4.f	C	All swimming areas must be provided with at least one lifesaving device readily accessible to all swimming areas.



Programs and Program Staff Requirements	Aquatics Program	12.B.4.g	C	Life-saving equipment must be kept in good working order.
Programs and Program Staff Requirements	Aquatics Program	12.B.4.h	NC	Swimming rules must be posted on the waterfront.
Programs and Program Staff Requirements	Aquatics Program	12.B.5.a	C	At least one adult swimming instructor must be present for instructional swimming activities. A swim instructor must have swim instructor or swim instructor trainer certification from a NRCB or equivalent certification.
Programs and Program Staff Requirements	Aquatics Program	12.B.5.b	C	For all instructional swimming there must be swim instructors in a ratio to participants appropriate to the conditions under which the instruction occurs.
Programs and Program Staff Requirements	Aquatics Program	12.B.5.c	C	For all swimming activities a lifeguard must be on duty and at least one staff person acting as a lookout for every 20 persons in the water.
Programs and Program Staff Requirements	Watercraft	12.B.6.a	C	All watercraft activities must have a properly operating and suitably equipped rescue boat located to promptly respond to emergencies.
Programs and Program Staff Requirements	Watercraft	12.B.6.b	C	All watercraft available for use in watercraft activities must be maintained in good repair and in operable condition.
Programs and Program Staff Requirements	Watercraft	12.B.6.c	C	All watercraft must be equipped with one wearable type I, II or III personal flotation device (PFD) for each person in the boat.
Programs and Program Staff Requirements	Watercraft	12.B.6.d	C	All watercraft with an electric starting gasoline motor must be equipped with a B-1 hand portable fire extinguisher.
Programs and Program Staff Requirements	Watercraft	12.B.6.e	C	All motorized watercraft must be equipped with a throwable type, Coast Guard approved PFD (Personal Flotation Device).
Programs and Program Staff Requirements	Watercraft	12.B.6.f	NC	Watercraft rules must be posted at boating areas.



Programs and Program Staff Requirements	Watercraft	12.B.6.g	C	Youth camps with watercraft programs must instruct all watercraft program participants including staff and campers in Maine basic boating laws
Programs and Program Staff Requirements	Watercraft	12.B.7.a; 12.B.7.a.i-iv	C	The watercraft director must be an adult who holds proper certification.
Programs and Program Staff Requirements	Watercraft	12.B.7.b	C	All persons instructing watercraft activities must be evaluated by the aquatics director or designee to determine qualification.
Programs and Program Staff Requirements	Watercraft	12.B.7.c	C	Watercraft activities must be supervised by one or more qualified watercraft staff in addition to the number of counselors specified in 11(F)(4).
Programs and Program Staff Requirements	Watercraft	12.B.8	C	All persons operating motorized watercraft must have knowledge of Maine boating laws.
Programs and Program Staff Requirements	Scuba Diving	12.B.9	C	Any scuba diving instructor must be an adult and have a current SCUBA Instructor rating from a NRCB.
Programs and Program Staff Requirements	Scuba Diving	12.C.1	NC	Youth camp must demonstrate an understanding and familiarity with current safety standards for any applicable adventure challenge program conducted on site.
Programs and Program Staff Requirements	Adventure Challenge	12.C.1.a; 12.C.1.a.i-iii	C	Prior to the season, camp must assess all adventure challenge course elements including all hardware, materials and equipment for safety and integrity. Camps operating high and low elements must have an annual inspection. Camps with low elements only must have a biennial inspection. Inspection must include a written report detailing the condition of all equipment and corrective action taken by the camp.
Programs and Program Staff Requirements	Adventure Challenge	12.C.1.b	C	Youth camp must retain written records for the maintenance of equipment and elements used in the Adventure Challenge program, in accordance with the corrective actions taken and/or the corrective action plan.
Programs and Program Staff Requirements	Adventure Challenge	12.C.1.c	C	The adventure challenge staff must assess the safety of all course elements (i.e. climbing equipment) prior to each use.
Programs and Program Staff Requirements	Adventure Challenge	12.C.1.d	NC	Adventure challenge rules must be posted at each adventure challenge area.

Programs and Program Staff Requirements	Adventure Challenge	12.C.1.e	C	Any person engaging in adventure challenge activities must wear appropriate personal protective equipment (PPE).
Programs and Program Staff Requirements	Adventure Challenge	12.C.2.a	C	Adventure challenge director must be an adult with documented training and/or experience.
Programs and Program Staff Requirements	Adventure Challenge	12.C.2.b	C	Operator or designee must evaluate the qualifications of all persons instructing adventure challenge activities.
Programs and Program Staff Requirements	Adventure Challenge	12.C.2.c	C	Adventure challenge director or instructor must be present whenever campers are performing adventure challenge activities & must be an adult when high elements are in use.
Programs and Program Staff Requirements	Equestrian program	12.D.1.a	NC	Stables, corrals, paddocks and riding rings must be clean, dry, free from standing water or an accumulation of manure and include an adequate supply of fresh water.
Programs and Program Staff Requirements	Equestrian program	12.D.1.b	C	Manure removed from stables, corrals, paddocks or riding rings must not be stored within 300 feet of a potable water supply, sleeping, eating facilities or water bodies.
Programs and Program Staff Requirements	Equestrian program	12.D.1.c	C	All self-watering water troughs without an air gap must be equipped with backflow prevention.
Programs and Program Staff Requirements	Equestrian program	12.D.2.a	NC	Access to stables, corrals, paddocks and riding rings must be controlled.
Programs and Program Staff Requirements	Equestrian program	12.D.2.b	C	Riding equipment must be maintained in good repair.
Programs and Program Staff Requirements	Equestrian program	12.D.2.c	C	Riders must be assessed for rider skill level and assigned to appropriate horses, equipment and activities.
Programs and Program Staff Requirements	Equestrian program	12.D.2.d	NC	Riders must wear appropriate apparel, suitable for the specific equestrian activity.

Programs and Program Staff Requirements	Equestrian program	12.D.2.e	NC	Riding regulations must be posted at each equestrian area.
Programs and Program Staff Requirements	Equestrian program	12.D.2.f	C	Staff must assess the health & soundness of horses daily. Lamé horses may not be ridden. Horses must receive proper care/treatment.
Programs and Program Staff Requirements	Equestrian program	12.D.3.a; 12.D.3.a.i-ii	C	The equestrian director must be an adult and have proper certification or experience.
Programs and Program Staff Requirements	Equestrian program	12.D.3.b	C	Camp Director, operator or designee must evaluate the qualifications of all persons instructing equestrian activities.
Programs and Program Staff Requirements	Target Sports	12.E.1.a	C	Firearms, ammunition, archery equipment and other hazardous weapons must be kept in locked compartments when not in use.
Programs and Program Staff Requirements	Target Sports	12.E.1.b	C	Firearms and ammunition must be stored in separate double-locked compartments and must be stored separately from other hazardous materials.
Programs and Program Staff Requirements	Target Sports	12.E.1.c	C	Target sport activity locations must be designed to prevent danger from fired bullets or arrows and maintained in a safe condition.
Programs and Program Staff Requirements	Target Sports	12.E.1.d	NC	Target sport regulations must be posted at each separate target sport location.
Programs and Program Staff Requirements	Target Sports	12.E.1.e	C	Staff must ensure that all target sport equipment is in good repair prior to each use.
Programs and Program Staff Requirements	Target Sports	12.E.1.f	C	Any person engaging in target sport activities must wear appropriate personal protective equipment (PPE).
Programs and Program Staff Requirements	Target Sports	12.E.2.a	C	The riflery or shotgun director must be an adult and have appropriate certification or other documented training or experience.

Programs and Program Staff Requirements	Target Sports	12.E.2.b	C	The archery director must be an adult and have appropriate certification or other documented training or experience.
Programs and Program Staff Requirements	Target Sports	12.E.2.c	C	Camp Director, operator or designee must evaluate the qualifications of all persons instructing target sports.
Programs and Program Staff Requirements	Target Sports	12.E.2.d	C	Adult target sport instructors must be present whenever ranges are in use.
Programs and Program Staff Requirements	Trip Camping	12.F.1.a	C	Primitive facilities must be operated so as to meet basic safety and public health requirements.
Programs and Program Staff Requirements	Trip Camping	12.F.1.b	C	Toilets: primitive facilities and primitive camp sites not provided with privies should use the most environmentally appropriate method of disposing of solid human waste such as packing it out or cat hole disposal; disposal areas must be properly located.
Programs and Program Staff Requirements	Trip Camping	12.F.1.c	C	Drinking water used on trips away from camp must be known to be safe or made safe before using.
Programs and Program Staff Requirements	Trip Camping	12.F.1.d; 12.F.1.d.i-v	C	Water purification must be performed in accordance with the appropriate protocols.
Programs and Program Staff Requirements	Trip Camping	12.F.1.e	C	All refuse must be packed out to appropriate disposal facilities. No refuse may be buried.
Programs and Program Staff Requirements	Trip Camping	12.F.1.f	C	Only those foods capable of being maintained in a wholesome condition may be served on trips away from camp.
Programs and Program Staff Requirements	Trip Camping	12.F.1.g	C	The trip leader must demonstrate knowledge of safe food handling practices and prevent cross contamination.
Programs and Program Staff Requirements	Trip Camping	12.F.1.h; 12.F.1.h.i-iv	C	Utensils and equipment must be washed in warm water with soap, rinsed, and sanitized per approved methods.

Programs and Program Staff Requirements	Trip Camping	12.F.2.a	C	Guidance and supervision must be provided for those campers using the primitive facilities. Camper experience must be assessed prior to the trip.
Programs and Program Staff Requirements	Trip Camping	12.F.2.b	C	The trip staff members must have specific information and training on how and where to obtain medical and emergency assistance on the trip.
Programs and Program Staff Requirements	Trip Camping	12.F.2.c	NC	Staff must know how to protect themselves and campers from the elements with proper shelters and appropriate clothing.
Programs and Program Staff Requirements	Trip Camping	12.F.2.d	C	The itinerary for trip camping must be filed with the Camp Director, operator or designee.
Programs and Program Staff Requirements	Trip Camping	12.F.2.e	C	Copies of health records must be taken on trip camping.
Programs and Program Staff Requirements	Trip Camping	12.F.2.f	C	Trip leader must keep a written record of medical treatments including medications dispensed during trip camping.
Programs and Program Staff Requirements	Trip Camping	12.F.2.g	C	First aid kit as well as any camper-required medications must be packed and brought on trip camping.
Programs and Program Staff Requirements	Trip Camping	12.F.3.a-d	C	The trip camping leader must possess appropriate skills, experience, and judgement and have a valid Youth Camp Trip Leader Permit if required by IF&W. At least one staff holding a valid wilderness first aid certificate or equivalent must be present on trip camping. One staff member to 6 campers is required on trips.
Programs and Program Staff Requirements	Farm Animal Activities	12.G.1	NC	Farm animal facilities must be familiar with basic safety and public health requirements.
Programs and Program Staff Requirements	Farm Animal Activities	12.G.2.a-c	C	Campers and staff must change/clean footwear and/or clothing if visibly contaminated and must practice proper hand hygiene. Animals showing signs of illness are not appropriate for camper interaction.
Programs and Program Staff Requirements	Farm Animal Activities	12.G.3.a	NC	Barns and stables may not be used as sleeping quarters.

Programs and Program Staff Requirements	Farm Animal Activities	12.G.3.b	NC	Campers' access to barns, stables, corrals and paddocks must be supervised by staff.
Programs and Program Staff Requirements	Farm Animal Activities	12.G.4.a-b	C	Farm animals are prohibited from camper eating areas. Youth campers may not consume raw milk, raw cider, or other unpasteurized products, including butter and cheese.
Programs and Program Staff Requirements	Farm Animal Activities	12.G.5.a	NC	Storage of food intended for campers is not permitted in barns, stables or animal access areas.
Programs and Program Staff Requirements	Farm Animal Activities	12.G.5.b	NC	Except for beverages consumed from water bottles, food & beverages must not be consumed in designated animal areas.
Programs and Program Staff Requirements	Farm Animal Activities	12.G.6	C	Recreational water activities (i.e., slip & slides, sprinklers) must be supplied from a potable water source.
Programs and Program Staff Requirements	Farm Animal Activities	12.G.7	NC	Boots must be cleaned of any visible fecal matter or debris before leaving the designated animal area.
Programs and Program Staff Requirements	Other Activities	12.H.1.a	C	Appropriate Personal Protective Equipment (PPE) must be provided.
Programs and Program Staff Requirements	Other Activities	12.H.1.b	C	Staff must assess the safety of equipment/PPE prior to each use.
Programs and Program Staff Requirements	Other Activities	12.H.1.c	NC	Safety instructions or rules must be posted or provided in each activity area.
Programs and Program Staff Requirements	Other Activities	12.H.2.a	C	The leader/teacher must be an adult and have certification, training or experience in that activity.
Programs and Program Staff Requirements	Other Activities	12.H.2.b	C	Camp Director, operator or designee must evaluate the qualifications of all persons instructing activities.

Programs and Program Staff Requirements	Other Activities	12.H.2.c	C	Adult instructors must be present and directly observing the activity, whenever campers or staff are participating in the activity.
Safety Plans and Disaster Prevention	Disaster Safety Plans	13.A.1	C	Youth camp must have an emergency plan in place for communication protocol and response to possible disasters (fire, flood, weather, etc.), injured/missing campers or intruders/trespassers at the camp.
Safety Plans and Disaster Prevention	Disaster Safety Plans	13.A.2	C	Emergency communication protocols must specify an appropriate mode of communication for the event/locale including coordination between trained responders, camp staff and affected individuals.
Safety Plans and Disaster Prevention	Disaster Safety Plans	13.A.3	C	Emergency response protocols must include active shooter emergency response protocols.
Safety Plans and Disaster Prevention	Disaster Safety Plans	13.A.4	C	The Youth Camp must instruct campers and staff in these procedures and must conduct and document at least one drill during each camp session.
Safety Plans and Disaster Prevention	Emergency Disaster Prevention Plans	13.B.1	C	The operator/designee must maintain a copy of emergency /disaster prevention plan at the youth camp office.
Safety Plans and Disaster Prevention	Emergency Disaster Prevention Plans	13.B.2	C	Written policy must direct that each camper only be released from camp into the custody of a designated person.
Safety Plans and Disaster Prevention	Rabies Vaccination	13.C	C	All warm-blooded animals required to be vaccinated for rabies must show proof of a current rabies vaccinations. Documentation must be maintained in camp office.
Safety Plans and Disaster Prevention	Dangerous Substances	13.D	C	All portable containers for gasoline and/or hazardous materials must be plainly marked and properly stored. Non-portable containers of flammable liquids/hazardous materials if not kept in a locked building must be plainly marked and properly secured.
Safety Plans and Disaster Prevention	Dangerous Substances	13.D.1	C	Easily accessible fire extinguishers must be strategically located throughout the camp.
Safety Plans and Disaster Prevention	Dangerous Substances	13.D.2	C	Insecticides, disinfectants and other hazardous chemicals must be labeled, stored in a locked closet separate from food storage and inaccessible to campers.
Transportation	Administration	14.A.1	NC	Camp Director, operator or designee must keep on file copies of the driver's license for any individual who operates a camp vehicle.
Transportation	Administration	14.A.2	C	Drivers of vehicles carrying campers must be at least 21 years of age and be approved by the camp's auto liability insurer's agent.
Transportation	Administration	14.A.3	C	Camp Director, operator or designee must ascertain each driver's ability and skill level with regard to the type of vehicle to be driven.
Transportation	Vehicles	14.B.1	C	Vehicles used for the transportation of campers and all other camp vehicles must meet the requirements of the Maine Department of Motor Vehicles.
Transportation	Vehicles	14.B.2; 14.B.2.a-g	C	Before transporting campers, vehicles must be inspected for safety (exterior lights, horn, brakes, fire extinguisher, first aid kit, seat belts, and tires).



Transportation	Vehicle related safety practices	14.C.1; 14.C.1.a-m	C	Youth camp must ensure compliance with vehicle related safety practices when transporting or making provisions for the transportation of campers.
Transportation	Vehicle Insurance	14.D	C	Any youth camp, person, or agency providing transportation for campers must maintain motor vehicle insurance for bodily injury or death per State requirements.
Transportation	Record keeping	14.E	NC	The camp must maintain a written record of compliance with the requirements in Sections 14.B.2 and 14.C.1.m.