



Alaska Department of Environmental Conservation

TEMPORARY CAMP PRACTICES

Consolidated Application and Worksheet

Purpose:

Several programs within the Alaska Department of Environmental Conservation's (DEC) Divisions of Environmental Health and Water manage drinking water safety, food service safety, solid waste disposal, and domestic wastewater treatment and disposal. The various programs provide guidance in the form of best management practices or have application, fee and operational requirements for temporary camps in order to protect public health and the environment. The department has combined these guidelines and requirements into a single, consolidated package for operators of remote temporary camps with an average of 24 or fewer people over a 7 day period. This "one-stop" worksheet/application provides a comprehensive overview of temporary camp practices and requirements and also streamlines the approval process whereby small camp operators can understand and meet their responsibilities.

This consolidated application presents best management practices and the minimum standards that protect human health and the environment. If your camp operation will not meet the applicable minimum standards, contact ADEC for further assistance at the telephone number or email provided below.

How to use this application: The worksheet on page 3 will guide you to the sections and appendices that are applicable to your camp operation. Not all of the appendices may apply to your temporary camp. The appendix material that does apply will help you in meeting requirements or establishing best management practices for your temporary camp.

Step 1: Read the Definitions on page 2. These terms are used throughout this application.

Step 2: Complete Section I. This worksheet is designed to help you determine which category of camp you will be operating, what the regulatory requirements are, and whether, under certain conditions, your temporary camp may be exempted from some requirements.

Step 3: Review Section II or III, as applicable to your temporary camp. Section II provides information on fees, regulatory requirements and best management practices detailing temporary camp practices that establish sanitary conditions and environmental protection.

Step 4: If required, complete the Temporary Camp Application Form on page 8 of this application and submit to:

Temporary Camp Coordinator
Division of Environmental Health
Alaska Department of Environmental Conservation
610 University Avenue
Fairbanks, AK 99709-3643
Telephone: (907) 451-2100 or 451-2120
Fax: (907) 451-5120
Email: DEC.EH.TemporaryCampCoordinator@alaska.gov

Appendices:

- A. Potable Water Treatment and Storage Practices
- B. Pit Privy Guide
- C. Graywater Treatment and Disposal Guide
- D. Camp Graywater Handling
- E. Food Condition and Source
- F. Safe Camp Kitchens in Bear Country

Definitions

(Rev. 8/2011)

For the purposes of this application only, the following definitions apply:

Caches	Structures left during the winter and used to store items used in operation of a seasonal permanent camp (See temporary camp definition.).
Domestic wastewater	Human wastes (excrement and urine) and graywater.
Federal facility	For purposes of food safety, a national park or military reservation where food service is overseen by the federal government. National Forests are not considered federal facilities under these regulations and guidelines.
Graywater	Wastewater from a sink, shower, bath, laundry, kitchen or other domestic source. Does not include human wastes.
Human waste	Human excrement and urine.
Inert Waste	Solid waste that has a low potential to pollute air or water and does not normally attract wildlife. Inert waste includes scrap metal, incinerated toilet ash, burned waste ash, and non-hazardous construction and demolition waste.
Persons in Camp	0-24 persons means up to a daily maximum of 24 people (clients, operator, staff) residing at the camp, averaged over 7 days.
Potable water	Water suitable for human consumption (e.g., drinking, washing, cooking, bathing). Potable water means water that is free from disease-producing organisms; poisonous substances; and chemical, biological, and radioactive contaminants that would make it unfit for human consumption and other uses. "Potable water" is traditionally known as drinking water.
Public Land Manager	A local, state or federal agency who approves use of public land for a temporary camp, including Alaska Department of Natural Resources, Bureau of Land Management, National Park Service, U.S. Forest Service, and U.S. Fish and Wildlife Service.
Temporary Camp:	For the purposes of this application: <ul style="list-style-type: none">• a remote establishment providing shelter and support for persons engaged in commercial recreation (guided hunting, rafting, wilderness fishing, etc) or industrial activities (mining exploration, labor, construction, etc).• a remote camp that is occupied on a temporary basis and is not a place of "residence".• a remote seasonal camp with a structure (such as a hunting/ trapping cabin or storage shed) that is used for temporary storage, food preparation or emergency shelter that operates for a season of each year in the same location.• NOTE: Not covered under this application are lodges, (or commercial enterprise with the intent of selling bed space or meals), child/adult day camps, floating camps or barges.



TEMPORARY CAMP PRACTICES APPLICATION WORKSHEET

Section I: Determining the Camp Type and Regulatory Requirements

1. Does the camp operate for less than 14 days in any one location?

If there are 24 people or less in camp and for fewer than 14 days, no review/approval is needed from ADEC.

If more than an average of 24 people in camp and less than 14 days, see Section III.

Operators are advised to follow best management practices detailed in Section II.

2. Is the camp located in a national park, or military reservation, where inspections and regulatory oversight are provided by the federal government? 18 AAC 31.012(19)

If yes, the Alaska Food Code does not apply. Alaska requirements for wastewater, drinking water and solid waste **do apply** in addition to all required federal regulations and permits. Federal food safety requirements administered by the facility must be met. Continue to question 3.

3. Will the camp be used for oil and gas activities within the boundaries of the North Slope Borough?

If yes, this camp is regulated under Alaska APDES general permit #AKG-33-0000 for wastewater treatment and disposal. For further assistance, contact DEC/Wastewater in Fairbanks at 907-451-2130.

Alaska requirements and BMPs provided in this consolidated application for food safety, drinking water and solid waste will apply and the Annual Camp Authorization fee is reduced by \$30. Continue to question 4.

4. Will the daily maximum number of people residing at the camp always be 24 persons or less, averaged over a 7-day period?

If yes, proceed to Section II. You have described a **small temporary camp**.

5. At any time, will the daily maximum number of people residing at the camp, averaged over a 7-day period, be more than 24 persons?

If yes, proceed to Section III. You have described a **large temporary camp**. This camp will require plan review and authorization from DEC for wastewater treatment and disposal, provision of drinking water, and food service.

Section II: Small Temporary Camps (24 persons or less, averaged over 7 days)

Fees.	
	Annual Fee: \$230.00
<p>Human Wastes (Urine and Excrement) must be disposed of in a pit privy, incinerating toilet, or composting toilet.</p> <p>If any other type of human waste treatment & disposal system is used, such as a flush toilet with septic system, this camp application does not apply and you need to obtain approval. For further information, go to the DEC website: http://www.dec.state.ak.us/water/wwdp/dmww/dmww.htm</p>	
Pit Privy Requirements	
	<p>Reviewed and applied Pit Privy Guide (Appendix B).</p> <p>Also available on the DEC web-site at: http://www.dec.state.ak.us/water/wwdp/online_permitting/pdfs/pitprivy2.pdf</p>
	<p>Located at least 100 feet, measured horizontally, from the mean high water level of any surface water; at least 150 feet, measured horizontally, from a drinking water source serving a facility that is approvable in this application; and with the lowest point of the pit privy at least four feet above the water table. A site with well-drained soils is desirable to provide adequate vertical separation between the bottom of the pit privy and the underlying water table.</p>
	<p>Located so that surface drainage does not collect in the pit.</p>
	<p>Used only to dispose of human wastes, particles removed from a graywater treatment system (described below), and ash from burnable solid wastes. If the pit privy is used to dispose of ash, the expected ash volume must be considered when sizing the pit privy. All other wastes, including graywater, garbage, oil, hazardous substances, toxic waste, or non-burnable solid wastes, shall not be disposed of in the pit privy.</p>
	<p>Constructed, operated and maintained to prevent nuisance and hazards, to control odor, and to prevent access by vermin and other animals.</p>
	<p>Secured during seasonal closures to keep out precipitation, vermin and other animals.</p>
	<p>Permanently closed when it is filled to within 24 inches of the ground surface by removing the above-ground structure and covering the pit with a minimum of two feet of compacted soil that is mounded slightly to allow for settlement and to prevent water from collecting in or around the pit.</p>
	<p>When you are no longer operating the camp or the camp is being decommissioned, the above-ground structure is removed and pit covered with a minimum of two feet of compacted soil that is mounded slightly to allow for settlement and to prevent water from collecting in or around the pit, unless the private landowner or public land manager approves leaving the pit privy in place. In this instance, the pit privy is secured to keep out precipitation, vermin and other animals.</p>
Commercially Manufactured Composting or Incinerating Toilet Requirements	
	<p>Installed, operated and maintained in accordance with the manufacturer's specifications and recommendations.</p>
	<p>The toilet compost or ash is buried at least two feet below the surface; at least 100 feet, measured horizontally, from any surface water; and at least 150 feet, measured horizontally, from a drinking water source serving a facility that is approvable in this application.</p>
	<p>Used only to dispose of human wastes. Not used for the disposal of all other wastes, including graywater, garbage, oil, hazardous substances, toxic waste, ash from burned solid waste or non-burnable solid wastes.</p>

Graywater Treatment and Disposal System

You must dispose of graywater using a graywater treatment and disposal system. There are two methods you can use, depending on the daily volume and the duration of the graywater discharge:

- (1) ground surface graywater discharge method, or
- (2) subsurface graywater treatment and disposal.

Ground Surface Graywater Treatment and Disposal System Requirements

If your camp's daily graywater volume is no more than 1,000 gallons per day (gpd), and occurs for no more than 90 days in a calendar year, you are allowed to discharge your camp graywater to the ground surface if you meet the requirements below. See also Appendix C.

	Review and apply Appendix C, as applicable.
	Minimum separation distance between surface discharge area and lake, stream or river is 100 feet.
	Surface discharge area does not have a direct connection to any surface water; graywater is contained in the immediate area of discharge and not discharged on a steeply sloping area.
	Surface discharge does not cause erosion.
	Prior to discharge, the graywater (if greater than 25 gpd) is treated through a bag filter (see example in Appendix C Diagram 2: Graywater Treatment Basin) to remove particles; and the particles are disposed of either in a pit privy or in the same manner as other solid wastes generated at the camp. If the volume of water treated is less than 25 gpd see small volume barrel graywater treatment system in Appendix C, Diagram 1.
	The graywater does not include any discharge of kitchen oil, floating solids, foam or garbage.
	The camp operation uses low-phosphate detergent.
	Human access is prevented to surface discharge area through signage, remote location, fencing, etc.
	Surface discharge point is relocated if slime or solids accumulate on the ground surface and vegetation, or if the graywater discharge adversely affects the vegetation.
	<i>Camp Graywater Use and Handling</i> (Appendix D) is posted in a conspicuous location for camp employees and guests.

Ground Subsurface Graywater Treatment and Disposal System Requirements

If your camp's daily graywater volume is greater than 1,000 gpd, and/or occurs for more than 90 days in a calendar year, you must discharge your camp graywater according to the requirements below. (See also Appendix C)

	System is located at least 100 feet, measured horizontally, from the mean high water level of any surface water and at least 150 feet, measured horizontally, from a drinking water source serving a facility that is approvable in this application.
	Graywater is treated to remove particles that are 0.04 inches or larger in size, and the particles disposed of either in a pit privy or in the same manner as other solid wastes generated at the camp.
	Graywater is treated through a graywater treatment system that discharges to a soil absorption system.
	System is sized, operated and maintained to ensure there is no spill, leak or surfacing of graywater, and secured to prevent access by vermin and other animals during a period of seasonal shutdown.
	If subsurface structures are closed and left in place for future use by subsequent camp operators, then: <ul style="list-style-type: none"> ● The private landowner or public land manager approves; and ● All surface piping is capped off to keep out precipitation, vermin and other animals.
	If subsurface structures are abandoned in place, then: <ul style="list-style-type: none"> ● The private landowner or public land manager approves; ● Underground piping is capped off;

Section III: Large Temporary Camps (more than 24 persons)

Wastewater, Drinking Water, and Food Service

Because of the size of your temporary camp, permits, authorizations, and engineered plan approvals are required for wastewater disposal, food service and drinking water.

Contact:

Temporary Camp Coordinator
Division of Environmental Health
Alaska Department of Environmental Conservation
610 University Avenue
Fairbanks, AK 99709-3643

Telephone: (907) 451-2100 or (907)451-2120

Fax: (907) 451-5120

Email: DEC.EH.TemporaryCampCoordinator@alaska.gov

Solid and Other Waste Management

Large Temporary Camps that do not transport solid waste to a permitted landfill or transfer station must apply for and obtain a *Remote Camps and Lodges* general permit or a Class III landfill permit from the DEC Solid Waste Program. These permits will allow the operation of an onsite landfill at the camp. The permit applications can be found at: <http://dec.alaska.gov/eh/sw/permitapps.htm>.

For any questions, please contact us at:

Solid Waste Program
Alaska Department of Environmental Conservation
555 Cordova St.
Anchorage, AK 99501
Phone: (907) 269-7802
Fax: (907) 269-7600

For DEC Use Only

Application approved as submitted:

Name, Title (Print)

Date

Application approved as noted below:

Name, Title (Print)

Date

Interim Approval until _____ when camp operator will meet
the requirement/s noted below:

1. Food Safety: _____

2. Human Waste: _____

3. Graywater: _____

4. Solid Waste: _____

Approval with alternative requirement: _____

Expiration Date: _____