



# Application For Registering Agricultural Labor Housing (ALH)

Complete both pages of this form for each separate location

- New (Consultation is required)
- H2A (Consultation is required)
- Renewal (Complete form only)

Mail or Fax this completed form to:  
 Oregon OSHA  
 PO Box 14480, Salem, OR 97309  
 Fax: 503-947-7461

<b>ALH Camp</b>	ALH Camp Name: _____ Phone: _____ <small>(ex: Lower Camp)</small>
	Address of Camp: _____ <small>Street address</small>
	_____ City State ZIP County
	Onsite contact (if different from Operator): _____ Title: _____
	Phone: _____ Cell Phone: _____
	<b>Total number of:</b> Buildings: _____ Shower heads: _____ Sinks: _____ Toilets, including privies and portables: _____
	Structure: <input type="checkbox"/> Wood frame <input type="checkbox"/> Cinder block <input type="checkbox"/> Metal <input type="checkbox"/> Manufactured home <input type="checkbox"/> Other
	<b>Registration for: January 1, 2019 to December 31, 2019</b> ALH is occupied from approximately _____ to _____ <small>(Month / day) (Month / day)</small> Anticipated number of occupants: _____ Maximum number of occupants: _____

<b>Owner</b>	Legal Name of business owner: _____
	Owner Name: _____
	Address: (if different from ALH address) _____ <small>Street address</small>
	_____ City State ZIP Phone: _____
	Cell Phone: _____ E-mail Address: _____

<b>Operator</b>	Legal Name of business operator: _____
	Operator Name: _____
	Address: (if different from ALH address) _____ <small>Street address</small>
	_____ City State ZIP Phone: _____
	Cell Phone: _____ E-mail Address: _____

OAR 437, Division 4, rules for Agricultural Labor Housing can be found on our website [osha.oregon.gov](http://osha.oregon.gov).  
**I understand that a copy of the registration certificate must be posted in an area visible to occupants.**

Applicant's name (Print): \_\_\_\_\_ Applicant's title: \_\_\_\_\_

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

*If both pages of the form are not complete, the application will not be processed.*

\* Fair Housing Laws apply

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

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

**Garbage Facilities:**

- Covered garbage containers are provided.
- Empty garbage bins and dumpsters at least weekly or when full.
- Empty common use cans and portable containers twice weekly or when full, which ever is more frequent.

**Bathing/Washing/Sanitation Facilities:**

- Adequate hot and cold water provided.
- One shower head per 10 occupants of each gender.
- One toilet per 15 occupants of each gender.
- One sink per 6 occupants.
- Covered containers provided for toilet paper/sanitary products, etc.
- One plumbed laundry tray, tub, or machine per 30 occupants.
- Two burners per 10 occupants.

**Cooking/Dining:**

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

**Grounds:**

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

**Drinking Water Supply:**

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

**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 hazardous structural defects.

**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.
- Living space provided meets the requirements outlined in OAR 437-004-1120(16)(i-n)

**General:**

- Fire extinguishing equipment is functional. Garden hose(s) are adequate if immediately available for fire fighting and water supply is constant and
- 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 (addresses) are visible from the street for use by emergency vehicles.
- Original registration certificate posted in a place frequented by employees.

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**Quick reference: Required Floor Space Per Occupant (Square Feet = ft<sup>2</sup>)**

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**Where workers cook, live, and sleep:**

At least 100 ft<sup>2</sup> per occupant

**Sleeping rooms:**

- 40 ft<sup>2</sup> per occupant for bunk beds
- 50 ft<sup>2</sup> per occupant for single level beds

Do not count children 2 years or younger as occupants

**Effective January 1, 2018:** Only areas with a 7 foot ceiling height count toward the required square footage of any cooking, living, or sleeping area.



Oregon Occupational Safety and Health Division  
**Oregon OSHA**  
Phone: 800-922-2689 | 503-947-7418