



SAFETY RULES & GUIDELINES

HELPFUL HINTS:

- Remind volunteers to use good judgment and safe practices during clean-up efforts
- If you cannot be the Lead Contact, designate another (adult) to be the Lead Contact and advise the Town of Firestone Public Works Department
- Ensure there is a responsible adult to supervise minors
- Discuss the route to be cleaned up with all volunteers
- Discuss areas of concern or danger, such as high traffic areas
- Never reach blindly to pick up an item. Always use a tool to identify the item before picking it up
- Pair up in teams. Working in pairs is generally safer than working alone. Doing so allows volunteers to look out for each other
- If possible, have a cell phone available or know where accessible phones are along the clean-up route in case of an emergency

SAFETY INSTRUCTIONS:

- Once a year, the Lead Contact will be required to watch a safety video with the Safety Coordinator prior to receiving the Adopt-A-Place supplies to complete their clean-up
- After watching the video, the Lead Contact will be required to sign-off that they have watched the video, and will inform their volunteers of the safety requirements
- Volunteers should watch out for vehicles in the area they are cleaning. Remember, drivers may not expect to see volunteers
- Volunteers should obey traffic signals, cross streets at intersections, and marked crosswalks if available
- Volunteers cleaning-up along roadways must travel against oncoming traffic
- Volunteers must not handle hazardous items. Hazardous items can be defined as objects that contain harmful and/or corrosive chemicals, or objects that may carry harmful bacteria or disease. If syringes are found, they should be reported to the Firestone Police Department. For disposal of other hazardous items, please contact the Public Works Department, who will make arrangements to dispose of the hazardous items
- Volunteers should use extreme caution when handling dangerous litter. Dangerous litter can be defined as objects that may cut or injure (ie. broken glass, razor blades, etc.) These items should only be handled with litter tongs or swept with a broom and picked up with a dustpan. Minors should not pick up dangerous litter
- Volunteers must wear safety vests and gloves during clean-up efforts, which will be supplied

ALL PARTICIPANTS AGREE TO:

- Participants ages 10-13 can participate in park or trail clean-up projects. Ages 13+ can participate in street clean-up projects
- Wear a Town of Firestone supplied vest (or approved safety vest)
- Park all vehicles clear of the roadway and on the same side of the road where volunteers are working
- Provide adequate supervision by one or more adult (21 years of age or older) per groups of 8 that have participants 10 to 17 years of age
- Pick up litter only during daylight hours
- Not pick up trash on the road surface
- Conduct a safety meeting for all participants before each clean-up to review safety rules and guidelines
- Coordinate pick-up of supplies with Public Works 1 week prior to planned clean-up

FOR YOUR SAFETY:

- Wear light-colored clothing that covers arms and legs
- Wear leather shoes or boots, gloves, hat and safety glasses
- Wear clothing that will not divert the attention of motorists during clean-up activities
- Wear clothing that will not impair vision or movement during clean-up activities
- Work in small groups
- Stay clear of any construction
- Stop work in inclement weather
- During warm weather months, drink plenty of fluids, take breaks, avoid overexertion
- During cold weather months, dress warmly in layering clothing
- Be alert for snakes, stinging insects and poisonous plants
- Do not remove hazardous substances or dead animals
- Avoid contact with noxious weeds and areas where herbicides were applied
- Carpool to the site to reduce the number of vehicles
- Use proper lifting and bending techniques

VOLUNTEERS MUST NOT:

- Use or possess illegal drugs, marijuana or alcohol during a clean-up
- Pick up trash on bridges, on overpasses or in tunnels
- Pick up trash on the median
- Pick up what appears to be hazardous material
- Attempt to squeeze bags to make room for more trash

IN CASE OF EMERGENCY:

- Utilize the first-aid kit provided
- Call 9-1-1 if necessary
- Select an emergency room/hospital and know the route from the work area to that designated place

FOR THE SAFETY OF PUBLIC WORKS CREWS:

- Group trash bags together and, where practical, place them at least 8 feet from the side of the road to make the job of collecting bags easier and safer for the Public Works employees