



CITY OF MONROE DEPARTMENT OF PLANNING AND DEVELOPMENT

ADOPT-A-STREET PROGRAM

SAFETY RULES AND GUIDELINES FOR VOLUNTEERS

All Volunteers Must:

- view North Carolina Adopt-A-Highway safety video prior to participation in a cleanup
- wear a Department approved orange Adopt-A-Street safety vest
- park all vehicles clear of the roadway and on the same side of the road where volunteers are working
- be 12 years of age to participate in a cleanup
- furnish adequate supervision by one or more adults 21 years of age or older for groups that have participants 12-17 years of age
- pick up litter only during daylight hours
- not pick up trash on the road surface and shall stay off the road at least 5 feet from the pavement edge
- obey all safety rules and guidelines
- conduct a safety meeting for all participants prior to each cleanup and go over Safety Rules and Guidelines for Volunteers and Safety Procedures for litter pickup

For Your Safety:

- wear light-colored clothing that covers arms and legs
- wear leather shoes or boots, gloves, a hat, and safety glasses
- wear clothing that will not divert attention of motorists during cleanup activities
- wear clothing that will not impair vision or movement during cleanup activities
- work in small groups
- face oncoming traffic when picking up litter and look up often to ensure that no vehicle is encroaching your work area
- stay well 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 with layered clothing
- be alert for snakes, stinging insects, and poisonous plants
- do not remove hazardous substances or dead animals (notify your local Adopt-A-Street Coordinator, Susan Osborne, and tell her the location of the item)
- avoid contact with noxious weeds and areas where herbicides were applied
- carpool to the site to reduce number of vehicles
- use proper lifting and bending techniques

Volunteers Must Not:

- use or possess illegal drugs or alcohol during a cleanup
- pick up trash on bridges, overpasses, or in tunnels
- pick up trash on a median
- pick up what appears to be hazardous material (notify your Adopt-A-Street Coordinator, Susan Osborne, if you encounter hazardous objects or holes, guy wires, and other hidden obstacles in the ground)
- attempt to squeeze bags to make room for more trash (injuries from broken or jagged objects can result)

In Case of Emergency:

- have an adequate first-aid kit immediately available
- select an emergency room/hospital and know the route from the work area to the designated place of treatment facility
- have transportation immediately available

For the Safety of Department of Transportation Crews:

Group the orange 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 our Department of Transportation or City of Monroe employees.