

Pitch-In Smiths Falls - April 18 - 24, 2005

Instructions



Please Come Prepared

- Wear gloves, sturdy shoes (no sandals), long pants, hats, and sunscreen
- Participants may want to bring water bottles
- If you are working near a road, consider wearing orange safety vests or a reflective band
- The following tools are recommended:
 - a long pole or stick with a nail in the end for grabbing trash
 - three-prong cultivators or rakes useful
 - a utility knife (one for the group - useful for snagged items)

REAL will supply you with:

- garbage bags, small grocery bags, vinyl gloves
- something for picking up broken glass
- fluorescent tape to identify hazardous materials for collection by designated persons
- a copy of this instruction sheet which includes a Group Leader Report/Tally Form to complete
- evaluation forms

**PLEASE SHARE THESE INSTRUCTIONS AND SAFETY PRECAUTIONS
WITH YOUR GROUP.**

General Instructions

- If your group has not pre-registered, please do so.
- Make sure you have your supplies
- Go over all instructions, particularly safety instructions, with your group.
- Clean the area you are assigned to thoroughly before moving on to any other area.
- Pick up all garbage except for the hazards mentioned below.
- **Place the garbage into separate bags: recyclable items (bottles, can, plastic drink bottles only) and other garbage, and place in two piles near the road or parking lot.**
- If in doubt, or if an item is particularly dirty, place it with the regular garbage.
- **Fill out your Group Leader Report / Tally Sheet (on reverse) and submit.**
- If your group forgets to give us your garbage count, we will be contacting you.
- If you have access to a phone, you may call the Legion at 283-3292 (Saturday morning ONLY) to: notify us of hazardous items to be picked up, that your group finished early and would like to work at another location, your garbage totals, any problems.
- Please return any unused bags or other supplies.
- All participants are invited to the Saturday lunch at the Legion.
- **Thank your group for a job well done!**

(Please see reverse)

Please Think Safety at All Times

- **Closely supervise your group, especially children.**
- Do not allow children in wooded areas or near the water.
- Do not go on private property unless you have permission.
- Remind participants to be careful around parked cars, or along roads or driveways.
- Do not carry heavy or bulky items. Mark them with the tape.
- Wash hands thoroughly after collecting garbage.

Hazardous Items

- **DO NOT ALLOW PARTICIPANTS TO PICK UP HAZARDOUS ITEMS SUCH AS DISCARDED NEEDLES OR CONDOMS. THIS IS A VERY SERIOUS HEALTH RISK.** Mark the hazard with the tape and notify organizers, and we will send a designated person to collect them.
- Other items you should be cautious of: broken glass, sharp or rusty metal, partially submerged aerosol cans. Consider having the leader or just one person responsible for these items. **IF IN DOUBT, DO NOT PICK IT UP, MARK IT WITH THE TAPE.**

Thank you for Pitching-In to Clean up Smiths Falls

Group Leader Report/Tally Sheet

Cleanup Location: _____

If you pitched-in prior to Saturday please give number of bags: garbage recyclables. Saturday participants do not need to count bags.

Did you flag any hazards? no yes If yes, how many? ___ Describe briefly: _____

Any other unusual finds? _____

Other comments? (e.g. Was there a lot of garbage from fast-food restaurants? Cigarette butts you couldn't clean up? Was the area too large to handle etc?) _____

Group Name: _____ Number of Participants: _____

Contact Person: _____ Phone: _____

Evaluation forms of the event will be available at the lunch for all participants. Please remember to return any unused supplies. Turn this in at Legion Saturday morning or call / e-mail Barb at 283-9966 / dhicks11@cogeco.ca .