

FALL LITTER SWEEP

September 15-29, 2018

Volunteer Safety Rules and Guidelines

- Park in areas that provide safe entrance and exit of the pickup area; do not create hazards with other vehicles and equipment operating near the work area; provide maximum protection for volunteers getting in and out of the vehicle.
- All volunteers must wear an NCDOT approved orange safety vest. It is a good practice to wear long-sleeve shirts, gloves and high-top boots to protect against unforeseen hazards.
- Take extra precautions to prevent heat and cold stress when working in extreme temperatures. Pick up only during daylight hours and stop work during inclement weather.

Face oncoming traffic while on foot. Stay off the road at least five feet from the pavement edge.

- Do not pick up in ditches, tunnels, on road surfaces, bridges, overpasses or medians. Avoid any construction areas.
- Work in small groups, allowing ample space for each volunteer to work safely.

Place tools in a safe position so that sharp points are not exposed. Be aware of hidden obstructions that may have sharp edges and broken glass, especially in grassy areas.

- Do not attempt to squeeze bags to make room for more trash. Use caution when handling trash containing broken or sharp objects. Use proper lifting techniques when lifting bags.

Do not pick up what appears to be hazardous material or any type of container with unknown contents (notify your local coordinator or NCDOT maintenance office if you encounter hazardous objects or holes, guy wires and other hidden obstacles in the ground).

- Place trash bags where they can be easily retrieved by NCDOT personnel, but will clear of roadway traffic.
- Do not use or possess illegal drugs or alcohol prior to or during a cleanup.

Provide adequate supervision by one or more adults 21 years of age or older for groups that have volunteers 12-17 years of age. All volunteers must be at least 12 years of age with adult supervision to participate.

- Know the routes to medical care in case of emergency and have a first-aid kit immediately available.

Conduct a safety meeting for all volunteers prior to each cleanup and go over all safety procedures, rules and guidelines. View the "North Carolina Adopt-A-Highway Safety" video and the "Colorado Meth Lab Waste Recognition" video.

You can access all safety information and videos from our website at ncdot.gov/littersweep.

Visit ncdot.gov/littersweep to download forms:

to download forms:

- Fall 2018 Litter Sweep poster
- Certificate of Appreciation request form
- Safety rules and regulations for volunteers
- Adopt-A-Highway reporting instructions
- Litter Sweep cleanup procedures
- Adopt-A-Highway media form

For questions or to request copies, call 800-331-5864

 Please recycle this mailer after use.

Visit your local NCDOT maintenance office for gloves, safety vests, and orange trash bags that are reversible to a blue color for glass, metal and plastic for recycling. Dispose of recyclables yourself.

Please report pickups online at <https://apps.ncdot.gov/LM> (into needed: Pickup key, route cleaned, # of volunteers, hours worked, # of recyclable bags and trash bags, and is NCDOT bag pick up needed.) If you are not an AAH volunteer, please use the Other Volunteer Pickup Key: NSLKC.

Reminder: It is illegal to dispose of aluminum cans and plastic bottles in landfills.

SUPPORT A LITTER-FREE NC!

ncdps.gov/litterreenc

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REQUEST FOR CERTIFICATE OF APPRECIATION (Please print)

Issue in name of _____

Mail to _____

Address _____

City _____ State _____ ZIP _____ County _____

Phone (Work) _____ (Home) _____

Email _____

Deadline to request certificate is October 31, 2018

Mail or fax to NCDOT Litter Management
1540 Mail Service Center
Raleigh, NC 27699-1540 / Fax: 919-715-2554

THANK YOU FOR
SAFELY PARTICIPATING
IN LITTER SWEEP.

Address Service Requested

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North Carolina Department of Transportation
Litter Management
1540 Mail Service Center
Raleigh, NC 27699-1540