

# **BOH sign templates:**

## **Overview**

The example templates in this document are provided as a resource. There are different example templates for different methods of providing updated information about discharges. Each Board of Health or Health Department may make their own sign, in accordance with their plan for updating the signage following applicable discharge or overflow events. Boards of Health or Health Departments should reference 314 CMR 16.09(5)(a) to ensure all required items are present.

## **Translations**

Translations of the text on page 2 for the six most common languages spoken in Massachusetts will be available in a separate document.

## **Advice on linking to websites**

We recommend giving directions to visit a website by listing the URL and giving recommended search terms. Be aware of the following potential problems with using a QR code or shortened URL:

- With a QR code, viewers will likely need to access the sign from up close for their device to recognize the QR code.
- Free services may provide QR codes and shortened URLs that expire. Make sure that any QR code or shortened URL you include in signage is permanent.
- There may be security concerns with QR codes and shortened URLs if the sign is tampered with. Both methods don't inherently display the destination website's URL. There are ways to view the destination website's URL, but this involves extra steps on the part of the viewer.

**Text for the signs (different parts are used in the example templates on subsequent pages):**

**1:**

WARNING! AVOID CONTACT WITH WATER – MAY CAUSE ILLNESS

**2a:**

There may be sewage in the water following a recent discharge or overflow event. The event began on [*Date and Time*] and ended on [*Date and Time*].

**2b:**

There may be sewage in the water following a recent discharge or overflow event. The event began on [*Date and Time*] and was ongoing as of [*Date and Time the sign was posted/updated*].

**3:**

The [*Town Name*] [*Board of Health / Health Department*] can be contacted at:

**4a:**

To determine the closure or advisory status of local shellfish growing areas, beaches, or other water resource areas, go to this website by typing the URL into your internet browser, or searching for [*recommended search terms*].

**4b:**

To determine the closure or advisory status of local shellfish growing areas, beaches, or other water resource areas, go to:

**5a:**

Visit the website to see if the warning message is active. Either type the URL into your internet browser, or search for [*recommended search terms*].

**5b:**

If the light is flashing, this warning message is active:

**6:**

There is no active public health warning for this location.

**7:**

Visit the website for more information. Either type the URL into your internet browser, or search for [*recommended search terms*].

## Example 1: Paper temporary sign with all info needed

(Parts 1, 2a (or 2b), 3, and 4a)

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WARNING! AVOID CONTACT WITH WATER – MAY CAUSE ILLNESS

*[no fishing infographic] [no boating infographic] [no swimming infographic]*

There may be sewage in the water following a recent discharge or overflow event.  
The event began on *[Date and Time]* and ended on *[Date and Time]*.

The *[Town Name]* *[Board of Health / Health Department]* can be contacted at:

*[phone / email of BOH]*

To determine the closure or advisory status of local shellfish growing areas, beaches, or other water resource areas, go to this website by typing the URL into your internet browser, or searching for *[recommended search terms]*.

*[URL for relevant website(s)]*

*[translation(s) of parts 1, 2a (or 2b), 3, and 4a for EJ communities lacking English language proficiency.]*

## Example 2: Permanent sign with URL that has up-to-date info

### Sign

(Parts 5a and 1)

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[URL]

Visit the website to see if the warning message is active. Either type the URL into your internet browser, or search for [*recommended search terms*].

WARNING! AVOID CONTACT WITH WATER – MAY CAUSE ILLNESS

[*no fishing infographic*] [*no boating infographic*] [*no swimming infographic*]

[*translation(s) of parts 5a and 1 in EJ communities lacking English language proficiency.*]

### Website, no active public health warning:

(Part 6)

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There is no active public health warning for this location.

[*translation(s) of part 6 in EJ communities lacking English language proficiency.*]

### Website, with active public health warning:

(Parts 1, 2a (or 2b), 3, and 4b)

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WARNING! AVOID CONTACT WITH WATER – MAY CAUSE ILLNESS

There may be sewage in the water following a recent discharge or overflow event. The event began on [*Date and Time*] and ended on [*Date and Time*].

The [*Town Name*] [*Board of Health / Health Department*] can be contacted at:

[*phone / email of BOH*]

To determine the closure or advisory status of local shellfish growing areas, beaches, or other water resource areas, go to:

[*URL for relevant website(s)*]

[*translation(s) of parts 1, 2a (or 2b), 3, and 4b in EJ communities lacking English language proficiency.*]

### Example 3: Permanent sign with flashing light, and URL that has up-to-date info

#### Sign

(Parts 5b, 1, and 7)

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*[flashing light]*

If the light is flashing, this warning message is active:

**WARNING! AVOID CONTACT WITH WATER – MAY CAUSE ILLNESS**

*[no fishing infographic] [no boating infographic] [no swimming infographic]*

Visit the website for more information. Either type the URL into your internet browser, or search for *[recommended search terms]*.

*[URL]*

*[translation(s) of parts 5b, 1, and 7 in EJ communities lacking English language proficiency.]*

#### Website, no active public health warning:

(Part 6)

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There is no active public health warning for this location.

*[translation(s) of part 6 in EJ communities lacking English language proficiency.]*

#### Website, with active public health warning:

(Parts 1, 2a (or 2b), 3, and 4b)

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**WARNING! AVOID CONTACT WITH WATER – MAY CAUSE ILLNESS**

There may be sewage in the water following a recent discharge or overflow event. The event began on *[Date and Time]* and ended on *[Date and Time]*.

The *[Town Name]* *[Board of Health / Health Department]* can be contacted at:

*[phone / email of BOH]*

To determine the closure or advisory status of local shellfish growing areas, beaches, or other water resource areas, go to:

*[URL for relevant website(s)]*

*[translation(s) of parts 1, 2a (or 2b), 3, and 4b in EJ communities lacking English language proficiency.]*