

## **OBJECTIVES FOR THE NEW ENGLAND 4-H PROGRAMS**

The 4-H program at The Big E is a cooperative effort with the Eastern States Exposition and the Cooperative Extension Systems of the New England States working together toward common objectives. These objectives are:

1. To motivate and recognize the achievements of 4-H members and their volunteer leaders.
2. To give the general public attending The Big E a better understanding of 4-H educational efforts including the organization, program, and accomplishments.
3. To provide educational experiences for 4-H members that are not available in the individual states.
4. To make 4-H programs and activities visible to the general public across the grounds of The Big E.
5. To expand the image of 4-H as a total diverse youth development program.
6. To ensure quality educational activities both for the 4-H participant and the general public.
7. To identify 4-H as an integral part of the Cooperative Extension System and the land grant universities of New England.
8. To involve youth as equal partners in full decision-making roles at all levels of program decision-making.

Overnight Off Site Permission Form  
(New England Center Participants Age 7 -8 ONLY)

Please present this form to the New England Center Coordinator for verification upon arrival  
at the Eastern States Exposition.

New England Center 4-H Participant: \_\_\_\_\_ Age: \_\_7\_\_8

Group and State: \_\_\_\_\_

Dates: \_\_\_\_\_

The above 4-H member is participating in the New England 4-H program. Due to age requirements in the  
4-H Dormitory for overnight stays, \_\_\_\_\_ will be staying overnight with

\_\_\_\_\_ at \_\_\_\_\_ .

A contact phone number is \_\_\_\_\_.

The 4-Her should report to their 4-H leader at the New England Center upon arrival each morning.

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Overnight responsible party (if other than parent)

\_\_\_\_\_  
New England Center 4-H Coordinator

\_\_\_\_\_  
Date/Time

## **2019 Guidelines New England Center 4-H Activities**

1. **Eligibility** The New England Center Activity is open to regularly enrolled 4-H members from New England who are 9 years of age or older on January 1 but have not turned 19 years of age on or before January 1 of the current year and who have completed at least one year of 4-H Club work. 4-H member age 7 and 8 may participate for the day but are not allowed to stay overnight in the dorm. All members must be registered with their state office and The Big E by August 25.
2. **Attendance** Members may not leave the grounds during the time frame of their state's program. The Dorm and New England Center area must be swept and left in a neat and tidy condition. All 4-H participants and delegates requiring overnight accommodations must stay in the Moses Dormitory.
3. **Drinking** of alcoholic beverages, smoking and use of drugs by delegates is prohibited. All 4-H delegates are expected to act in an orderly manner. Delegates are expected to respect the general public and answer questions politely. Delegates will abstain from using profanity. Appropriate actions will be taken for violations.
4. **Dress Code**. Please refer to the Dress Code Policy Page.
5. **Housing and Meals** The Big E will provide housing and meals for all 4-H New England Center delegates and chaperones. Delegates and chaperones will eat and sleep at the 4-H Headquarters in the Horace Moses Building. The Meal Schedule is as follows: Breakfast – 6:30 to 8 a.m., Dinner – 11:15 to 1:15 p.m. and Supper – 5 to 7 p.m.
6. **Exhibitor Health Condition** Delegates must obtain from their state or county leader a health form to be filled out and signed by their parents or guardian. This procedure gives permission to administer medical treatment if and when it is necessary to do so.
7. **Small Animals in the New England Center** must have a current health certificate signed by licensed veterinarian. Please refer to the Massachusetts Animal Health Regulations included in this packet. When not displayed the animal must be housed in a cage away from the public, (preferably in a quieter setting for the well being of the animal). The animal can not be housed overnight in the dorm; however, overnight arrangements can be made. To make arrangements for bringing an animal please contact the Agriculture & Education Office at [aginfo@thebige.com](mailto:aginfo@thebige.com) or via phone at 413-205-5011, at least 3 weeks prior to arrival. This will insure proper accommodations are made for the animals.
8. **Emergency Protocol and Contact Numbers**. Please see Emergency Instruction page.
9. **Camper Policy**. Please refer to 4-H and Youth Working Steer Camping Policy page.

## Demonstrating in the New England Center

1. 7 PODS are available for state use. Six PODs are a 6 foot kidney shaped table about 30 inches high with room for two people behind it. A 7th POD is a 6 foot straight table and will have an area for a poster. Tables will be skirted and additional skirted tables will be available. The 6 foot kidney shaped POD areas will be set with its back to a wall, with a 48" x 48" homosote bulletin board on the wall. Please bring a poster or banner that indicates the POD topic, club name and county and state representing. The best action exhibits include audience participation. Brand names must be covered up. Pod participants are expected to run their demonstrations with minimal help from adult leaders and chaperones. If food is involved, all members must use plastic gloves. . If food is to be sampled or handed out to the public a member of the delegation, which may be an adult leader or chaperone, must be Serve Safe certified AND Allergen Awareness training must be completed and this person must be present while the serving is taking place. Allergen Awareness training can be completed online at: <https://www.servsafe.com/ServSafe-Allergens> The Serve Safe Certificate must accompany the Certified Individual. If you have a limited amount of materials, you may make a clock that shows when samples will be available. The PODS have electric outlets, but you may need to bring extension cords.
2. The Stage. The Stage is 12 feet deep by 24 feet wide (the width faces the audience) in dimension and is universally accessible. 3 microphones are available for use. 4-Hers must set the stage clock to show when the next performance will take place. There are 2 changing rooms available. You must bring all music that you will need. Please bring your music in 2 different formats to ensure success. Suggested formats include: iPod, iPhone, MP3 players, laptops or CD with a CD player that has a head phone jack. No additional sound equipment is allowed without prior permission from the 4-H Coordinator.
3. Schedule: Must exhibit from 10 am until 5 pm unless released by New England Center 4-H coordinator. 4-Hers may be permitted early release (4:30) to march in the parade.
4. Equipment that will be at The Big E: ladder, hammer, staple gun, pens, pencils, extension cords, demonstration mirror, etc.  
Equipment to bring: Any piece that is vital to your presentation should be brought with you. Also, equipment that is considered unusual will need to be brought in by the presenter (e.g. If you are doing a cooking demonstration, pans, pots, knives, towels, dishwashing liquid and all other equipment will need to be brought in by the presenter).
5. Members are encouraged to display a 4-H clover either on their shirts, aprons, or with patches or pins while presenting at the New England Center.

## Parade Participation

1. 4-H members are encouraged to march in The Big E Daily parade.
2. Please remember that you are representing 4-H and dress appropriately (4-H shirts or jackets look great if you have them). **A 4-H Clover should be visible on each participant in the parade.**
3. No throwing of items to the crowd. It is safer to give them items in the New England Center.
4. You must line up in front of the Moses Dormitory at 4:45.
5. You must have at least 1 Chaperone for every 20 members marching.

6. You are encouraged to bring club and state banners as well as the flags from the New England Center. However, you must return the flags to the New England Center.
7. Try to be as orderly as possible. Lines look much better than a mass of kids.

### **For New England Center Coordinators**

1. **MOU:** Refer to the Memorandum of Understanding for any additional rules.
2. **REGISTRATION:** Must be received by Agriculture Office by August 25. If you will not be using the stage, please contact New England Center 4-H Coordinator by August 1. Brochures can be sent from your state by August 25 to Eastern States Exposition, 4-H, NEC, 1305 Memorial Avenue, West Springfield, MA 01089.
3. **LIMITS ON TOTAL PARTICIPANTS:** 125 Girls and 50 Boys. All youth must be presenting at least twice a day on the stage or working in PODs for 90 minutes a day. Up to 3 youth may come as ambassadors to assist others. Please consult Agriculture & Education Department before the fair starts if you think you will be close to these limits and they will try to work with you on it.
4. **PASS POLICY:** All admission passes (including bus passes) are issued through your state office on an as needed basis. Additional passes are available for family members at a reduced price. Please call (413)205-5011 or email [aginfo@thebige.com](mailto:aginfo@thebige.com) within the Agriculture & Education Department.
5. **OVERNIGHT PARKING PASSES:** can be picked up from dormitory coordinator in the Moses Dorm upon arrival.
6. **INFORMATION REQUEST FORM** (due August 25) this form is to let 4-H Coordinator know if your state has any special needs; how many PODs you need; 4-H contact person with cell phone number. Mailing address is listed on the form.
7. **LEADERS LIST** (due August 25) A list of all leaders or chaperones, along with their cell phone numbers and e-mail addresses must be mailed to 4-H Coordinator.
8. **NEW ENGLAND CENTER ADMITTANCE:** Door #2 is the 4-H Door. Cars may drive onto grounds to deliver items to NEC Door #2 until 9 a.m. when all vehicles must be off the fairgrounds. Door will open at 8 a.m. each morning for 4-H people to bring their items in. 4-Hers are requested to stay in the 4-H and stage area until 10 a.m. when the whole building opens. All 4-Hers should be in the NEC by 8:15 a.m. for orientation/setup.

### **ACTION EXHIBITS MUST BE READY TO GO BY 9:45 a.m.**

9. **ORIENTATION:** Orientation will be held the first morning a state is in the New England Center by the 4-H Coordinator by 8:30 a.m. If additional 4-Hers join your state on the second day, please let the 4-H Coordinator know so that a second brief orientation can be set up for new people.
10. **STATE RESPONSIBILITIES IN THE NEW ENGLAND CENTER**
  - a. **Information Desk:** Volunteers are to staff Information Desk from 10 to 5 p.m.
  - b. **Parade:** All states are encouraged to march in the 5 p.m. Big E parade. This only takes about an hour total time. This is good for 4-H public relations and well-received by the public. Flags borrowed for the parade from NEC should be returned by 6pm to NEC.
  - c. **Clean-up:** All PODs, dressing rooms, kitchen, and the stage must be cleaned up before you leave each evening.
  - d. **Valuables:** will be locked up in the 4-H Coordinators office each evening. . No items are to be left in the stage dressing rooms after 4:45.
  - e. **Participation:** if participation is a challenge; please let the New England Center Coordinator know if you expect 30 minute or more gaps to ensure coverage.

11. **POD ASSIGNMENT** – There are 7 PODS. 6 of the PODS are kidney shaped tables that face each other with the back of the PODS against the wall. The 7th POD is located in the walkway in front of the POD area. The 7th POD should be assigned by the coordinator in advance to a group/individual that will provide a colorful, interactive presentation and has the ability to draw people in and direct them to the other POD presentations. It is up to the coordinator to determine if the other 6 POD areas should be assigned in advance, but please indicate on the Information Request Form if PODS are assigned.
12. **STATE PHOTOS/POSTERS:** Photos and Posters from your State 4-H contests may be displayed in the NEC. All photos should be **DUPLICATES**, not originals. Photos should be laminated and labeled with 4-Her's first name, age, county, and state. States may send up to 12- 8x10 photos with finished size no larger than 11x14 or 154 square inches. Up to 8 Posters sized between 12 x 18 and 14x22 may be sent, with the same information needed for photos, but they do not need to be laminated. Posters are returned to the state.
13. **EQUIPMENT AVAILABLE AT THE NEW ENGLAND CENTER:** Six foot extension cords, staple gun, pens, pencils, push pins, ladder, hammer, nails, markers, scissors, demonstration mirror and a wireless microphone.
14. **EDUCATIONAL TABLE EXHIBITS:** Each state is to bring stationary Educational displays/exhibits to be set up on a 6 foot table during their states assigned days in the back of the POD Activity area. Exhibits prepared by youth that may have been selected through state or county contests are encouraged. The exhibit is intended to be unmanned and brought by the states on their first day in the New England Center and taken by the state at the end of their last day in the New England Center.

Information to be received by **August 25:**

- Registration Form
- Information Request Form
- Leader's List
- Photos
- Posters
- State Brochures

**Mail to:**

**Agriculture Office, Eastern States Exposition  
1305 Memorial Avenue, West Springfield MA 01089**

It is an honor and a privilege to represent 4-H and the excellent reputation of your local and state program in the New England Center at the Eastern States Exposition. We are asking you to consider your dress while representing 4-H Youth and Family Development programs and dress for respect. Chaperones may ask you to change your attire if they deem it not appropriate for representing 4-H. You may be corrected on any inappropriate language or actions while you are representing 4-H at The Big E.

Please be advised that the following dress code will be enforced for all individuals participating in 4-H events and activities, **including participants in the fashion programs** and 4-H chaperones.

**All chaperones are asked to make sure that their 4-H delegation is meeting the dress code.**

### EXPECTED ATTIRE

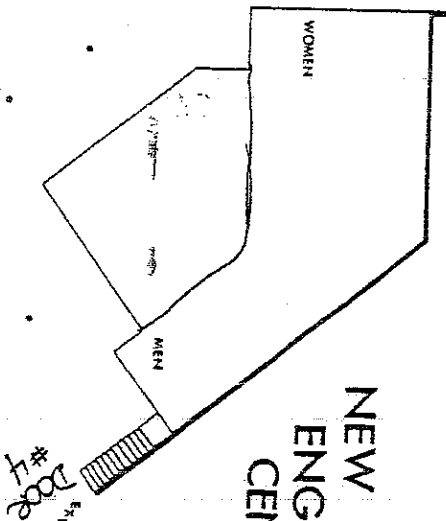
1. All clothing shall be neat, clean, acceptable in repair and appearance, and shall be worn within the bounds of decency and good taste as appropriate for 4-H events and activities.
2. 4-H shirts and state logos are strongly encouraged.
3. Clean shorts, pants or dress jeans are strongly encouraged.
4. Hair should be clean and neatly combed.
5. Hats will not be allowed in NEC unless it is part of the action exhibit.
6. Footwear deemed appropriate by your respective program must be worn at all times.

### PROHIBITED CLOTHING

1. Clothing displaying profanity, products, or slogans which promote tobacco, alcohol, drugs, sex or are in any other way distracting.
2. Skirts and dress hems must be 4" above the knee or less.
3. No cut-off shorts, torn or frayed jeans will be permitted. The inseam length of shorts is 4" or longer.
4. Exposed bare midriffs (front or side), bare chests, visible cleavage, undergarments (including bra straps), or transparent (see-through) clothing are prohibited. Blouse straps must be at least 2" wide.  
**Exception/clarification for Fashion participants for #4:** Formal wear may be strapless or have spaghetti straps. Low-cut backs must not fall below the navel line. Slits cannot exceed mid-thigh, where fingertips hit the leg. Skin-baring sides are inappropriate. Dresses may not be cut below the bust line. The bust continues around your sides directly under the armpit. With arms down at your side, if flesh touches flesh below the bust line, the dress is inappropriate.
5. Spaghetti straps, tank tops, shirts which expose a bare back, halter tops, and tube tops are prohibited.
6. Excessively baggy or tight clothing is prohibited. No wide leg, loose fit pants.
7. Any clothing that must be continually adjusted while wearing to meet the dress code is inappropriate. For example, skirts that "shorten" while walking to be more than 4" above the knees, shirts that fall off the shoulder to expose undergarments, shirts that must be pulled down to cover midriff or pants that need to be pulled up to hide undergarments etc.



# NEW ENGLAND CENTER



EXIT  
DOOR #3

EXIT  
DOOR #2

OFFICE AREA

DOOR #1

Seating  
area

12x24  
Stage

4-H  
area

DOOR #6  
EXIT

CONCEPT  
CONVENTION  
SERVICES  
94-08 LEVYARD ST  
HAIRFORD CT 06114  
(203) 523-3400  
THERE ARE ELECTRICAL OUTLETS ON  
EACH COLUMN; \* - WALL OUTLETS

← Dressing  
Room

SCALE: 1/8" = 1'-0"  
BOOTH SIZE:  
NUMBER:

DOOR #5  
EXIT

#### **4-H CAMPER POLICY:**

1. Camper spaces are reserved for those serving in an official capacity with their state 4-H program at The Big E. Three camper spots are allotted per state per animal activity. Each state will provide to ESE the names and responsibilities of each person they are requesting receive a camper space reservation. This one list from each state will be provided to the Agriculture office by August 15 of each year. If not postmarked or received by August 15, ESE reserves the right to use these spaces for other purposes. The following methods of communication are acceptable:

- a. US Mail ESE Ag Office 1305 Memorial Ave W.Spfld, MA 01089
- b. Email [aginfo@thebige.com](mailto:aginfo@thebige.com)

**Please Note: Lists will not be accepted via the telephone!**

2. Camper spaces in the Mallery Agriculture Complex area and the area designated for the 4H Horse Committee are assessed a \$20 per camper per night fee.
3. Spaces reserved for the 4H Horse Committee in the Horse Show Camper Lot will be allocated by the 4-H Horse Committee Chair.
4. No cars, trucks or other non-camper vehicles are allowed to be used as overnight accommodations on the grounds of The Big E. Any vehicles used in this manner will be towed.
5. More information is available regarding the availability of camper parking spaces for parents and non-official personnel in our public parking lot. For specific information regarding public parking camping and pricing, please email us at [aginfo@thebige.com](mailto:aginfo@thebige.com).
  - a. Members, chaperones, parents or club leaders not serving in an official capacity are encouraged to contact the Admissions Department of The Big E at (800)639-2908 regarding camper space availability in Lot 9. **RESERVATIONS ARE NOT ACCEPTED.**
  - b. Eastern States Exposition does not encourage the use of tents due to their possible placement near moving vehicles in our public parking lot. Persons wishing to use canvas-sided/pop-up/tent campers must tell the Parking Attendant upon entering the parking area so they may be directed to the designated areas. For specific information, please contact the Admissions Department of The Big E at (800)639-2908.
  - c. No tents are allowed in the Mallery Agriculture Complex parking area.
  - d. Any persons using canvas-sided/pop-up/tent-type campers will be required to sign a waiver accepting all responsibility for any theft, safety and/or personal liability.
  - e. Management reserves the right to refuse access, and is not responsible for accidents or personal loss, injury or damages to any property.

#### **EMERGENCY PROTOCOL (SEE SPECIFIC LOCATIONS)**

- Fairgrounds in general  
In the case of a major emergency on the fairgrounds, all 4-H members, leaders and chaperones are to report to the front lawn of their respective state buildings along the Avenue of States and remain there until released by the 4-H Dormitory Supervisor. In the case of an active shooter seek safety immediately until instructed to do something else by an official security detail. Upon all clear please report to the Moses Dorm or Mallery, whichever one you are closest to.
- Mallery Complex and New England Center  
In case of emergency on the fairgrounds, all 4-H members, leaders and chaperones participating in activities in the Mallery Complex or New England Center should follow the instruction of Eastern States Exposition personnel or staff given through announcements and if possible stay in a group with their volunteer leaders.

- ▶ **Emergency contact telephone numbers**
  - **413-205-5011 Agriculture Department**
  - **413-205-5185 Moses Dormitory Office**
  - **413-205-5555 Big E Police—24 Hour**
  - **Do not call 911.**

## **Evacuation Plan for Animals on Exhibition at the Eastern States Exposition**

If an event should occur on the Exposition Grounds that would require the evacuation or removal of animals being exhibited or shown under the control of the Agricultural Department of the Eastern States Exposition, the following guidelines should be implemented to assist in the timely and orderly evacuation of these animals.

1. The Director of Agriculture and Education of the Exposition will notify the Security Department that a situation exists that would require the evacuation of some or all of the animals on the Exposition grounds.
2. Upon notification from the Exposition Director of Agriculture and Education, a Seasonal Police supervisor will be dispatched to the Agricultural Department office located in the Mallary Complex, or other location as directed, to act as a liaison between the Seasonal Police and the Agriculture Department Director.
3. This supervisor at the direction of the Agricultural Department will establish a central location where the Agricultural Department exhibitors will standby to be transported or escorted off grounds to off grounds parking so vehicles to be used to transport the animals off grounds may be rapidly returned to the Exposition grounds to be loaded out.
4. If the animals need to be removed immediately from the buildings they are to be housed in the Coliseum. The Security Department will provide officers to secure the route to this location and assist in isolating the Coliseum once the animals are moved. Removal of animals from the building will proceed under the Direction of the West Springfield Fire Department.
5. The Security Department shall provide all available vehicles to transport drivers or escort vehicles to retrieve trailers from off ground locations.
6. A Seasonal Police supervisor shall accompany the vehicles to the off grounds location to assist in assembling a convoy of vehicles to be escorted back to the Exposition grounds for loading.
7. Should the disposal of animal remains be necessary the Director of Agriculture, will work with R G Webster Enterprises and the MDAR(Massachusetts Department of Agriculture Resources) to assure that this is done in a timely manner.
8. All operations shall continue until directed by the Director of Agriculture to suspend the operation.

### **Quarantine Plan for Animals on Exhibition at the Eastern States Exposition.**

Should the MDAR (Massachusetts Department of Agriculture Resources) determine that a mass quarantine needs to take place at the Exposition?

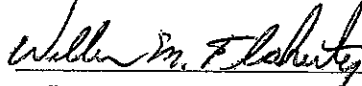
The Director of Agriculture will follow all directives issued by MDAR, and acting with the assistance of the Seasonal Security secures the quarantine area and proceed to set up care of all quarantined animals.

West Springfield Fire Department  
44 Van Deene Avenue – West Springfield, MA. 01089  
(413) 263-3384

**FIRE PREVENTION REGULATIONS AGRICULTURAL SHOWS**

1. No smoking allowed in Coliseum, Mallary Complex or barns.
2. BURLAP material is not allowed as backdrops or table coverings. All fabric used as backdrops and/or table coverings must be flame retardant. Use of spray flame retardants is acceptable.
3. All decorations must be non-flammable as certified by a National Testing Laboratory or, when permitted, rendered non-flammable by a topical flame retardant finish.
4. EZ-Up tents, if used must have flame retardant ratings. No vendor shall set up more than 2 (two) 10 (ten) foot by 10 (ten) foot tents next to each other. **\* ATTENTION PROMOTERS: No show layout should have more than 20 feet of tent without a 10 foot non-tent space.\***
5. Devices utilizing open flames are not permitted.
6. All lights and electrical mechanisms must have a UL label. Extension cords shall be UL listed, and must be of proper gauge and not overloaded with electrical devices. No home type extension cords may be used.
7. Electrical devices shall not be permitted to be in direct contact with combustible materials such as wood chips, hay bales, and decorations.
8. Electrical devices shall not be left unattended, i. e., displays utilizing lights and electrical mechanisms shall be shut off or unplugged at the end of the show.
9. Flammable liquids and gases (propane, butane etc.) are not allowed in the buildings. Non flammable gas cylinders, such as helium, shall be supported by metal stands or secured with a proper size chain.
10. Corn stalks, hay bales and fine bark mulch are not allowed for display purposes. Large wood chips, coarse bark mulch may be used in barns but shall be kept damp at all times.
11. Live trees and vegetation shall be balled and watered daily. **\*PRIOR TO SET – UP, approval must be granted by the West Springfield Fire Department – Fire Prevention Office.\***
12. No motorized gasoline or diesel vehicles allowed in buildings. (Golf carts and scooters).
13. No large round or square bales of hay or straw and or open piles of silage or haylage are allowed. Feed and bedding material must be bagged or baled in small square or round bales (less than 400 lbs.).
14. Feed and bedding material is not allowed on the floor of any aisle for display purposes. Including wood shavings, sawdust, peat moss and loose straw.
15. Coverings are not allowed over aisles, such as banners, farm signs, EZ-UP tents.
16. All aisles shall be a minimum of 10 feet in width and shall remain free and clear at all times.
17. Aisle display widths are not to exceed 30" from each side in main aisle and 24" from each side in side aisles.
18. No excessive accumulation or rubbish or litter allowed.
19. All exits shall remain free and clear at all times.
20. All fire lanes shall remain free and clear at all times.
21. All fire alarm pull stations, fire extinguishers and any other fire protection devices or equipment shall be free and clear of obstructions and readily visible.
22. No signs, decorations, or products shall be attached to any part of the sprinkler system.

Daniel E. Culver – Deputy Fire Chief  
Fire Prevention Officer  
[dculver@west-springfield.ma.us](mailto:dculver@west-springfield.ma.us)

  
William M. Flaherty – Fire Chief

**IAFE**  
**(INTERNATIONAL ASSOCIATION OF FAIRS AND EXPOSITIONS)**  
**NATIONAL CODE OF SHOW RING ETHICS**

Exhibitors of animals at livestock shows shall at all times deport themselves with honesty and good sportsmanship. Their conduct in this competitive environment shall always reflect the highest standards of honor and dignity to promote the advancement of agricultural education. This code applies to junior as well as open class exhibitors who compete in structured classes of competition. This code applies to all livestock offered in any event at a livestock show. In addition to the "IAFE National Code of Show Ring Ethics," fairs and livestock shows may have rules and regulations which they impose on the local, county, state, provincial and national levels.

All youth leaders working with junior exhibitors are under an affirmative responsibility to do more than avoid improper conduct or questionable acts. Their moral values must be so certain and positive that those younger and more pliable will be influenced by their fine example. Owners, exhibitors, fitters, trainers and absolutely responsible persons who violate the code of ethics will forfeit premiums, awards and auction proceeds and shall be prohibited from future exhibition in accordance with the rules adopted by the respective fairs and livestock shows. Exhibitors who violate this code of ethics demean the integrity of all livestock exhibitors and should be prohibited from competition at all livestock shows in the United States and Canada.

The following is a list of guidelines for all exhibitors and all livestock in competitive events:

1. All exhibitors must present, upon request of fair and livestock show officials, proof of ownership, length of ownership and age of all animals entered. Misrepresentation of ownership, age, or any facts relating thereto is prohibited.
2. Owners, exhibitors, fitters, trainers, or absolutely responsible persons shall provide animal health certificates from licensed veterinarians upon request by fair or livestock show officials.
3. Junior exhibitors are expected to care for and groom their animals while at fairs or livestock shows.
4. Animals shall be presented to show events where they will enter the food chain free of violative drug residues. The act of entering an animal in a livestock show is the giving of consent by the owner, exhibitor, fitter, trainer and/or absolutely responsible person for show management to obtain any specimens of urine, saliva, blood, or other substances from the animal to be used in testing. Animals not entered in an event which culminates with the animal entering the food chain shall not be administered drugs other than in accordance with applicable federal, state and provincial statutes, regulations and rules. Livestock shall not be exhibited if the drugs administered in accordance with federal, state and provincial statutes, regulations and rules affect the animal's performance or appearance at the event.

If the laboratory report on the analysis of saliva, urine, blood, or other sample taken from livestock indicates the presence of forbidden drugs or medication, this shall be prima facie evidence such substance has been administered to the animal either internally or externally. It is presumed that the sample of urine, saliva, blood, or other substance tested by the laboratory to which it is sent is the one taken from the animal in question, its integrity is preserved and all procedures of said collection and preservation, transfer to the laboratory and analysis of the sample are correct and accurate and the report received from the laboratory pertains to the sample taken from the animal in question and correctly reflects the condition of the animal at the time the sample was taken, with the burden on the owner, exhibitor, fitter, trainer, or absolutely responsible person to prove otherwise.

At any time after an animal arrives on the fair or livestock show premises, all treatments involving the use of drugs and/or medications for the sole purpose of protecting the health of the animal shall be administered by a licensed veterinarian.

5. Any surgical procedure or injection of any foreign substance or drug or the external application of any substance (irritant, counterirritant, or similar substance) which could

affect the animal's performance or alter its natural contour, conformation, or appearance, except external applications of substances to the hoofs or horns of animals which affect appearance only and except for surgical procedures performed by a duly licensed veterinarian for the sole purpose of protecting the health of the animal, is prohibited.

6. The use of showing and/or handling practices or devices such as striking animals to cause swelling, using electrical contrivance, or other similar practices are not acceptable and are prohibited.
7. Direct criticism or interference with the judge, fair or livestock show management, other exhibitors, breed representatives, or show officials before, during, or after the competitive event is prohibited. In the furtherance of their official duty, all judges, fair and livestock show management, or other show officials shall be treated with courtesy, cooperation and respect and no person shall direct abusive or threatening conduct toward them.
8. No owner, exhibitor, fitter, trainer, or absolutely responsible person shall conspire with another person or persons to intentionally violate this code of ethics or knowingly contribute or cooperate with another person or persons either by affirmative action or inaction to violate this code of ethics. Violation of this rule shall subject such individual to disciplinary action.
9. The application of this code of ethics provides for absolute responsibility for an animal's condition by an owner, exhibitor, fitter, trainer, or participant whether or not he or she was actually instrumental in or had actual knowledge of the treatment of the animal in contravention of this code of ethics.
10. The act of entering an animal is the giving of consent by the owner, exhibitor, fitter, trainer, or absolutely responsible person to have disciplinary action taken by the fair or livestock show for violation of this Code of Show Ring Ethics and any other rules of competition of the fair or livestock show without recourse against the fair or livestock show. The act of entering an animal is the giving of consent that any proceedings or disciplinary action taken by the fair or livestock show may be published with the name of the violator or violators in any publication of the International Association of Fairs and Expositions, including *Fairs and Expositions* and any special notices to members.
11. The act of entering of an animal in a fair or livestock show is the giving of verification by the owner, exhibitor, fitter, trainer, or absolutely responsible person that he or she has read the IAFE National Code of Show Ring Ethics and understands the consequences of and penalties provided for actions prohibited by the code. It is further a consent that any action which contravenes these rules and is also in violation of federal, state, or provincial statutes, regulations, or rules may be released to appropriate law enforcement authorities with jurisdiction over such infractions.

COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF AGRICULTURAL RESOURCES/FAIRS

In addition to complying with all laws and regulations governing animal health issues all fairs must adopt and enforce the following rules for governance of the fair:

**2019 Fairs- Animal Health Rules**

**NO animal will be admitted to the fairgrounds unless it meets the requirements below. NO animal is to be unloaded or enter a barn or tie-out stall until the animal and its paperwork have been inspected and approved for entry.**

**A. General Rules for All Animals: See M.G.L. c. 128 §2C, 129 §2**

1. All animals must be in proper physical condition, be properly identified and free of visual evidence of infectious, contagious or parasitic disease at time of arrival. Specific diseases and conditions which will disqualify an animal for entry are identified for each species in the following sections of the rules. Animals of any species with open or draining wounds will not be approved for entry.
2. Evidence of infectious, contagious or parasitic disease or failure to produce the necessary documents for health certification, vaccination or testing will result in the animal's rejection for entry. **THE INSPECTOR'S DECISION IS FINAL.**
3. Any surgical procedure or injection of any foreign substance or drug or the external application of any substance (irritant, counterirritant, or similar substance) which could affect the animal's performance or alter its natural contour, conformation or appearance, except external applications of substances to the hoofs or horns of animals which affect appearance only, and except for surgical procedures performed by a duly-licensed veterinarian for the sole purpose of protecting the health of the animal, is prohibited.
4. **Official ID: See Final Rule: Summary of Traceability for Livestock Moved Interstate (Summary of general Requirements by Species)**

All livestock must have proper official, individual ID as required for the species, e.g. official metal ear tag, tattoo, scrapie tag, or microchip. Breed registration forms must accompany health certificates when used as part of official identification.

**5. Health Certificates: --**

**One Official Certificate of Veterinary Inspection (OCVI) may be allowed for animals of the same species to be exhibited at fairs or shows in any of the New England states (CT, \*ME, MA, \*\*NH, RI, and \*\*\*VT) when submitted with an itinerary of the dates and locations of the events at which the listed animals are expected to be shown. Only animals that are healthy at the time of shipment may be moved.** Note that \*ME, \*\*NH, and \*\*\*VT have additional requirements. Certificates of veterinary inspection in these states are valid for a shorter period of time and may have additional language, movement and permit requirements.

For the 2019 Show and Fair Season, livestock animals being exhibited in New England states must have official certificates of veterinary inspection (OCVIs) that meet the following requirements:

- a. **CT, MA, and RI:** OCVIs issued on or after **January 1, 2019** may be used for those animals being shown at multiple fairs and shows in CT, MA, and RI through the 2019 show/fair season ending October 31, 2019.
  - i. **ME:** *An importation permit for exhibition animals is also required. Contact ME State Veterinarian's Office (207-287-3701) for permits/questions*
  - ii. **MA Special Note:** **The Big E Fairgrounds** in West Springfield requires a CVI issued within the prior 30 days for all **horses** entering the premises for any show, fair, or exhibition.
  - iii. **NH:** \* \* NH: To qualify for the extended CVI, animals exhibited in NH must originate in a New England state and move on OCVIs issued on or after April 1, 2019 to participating NH fairs and shows from **July 1 to October 31. The extended CVI is not available for animals that do not reside in New England.** *Contact NH State Veterinarian's Office (603) 271-2404 for details and permits.*
  - iv. **\*\*\*VT:** *Contact the VT Animal Health Office (802-828-2421) for specific import requirements that deviate from the general information in this letter and must be met for legal import of livestock.*
- b. A single OCVI from the animals' home state may be completed for travel to and from the New England states in which the animals will be exhibited. *MA animals being shown ONLY in MA may substitute a signed, dated letter on the letterhead of an accredited veterinarian for an OCVI if all required information is included and all additional requirements are met.*



- c. Multiple animals of the same species may be listed on one health certificate with appropriate individual IDs and descriptions. Animals of different species may not be listed on the same official health certificate.
- d. **An itinerary of the names and locations for each New England fair or show at which owner expects to show the listed animals and the dates when each animal are expected to be on each site, must be prepared by the owner and presented to the veterinarian at the time the OCVI is written.**
  - i. **A copy of this planned itinerary must be attached to the official health certificate (import and export) for it to be used for more than one fair or show.**
  - ii. That proposed list should be signed by the veterinarian and the owner/ exhibitor and reference the relevant OCVI number(s).
- e. The name and address of the first show or fair where the listed animals will be exhibited is to be used as the “destination” on the OCVI form. In addition, “See attached list” or a similar statement directing Animal Health Officials or Fair Inspectors to the attached proposed itinerary must be included.
- f. Exhibitors must keep an accurate list of the show locations and dates when their animals were actually on the show/fairgrounds. This record must be available to fair inspectors at each inspection and check-in.
- g. Any animal listed on an OCVI that becomes sick must remain home. If the animal is refused entry to any exhibition during 2019 for health reasons it must have a new health certificate issued by an accredited veterinarian within 30 days of the next interstate movement.
- h. Any New England state may end their participation in this agreement and revert to the standard published requirements for livestock imports in the state at any time, in the event of foreign animal disease outbreak or changes to state legislation.

***ADDITIONAL REQUIREMENTS FOR EACH SPECIES ARE LISTED BELOW.***

**B. Cattle: See M.G.L. c. 129 §§2, 39 and 330 CMR 4.04(2).**

- 1. **TB and Brucellosis testing is not required for animals from TB-Accredited and Brucellosis-Free States** and in-state animals. Current brucellosis and TB status in the exhibitor’s state can be obtained from the state veterinarian’s office in each state. If the exhibitor’s state is not TB-Accredited or Brucellosis-Free, then the exhibitor must call the Massachusetts Division of Animal Health for entry requirements (617-626-1795). All animals must be free of visual evidence of the following diseases and conditions: foot rot, mange, pink-eye, ringworm, warts, cow-pox and open or draining wounds.
- 2. While not required, it is *strongly recommended* that all cattle be currently vaccinated for rabies.
- 3. Note: **The Big E is requiring RFID official identification tags for all cattle entering the Big E Fairgrounds premises in 2019.**

**C. Poultry: See M.G.L. c. §§2, 129, and 330 CMR 5.02.**

- 1. No poultry will be admitted to a fairground until it has been individually inspected.
- 2. All poultry must be free of visual evidence of the following diseases: infectious bronchitis, coryza, pullorum-typhoid, fowl-pox, external parasites and laryngotracheitis.
- 3. Each bird must be accompanied by written proof (ID card or test report) that the breeding flock was blood-tested negative for pullorum-typhoid within one year prior to entry date.
- 4. Birds from quarantined states will not be permitted entry.
- 5. All birds over 16 weeks of age as of January 1, 2019 shall be individually leg banded with a state leg band. This includes out of state exhibitors.
- 6. No bird vaccinated for laryngotracheitis within thirty days of the fair will be admitted.

**D. Goats : See M.G.L. c. 129 §2, 9 CFR 79.6 and Massachusetts Emergency Order 1-AHO-06.**

- 1. **TB and Brucellosis testing is not required for animals from TB-Accredited and Brucellosis-Free States** and in-state animals.
- 2. All goats and kids presented, regardless of age, must be individually listed and identified on the health certificate. All goats must be free of visual evidence of the following diseases and conditions: foot rot, mange, pink-eye, ringworm, warts, pox and open or draining wounds. All goats must also be free of sore mouth and scrapie exposure.
- 3. Based on the Federal Scrapie Eradication Program (FSEP), goats and sheep of any age or sex brought to show or exhibition from either out of state or within state must possess a USDA approved individual identification tag, tattoo, or electronic implant consistent with the requirements of the FSEP and the Massachusetts Emergency Order 1-AHO-06. Information on approved tags and tattoos is available from the USDA-APHIS office in Sutton, MA at 508-363-2290.

**E. Camelids (Llamas, Alpacas, etc.): See M.G.L. c. 129 §2, M.G. l. c. 131, §23, 321 CMR 9.02.**

1. **TB and Brucellosis testing is not required for animals from TB-Accredited and Brucellosis-Free States** and in-state animals. Current brucellosis and TB status in the exhibitor's state can be obtained from the state veterinarian's office in each state. If the exhibitor's state is not TB-Accredited or Brucellosis-Free, then the exhibitor must call the Massachusetts Division of Animal Health for entry requirements (617-626-1795).
2. All Camelids originating from outside the Commonwealth are required to be tested for Blue Tongue. Exception: Animals from a USDA declared "Low Incident State" are exempt. All New England states and New York are low incident states.
3. All animals must be free of visual evidence of the following diseases and conditions: foot rot, mange, pink-eye, ringworm, warts, pox and open or draining wounds.

**F. Swine: See M.G.L. c. 129 §14E, 330 CMR 11.04(2), 9 CFR 71.19**

1. All swine must be identified by an official ear tag or registration.
2. Swine must be free of visual evidence of the following diseases and conditions: erysipelas, atrophic rhinitis, mange and open or draining wounds.
3. No person shall import into Massachusetts from outside the state any swine which have been pseudorabies vaccinated. M.G.L. c. 129 §14E.
4. No person shall import into Massachusetts swine from Stage 1 or Stage 2 Pseudorabies States.
5. All swine shall originate from qualified pseudorabies-free herds, or monitored herds in qualified pseudorabies free States only. The pseudorabies status of the exhibitor's state can be obtained from the state veterinarian's office in each state.

**G. Sheep: See 9 CFR 79 and Massachusetts Emergency Order 1-AHO-06.**

1. No sheep will be allowed entry from flocks in which Scrapie has been diagnosed or in which animals are under surveillance for Scrapie during the previous eighteen months. Based on the Federal Scrapie Eradication Program (FSEP) and the Massachusetts Emergency Order 1-AHO-06, sheep of any age or sex brought to show or exhibition from either out of state or within the state must possess a USDA approved individual identification tag, tattoo, or electronic implant consistent with requirements of the FSEP. Information on approved tags, tattoos, and electronic implants is available from the USDA APHIS office in Sutton, MA at 508-363-2290.
2. No sheep will be permitted entry from flocks in which Soremouth has existed or in which Soremouth Vaccine has been administered in the previous sixty (60) days.
3. Sheep must be free from visual evidence of foot rot, sore mouth, pink eye, ringworm, and open and draining wounds.
4. While not required, it is *strongly recommended* that sheep be currently vaccinated against rabies.

**H. Equine: M.G.L. c. 128 §§2C, 44, 330 CMR 16.05.**

1. All equines entering a Massachusetts fairground must have a valid health certificate.
2. All equines must be free of visual evidence of the following diseases and conditions: mange, ringworm, soring, strangles, and open or draining wounds.
3. All equines originating from within and outside of the Commonwealth must have a negative USDA-approved EIA test (i.e., Coggins test or ELISA test) dated within twelve months of entry.
4. While not required, it is *strongly recommended* that all equines be vaccinated for rabies, tetanus, EEE and WNV within one year of the fair.
5. Note: **The Big E Fairgrounds in West Springfield requires a CVI issued within the prior 30 days for all equines entering the premises for any show, fair, or exhibition. In addition, all equines shown there must have been vaccinated for EHV-1 in 2019.**

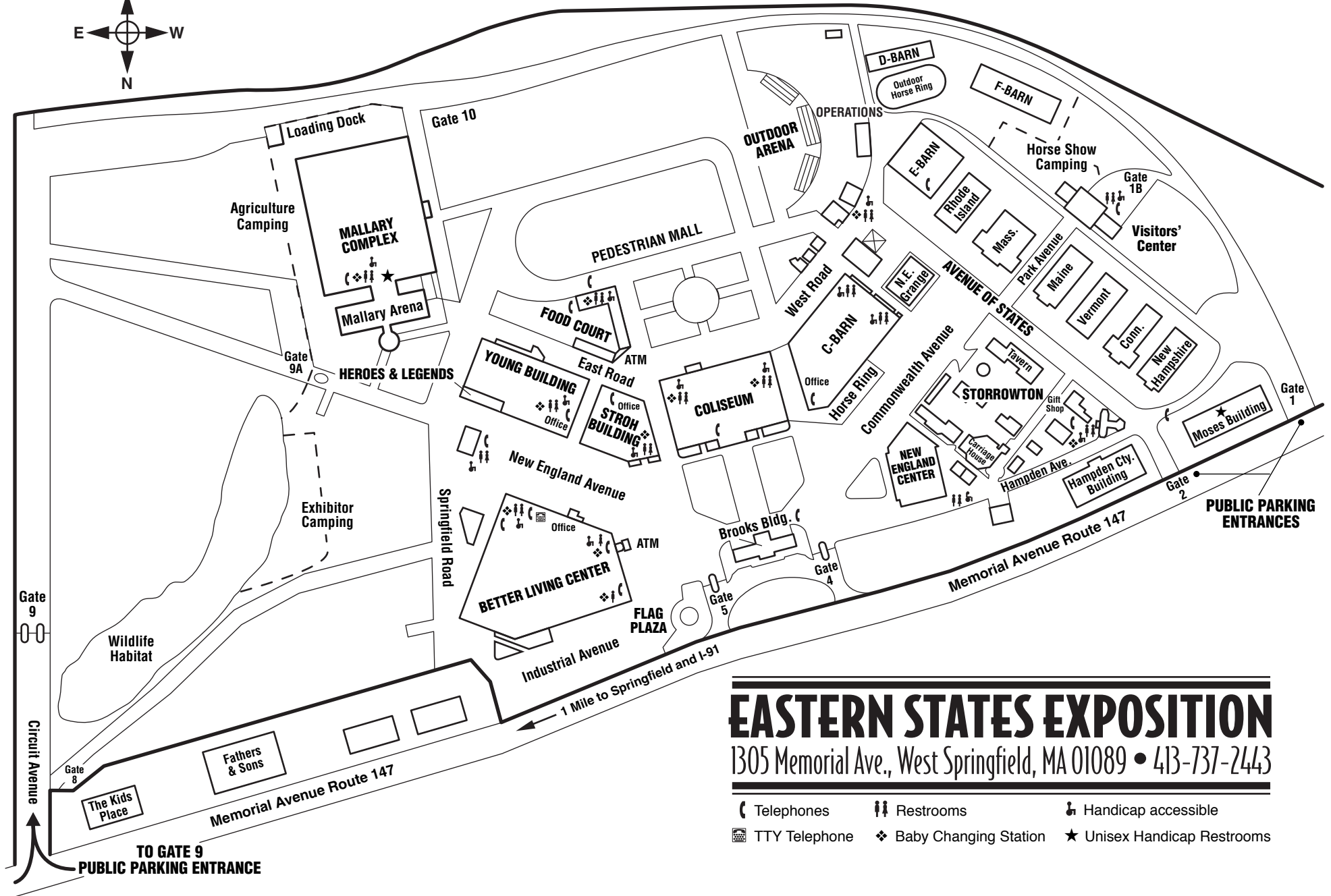
**I. Rabbits: See M.G.L. c. 129 §2**

Rabbits must be free of visual evidence of the following diseases: snuffles, wet tail, skin and ear infections.

**J. Dogs and Cats: See M.G.L. c. 129 §39G**

1. All dogs and cats must be free of visual evidence of the following diseases: kennel cough, distemper, hepatitis, parvo, ringworm and mange.
2. **All Massachusetts dogs and cats and those originating from out of this State must have a valid and current vaccination certificate for rabies.**

**All petting zoos are required to have a USDA APHIS Exhibitor's License and valid health certificates.**



# EASTERN STATES EXPOSITION

1305 Memorial Ave., West Springfield, MA 01089 • 413-737-2443

- |               |                       |                           |
|---------------|-----------------------|---------------------------|
| Telephones    | Restrooms             | Handicap accessible       |
| TTY Telephone | Baby Changing Station | Unisex Handicap Restrooms |