



**APPLICATION FOR REGISTERING AGRICULTURAL LABOR HOUSING (ALH)**

Please answer the following questions (print or type): **Complete one separate form for each separate location.**

Send this completed form to Oregon OSHA – 1750 Naito Parkway Suite 112, Portland OR 97209-2533

Phone: (503) 229-5910 - Fax (503) 229-6492

**THERE ARE NO FEES**

Official use only  
Employer ID #

- New (Attach Substantial Compliance Letter)**
- Renewal (COMPLETE BACK OF FORM)**

1. **Camp Name:** \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_  
(ex: Lower Camp)

Address of Camp: \_\_\_\_\_  
*Street address*  
\_\_\_\_\_  
*City State ZIP County*

2. **Legal Name of business operating ALH (if known):** \_\_\_\_\_

Mailing Address (if different from ALH address): \_\_\_\_\_  
*Street address*  
\_\_\_\_\_  
*City State ZIP* Phone: ( ) \_\_\_\_\_

3. **ALH Operator or Owner:** \_\_\_\_\_

Address (if different from ALH address): \_\_\_\_\_  
*Street address*  
\_\_\_\_\_  
*City State ZIP* Contact Person: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

4. **Onsite contact** (if different from above): \_\_\_\_\_ Title: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

5. **Registration for (year): January 1, 2008 to December 31, 2008**

6. ALH to be occupied from approximately \_\_\_\_\_ to \_\_\_\_\_  
*(Month/ day) (Month/ day)*

7. Anticipated number of occupants: \_\_\_\_\_ Are these:  Families & Children  Single Males  Both

8. Number of shower heads: \_\_\_\_\_ Total number of sinks: \_\_\_\_\_

Number of toilets, including privies and portables: \_\_\_\_\_

9. Number of buildings: \_\_\_\_\_

10. **Structure:**  Wood frame  Cinder block  Metal  Tent  Manufactured home  Trailer

11.  I have  I request a copy of OAR 437, Division 4/J, rules for Agricultural Housing.

**I understand that a copy of the registration certificate must be posted in an area visible to occupants.**

Applicant's name and title: \_\_\_\_\_  
*(Please Print)*

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

***If the form is not complete, the application will not be processed.***

***\*\*\* ALH is used as an abbreviation for Agricultural Labor Housing.***

The following items represent the most common deficiencies found in housing facilities. This checklist has been designed to help you prepare for occupancy. It is not intended to be a complete list of the requirements in OAR 437, Division 4/J.

**RENEWAL ONLY**

Mark with a check if completed or if arrangements have been made to complete prior to occupancy.

**Drinking Water Supply:**

- Well or spring has been tested and certified potable.  
OR Public water sources (no testing required).

**Garbage Facilities:**

- Covered garbage containers are provided.
- Garbage is removed regularly (weekly or when full).

**Bathing/Washing/Sanitation Facilities:**

There is:

- Adequate hot and cold water provided.
- \* One shower head per 15 occupants of each sex.
- One toilet per 15 occupants of each sex.
- \* One sink per 15 occupants.
- Covered containers provided for toilet paper/ sanitary products, etc.

**\* Effective 4/01/09**

- One shower head per 10 occupants of each sex.
- One sink per 6 occupants.

**Grounds:**

- Grounds are maintained, weeds, grass & brush kept cut back to within 30 feet from buildings and free of debris.
- No burning of food, garbage or wet refuse.

**Living Areas:**

- A bed, bunk, or cot is provided for each occupant.
- Mattresses/pads (minimum 2") are provided and are in good condition. No uncovered foam pads.
- Sleeping surface at least 12" above the floor.
- The amount of living space provided meets the requirements outlined in OAR 437-004-1120 (16)(i-m). See quick reference.

*Note: Do not count children 2 yrs or younger in calculating sq footage.*

Quick reference: Required Floor Space Per Occupant (Square Feet)		
Where workers cook, live, and sleep:		
<ul style="list-style-type: none"> <li>• Built <b>before August 1, 1975</b> provide at least 60 square feet per occupant</li> </ul>	<ul style="list-style-type: none"> <li>• Built <b>after August 1, 1975</b> at least 100 square feet per occupant</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Beginning January 1, 2018</b>, ALL agriculture labor housing must provide 100 square feet per occupant</li> </ul>
When a sleeping room is part of a living area, the square footage of the sleeping rooms counts as part of the living area		
For units built <b>after April 3, 1980</b> at least one-half the required floor space in each living area must have a minimum ceiling height of 7 feet. Floor space with a ceiling height less than 5 feet does not count toward the minimum required floor space.		Beginning on <b>January 1, 2018</b> only areas with a 7 foot ceiling height will count toward the required square footage of any living or sleeping area.

**Structure:**

- Windows intact. Screens provided on doors and windows.
- Electrical wiring is insulated, covered, or otherwise inaccessible to contact.
- Floors and walls are free of structural defects that could be hazardous, i.e. holes.

**Cooking/Dining:**

- Food preparation and storage areas are smooth and cleanable.
- Refrigerator(s) and stove(s) are operable.
- Gas or electric hotplate or wood stove are at least 18" from flammable surfaces.
- Propane storage tanks located outside of structure.
- Adequate seating and eating accommodations for number of occupants.

**General:**

- Fire extinguishing equipment is functional [garden hose(s) adequate].
- Arrangements have been made to regularly inspect, maintain/repair facility.
- First-aid supplies are available and an emergency medical plan is in place and posted.
- Smoke detectors are in place and functioning (in sleeping areas).
- Street numbers (address) are visible from the street for use by emergency vehicles.
- Original registration certificate posted at housing.

