

TEMPORARY MASS GATHERING QUESTIONNAIRE

Please answer the following questions.

1. Is this event a parade? Yes or No (*please circle one*)
2. Where will the event be held? _____

3. Describe the event: _____

4. How many people are expected to attend the event? _____
5. How many days will the event be held? _____
6. How many hours a day will the event last? _____
7. Contact information:
Name: _____
Phone # _____ Cell # _____
Email address: _____

TEMPORARY MASS GATHERING

All temporary mass gatherings held in the TriCounty area are regulated under the State of Utah Rule R392-400: Temporary Mass Gathering Sanitation. The following is a list of important health regulations that must have immediate and constant attention during the operation of a mass gathering.

1. The operator or operator's designee must be present at all times during operating hours.
2. The operator shall provide the health officer with access to all areas of the gathering.
3. The operator shall provide and strategically locate a sufficient number of covered waste containers, and these containers must be emptied as often as necessary to prevent overflowing or littering. The operator must ensure that all solid waste and litter is cleaned up and permanently disposed of within 24 hours following the end of the event.
4. Sufficient signs must be in place to show the location of first aid stations, restrooms and drinking water stations.
5. There must be adequate lighting to provide safety for attendees.
6. There must be at least one first aid station (more may be required). It must be clearly marked and easily accessible by emergency vehicles. At least **two** state-licensed or certified medical providers must be present to staff each first aid station.
7. Each food vendor must obtain the required food service operating permits.
8. There must be at least 4 **free** drinking water stations (more may be required based on attendance). The operator shall ensure that all drinking water is from a state approved drinking water supply. (R392-400.15.3 on back of form).
9. The table in R392-400-16 will determine the number of toilets required. Once this number is determined it must be strictly adhered to. Five percent, with a minimum of one, toilets must be handicap accessible. (Table in R392-400-16 on back of form).
10. Portable toilets must be at least 100 feet from any food service facility and no more than 300 feet from the spectator areas.
11. Working hand-washing stations must be provided at the rate of 1 per 10 portable toilets. Soap, water, single use towels and a cover trash container must be provided.
12. Event operator must contract with a liquid waste operator approved by TriCounty Health. Each portable toilet must be serviced frequently to maintain sanitary conditions. At the conclusion of the event, each portable toilet must be serviced and removed within 48 hours of the conclusion of the event.

APPLICATION MUST BE SUBMITTED 30 DAYS PRIOR TO EVENT.

(3) The operator shall provide and strategically locate drinking water stations to effectively meet the drinking water needs of attendees and staff. At least four drinking water stations are required. An additional drinking water station is required for each additional 500 attendees or fraction thereof, above 1000 persons. The health officer may reduce the number of additional drinking water stations or require more than one drinking water station for each additional 500 attendees or fraction thereof above 1000 persons because of the time of year, heat index, nature of the event or other public health related criteria. If containers are needed to drink the water at the required drinking water stations, the operator must provide single use containers.

Table for Minimum Number of Toilets Required

Average Time at Gathering (hours)						(table continued for 6-10 hours)					
	1	2	3	4	5	6	7	8	9	10	
Peak Crowd											
1000	4	6	8	8	9	1000	9	11	12	13	
2000	5	6	9	12	14	2000	16	18	20	23	
3000	6	9	12	16	20	3000	24	26	30	34	
4000	8	13	16	22	25	4000	30	35	40	45	
5000	12	15	20	25	31	5000	38	44	50	56	
6000	12	15	23	30	38	6000	45	53	60	68	
7000	12	18	26	35	44	7000	53	61	70	79	
8000	12	20	30	40	50	8000	60	70	80	90	
10000	15	25	38	50	63	10000	75	88	100	113	
12500	18	31	47	63	78	12500	94	109	125	141	
15000	20	38	56	75	94	15000	113	131	150	169	
17500	22	44	66	88	109	17500	131	153	175	197	
20000	25	50	75	100	125	20000	150	175	200	225	
25000	38	69	99	130	160	25000	191	221	252	282	
30000	46	82	119	156	192	30000	229	266	302	339	
35000	53	96	139	181	224	35000	267	310	352	395	
40000	61	109	158	207	256	40000	305	354	403	452	
45000	68	123	178	233	288	45000	343	398	453	508	
50000	76	137	198	259	320	50000	381	442	503	564	
55000	83	150	217	285	352	55000	419	486	554	621	
60000	91	164	237	311	384	60000	457	531	604	677	
65000	98	177	257	336	416	65000	495	575	654	734	
each additional 10,000	15	25	38	50	63	each additional 10,000	75	88	100	113	

Map requirements for Temporary Mass Gatherings R392-400-6

- a) Location of parking areas
- b) Location of entrance, exit and interior roadways and walks
- c) Location and type of restroom facilities
- d) Location and description of water stations
- e) Location and number of food stands
- f) Locations of solid waste containers
- g) Location of operator's headquarters
- h) Location of first aid stations
- i) Lighting provided
- j) Spectator areas

TEMPORARY MASS GATHERING APPLICATION

(FEE \$300.00 INCLUDES ONE INSPECTION)

50% Late Fee for failure to notify TriCounty Health Department 30 days prior to advertising event.

Please fill out the form completely.

Name of Event: _____

Date of Event: _____ Time of Event: _____

Location of Gathering: _____

Sponsor of Organization – Name: _____

Address: _____

(Please include street address, city, state, and zip code)

Phone Numbers: _____ Email address: _____

Include a site plan (map or sketch) indicating the location of the following features:

- (a) The total area to be used for the temporary mass gathering;
- (b) Entrance, exit, and interior roadways; (name, address, phone or email of property owner if applicable)
- (c) Name, address, telephone numbers, and email (if applicable) of property owners.
- (d) Locations, number, design and type of toilet facilities, handwashing facilities, plumbing fixtures, and wastewater disposal devices.
- (e) Solid waste storage, collection and disposal facilities.
- (f) Medical and first-aid facilities;
- (g) Police and fire protection facilities;
- (h) Proposed Food Service Operations.
- (i) Location of operator's headquarters at the gathering, must be an operator for the duration of the event.

Estimated number of people expected: _____ Length of stay: _____

Property owner contact information: _____

Wastewater Disposal

Where will wastewater be discharged? _____

Liquid Waste disposal service provided by: _____ Phone# _____

All portable toilets must be serviced and removed within 48 hours of the conclusion of the event.

Toilet Facilities

Permanent and/or temporary sanitary facilities must be available at the mass gathering events. (Need number of toilets and urinals, not just the number of restrooms.) Suppliers of portable sanitary units should be contacted if permanent facilities do not exist or if your event is too large for existing facilities.

Name of Portable Toilet Supplier: _____

Address: _____ Phone # _____

Permanent # of toilets: _____, Permanent # of urinals: _____, Number of Portable units: _____

Number of handicapped accessible toilets: _____ (*minimum of 1*), Number of hand sinks (permanent plus temporary): _____

Water Supply

State how water will be provided at the event: *(water stations must be provided free of charge)*

Source: _____

Transporting: _____

Dispensing: _____

Number of Stations: _____ *(minimum of 4)*

Operation and Maintenance

The operator is responsible for the maintenance of the site and facilities. Operator shall provide responsible supervision of the maintenance and sanitary condition of the site and facilities. The operator shall immediately take steps to cause the abatement of any nuisance or unsanitary condition that may develop.

How will unsafe areas be marked? _____

How will overnight camping areas be identified? _____

Medical Facilities

At least two (2) State licensed or certified medical providers are required to be staffed at each First Aid station.

Medical Providers: _____

How will medical providers communicate at the event?: _____

How will medical providers contact outside services?: _____

Food Service

Will food be served? Yes or No (circle one)

Temporary event food service to the public requires a separate permit. You must contact TriCounty Health Department at (435) 247-1160 for Uintah County or (435) 722-6310 for Duchesne County.

Number of booths at event: _____

Solid Waste

Who is responsible for solid waste disposal? _____

How often will solid waste containers be emptied? _____

Where will solid waste be permanently disposed of? _____

Note: Trash must be cleaned up within 24 hours of the conclusion of the event.

Penalty

Any person who violates any provision of this rule may be assessed a penalty not to exceed the sum of \$5,000 per day or be punished for violation of a class B misdemeanor for the first violation.

Event Applicant's Name: _____

Address: _____

Daytime Phone: _____ Evening Phone: _____

Applicant's Signature: _____ Date: _____

Health Authority: _____ Date: _____ Permit# _____

Inspection notes: _____
