

LOSS CONTROL BULLETINS

Loss Control Bulletin

To: All CFSA Member Fairs
From: Safety Department
Date: June 1, 2003
Subject: Rodeos

In the spring of 2002 California Fair Services Authority released a preliminary loss control bulletin regarding bull riding and rough stock activities often associated with rodeo events. The goal that CFSA outlined at the time was to look to the fair and professional rodeo industry for guidance on producing a final, and reasonable set of sound recommendations / guidelines for safer rodeo operations. CFSA staff met with industry representatives in the fall of 2002, and again in January of 2003. The first meeting was an open forum for general comments by the industry or any interested parties. The second meeting was a task group formed from the first, and included representatives from fair management and rodeo professionals. The following are the final recommendations of the rodeo task group.

These recommendations are based on sound safety experience and generally accepted loss control standards. They will address two general areas that should be reviewed for all types of hazardous events. They are;

- ▶ **Operations:** The implementation of appropriate event safety and security policies, and the operational procedures to limit unnecessary liability exposure.
- ▶ **Equipment:** The proper installation and careful inspection of all equipment used to contain animals and/or serve as protective barriers for participants, staff, or patrons. This equipment can be either permanent or temporary.

The intention of this bulletin is to inform CFSA members of the potential concerns and hazards that may be associated with this, and other types of hazardous events. We strongly urge you to review these recommendations, along with your current policies and procedures, to determine whether or not your current event has considered these areas of increased risk.

California Fair Services Authority

OPERATIONAL RECOMMENDATIONS FOR RODEOS

- ▶ *Restricted Access*
 - Only participants, pre-authorized staff and pre-authorized visitors should be allowed in Restricted Access Areas. Restricted Access Areas are defined as all areas with the potential for contact with rodeo stock including, but not limited to, fences or barriers adjacent to stock, holding pens, bucking chutes and the pick-up horse area. Each person present in a Restricted Access Area should be identified by a visible badge, pass, wristband, or participant “numbers.” All authorized visitors should be identified by a badge, wristband or other visible identification that is distinctly different from those of participants and staff. No person should be allowed access to a Restricted Access Area without signing an approved waiver and release form. All requirements for visitors apply to sponsors and guests.

- ▶ *Waiver Forms*
 - Most liability insurance policies for rodeos only provide coverage for injuries to rodeo patrons or spectators and exclude coverage for participants, employees, volunteers, independent contractors and other workers. Typically, there is no coverage for any person participating in or assisting in the staging of the rodeo event including, but not limited to, contestants, clowns, starters, timers, judges, announcers, gate-workers, and pick-up riders. For this reason, it is very important that all participants or any other person in a Restricted Access Area sign an approved waiver and release form, and be properly identified as described above.

- *Alcohol Management*
 - A strict no alcohol policy should be enforced in all Restricted Access Areas. The no alcohol policy encompasses participants, staff, and visitors. Anyone who is visibly intoxicated should be removed from such areas for their own safety. Any alcoholic beverages sold on the fairgrounds should always be served in a unique and conspicuous container for easy identification.

- ▶ *High School Rodeos (and similar events with minors participating)*
 - CFSA strongly recommends that all rodeo, rough stock, and similar **events involving participants who are minors be strictly monitored (by the fair) for compliance with sanctioning body safety rules.** If an event is not sanctioned by a authorizing association such as the National High School Rodeo Association (NHSRA), the California High School Rodeo Association (CHSRA), or similar sanctioning organizations, safety rules should be adopted. The rules should meet or exceed those used by sanctioned events. The rules should be in writing and should be clearly communicated to participants, parents, or legal guardians. All rules should be strictly enforced by event and fair officials.
 - **CFSA strongly recommends that all minors participating in bull & rough stock riding be required to wear protective vests and head gear.**

California Fair Services Authority

OPERATIONAL RECOMMENDATIONS FOR RODEOS (continued)

- *Children's events and participation*
 - CFSA strongly recommends that **when children are performing or participating in arena events (i.e. parades, mutton busting, etc.)** that all stock is removed from the loading chutes. **Children's activities should be staged at the maximum distance possible, based on the arena layout, from any gate (chutes) or stock pens.**

EQUIPMENT INSPECTION

Experience shows that poor maintenance, improper installation, unauthorized movement, or unauthorized modifications to protective equipment is often the cause of equipment failure. Protective equipment can be fencing, gates, panels, or any other material or device used to separate bulls and rough stock from people. They can be permanent or temporary. The following page includes inspection procedures for portable and permanent installations of rodeo fence panels, gates, and connection pieces (barriers).

CFSA strongly recommends that a thorough inspection be made of all equipment and connections just prior to the event, or after the installation when applicable. We further recommend an inspection be done of all connections prior to each subsequent day of the event. Panels are often removed to allow for routine maintenance such as water trucks for dust suppression in the arena. It's important to inspect for changes and/or damage that may have occurred to the equipment the previous day.

RODEO PANEL CONSTRUCTION

CFSA strongly recommends that any portable panels serving as a barrier, or used to contain or move bulls and rough stock be manufactured to the same structural standards as "W W", "Powder River", or similar, commercially available panels designed specifically for this use. **Standard portable panels designed for cattle are not acceptable, and should NEVER be used** as a barrier for rodeo stock.

Any custom made panels for rodeo use should meet or exceed the design specifications for "WW", "Powder River" or equivalent commercially available rodeo panels. Contractor should provide the fair with appropriate documentation, including drawings, specifications, and a structural analysis by a California certified Professional Engineer.

STOCK TRAVEL

Stock traveling routes for either permanent or portable layouts should be limited to a maximum of 40 feet per run. Where a run must exceed 40 feet, intermediate gates should be installed no less than every 40 feet, to limit or control stock movement

California Fair Services Authority

INSPECTION CHECK LIST FOR RODEOS

The following inspection procedures have been established to assure the safe and proper assembly of permanent portable panels. All work and inspection should be performed by qualified personnel, capable of understanding the function of the parts and their proper installation. A **daily** pre-opening inspection of all panels, gates, brackets, etc. **should** be performed before the start of the rodeo event.

1. Prior to assembling components inspect for the following:

- ▶ Inspect for any excessively bent or damaged structural members.
- ▶ Inspect all welds for cracks or apparent defects.
- ▶ Inspect all connection points and pins for signs of damage and excessive wear.
- ▶ Inspect all spring activated gate latches for broken or damaged components. The spring latch must work as intended. Check to ensure the gates latch and close properly.
- ▶ Inspect all hinges/collars for serviceability and condition.
- ▶ Repair all damaged items **in accordance with manufacturer specifications.**

2. Upon completion of assembly, inspect for the following:

- ▶ Check to ensure that all pins are correctly installed and if applicable, all safety pins, cotter pin, and r-keys are properly installed.
- ▶ A secondary safety device **must** be installed at each pinning point as a precaution to prevent the panels from separating. The safety device can either be bailing wire, "no smaller than 11 gauge." cable, etc. Nylon "zip ties" are not acceptable.
- ▶ All portable panels set up for live stock travel **must** have a kicker installed and pinned at a maximum of every two panels.
- ▶ A barrier shall be placed around all live stock pens. The barrier **must** be placed at least six feet from the panels. The barrier is to limit contact and proximity between spectators and stock when no other barriers exist.
- ▶ All temporary bull riding arenas **should** be double fenced or single fenced with the spectators being a minimum of fifteen feet away from the fence.

LOSS CONTROL MEMO

To: **All CFSA MEMBER FAIRS**

From: Tom Allen, Safety Manager

Subject: **Preventing Disease Transmission Between Animals & People**

One of the most rewarding missions of the California fair industry is promoting agricultural education to our State's ever growing and diverse population. This charge becomes more important every year, as more and more of our patrons come from a continuously growing urban population that have little or no experience with livestock, poultry, or other domestic animals. Providing the link between guests and California agriculture has become an ongoing challenge. Gone are the days when we could assume that our patrons had a basic understanding of how to interact with animals. We now need to educate guests on the fundamental importance of appropriate behavior around animals, as well as proper hygiene when handling animals or visiting livestock areas.

As teachers, we have the incredible opportunity to share the world of agriculture. We also have a responsibility as managers, supervisors, and superintendents to provide appropriate supervision, easily understood health information, and readily accessible hand washing facilities to protect our guests from the risks.

The California fair industry has been very proactive on many of the recommendations in this bulletin, providing both education and guidance long before the highly publicized e-coli outbreaks in Florida. CDFA has provided guidance with two letters on this subject. They are F2002-11 and F2005-13. In early 2003 a large number of freestanding portable hand washing stations were built at the F&E sponsored "Maintenance Mania" seminar. For information on how to access these units, obtain plans to build your own, or receive copies of the above mentioned letters please contact F&E at (916) 263-2955.

The summary that's attached to this memo is an in-depth look at how diseases are transmitted between animals and people. We encourage you to read it. However, the basics are quite simple.

- 1) Ensure that any animals at your facility are as healthy as possible. This can easily be done through the contract process with your vendors and exhibitors. Require documentation that each animal shown at your fair has been evaluated (recently) by a licenced veterinarian and is considered to be in good health.

Note: Please file this Memo under General Liability Section 8, Safety Services, in you Claim & Loss Reporting Guide - 3rd Edition (The CFSA "Red Book").

- 2) Ensure that operators of animal attractions like petting zoos, animal rides or exotic animal shows have the proper insurance coverage. It's very important that CFSA review each exhibitors insurance policy, to assure proper coverage limits and identify limitations or exclusions that could put your fair at greater risk for liability. Please, when in doubt call us!
- 3) Ensure that staff who plan, set up, maintain, or clean animal areas are adequately trained on disease transmission, so they can protect themselves and make educated decisions while performing their duties.
- 4) Provide plenty of signs to adequately educate the public and remind exhibitors of the rules:

FOR YOUR HEALTH & SAFETY NO FOOD, DRINKS, BABY BOTTLES, "SIPPY CUPS" OR PACIFIERS ARE ALLOWED IN LIVESTOCK OR ANIMAL AREAS.

APPROPRIATE BEHAVIOR AROUND ANIMALS IS EXPECTED AT ALL TIMES!

CHILDREN MUST BE CLOSELY SUPERVISED NEAR ANIMALS AT ALL TIMES!

- 5) Have your superintendents, security, and staff enforce these rules. A gentle reminder to fair patrons is usually all it takes. Especially when it's presented out of concern for the guests' well being.
- 6) Use the guidelines behind this memo to layout animal areas so that entrances and exits are controlled as much as possible. Install numerous hand washing stations in each exit area with easy to read signs. Have instructions on how to properly wash hands posted at each station. Provide instructions in English, Spanish or any other language common among your patrons.
- 7) Provide simple and easy to read handouts at all animal area entrances. The handouts should include simple rules on how to behave when around animals and why food and smoking are not allowed. They should also emphasize the importance of hand washing and instruction on the proper techniques. For ideas, use the guidelines located directly behind this memo.
- 8) In food areas located close to livestock or animal exhibits provide additional signs and hand washing facilities for patrons and exhibitors:

"FOR YOUR HEALTH & SAFETY DON'T FORGET TO WASH YOU HANDS"

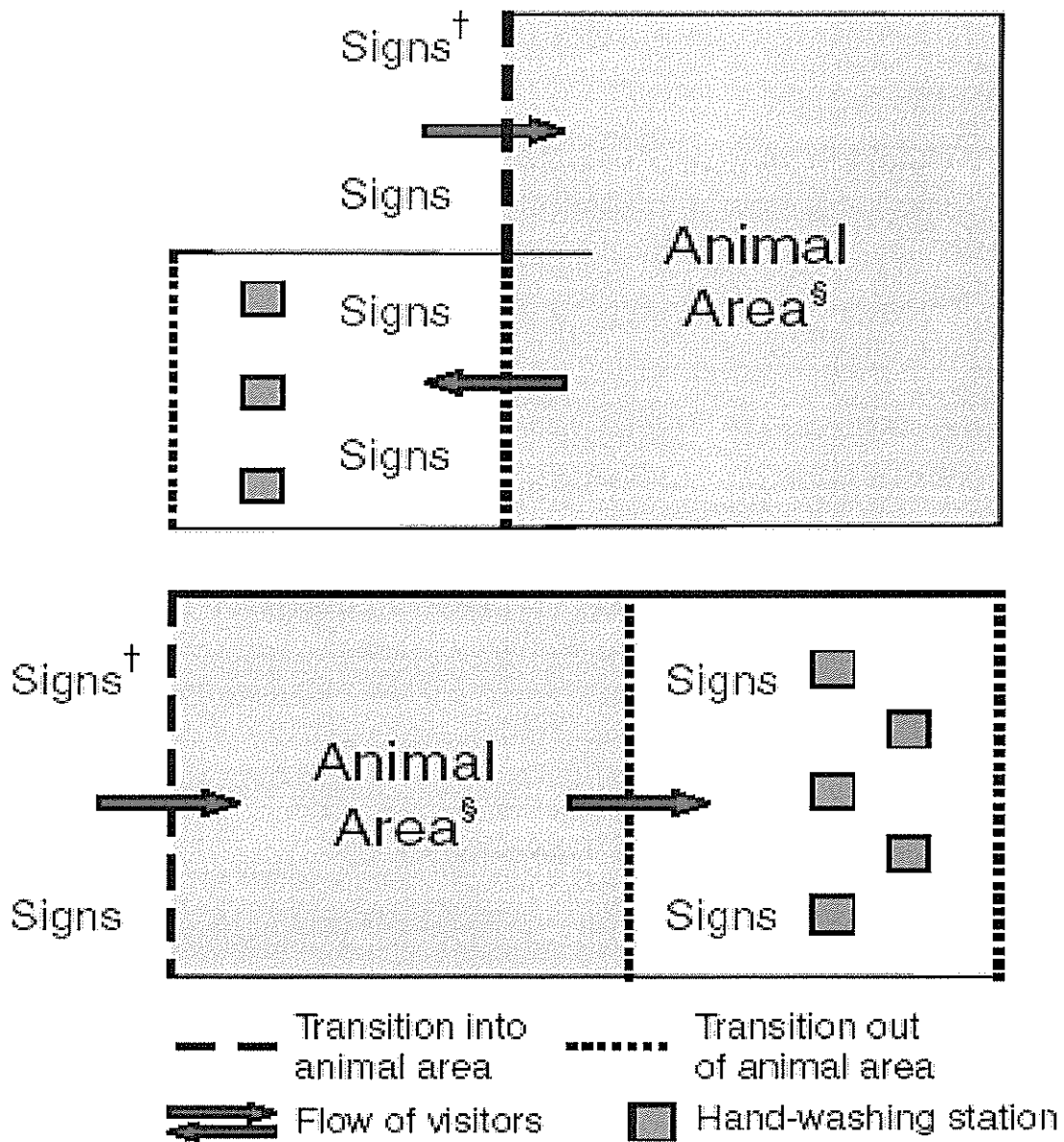
Remember, while these concepts are basic to most of us that have worked with animals, we shouldn't assume that our patrons have that same knowledge. Using these precautions will take extra time and effort, but can greatly reduce the potential for illnesses and unnecessary liability to your fair and the public's trust.

If you have any questions regarding this bulleting please call the CFSA safety department at (916) 263-6186.

Attachments:

FIGURE. Examples of designs for animal contact settings, including clearly designated animal areas, nonanimal areas,* and transition areas with hand-washing stations and signage

Nonanimal/Food Areas



* Nonanimal areas — Areas in which animals are not permitted, except for service animals (e.g., guide dogs). Food and beverages should be prepared, served, and consumed only in the designated nonanimal areas.

† Signs should be in different formats depending on the audience (e.g., children and persons who do not speak English). Nonwritten information (e.g., verbal instructions and videos) can also be used.

§ Animal area — Areas in which animal contact is possible (e.g., county fairs) or is encouraged (e.g., petting zoos).

Hand Washing Recommendations

BOX 1. Hand-washing recommendations to reduce disease transmission from animals in public settings

Hand washing is the single most important prevention step for reducing disease transmission.

How to Wash Hands

1. Wet hands with running water; place soap in palms; rub together to make a lather; scrub hands vigorously for 20 seconds; rinse soap off hands; then dry hands with a disposable towel.
2. If possible, turn off the faucet by using a disposable towel.
3. Assist young children with washing their hands.

Hand-Washing Facilities or Stations

- Hand-washing facilities should be accessible and sufficient for the maximum anticipated attendance, and configured for use by children, adults, and those with disabilities.
- Hands should always be washed after leaving animal areas and before eating or drinking.
- Hand-washing stations should be conveniently located between animal and nonanimal areas and in food concession areas.
- Maintenance should include routine cleaning and restocking of towels and soap.
- Running water should be of sufficient volume and pressure to remove soil from hands. Volume and pressure might be substantially reduced if the water supply is furnished from a holding tank. Therefore, a permanent pressured water supply is preferable.
- The hand-washing unit should be designed so that both hands are free for hand washing.
- Hot water is preferable, but if the hand-washing stations are supplied with only cold water, a soap that emulsifies easily in cold water should be provided.

- Communal basins, where water is used by more than one person, do not constitute adequate hand-washing facilities.

Hand-Washing Agents

- Liquid soap dispensed by a hand or foot pump is recommended.
- Alcohol-based hand-sanitizers are effective against multiple common disease agents (e.g., *Escherichia coli*, *Salmonella*, and *Campylobacter*) when soap and water are not available. However, they are ineffective against certain organisms (i.e., bacterial spores, *Cryptosporidium*, and certain viruses).
- Hand-sanitizers are less effective if hands are visibly soiled. Therefore, visible contamination and dirt should be removed to the extent possible before using hand-sanitizers.

Hand-Washing Signs

At venues where human-animal contact occurs, signs regarding proper hand-washing practices are critical to reduce disease transmission.

- Signs that are reminders to wash hands should be posted at exits from animal areas.
- Signs should direct visitors and animal handlers to hand-washing stations.
- Signs with proper hand-washing instructions should be posted at hand-washing stations and restrooms to encourage proper practices.
- Hand-washing signs should be placed in food concession areas.

Example of a Hand-Washing Sign

Directions for Washing Hands

How

- Wet hands with running water
- Place soap into palms
- Rub together to make a lather
- Scrub hands vigorously for 20 seconds
- Rinse soap off of hands
- Dry hands

When

- After going to the toilet
- After exiting animal areas
- Before eating
- Before preparing foods

Guidelines for Pre and School Aged Children With Animals

BOX 2. Guidelines for visiting and resident animals in schools

Animals are effective and valuable teaching aids, but safeguards are required to reduce the risk for infection and injury. These abbreviated recommendations are based on guidelines developed by the Alabama Department of Public Health⁴ and the Kansas Department of Health and Environment.¹ Recommendations are also available from the National Science Teachers Association⁵ and the National Association of Biology Teachers.⁶

General Guidelines for School Settings**

- Wash hands after contact with animals, animal products, or their environment.
- Supervise human-animal contact, particularly for children aged <5 years.
- Handle and house animals humanely.
- Display animals in enclosed cages or under appropriate restraint.
- Designate areas for animal contact.
- Do not allow animals to roam or fly free.
- Do not allow animals in areas where food or drink are consumed.
- Clean and disinfect all areas where animals have been present. This task should not be performed by children aged <5 years. Children aged ≥5 years should only perform this task while supervised by an adult, ideally when children aged <5 years are not present.
- Obtain a certificate of veterinary inspection for visiting animals.
- Administer rabies vaccine to mammals, as appropriate.
- Keep animals clean and free of intestinal parasites, fleas, ticks, mites, and lice.
- Consult with parents to determine special considerations needed for children who are immunocompromised, who have allergies, or who have asthma.

Animal-Specific Guidelines

- Fish — Use disposable gloves when cleaning aquariums, and do not dispose of aquarium water in sinks used for food preparation or for obtaining drinking water.

- Nonpsittacine birds — See General Guidelines.
- Psittacine birds (e.g., parrots, parakeets, and cockatiels) — Consult the psittacosis compendium,^{††} and seek veterinary advice. Ensure that staff clean cages when children are not present. Use birds treated or testing negative for psittacosis (chlamydiosis).
- Domestic dogs, cats, rabbits, and rodents (e.g., mice, rats, hamsters, gerbils, guinea pigs, and chinchillas) — See General Guidelines.
- Baby chicks and ducks — To prevent *Salmonella* or *Campylobacter* infection, children aged <5 years should not have direct contact with baby chicks and ducks.
- Reptiles (including turtles, lizards, and nonvenomous snakes) and amphibians — To prevent *Salmonella* infection, children aged <5 years should not have direct contact with reptiles.
- Ferrets — To prevent children aged <5 years from being bitten, they should not have direct contact with ferrets.
- Farm animals — See General Guidelines. Certain animals (e.g., young ruminants and young poultry) excrete *E. coli* O157:H7, *Salmonella*, *Campylobacter*, and *Cryptosporidium* intermittently and in substantial numbers; therefore, meticulous attention to personal hygiene is essential or these animals might not be appropriate in some settings (e.g., particularly for children aged <5 years).

Animals Not Recommended in School Settings

- Wild or exotic animals (e.g., lions, tigers, ocelots, and bears).
- Nonhuman primates (e.g., monkeys and apes).
- Mammals at higher risk for transmitting rabies (e.g., bats, raccoons, skunks, foxes, and coyotes).
- Wolf-dog hybrids.
- Aggressive or unpredictable animals, wild or domestic.
- Stray animals with unknown health and vaccination history.
- Venomous or toxin-producing spiders, insects, reptiles, and amphibians.

⁴ W.B. Johnston, DVM, Alabama Department of Public Health, personal communication, 2002.

¹ Hansen GR. Animals in Kansas schools: guidelines for visiting and resident pets. Topeka, KA: Kansas Department of Health and Environment; 2004. Available at <http://www.kdhe.state.ks.us/pdf/helab1007.pdf>.

⁵ National Science Teachers Association. Standards for Science Teacher Preparation. Arlington, VA: National Science Teachers Association; 2003. Available at <http://www.nsta.org/main/pdfs/NSTStandards2003.pdf>.

⁶ National Association of Biology Teachers. The use of animals in biology education. Reston, VA: National Association of Biology Teachers; 1995. Available at http://www.nabt.org/sub/position_statements/animals.asp.

** Guide, hearing, or other service animals and law enforcement animals can be used when they are under the control of a person familiar with the specific animal and in accordance with recommendations from the sponsoring organizations.

^{††} Smith KA, Bradley KK, Stobierski MG, Tengelsen LA. Compendium of measures to control *Chlamydia psittaci* (formerly *Chlamydia psittaci*) infection among humans (psittacosis) and pet birds. 2005. *J Am Vet Med Assoc* 2005;226:532-9.

LOSS CONTROL MEMO

001-2010

To: **All CFSA MEMBER FAIRS**

Date: June 14, 2010

From: Tom Allen, Safety Manager

Subject: Preventing Disease Transmission Between Animals & People **UPDATE**

In June of 2005 CFSA released a **Loss Control Memorandum** entitled “**Preventing Disease Transmission Between Animals & People.**” That memo was a summary of the “2005 Compendium of Measures to Prevent Disease Associated with Animals in Public Settings” which was written by the **National Association of State Public Health Veterinarians, Inc. (NASPHV)** and published by the **Center for Disease Control (CDC)**.

While much of the attention given to the issue of disease between animal and people (such as e.coli) has focused on petting zoos’, there are serious safety concerns in and around the livestock areas that are equally as severe. **Controls are essential.**

FOOD & DRINK ARE NOT ALLOWED IN THE LIVESTOCK BARN:

This applies **not only to fair patrons, but anyone participating** in livestock activities as well. While we understand there is a tradition for many exhibitors and their families to set up “camp” in and around their animals, **the practice is unacceptable.** Having food and drinks in livestock areas **puts young participants and family members at serious risk for illness, and puts the fair and the CFSA liability pool at risk as well.** This practice also makes the enforcement of a no food or drink policy with patrons confusing at best, and virtually impossible to enforce.

We recommend the fair develop an area near or around (but outside) the livestock barns where families can set up their tables, chairs, BBQ’s, etc. Families and participants should be educated and encouraged to use the fair provided hand washing facilities. This will not only help ensure their own health and safety, but will serve as a positive example and encourage the general public on safety practices when coming into contact with animals and animal areas.

POP-UP TENTS ARE NOT ALLOWED INSIDE BARN AREAS:

This is a **fire and life safety code violation.** Often these structure **intrude into the walkway** creating a trip & fall hazard, as well as **reducing the acceptable aisle width for safe egress** in the event of an emergency. CFSA works closely with fairs and the State Fire Marshal’s Office (SFM) to ensure patron and participant safety, reducing the cost of SFM services and inspections to fairs.

NOTE: CFSA strongly advises that you pass on this important information to staff members who oversee your fair’s live stock program, petting zoo, reptile or aquatic animal “encounters” or displays. If you would like additional guidance in the use of the compendium, or with other safety considerations in the setup of your animal areas, please consult with your CFSA safety specialist or contact Tom Allen at (916) 263-6186.

LOSS CONTROL MEMO

002-2010

To: **All CFSA MEMBER FAIRS**

Date: July 15, 2010

From: Tom Allen, Safety Manager

Subject: *Insurance Coverage on Independent Rides, Attractions and Services*

Through the early part of the 2010 season CFSA has encountered a number of cases in which CA ride requirements (DOSH) and/or CFSA insurance requirements have not been adequately met by the operators of independent rides and attractions.

We believe a number of factors that have created this issue. We have experienced a large number of date changes this season, and subsequently we've seen major route revisions by our vendors as well. This, coupled with a difficult economy has brought a number of new operators to the industry. Some operators were simply not made aware of the State's requirements during the contract process, while others have let their insurance coverage lapse, have incorrect limits, or lack proper indemnification language. These aspects of contracts can be confusing and easily overlooked by fair staff that don't normally handle hazardous contracts and simply unaware of these additional, but important requirements.

It is VITAL that you and your staff have each contract and insurance policy reviewed by CFSA's risk department and F&E when required. Generally, it's very easy to address issues that arise during the review, when given a reasonable amount of time prior to fair. Unfortunately, there is seldom enough time on opening day to resolve many of these matters, and **a number of vendors have been unable to operate** due to these problems. While it is impossible to list all of the types of equipment that are considered a ride, attraction, or hazardous activity, the following are some common examples; euro bungee, mechanical bull, sky-coaster, any bungee operations, slides, bounce houses, etc. Much of this equipment requires an annual inspection and CA operating permit, the same as any carnival ride. However, because they operate independent of the carnival contract, they are often overlooked.

This concern extends to and is equally as important when using contractors who provide specialized services for your fair. These contractors can range from ice vendors, stage, sound & lighting companies, to waste removal contracts for your livestock areas. **CFSA has already encountered contractors this season who lack workers' compensation, general liability coverage, or both.**

Any of these situations put your facility and the CFSA risk pools (other member fairs) at unnecessary risk for potential losses. When a loss is incurred by an improperly or uninsured contractor the fair must needlessly absorb the loss. **The purpose of a contract review is simply to protect you, the fair, and your partner fairs who also participate in the CFSA pooled risk programs.**

If you have any questions regarding insurance or this memo please call Lianne Lewellen at 916-263-6145. If you have any ride or attraction specific questions please contact Tom Allen at 916-263-6186 or Tom Amberson at 916-263-618

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- Nonpsittacine birds — See General Guidelines.
- Psittacine birds (e.g., parrots, parakeets, and cockatiels) — Consult the psittacosis compendium,^{††} and seek veterinary advice. Ensure that staff clean cages when children are not present. Use birds treated or testing negative for psittacosis (chlamydiosis).
- Domestic dogs, cats, rabbits, and rodents (e.g., mice, rats, hamsters, gerbils, guinea pigs, and chinchillas) — See General Guidelines.
- Baby chicks and ducks — To prevent *Salmonella* or *Campylobacter* infection, children aged <5 years should not have direct contact with baby chicks and ducks.
- Reptiles (including turtles, lizards, and nonvenomous snakes) and amphibians — To prevent *Salmonella* infection, children aged <5 years should not have direct contact with reptiles.
- Ferrets — To prevent children aged <5 years from being bitten, they should not have direct contact with ferrets.
- Farm animals — See General Guidelines. Certain animals (e.g., young ruminants and young poultry) excrete *E. coli* O157:H7, *Salmonella*, *Campylobacter*, and *Cryptosporidium* intermittently and in substantial numbers; therefore, meticulous attention to personal hygiene is essential or these animals might not be appropriate in some settings (e.g., particularly for children aged <5 years).

Animals Not Recommended in School Settings

- Wild or exotic animals (e.g., lions, tigers, ocelots, and bears).
- Nonhuman primates (e.g., monkeys and apes).
- Mammals at higher risk for transmitting rabies (e.g., bats, raccoons, skunks, foxes, and coyotes).
- Wolf-dog hybrids.
- Aggressive or unpredictable animals, wild or domestic.
- Stray animals with unknown health and vaccination history.
- Venomous or toxin-producing spiders, insects, reptiles, and amphibians.

⁴ W.B. Johnston, DVM, Alabama Department of Public Health, personal communication, 2002.

¹ Hansen GR. Animals in Kansas schools: guidelines for visiting and resident pets. Topeka, KA: Kansas Department of Health and Environment; 2004. Available at <http://www.kdhe.state.ks.us/pdf/helab1007.pdf>.

⁵ National Science Teachers Association. Standards for Science Teacher Preparation. Arlington, VA: National Science Teachers Association; 2003. Available at <http://www.nsta.org/main/pdfs/NSTStandards2003.pdf>.

⁶ National Association of Biology Teachers. The use of animals in biology education. Reston, VA: National Association of Biology Teachers; 1995. Available at http://www.nabt.org/sub/position_statements/animals.asp.

** Guide, hearing, or other service animals and law enforcement animals can be used when they are under the control of a person familiar with the specific animal and in accordance with recommendations from the sponsoring organizations.

^{††} Smith KA, Bradley KK, Stobierski MG, Tengelsen LA. Compendium of measures to control *Chlamydia psittaci* (formerly *Chlamydia psittaci*) infection among humans (psittacosis) and pet birds. 2005. *J Am Vet Med Assoc* 2005;226:532-9.

Hand Washing Recommendations

BOX 1. Hand-washing recommendations to reduce disease transmission from animals in public settings

Hand washing is the single most important prevention step for reducing disease transmission.

How to Wash Hands

1. Wet hands with running water; place soap in palms; rub together to make a lather; scrub hands vigorously for 20 seconds; rinse soap off hands; then dry hands with a disposable towel.
2. If possible, turn off the faucet by using a disposable towel.
3. Assist young children with washing their hands.

Hand-Washing Facilities or Stations

- Hand-washing facilities should be accessible and sufficient for the maximum anticipated attendance, and configured for use by children, adults, and those with disabilities.
- Hands should always be washed after leaving animal areas and before eating or drinking.
- Hand-washing stations should be conveniently located between animal and nonanimal areas and in food concession areas.
- Maintenance should include routine cleaning and restocking of towels and soap.
- Running water should be of sufficient volume and pressure to remove soil from hands. Volume and pressure might be substantially reduced if the water supply is furnished from a holding tank. Therefore, a permanent pressured water supply is preferable.
- The hand-washing unit should be designed so that both hands are free for hand washing.
- Hot water is preferable, but if the hand-washing stations are supplied with only cold water, a soap that emulsifies easily in cold water should be provided.

- Communal basins, where water is used by more than one person, do not constitute adequate hand-washing facilities.

Hand-Washing Agents

- Liquid soap dispensed by a hand or foot pump is recommended.
- Alcohol-based hand-sanitizers are effective against multiple common disease agents (e.g., *Escherichia coli*, *Salmonella*, and *Campylobacter*) when soap and water are not available. However, they are ineffective against certain organisms (i.e., bacterial spores, *Cryptosporidium*, and certain viruses).
- Hand-sanitizers are less effective if hands are visibly soiled. Therefore, visible contamination and dirt should be removed to the extent possible before using hand-sanitizers.

Hand-Washing Signs

At venues where human-animal contact occurs, signs regarding proper hand-washing practices are critical to reduce disease transmission.

- Signs that are reminders to wash hands should be posted at exits from animal areas.
- Signs should direct visitors and animal handlers to hand-washing stations.
- Signs with proper hand-washing instructions should be posted at hand-washing stations and restrooms to encourage proper practices.
- Hand-washing signs should be placed in food concession areas.

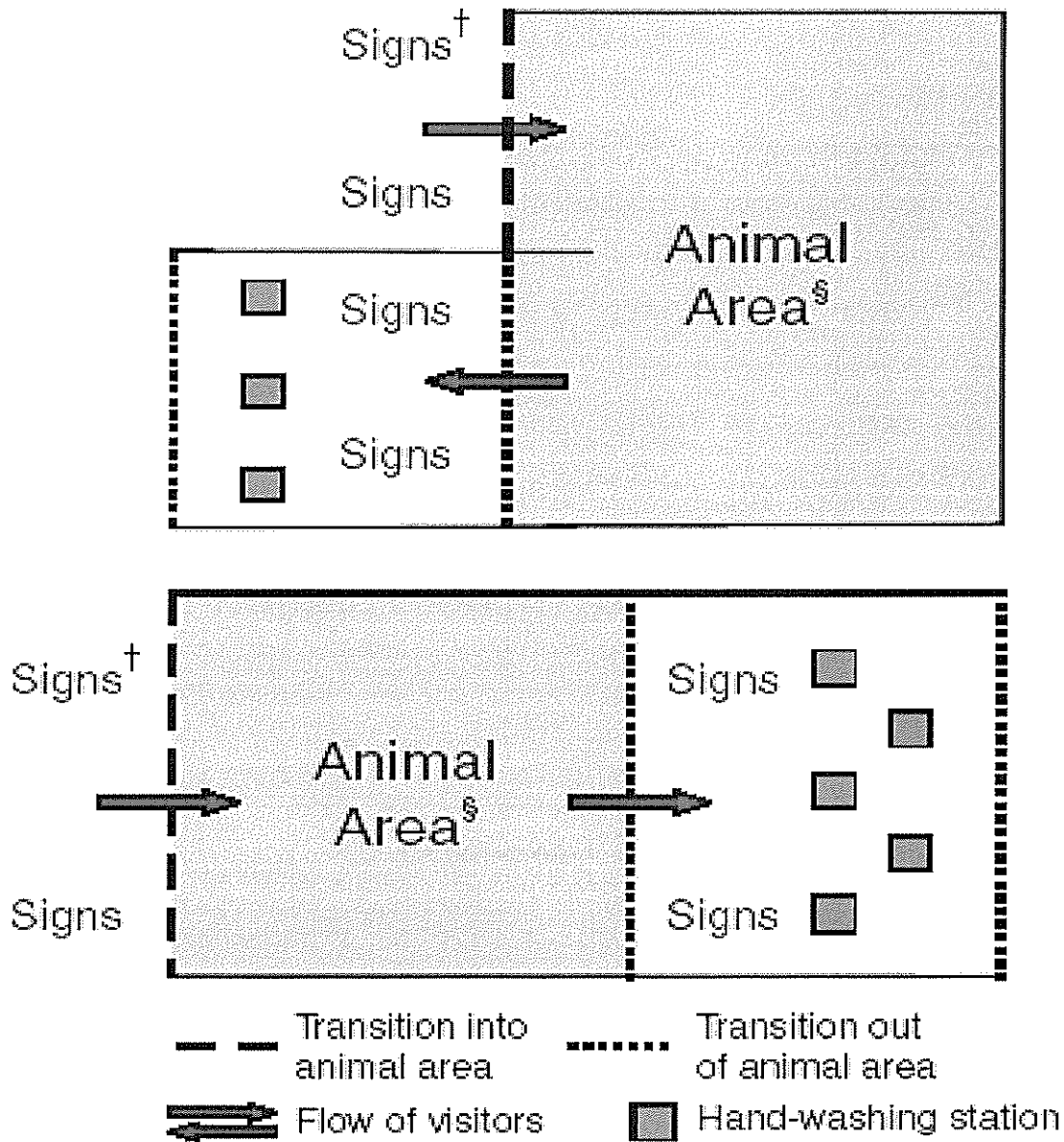
Example of a Hand-Washing Sign

Directions for Washing Hands

- | How | When |
|--|---|
| <ul style="list-style-type: none">• Wet hands with running water• Place soap into palms• Rub together to make a lather• Scrub hands vigorously for 20 seconds• Rinse soap off of hands• Dry hands | <ul style="list-style-type: none">• After going to the toilet• After exiting animal areas• Before eating• Before preparing foods |

FIGURE. Examples of designs for animal contact settings, including clearly designated animal areas, nonanimal areas,* and transition areas with hand-washing stations and signage

Nonanimal/Food Areas



* Nonanimal areas — Areas in which animals are not permitted, except for service animals (e.g., guide dogs). Food and beverages should be prepared, served, and consumed only in the designated nonanimal areas.

† Signs should be in different formats depending on the audience (e.g., children and persons who do not speak English). Nonwritten information (e.g., verbal instructions and videos) can also be used.

§ Animal area — Areas in which animal contact is possible (e.g., county fairs) or is encouraged (e.g., petting zoos).

- 2) Ensure that operators of animal attractions like petting zoos, animal rides or exotic animal shows have the proper insurance coverage. It's very important that CFSA review each exhibitors insurance policy, to assure proper coverage limits and identify limitations or exclusions that could put your fair at greater risk for liability. Please, when in doubt call us!
- 3) Ensure that staff who plan, set up, maintain, or clean animal areas are adequately trained on disease transmission, so they can protect themselves and make educated decisions while performing their duties.
- 4) Provide plenty of signs to adequately educate the public and remind exhibitors of the rules:

FOR YOUR HEALTH & SAFETY NO FOOD, DRINKS, BABY BOTTLES, "SIPPY CUPS" OR PACIFIERS ARE ALLOWED IN LIVESTOCK OR ANIMAL AREAS.

APPROPRIATE BEHAVIOR AROUND ANIMALS IS EXPECTED AT ALL TIMES!

CHILDREN MUST BE CLOSELY SUPERVISED NEAR ANIMALS AT ALL TIMES!

- 5) Have your superintendents, security, and staff enforce these rules. A gentle reminder to fair patrons is usually all it takes. Especially when it's presented out of concern for the guests' well being.
- 6) Use the guidelines behind this memo to layout animal areas so that entrances and exits are controlled as much as possible. Install numerous hand washing stations in each exit area with easy to read signs. Have instructions on how to properly wash hands posted at each station. Provide instructions in English, Spanish or any other language common among your patrons.
- 7) Provide simple and easy to read handouts at all animal area entrances. The handouts should include simple rules on how to behave when around animals and why food and smoking are not allowed. They should also emphasize the importance of hand washing and instruction on the proper techniques. For ideas, use the guidelines located directly behind this memo.
- 8) In food areas located close to livestock or animal exhibits provide additional signs and hand washing facilities for patrons and exhibitors:

"FOR YOUR HEALTH & SAFETY DON'T FORGET TO WASH YOU HANDS"

Remember, while these concepts are basic to most of us that have worked with animals, we shouldn't assume that our patrons have that same knowledge. Using these precautions will take extra time and effort, but can greatly reduce the potential for illnesses and unnecessary liability to your fair and the public's trust.

If you have any questions regarding this bulleting please call the CFSA safety department at (916) 263-6186.

Attachments:

LOSS CONTROL MEMO

To: **All CFSA MEMBER FAIRS**

From: Tom Allen, Safety Manager

Subject: **Preventing Disease Transmission Between Animals & People**

One of the most rewarding missions of the California fair industry is promoting agricultural education to our State's ever growing and diverse population. This charge becomes more important every year, as more and more of our patrons come from a continuously growing urban population that have little or no experience with livestock, poultry, or other domestic animals. Providing the link between guests and California agriculture has become an ongoing challenge. Gone are the days when we could assume that our patrons had a basic understanding of how to interact with animals. We now need to educate guests on the fundamental importance of appropriate behavior around animals, as well as proper hygiene when handling animals or visiting livestock areas.

As teachers, we have the incredible opportunity to share the world of agriculture. We also have a responsibility as managers, supervisors, and superintendents to provide appropriate supervision, easily understood health information, and readily accessible hand washing facilities to protect our guests from the risks.

The California fair industry has been very proactive on many of the recommendations in this bulletin, providing both education and guidance long before the highly publicized e-coli outbreaks in Florida. CDFA has provided guidance with two letters on this subject. They are F2002-11 and F2005-13. In early 2003 a large number of freestanding portable hand washing stations were built at the F&E sponsored "Maintenance Mania" seminar. For information on how to access these units, obtain plans to build your own, or receive copies of the above mentioned letters please contact F&E at (916) 263-2955.

The summary that's attached to this memo is an in-depth look at how diseases are transmitted between animals and people. We encourage you to read it. However, the basics are quite simple.

- 1) Ensure that any animals at your facility are as healthy as possible. This can easily be done through the contract process with your vendors and exhibitors. Require documentation that each animal shown at your fair has been evaluated (recently) by a licenced veterinarian and is considered to be in good health.

Note: Please file this Memo under General Liability Section 8, Safety Services, in you Claim & Loss Reporting Guide - 3rd Edition (The CFSA "Red Book").

INSPECTION CHECK LIST FOR RODEOS

The following inspection procedures have been established to assure the safe and proper assembly of permanent portable panels. All work and inspection should be performed by qualified personnel, capable of understanding the function of the parts and their proper installation. A **daily** pre-opening inspection of all panels, gates, brackets, etc. **should** be performed before the start of the rodeo event.

1. Prior to assembling components inspect for the following:

- ▶ Inspect for any excessively bent or damaged structural members.
- ▶ Inspect all welds for cracks or apparent defects.
- ▶ Inspect all connection points and pins for signs of damage and excessive wear.
- ▶ Inspect all spring activated gate latches for broken or damaged components. The spring latch must work as intended. Check to ensure the gates latch and close properly.
- ▶ Inspect all hinges/collars for serviceability and condition.
- ▶ Repair all damaged items **in accordance with manufacturer specifications.**

2. Upon completion of assembly, inspect for the following:

- ▶ Check to ensure that all pins are correctly installed and if applicable, all safety pins, cotter pin, and r-keys are properly installed.
- ▶ A secondary safety device **must** be installed at each pinning point as a precaution to prevent the panels from separating. The safety device can either be bailing wire, "no smaller than 11 gauge." cable, etc. Nylon "zip ties" are not acceptable.
- ▶ All portable panels set up for live stock travel **must** have a kicker installed and pinned at a maximum of every two panels.
- ▶ A barrier shall be placed around all live stock pens. The barrier **must** be placed at least six feet from the panels. The barrier is to limit contact and proximity between spectators and stock when no other barriers exist.
- ▶ All temporary bull riding arenas **should** be double fenced or single fenced with the spectators being a minimum of fifteen feet away from the fence.

California Fair Services Authority

OPERATIONAL RECOMMENDATIONS FOR RODEOS (continued)

- *Children's events and participation*
 - CFSA strongly recommends that **when children are performing or participating in arena events (i.e. parades, mutton busting, etc.)** that all stock is removed from the loading chutes. **Children's activities should be staged at the maximum distance possible, based on the arena layout, from any gate (chutes) or stock pens.**

EQUIPMENT INSPECTION

Experience shows that poor maintenance, improper installation, unauthorized movement, or unauthorized modifications to protective equipment is often the cause of equipment failure. Protective equipment can be fencing, gates, panels, or any other material or device used to separate bulls and rough stock from people. They can be permanent or temporary. The following page includes inspection procedures for portable and permanent installations of rodeo fence panels, gates, and connection pieces (barriers).

CFSA strongly recommends that a thorough inspection be made of all equipment and connections just prior to the event, or after the installation when applicable. We further recommend an inspection be done of all connections prior to each subsequent day of the event. Panels are often removed to allow for routine maintenance such as water trucks for dust suppression in the arena. It's important to inspect for changes and/or damage that may have occurred to the equipment the previous day.

RODEO PANEL CONSTRUCTION

CFSA strongly recommends that any portable panels serving as a barrier, or used to contain or move bulls and rough stock be manufactured to the same structural standards as "W W", "Powder River", or similar, commercially available panels designed specifically for this use. **Standard portable panels designed for cattle are not acceptable, and should NEVER be used** as a barrier for rodeo stock.

Any custom made panels for rodeo use should meet or exceed the design specifications for "WW", "Powder River" or equivalent commercially available rodeo panels. Contractor should provide the fair with appropriate documentation, including drawings, specifications, and a structural analysis by a California certified Professional Engineer.

STOCK TRAVEL

Stock traveling routes for either permanent or portable layouts should be limited to a maximum of 40 feet per run. Where a run must exceed 40 feet, intermediate gates should be installed no less than every 40 feet, to limit or control stock movement

California Fair Services Authority

California Fair Services Authority

OPERATIONAL RECOMMENDATIONS FOR RODEOS

- ▶ *Restricted Access*
 - Only participants, pre-authorized staff and pre-authorized visitors should be allowed in Restricted Access Areas. Restricted Access Areas are defined as all areas with the potential for contact with rodeo stock including, but not limited to, fences or barriers adjacent to stock, holding pens, bucking chutes and the pick-up horse area. Each person present in a Restricted Access Area should be identified by a visible badge, pass, wristband, or participant “numbers.” All authorized visitors should be identified by a badge, wristband or other visible identification that is distinctly different from those of participants and staff. No person should be allowed access to a Restricted Access Area without signing an approved waiver and release form. All requirements for visitors apply to sponsors and guests.

- ▶ *Waiver Forms*
 - Most liability insurance policies for rodeos only provide coverage for injuries to rodeo patrons or spectators and exclude coverage for participants, employees, volunteers, independent contractors and other workers. Typically, there is no coverage for any person participating in or assisting in the staging of the rodeo event including, but not limited to, contestants, clowns, starters, timers, judges, announcers, gate-workers, and pick-up riders. For this reason, it is very important that all participants or any other person in a Restricted Access Area sign an approved waiver and release form, and be properly identified as described above.

- *Alcohol Management*
 - A strict no alcohol policy should be enforced in all Restricted Access Areas. The no alcohol policy encompasses participants, staff, and visitors. Anyone who is visibly intoxicated should be removed from such areas for their own safety. Any alcoholic beverages sold on the fairgrounds should always be served in a unique and conspicuous container for easy identification.

- ▶ *High School Rodeos (and similar events with minors participating)*
 - CFSA strongly recommends that all rodeo, rough stock, and similar **events involving participants who are minors be strictly monitored (by the fair) for compliance with sanctioning body safety rules.** If an event is not sanctioned by a authorizing association such as the National High School Rodeo Association (NHSRA), the California High School Rodeo Association (CHSRA), or similar sanctioning organizations, safety rules should be adopted. The rules should meet or exceed those used by sanctioned events. The rules should be in writing and should be clearly communicated to participants, parents, or legal guardians. All rules should be strictly enforced by event and fair officials.
 - **CFSA strongly recommends that all minors participating in bull & rough stock riding be required to wear protective vests and head gear.**

Loss Control Bulletin

To: All CFSA Member Fairs
From: Safety Department
Date: June 1, 2003
Subject: Rodeos

In the spring of 2002 California Fair Services Authority released a preliminary loss control bulletin regarding bull riding and rough stock activities often associated with rodeo events. The goal that CFSA outlined at the time was to look to the fair and professional rodeo industry for guidance on producing a final, and reasonable set of sound recommendations / guidelines for safer rodeo operations. CFSA staff met with industry representatives in the fall of 2002, and again in January of 2003. The first meeting was an open forum for general comments by the industry or any interested parties. The second meeting was a task group formed from the first, and included representatives from fair management and rodeo professionals. The following are the final recommendations of the rodeo task group.

These recommendations are based on sound safety experience and generally accepted loss control standards. They will address two general areas that should be reviewed for all types of hazardous events. They are;

- ▶ **Operations:** The implementation of appropriate event safety and security policies, and the operational procedures to limit unnecessary liability exposure.
- ▶ **Equipment:** The proper installation and careful inspection of all equipment used to contain animals and/or serve as protective barriers for participants, staff, or patrons. This equipment can be either permanent or temporary.

The intention of this bulletin is to inform CFSA members of the potential concerns and hazards that may be associated with this, and other types of hazardous events. We strongly urge you to review these recommendations, along with your current policies and procedures, to determine whether or not your current event has considered these areas of increased risk.