

## Migrant Farm Housing Accommodation Summary Checklist

Accommodation	Checklist Item	Done
<b>COVID-19 Preparedness</b>	Review TFW Employer Resource List and associated links provided.	<input type="checkbox"/>
	Create Isolation Plan for symptomatic TFW workers.	<input type="checkbox"/>
	Obtain PPE/cleaning supplies, food/meals and personal supplies for workers in isolation.	<input type="checkbox"/>
	Post COVID-19 signage in housing accommodations and at work sites (including in appropriate language for TFWs).	<input type="checkbox"/>
<b>Worker Arrival</b>	Ensure workers arriving in Canada are physically distanced and wearing an appropriate face covering during transport from the airport to the farm. Public transit is not allowed.	<input type="checkbox"/>
	Ensure all workers quarantine and do not work for 14 days starting from their arrival at your farm.	<input type="checkbox"/>
	Notify the Health Department of all new workers upon arrival.	<input type="checkbox"/>
	Conduct daily active screening (minimal) during quarantine period.	<input type="checkbox"/>
	Inform workers of their rights and entitlements, including access to health care services and other supports available if they become sick.	<input type="checkbox"/>
	Arrange for workers to receive their OHIP cards as soon as possible upon arrival.	<input type="checkbox"/>
	Design/organize accommodations to facilitate physical distancing in isolation (2m apart). Bunkbeds are NOT permitted during quarantine/isolation.	<input type="checkbox"/>
<b>Workplace Requirements Records</b>	Maintain contact information for all employees (permanent, temporary, or contract) and ensure this information is available to the Health Department within 24 hours of request.	<input type="checkbox"/>
	Ensure TFWs who live in shared accommodations are assigned to same work cohort/work pod/team.	<input type="checkbox"/>
	It is strongly recommended that employees that work on farms are assigned to the same team/group/work pod (cohort) that is separated from other individuals and teams.	<input type="checkbox"/>
<b>Active Screening</b>	Conduct daily active screening of all workers/visitors to the farm and maintain records for a minimum of 4 weeks.	<input type="checkbox"/>
	Designate a separate isolation room/building for staff that failed screening to go to until next steps can be determined.	<input type="checkbox"/>
	Assist TFWs with facilitating COVID-19 testing if required.	<input type="checkbox"/>
<b>Cleaning &amp; Disinfection</b>	Create and distribute a cleaning & disinfection schedule with assigned staff.	<input type="checkbox"/>
	Clean and disinfect all high-touch surfaces and all shared living and eating areas after each use during isolation and twice a day or more thereafter.	<input type="checkbox"/>
	Use appropriate cleaning and disinfection chemicals (Disinfectant must have a DIN or NPN and an appropriate contact time as per manufacturer's instructions).	<input type="checkbox"/>
	Train all staff to use chemicals as prescribed by WHMIS.	<input type="checkbox"/>
<b>Construction</b>	Housing is at least 100 feet (30.48m) from any building used for animals.	<input type="checkbox"/>
	Housing is detached from any buildings where flammable materials are used or stored.	<input type="checkbox"/>
	Floors and walls are be tight-fitting, smooth, impervious, and easily cleaned.	<input type="checkbox"/>
	Walls must extend at least 7 feet (2.13m) above floor level.	<input type="checkbox"/>
	Roofs must be tight-fitting and waterproof.	<input type="checkbox"/>
	Provide adequate natural or artificial lighting and ventilation.	<input type="checkbox"/>
	Provide tight-fitting screens in good condition on all windows.	<input type="checkbox"/>
	Maintain the temperature of the building at 20°C (68°F) or higher.	<input type="checkbox"/>
	Heating source operational and meets building/fire codes.	<input type="checkbox"/>
	Combustion-type stoves/heaters to be vented directly outside.	<input type="checkbox"/>

<b>Sleeping Facilities</b>	Barriers in sleeping areas must be made with materials that have a low flame resistance rating that can be readily cleaned and sanitized.	<input type="checkbox"/>
	Provide one bed per person that is at least 12 inches (30 cm) above the floor.	<input type="checkbox"/>
	Provide clean mattress(s) and frame(s) of sound construction.	<input type="checkbox"/>
	Provide a sufficient supply of clean linens in good condition.	<input type="checkbox"/>
	Provide one locker, shelf, or equivalent for each bed.	<input type="checkbox"/>
	Ensure sleeping area is separated from other living areas.	<input type="checkbox"/>
<b>Water Supply</b>	Provide constant supply of hot and cold running potable water under pressure.	<input type="checkbox"/>
	Sample water and obtain a bacteriologically safe result prior to inspection.	<input type="checkbox"/>
	Containers used for water are made of food grade material, maintained in a clean & sanitary manner, equipped with a sanitary dispensing device and used for no other purpose.	<input type="checkbox"/>
<b>Washroom Facilities</b>	Provide at least 1 wash basin for every 7 people in good working order.	<input type="checkbox"/>
	Provide at least 1 shower or tub for every 10 people in good working order.	<input type="checkbox"/>
	Provide at least 1 toilet for every 10 people in good working order.	<input type="checkbox"/>
	Provide suitable privacy barriers for toilet facilities.	<input type="checkbox"/>
	Provide adequate supply of toilet tissue and hand soap / hand sanitizer.	<input type="checkbox"/>
	Provide adequate natural and / or mechanical ventilation in washroom(s).	<input type="checkbox"/>
<b>Laundry Facilities</b>	Provide at least one laundering tub or washing machine for every 15 people.	<input type="checkbox"/>
	Provide drying facilities for laundry (e.g. dryer or clothesline).	<input type="checkbox"/>
	Provide access to a laundromat at least once a week where laundry facilities are not provided on site.	<input type="checkbox"/>
<b>Kitchen</b>	Provide a sufficient number of food grade utensils for cooking, eating and drinking.	<input type="checkbox"/>
	Provide sufficient refrigerated space that is maintained at 4°C (40°F).	<input type="checkbox"/>
	Provide kitchen with sufficient supply of food storage / preparation / cooking facilities.	<input type="checkbox"/>
	Provide equipment and detergent for the washing and sanitizing of dishes.	<input type="checkbox"/>
<b>Sanitation, Garbage and Maintenance</b>	Provide a sufficient quantity of rodent / vermin proof garbage containers.	<input type="checkbox"/>
	Remove garbage weekly or as often as necessary.	<input type="checkbox"/>
	Ensure all areas of the housing facility are maintained in a clean and sanitary manner.	<input type="checkbox"/>
	Housing must be thoroughly cleaned and set up prior to receiving an inspection.	<input type="checkbox"/>
<b>Sewage</b>	Sewage disposal system is in good working condition and adequate for the number of workers housed on-site.	<input type="checkbox"/>
<b>Fire Prevention</b> Refer to Fire Code	Provide a sufficient number of operational, properly located smoke detectors.	<input type="checkbox"/>
	Fire extinguishers are to be securely mounted and inspected.	<input type="checkbox"/>
	Ensure housing is free from any chemical, substance, or condition that may be a health hazard.	<input type="checkbox"/>

**Current Ontario Building Code and Ontario Fire Code applies to all new construction and renovations or additions to existing buildings. It is the Owner/Operator's responsibility to ensure that such construction is in compliance with the Ontario Building Code and Ontario Fire Code. Contact municipal building department for additional information.**