

## **RULES FOR ADOPT-A-HIGHWAY VOLUNTEERS**

1. Volunteers are to adhere to safety precautions as demonstrated in the safety video. Only volunteers who have seen the video should be involved in the litter pickup. No more than 15 volunteers can pick up at one time. No volunteers shall be under age 11, with one adult supervisor for every eight workers under age 18. Pets will not be allowed on the right-of-way during pickup operations.
2. Inappropriate behavior during the pickup may be cause for termination of the permit.
3. Volunteers must stay off the pavement surface and shoulders except to cross to the other side of the road. Work must be organized to minimize pavement crossings. Work must be done during daylight hours.
4. Parking areas must be approved by District personnel. Usually, volunteers will be allowed to park their vehicles off the pavement on the right hand shoulder. No parking is allowed along curves, on bridge decks, near or under overpasses, or in median areas. Car pooling is highly recommended.
5. On limited access highways, access must be from the nearest intersection. Volunteers are not to use crossovers marked with "No U Turn" signs.
6. Supplies must be picked up by the volunteers from the location designated by the District coordinator during normal working hours (usually 8:00 a.m. – 4:30 p.m.) Monday through Friday.
7. Warning signs must be uncovered by the volunteers when working and returned to the upright position by volunteers when work is completed. Volunteers are not to alter the signs. No additional signs or placards may be placed or carried along the highway.
8. For the protection of all workers, appropriate clothing and footwear must be worn. Loose fitting clothes that cover the arms and legs are recommended. Gloves and hard soled shoes or work boots are required. Clothes that are revealing, such as swimsuits, tank tops, or spandex are very distracting to motorists and shall be prohibited. Safety vests must be worn when working.
9. An adequate supply of drinking water and a first-aid kit must be provided by the volunteers during the pickup operation.
10. Possession or consumption of alcoholic beverages or controlled substances while working is prohibited.
11. Large or "gross" objects shall be marked with material provided by the District for pickup by Operations field personnel or shall be reported to the District coordinator.
12. Filled bags shall be left at or near the Adopt-A-Highway signs or at prearranged pickup points.
13. Aluminum cans or other discarded materials may be kept by the volunteers. Valuables such as briefcases, suitcases, and wallets must be turned over to the District coordinator.
14. Planned pickup dates shall be scheduled with the District coordinator a minimum of ten days in advance of the event. No pickup dates may be set for officially designated holiday weekends.