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**Alaska Division of Employment and Training Services**

**Foreign Labor Certification Program**

**H-2A and Farmworker Housing Inspection Checklist**

[Visit our FLC H-2A and H-2B webpage](https://labor.state.ak.us/alien/flcnonperm.htm) for additional information and resources about H-2A program requirements including housing standards and inspections for temporary foreign agricultural workers in Alaska, or contact:

**Alaska Department of Labor and Workforce Development**

**Division of Employment and Training Services**

**Foreign Labor Certification**

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| **Address:** | P.O. Box 115509  Juneau, AK 99811-5509 |
| **Phone:** | 907-465-6471 |
| **Email:** | [dol.flc@alaska.gov](mailto:dol.flc@alaska.gov) |

* Housing built before April 3, 1980 - use ETA Guidelines checklist starting p.2
* Housing built after April 3, 1980 - use OSHA Guidelines checklist starting p.6

**Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**H-2A Case Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Alaska Foreign Labor Certification H-2A and Farmworker Housing Inspection Checklist – ETA Guidelines for Housing Built Before April 3, 1980** | | | |
|  | | | |
| Was this housing unit built before 4/3/1980 with no renovations? | | **Yes** | No |
|  | If yes, follow these ETA guidelines. If no, see p.6 for OSHA standards. |  |  |
| ETA Guidelines | | | |
| Housing Site – 20 CFR 654.404 | | Yes | No |
|  | Are there drainage issues? |  |  |
|  | Are there any smells or offensive odors? |  |  |
|  | Are the grounds free of clutter and uncontrolled weeds? |  |  |
|  | Do the grounds allow a space for recreation? |  |  |
| Housing – 20 CFR 654.407 | | | |
|  | How many rooms? | **Count** |  |
| Housing | | Yes | No |
|  | Is the house structurally sound? |  |  |
|  | Does it have flooring that prevents water from entering? |  |  |
|  | Does 1/2 of the floor area have 7 ft or more ceiling height? |  |  |
| Electricity and Lighting – 20 CFR 654.410 | | Yes | No |
|  | Does the site have electricity with wiring and fixtures in safe condition? |  |  |
|  | Does each habitable room and hallway have ceiling or wall fixtures? |  |  |
|  | Does each living space have at least one electrical outlet? |  |  |
|  | Is there adequate light for pathways and yard area? |  |  |
| Natural Lighting | | Yes | No |
|  | Is there natural light equivalent to 10% of floor area? |  |  |
|  | Can the window or skylight open 45% except when ventilation is supplied by some other method? |  |  |
| Sleeping Areas – 20 CFR 654.416 | | | |
|  | Number of bedrooms | **Count** |  |
|  | Number of beds or cots; double beds may only be provided in family accommodations or are counted as one bed | **Count** |  |
|  | Number of double bunks with clean mattresses; triple bunks are not allowed | **Count** |  |
| Sleeping Areas | | Yes | No |
|  | Do the bunks have 27" or more between the beds and are 36" from the ceiling? No triple-bunks? |  |  |
|  | Is the provided bedding clean and sanitary? |  |  |
|  | Are there places to hang clothes and store personal effects? |  |  |
| Space Requirements | | Yes | No |
|  | Where there are single beds, are there 50 sq. ft. per person? |  |  |
|  | Where there are bunk beds, are there 40 sq. ft. per person? |  |  |
|  | For multiple purpose rooms (cooking, eating, sleeping), are there 60 sq. ft. per person? |  |  |
|  | For family housing, is there a room or partitioned sleeping area for parents if a child is over 6 yrs or age? Are there separate rooms for each sex of the family? |  |  |
|  | For non-family housing, are there separate sleeping facilities for each sex? Is there a bed available for each occupant? |  |  |
|  | Are there adequate facilities to store clothes and personal effects for each occupant? |  |  |
| Cooking and Eating Facilities in Individual Unit or Common Facility – 20 CFR 654.413 | | | |
|  | Cook stoves | **Count** |  |
|  | Refrigerators | **Count** |  |
| Cooking and Eating Facilities in Individual Unit or Common Facility | | Yes | No |
|  | Is there a cook stove or hot plate with at least 2 burners with a ratio of 1:10 people or 1:2 families? |  |  |
|  | Is the area around cooking areas easily cleaned and the wall surfaces made of fire-resistant material? |  |  |
|  | Is there adequate lighting and ventilation? |  |  |
|  | Is the floor made of nonabsorbent, easily cleaned materials? |  |  |
|  | Are there adequate sinks with hot and cold water under pressure? |  |  |
|  | Are there adequate shelves and a counter? |  |  |
|  | Is there a refrigerator maintaining a temperature of 45 °F or colder? |  |  |
|  | Is there a table and chairs or other seating, meeting the needs of the occupants? |  |  |
|  | In a central mess facility, are the kitchen and mess hall in proper proportion to the capacity of the housing and separated from sleeping quarters? |  |  |
| Insect and Rodent Control – 20 CFR 654.414 | | Yes | No |
|  | Is it free of insects, rodents, and other vermin? |  |  |
| Outside Openings – 20 CFR 654.408 | | Yes | No |
|  | Are outside openings protected with screening of at least 16-mesh? |  |  |
|  | Are screen doors tight-fitting, in good repair and self-close? |  |  |
| Water Supply – 20 CFR 654.405 | | Yes | No |
|  | Is there an adequate and convenient supply of water? |  |  |
|  | If not provided in the unit, is water available within 100 ft.? |  |  |
|  | Is there adequate drainage for overflow or spillage? |  |  |
|  | Common drinking cups are not permitted. |  |  |
| Bathing, Laundry, and Handwashing – 20 CFR 654.412 | | | |
|  | Showerheads | **Count** |  |
|  | Bathtubs | **Count** |  |
|  | Moveable bathtubs | **Count** |  |
|  | Washbasins | **Count** |  |
|  | Laundry machines | **Count** |  |
|  | Fixed laundry tubs | **Count** |  |
|  | Moveable laundry tubs | **Count** |  |
| Bathing, Laundry, and Handwashing | | Yes | No |
|  | Is there hot and cold water under pressure provided for bathing and handwashing? |  |  |
|  | Are facilities clean and sanitary and located within 200 ft. of unit? |  |  |
|  | Is there at least one showerhead for every 15 people? |  |  |
|  | In common areas, are showerheads spaced at least three ft. apart with nine sq. ft. of floor space? Is there a dry dressing space? Is the floor made of nonabsorbent, nonskid material and sloped properly to the drain? Are there separate shower facilities for each sex marked in occupant’s native language? |  |  |
|  | Are there at least one laundry tray for every 25 occupants, one mechanical washer for every 50 occupants, or a combination of mechanical and 1 laundry tray for every 100 occupants? |  |  |
| Toilets – 20 CFR 654.411 | | | |
|  | Flush toilets | **Count** |  |
|  | Privy | **Count** |  |
|  | Urinal | **Count** |  |
| Toilets | | Yes | No |
|  | Excepting family units, for each sex marked in occupants’ native language, are there separate facilities including toilets in the ratio of 1:15 people? |  |  |
|  | If there are urinals, one urinal or 24" of trough-type can make up to a third of required toilet seats, constructed of non-absorbent materials. |  |  |
|  | Is there an adequate supply of toilet paper and holders? |  |  |
|  | Is the bathroom well lit and ventilated? Sanitary? |  |  |
|  | If there are outhouses, are they located within 200' of each living unit but 50' away from food prep or eating? Are they fly-tight? Do they have the required seats? |  |  |
| Excreta and Liquid Waste Disposal – 20 CFR 654.406 | | Yes | No |
|  | Are there any indications of raw or treated liquid waste? |  |  |
|  | Are facilities provided for effective disposal of sewage? |  |  |
|  | If there is a public sewer system, is the unit connected to it? |  |  |
|  | If not, are state health authority requirements being met? |  |  |

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| Garbage and Other Refuse – 20 CFR 654.414 | | | |
|  | Garbage containers | **Count** |  |
| Garbage and Other Refuse | | Yes | No |
|  | Are there fly-tight durable containers that are at least 20 gallons in a ration of 1:15 people adjacent to each housing unit? |  |  |
|  | Is refuse picked up 2x a week or more? |  |  |
| Heating – 20 CFR 654.409 | | Yes | No |
|  | Is there properly installed, operable heating equipment that can maintain a temperature of at least 68°F? |  |  |
|  | If combustible fuel is used, are equipment and unit properly vented? |  |  |
|  | If there is a solid/liquid fuel stove, does it sit on fireproof material? Is there a fireproof wall or ceiling within 18"? Does it have a vented metal collar? |  |  |
|  | If there are portable heaters, are they only electric? |  |  |
|  | If the heating system has automatic controls, do they cut off the fuel supply to prevent fires? |  |  |
| Fire, Safety, and First Aid – 20 CFR 654.417 | | | |
|  | Fire extinguishers | **Count** |  |
|  | First aid kits | **Count** |  |
| Fire, Safety, and First Aid | | Yes | No |
|  | Are buildings constructed and maintained to state and local fire and safety laws? Are 2nd story rooms in compliance? |  |  |
|  | In one-story housing for fewer than 10 occupants, there are two means of escape one of which can be a window with an openable space of 24”x24"? |  |  |
|  | In sleeping quarters for 10 or more people and common rooms, are there at least two remotely separated doors for escape? |  |  |
|  | Do sleeping quarters and common rooms on 2nd story have at least two means of escape? |  |  |
|  | Does each unit have a working fire extinguisher readily accessible within 100 ft.? |  |  |
|  | With the exception of those for immediate household use, are flammable or volatile liquids or materials stored elsewhere? |  |  |
|  | Are agricultural pesticides and toxic chemicals store elsewhere? |  |  |
|  | Is there at least one 16-unit equivalent first aid kit provided and readily accessible for every 50 occupants? |  |  |
| MSPA General Obligations – The person who owns or controls the facility will comply with all applicable federal, state, and/or local housing standards. | |  |  |
| H-2A General Obligations – The employer complies with all applicable federal, state, and/or local standards for the housing facility. | |  |  |

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| **Alaska Foreign Labor Certification H-2A and Farmworker Housing Inspection Checklist – OSHA Guidelines for Housing Built After April 3, 1980** | | | |
|  | | | |
| Was this housing unit built after 4/3/1980 or have there been renovations? | | **Yes** | **No** |
|  | If yes, follow these OSHA guidelines. If no, follow ETA guidelines starting on p.2 above. |  |  |
| OSHA Guidelines | | | |
| Housing Site – 29 CFR 1910.142(a) | | Yes | No |
|  | Are there drainage issues? |  |  |
|  | If untreated for mosquito control, is unit located at least 200 ft. from swamps, pools, sink holes or surface water collection? |  |  |
|  | Is the area graded or free from potential water nuisance depressions, free of periodic flooding, and at least 500 ft. from livestock? |  |  |
|  | Are there any smells or offensive odors? |  |  |
|  | Is there adequate space between buildings to prevent overcrowding? |  |  |
|  | Are the grounds free of clutter and uncontrolled weeds? |  |  |
|  | At the end of the season, has the site and building been cleaned? |  |  |
| Housing – 29 CFR 1910.142(b) | | | |
|  | How many rooms? | **Count** |  |
| Housing | | Yes | No |
|  | Is the house structurally sound? Does it provide shelter from the elements? |  |  |
|  | Are floors made of wood, asphalt, or concrete and in good repair? |  |  |
|  | Are the floors smooth but not slippery and impervious to moisture? |  |  |
|  | Are wooden floors elevated at least one foot above the ground? (Banking earth or suitable materials around the *outside* to retain heat is acceptable.) |  |  |
|  | Is the building clean? |  |  |
|  | Is all heating, cooking, and water heating equipment installed in compliance with state and local ordinances, codes, and regulations? |  |  |
| Electricity and Lighting – 29 CFR 1910.142(g) | | Yes | No |
|  | Does the site have electricity? |  |  |
|  | Does the facility provide electrical outlets? |  |  |
|  | Does each habitable room, hallway, laundry and toilet room have a wall or ceiling light fixture providing at least 20 foot-candles 30” from the floor? |  |  |

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| Sleeping Areas 29 CFR 1910.142(b) | | | |
|  | Number of bedrooms | **Count** |  |
|  | Number of beds or cots; double beds may only be provided in family accommodations or are counted as one bed. | **Count** |  |
|  | Number of double bunks with clean mattresses; triple bunks are not allowed. | **Count** |  |
| Sleeping Areas | | Yes | No |
|  | Do the double bunks have 27" or more between the beds vertically and are at least 36" from the ceiling? Are they spaced 48” laterally and end-to-end? |  |  |
|  | For single beds, are they spaced at least 36" both laterally and end-to-end and elevated at least 12"? |  |  |
|  | Are there places to hang clothes and store personal effects? |  |  |
| Space Requirements | | Yes | No |
|  | Does each sleeping area have at least 50 sq. ft. per person? |  |  |
|  | For multiple purpose rooms (cooking, eating, sleeping), are there at least 100 sq. ft. per person? |  |  |
|  | Does it have a seven foot or higher ceiling? |  |  |
|  | Are the kitchen and dining areas separate from sleeping quarters? |  |  |
| Cooking and Eating Facilities in Individual Unit or Common Facility – 29 CFR 1910.142(i) | | | |
|  | Cook stoves | **Count** |  |
|  | Refrigerators | **Count** |  |
| Cooking and Eating Facilities in Individual Unit or Common Facility | | Yes | No |
|  | Is there a cook stove or hot plate with at least two burners with a ratio of 1:10 people or 1:2 families? |  |  |
|  | Are cooking areas easily cleaned and the wall surfaces made of fire resistant material? |  |  |
|  | Is the floor made of non-absorbent, easily cleaned materials? |  |  |
|  | Are there adequate sinks with hot and cold water under pressure? |  |  |
|  | Where there is a central dining area, does the facility comply with the requirements of the “Food Service Sanitation Ordinance and Code,” Part V of the “Food Service Sanitation Manual,” U.S. Public Health Service Publication 934 (1965), which is incorporated by reference as specified in Sec. 1910.6.? |  |  |
| Insect and Rodent Control 29 CFR 1910.142(j) | | Yes | No |
|  | Have effective measures been taken to prevent insects, rodents, and other vermin infestation? |  |  |
| Outside Openings | | Yes | No |
|  | Are all outside openings protected with screening of 16 mesh? |  |  |
|  | Are screen doors tight-fitting, in good repair and self-close? |  |  |

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| Water Supply – 29 CFR 1910.142(c) | | Yes | No |
|  | Is there an adequate and convenient supply of water equal to 35 gallons per person per day? |  |  |
|  | Is there sufficient water pressure for all fixtures? |  |  |
|  | If not provided in the unit, is water available within 100 ft.? |  |  |
|  | Where water pressure is adequate, are water fountains available for each up-to-100 people? |  |  |
|  | Are common drinking cups prohibited? |  |  |
| Bathing, Laundry, and Handwashing – 29 CFR 1910.142(f) | | | |
|  | Showerheads | **Count** |  |
|  | Bathtubs | **Count** |  |
|  | Moveable bathtubs | **Count** |  |
|  | Washbasins | **Count** |  |
|  | Laundry machines | **Count** |  |
|  | Fixed laundry tubs | **Count** |  |
|  | Moveable laundry tubs | **Count** |  |
| Bathing, Laundry, and Handwashing | | Yes | No |
|  | Is there at least one hand wash basin per family or per six people? |  |  |
|  | Is there at least one showerhead for every 10 people? |  |  |
|  | Are there floor drains in shower baths, shower rooms, and laundry rooms? |  |  |
|  | Are all junctions of curbing and the floor covered? |  |  |
|  | Are walls and partitions of shower rooms impervious up to splash height? |  |  |
|  | Is there an adequate supply of hot and cold running water? |  |  |
|  | Is it possible to maintain at least 70°F in each service building? |  |  |
|  | Is there a slop sink for laundry, handwashing, and bathing? |  |  |
|  | Is there at least one laundry tray or tub for every 30 people? |  |  |
|  | Are there facilities to dry clothes? |  |  |
| Toilets – 29 CFR 1910.142(d) | | | |
|  | Flush toilets | **Count** |  |
|  | Privy | **Count** |  |
|  | Urinal | **Count** |  |
| Toilets | | Yes | No |
|  | Are the toilets free of any nuisance or public health hazard? |  |  |
|  | Are the toilets accessible without passing through a sleeping room? Is the room used for anything other than toilet purposes? |  |  |
|  | Is there at least one toilet for every 15 people with a minimum of two for any shared facilities? |  |  |
|  | In multifamily shelters, are there separate toilet rooms for each gender that are clearly marked? |  |  |
|  | If there are urinals, is there at least one urinal or 24" of trough-type for every 25 men? Is the area around the urinal impervious to moisture? |  |  |
|  | Is there an adequate supply of toilet paper and holders? |  |  |
|  | Is the bathroom well-lit and ventilated, and sanitary? |  |  |
|  | Is every water closet installed on or after 8/31/71 located in a toilet room? |  |  |
|  | If there are outhouses, are they located within 200 ft. of each living unit but at least 100 ft. away from food prep or eating? |  |  |
| Sewage Disposal Facilities – 29 CFR 1910.142(e) | | Yes | No |
|  | If there is a public sewer system, is the unit connected to it? |  |  |
| Garbage and Other Refuse Disposal – 29 CFR 1910.142(h) | | | |
|  | Garbage containers | **Count** |  |
| Garbage and Other Refuse | | Yes | No |
|  | Is the container fly-tight, rodent- and animal-free with one container per shelter located within 100 ft. on a wooden, metal or concrete stand? |  |  |
|  | Are the containers clean? |  |  |
|  | Is refuse removed at least twice weekly? |  |  |
| Fire, Safety, and First Aid – 29 CFR 1910.142(i), (k), (l) | | | |
|  | Fire extinguishers | **Count** |  |
|  | First Aid kits | **Count** |  |
| Fire, Safety, and First Aid | | Yes | No |
|  | Is there anyone with any communicable disease prepping or cooking? |  |  |
|  | Has the camp superintendent reported any person with a communicable disease to the local health officer? |  |  |
|  | Has the camp superintendent been informed that it is their duty to report suspected food poisoning or unusual prevalence of any illness in which fever, diarrhea, sore throat, vomiting, or jaundice is a prominent symptom to notify the health authority by telegram or telephone? |  |  |
|  | Are there adequate first aid facilities maintained and made available? |  |  |
|  | Is there a person trained and readily available to administer first aid? |  |  |
| MSPA General Obligations – The person who owns or controls the facility will comply with all applicable federal, state, and/or local housing standards. | |  |  |
| H-2A General Obligations – The employer complies with all applicable federal, state, and/or local standards for the housing facility. | |  |  |

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|  | **EMPLOYER’S CERTIFICATION:**    Inspection Type: In-Person ( ) Virtual ( )\*  I CERTIFY THAT I have reviewed the housing regulations of the U.S. Department of Labor, ( ) OSHA ( ) ETA, and that the housing described herein: ( ) meets, ( ) does not meet such standards. I hereby authorize representatives of the State of Alaska, Department of Labor and Workforce Development to inspect the above housing at any reasonable time.  \* State of Alaska SWA may permit virtual housing inspections in the event of emergency with prior authorization. Acceptable types of documentary evidence include, but are not limited to: photos, images, videos, cell phone videos (.mp3, .mp4, .wmv, .mov, etc. formats) and other related hard-copy documentation. Each item listed in either the OSHA or ETA guidelines must have documentary evidence that illustrates and supports the satisfactory meeting of requirements. Additional instructions will be provided by the Alaska FLC program.  Digital materials may be sent to:  **dol.flc@alaska.gov**  Hardcopy and physical items can be mailed to:  **Alaska Dept. of Labor and Workforce Development**  **Division of Employment and Training Services**  **P.O.BOX 115509**  **Juneau, AK 99801-5509** | | | | | | | | | | |  |
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|  | Signature of Authorized Official | | | |  | Printed Name and Title | | |  | Date | |  |
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