

**DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER  
PROTECTION NOTICE OF PROPOSED GUIDANCE DOCUMENTS**

Pursuant to section 227.112 of the Wisconsin Statutes, the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) is hereby accepting comments on the proposed guidance document:

**Guidelines for Operating Campgrounds during COVID-19**

**LOCATION OF PROPOSED GUIDANCE**

Proposed guidance document may be reviewed by accessing:

[https://datcp.wi.gov/Pages/About Us/GuidanceDocuments.aspx](https://datcp.wi.gov/Pages/About_Us/GuidanceDocuments.aspx)

**SUBMITTING PUBLIC COMMENTS**

Public comments on proposed or adopted guidance document may be submitted by accessing:

[https://datcp.wi.gov/Pages/About Us/GuidanceDocuments.aspx](https://datcp.wi.gov/Pages/About_Us/GuidanceDocuments.aspx)

**DEADLINE FOR SUBMISSION**

The comment period will run no fewer than 21 days after the publication of this document in the Administrative Register.

**AGENCY PUBLICATION**

The attached guidance document contains statements or interpretations of law under the following applicable provisions of federal law or the applicable state statutory or administrative code provisions: Wis. Stat. ch. 97.615(2)(b), Wis. Admin. Code, ch. 79.

**CERTIFICATION**

Pursuant to the authority delegated to me by the Secretary, I have reviewed the attached guidance document or proposed guidance document and I certify that it complies with sections 227.10 and 227.11 of the Wisconsin Statutes. I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is not explicitly required or explicitly permitted by a statute or a rule that has been lawfully promulgated. I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is more restrictive than a standard, requirement, or threshold contained in the Wisconsin Statutes.



\_\_\_\_\_05-28-2020\_\_\_\_\_

Steve Ingham

Administrator

Division of Food and Recreational Safety



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GUIDANCE DOCUMENT

## **Guidance Document Title: Guidelines for Operating Campgrounds during COVID-19**

*This guidance document is based on Wis. Stat. ch. 97.615(2)(b) and chapter(s) ATCP 79 Wis. Admin. Code. This document is intended solely as guidance, and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. This guidance does not establish or affect legal rights or obligations, and is not finally determinative of any of the issues addressed.*

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*Steven C. Ingham*

May 28, 2020

Steven Ingham, Ph.D. - Administrator, Division of Food and Recreational Safety

DATE

Contributors:



# Division of Food and Recreational Safety

May 20, 2020

## Guidelines for Operating Campgrounds during COVID-19

The following recommendations are intended to help campgrounds operate while keeping staff and guests safe from COVID-19.

### Employee Health & Hygiene

- Train staff on the [symptoms of coronavirus \(COVID-19\)](#) and make sure they stay home when sick.
- Maintain an adequate supply of paper goods, soap and hand sanitizer to allow proper hand hygiene among employees.
- Wear disposable gloves for duties of cleaning and sanitizing.
- Avoid touching your eyes, nose and mouth.
- Wash your hands often with soap and water for at least 20 seconds.
- Provide tissues for proper cough/sneeze etiquette and no-touch disposal receptacles.

### Face Masks

- The Centers for Disease Control and Prevention (CDC) recommends the use of face masks.
- Ensure employees are wearing the face covering properly. The CDC illustrates [how to properly wear a face covering](#).

### Social Distancing

- Eliminate any unnecessary physical contact between staff and customers, and maintain social distancing of at least 6 feet between individuals whenever possible. Social distancing should occur both inside buildings and outside, such as on golf courses, boat launches and other outdoor settings.
- Offer cashless and contactless transactions or virtual check-ins whenever possible.
- Establish self check-in and check-out procedures. Hand sanitizer should be conveniently placed for use in the guest entry area.
  - When exchanging paper and coin money, do not touch your face afterward; ask customers to place cash on the counter rather than directly into your hand; place money directly on the counter when providing change back to customers; clean counter between each customer at checkout.
  - Consider adding clear plastic barrier protection at the registration/cashier desk with a pass-through opening to exchange items as necessary.



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- Any indoor or outdoor waiting area must be marked so that social distancing standards are met.
- Customers should be instructed to maintain social distancing for the duration of their visit. For example, boaters should not raft up or pull up on common sandbars/beaches.
- Common-use areas should maintain social distancing. Examples include changing rooms, lounge areas, locker rooms, courtesy food and beverage bars, and child play areas.
- Services requiring personal interactions (e.g., guides, instructors) should maintain social distancing whenever possible.

### Recommendations for Cleaning Public Areas

- Sanitize surfaces using an [EPA-registered disinfectant](#) or a bleach solution.
- Prepare a bleach solution by mixing:
  - 5 tablespoons ( $\frac{1}{3}$  cup) bleach per gallon of water for non-food contact surfaces.
  - 1 teaspoon bleach per gallon of water for food contact surfaces.
  - Do not mix bleach and ammonia based chemical solutions!
- Sanitizing wipes should be used and must be discarded when visibly soiled.
- Cloth materials should be washed on the highest possible temperature setting and dried thoroughly.
- Frequently clean and sanitize touch points in all common areas to include laundry facilities, shower buildings, toilet facilities and arcades/game rooms.
- High customer contact areas such as door

knobs, buttons, touch screens, and check-out counters should be cleaned frequently or between each user, if feasible.

- *Shower building:* Clean high-contact surfaces including light switches, door handles, toilets, and faucet handles.
  - Showers may be closed to the public.
  - Toilets exceeding the required number in Wis. Admin. Code § [ATCP 79.16](#) may be closed to the public.
- *Operator-provided camping units:* Clean high-contact surfaces including light switches, door handles, fixtures, glassware, utensils, ice buckets and coffeemakers.
  - If provided, launder towels, linens and bedding on the warmest appropriate water setting and dry completely between each guest stay.
  - If provided, sanitize all multiuse utensils, dinnerware and glassware between each guest stay.
- Review the [CDC's cleaning and sanitizing guidance](#) for additional information.

### Additional Customer Protections

- Post signage at the entrance area and other locations letting customers know about changes to your policies and instructing them to stay away if they are experiencing coronavirus-like symptoms.
- Ensure hand washing or sanitizing stations (at least 60% alcohol) are available for employees and customers, and encourage customers to use them.
- Remove all unnecessary touchpoints, especially those that cannot be sanitized between uses.



- Utilize disposable items whenever possible; provide adequate no-touch trash receptacles, and increase trash removal frequency to accommodate increased waste.
- Continue offering virtual experiences and curbside pickup of physical goods to accommodate all customers, if possible.

### Group Activity Guidelines

- Do not congregate in parking lots, trailheads, boat launches or overlooks. Allow for others to leave before accessing a crowded area.
- Shared transport should be avoided unless an empty seat can be left between all unrelated users. Encourage passengers to wear face masks and staff to disinfect vehicle after each use.
- Conduct orientation or group training outdoors or in large, well-ventilated rooms.

- Campsites should be limited to members of a single household or living unit.

### Resources for Campgrounds

- [CDC: Resources for Parks and Recreational Facilities](#)
- [CDC: Guidance for Administrators in Parks and Recreational Facilities](#)
- [CDC, Resources for Businesses and Employers](#)
- [OSHA: Guidance on Preparing Workplaces for COVID-19](#)
- [Wisconsin Department of Agriculture, Trade and Consumer Protection](#)



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