



Division of Food and Lodging
North Dakota Department of Health
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701.328.1291 or 800.472.2927

North Dakota Department of Health General Housing/Emergency Shelter Recommendations

Spacing Recommendations

- Toilets – One toilet for every 20 evacuees
- Showers – One shower for every 20 evacuees
- Hand washing/lavatory fixture – One hand washing/lavatory fixture for every 20 evacuees (Hand sanitizers should not be considered a replacement for lavatories with flowing potable water but can be used to supplement the numbers.)
- Cots/beds – A minimum floor space of 30 square feet/person, spaced 3 feet apart, alternating head-to-toe.
- Ventilation – 40 to 50 cubic feet of air space per person

Hazardous Waste

- Provide biohazard bags at designated medical areas, and ensure that an approved medical waste handling company does transportation and disposal.
- Provide approved sharps containers at designated areas, and ensure that an approved medical waste handling company does transportation and disposal.

Food and Food Equipment Safety

- Food storage, preparation, handling and distribution should follow the state food code regulations.
- Provide at least one dishwashing machine or three-compartment sink for washing baby bottles, nipples and pacifiers.
- Provide an adequate number of refrigerators dedicated for the storage of baby formulas and opened baby foods for the evacuee residents. Equip refrigerators with thermometers, and keep temperatures at or below 41 degrees Fahrenheit.

Cleaning and Routine Waste Collection

- Ensure that the floors are cleaned (mopped) at least once per day.
- Ensure that trash receptacles are emptied at least once per day or as often as necessary.

Insect and Rodent Control

- Do not allow food in the sleeping areas of the shelter.
- Brief all staff and residents about the importance of immediately reporting of insect or rodent activities, sightings or droppings, including damaged foods.
- An integrated pest management plan should be developed and implemented by a pest control specialist.
- Screen all openings with at least 16-mesh screen materials to prevent insect access, and close any crawl spaces with wire mesh to prevent rodent infiltration.

Soiled Linen and Clothing

- Provide linen hampers for soiled towels and other clothing or linens.
- Provide evacuated residents and shelter staff with information about soiled and clean linen handling procedures; for example, through posters located in the shower rooms or other strategic locations.

Child-care Facilities

- Display posters with sanitary changing procedures near all diaper changing stations.
- Provide sanitary wipes, easily cleanable diaper changing stations, and foot-operated lidded waste containers that are not accessible to children at diaper changing stations.
- Provide sanitary wipes, disposable diaper changing pads, sanitizing solution and proper hand washing facilities at each diaper changing station.
- All lotions, creams, ointments and other solutions applied to children's skin should be dispensed from single-use containers or containers designated for use on an individual child.
- All electrical outlets should be protected by protective caps or similar approved devices.
- Heimlich maneuver posters should be provided in child-care areas.

Toilet and Shower Facilities

- Provide soap dispensers with soap, paper towel dispensers with paper towels, and waste receptacles at hand washing facilities.
- Provide hand washing signs in appropriate languages at hand washing stations.
- Provide watertight, slip-resistant floors in the toilet rooms and showers.

General Safety

- Facilities should be built and maintained in accordance with local fire regulations.
- Maintain appropriate fire exits in compliance with local fire regulations.

For more information, contact the North Dakota Department of Health's Division of Food and Lodging at 701.328.1291.