

Attachment A
ADOPT A ROAD PROGRAM
SAFETY CHECKLIST

1. A safety briefing with the Adopt a Road Program group (GROUP) participants is required prior to each litter removal activity. In the safety briefing, this Safety Checklist is to be reviewed.
2. Participants should wear light colored clothing, heavy gloves, hat, and long sleeves. Wearing of sunglasses and sunblock is heavily encouraged.
3. Vehicles belonging to the GROUP's participants are to be parked clear of the roadway. The GROUP's participants are encouraged to carpool to the GROUP's adopted roadway segment (ADOPTED ROAD SECTION).
4. Safety vests are to be worn at all times by the GROUP's participants.
5. GROUP participants must stay outside of the roadway pavement and are not to enter the roadway or shoulder. Litter removal activities are to occur in the grassy areas and/or on the sidewalk next to the ADOPTED ROAD SECTION. Litter should not to be collected from construction sites, medians, in tunnels or on bridges overpasses.
6. GROUP participants are to stay clear of any construction and face oncoming traffic.
7. The GROUP is to designate at least one (1) GROUP adult supervisor, 18+, who is on-site and responsible for the supervision of all litter removal activities.
8. Participants must be at least 12 years of age. The GROUP shall provide at least one (1) adult supervisor for every five (5) youths, ages 12-15, who are participating.
9. Each GROUP should have a first aid kit and an adequate supply of drinking water should be available.
10. No intoxicating liquid/beverage, nor illegal drugs will be allowed.
11. The GROUP is not to work in inclement weather.
12. The GROUP is to remove litter during daylight hours and outside of peak hours. Peak hours are between 6:00 AM and 9:00 AM and between 4:00 PM and 6:00 PM, Monday through Friday.

13. GROUP participants are to avoid overexertion and be alert for snakes.
14. GROUP participants are to avoid contact with hazardous substances. If you encounter any suspicious materials, call the Traffic Division at 561-684-4030 to arrange pick-up.
15. GROUP Supervisor(s) must carry a cellphone and know the route from the site to the nearest emergency center or hospital.
16. GROUP participants shall not wear clothing or headphones that will restrict vision or hearing.
17. The GROUP is to call the Traffic Division at 561-684-4030 at least 5 working days **PRIOR** to the litter removal to schedule disposal of the litterbags.
18. **REMEMBER;** leave the collected litterbags under any of the GROUP's ADOPTED ROAD SECTION signs, located on each end of the section. Contact the Traffic Division when finished and provide the GROUP's completed sign in sheet.

CONDUCTED BY: _____

SIGNED: _____ **DATED:** _____

GROUP: _____

SIGNED: _____ **DATED:** _____

PRINT: _____