

# Keep Pennsylvania Beautiful Adoption Program Volunteer Safety Guidelines



**Keep Pennsylvania Beautiful places the highest priority on the safety of both volunteers and the public. To ensure a safe and successful cleanup, distribute these guidelines to all participating volunteers before the day of the cleanup and review them as a group the day of the cleanup.**

1. It is recommended that volunteers wear long pants, long sleeved shirts, work gloves, and sturdy shoes or work boots. This must be communicated to volunteers prior to the day of the cleanup.
2. Inform the cleanup coordinator of known allergies and come prepared.
3. Be aware of meth lab waste. Do not move or open any kind of sealed container, including soda bottles and coolers. Notify the local or state police if anything suspicious is found. Download the Keep Pennsylvania Beautiful Meth Lab Safety Guidelines at <https://www.keppabeautiful.org/programs/adoptions/adoption-forms>.
4. Do not remove any known hazardous or suspicious materials (chemicals, propane tanks, sealed containers, hypodermic needles). Alert local authorities.
5. **Wear an orange safety vest at all times while working on or near a roadway and follow guidelines below:**
  - a. Do not start work until the safety/caution signs (“Work Area Ahead” or “Litter Crew Ahead”) have been erected, if deemed necessary, at roadway entry points to the cleanup area. Signs can be borrowed from municipalities or local Keep Pennsylvania Beautiful affiliate groups.
  - b. Face oncoming traffic at all times and stay away from the edge of the traveled portion of the roadway.
  - c. Be prepared for unexpected behavior of motorists.
  - d. Do not distract passing motorists with horseplay or abrupt or erratic movements.
  - e. Do not work on bridges, in tunnels, on overpasses or other areas where pedestrian traffic is limited.
  - f. Do not stand or jump on guiderails, drainage pipes, or concrete walls.
  - g. Carpool, when appropriate, to keep the number of cars parked along the roadway to a minimum.
6. Know the location of the first aid kit and verify cell service in case of an emergency.
7. Do not fill trash bags beyond capacity or drag heavy bags – they may split open.
8. Do not brace bags with legs/body as sharp objects within the bag can puncture skin.
9. Do not attempt to remove heavy items that would create undue hazards to volunteers.
10. Do not attempt to remove items from steep or slippery slopes that would create undue hazards to volunteers.
11. Do not reach into areas where you cannot see your hands. Unseen dangers such as broken glass, snakes, bees, and other hazards may be hidden in these areas.
12. Be alert for snakes and rodents.
13. Pay special attention to handling broken glass. Wear gloves and be careful not to step or kneel on it.
14. Do not remove animal carcasses.
15. Avoid contact with noxious weeds and insect nests. Consider providing insect repellent and ivy block.
16. Avoid overexertion and heat problems by drinking water and taking breaks.
17. Alcoholic beverages and narcotics are prohibited at all times.
18. Stop work if weather conditions become severe or dangerous during the cleanup.