



## COUNTY OF ELGIN

# SAFETY FIRST

Thank you for participating in Elgin County's Adopt-A-Road Program. To protect you while you're on the work site, the County has established safety guidelines which shall be reviewed before each clean-up session.

### THINK SAFETY

- Be very careful out there.
- Be mentally alert.
- Know the physical capabilities of your group.
- Don't horse around on the worksite.
- Be a member of your team.
- Always work in daylight.
- Don't work in bad weather or during poor visibility.

### GET ORGANIZED

- Make sure all workers have received safety training.
- Organize your workers into crews before you load the carpool.
- There should always be an adult supervisor (crew chief) for every 5 workers.
- Review the safety rules with all workers before proceeding to the road segment.
- The crew chief shall be the safety "watchdog".
- Know where the nearest telephone is located.
- Know the physical condition and special needs of your crew.
- Keep an adequate supply of vests, and trash bags.
- Ensure that a first aid kit is readily available.

### WHAT TO WEAR

- Always wear your safety vest.
- Wear hiking boots or shoes with thick soles to prevent foot damage from sharp objects.
- Wear work gloves.
- If you are sensitive to the sun, wear a baseball cap or wide brimmed hat, a long sleeved shirt and sunscreen.
- Leave your headset stereo/radio at home.

### EQUIPMENT

- Garbage Bags – Supplied by the County.
- Flags – Small orange flags are provided for making objects, which should not be, moved (e.g., heavy objects, dead animals, needles, etc.).
- Signs – Signs will be provided recognising group. They will be placed at both ends of the adopted section of road. The men working sign should be unfolded when a pickup begins. Please ensure it is refolded when pickup is complete.
- Orange Safety Cones – Three 20" traffic cones are provided. Place around your vehicle if you have to park on the shoulder of the road.
- Safety Vests – One safety vest is required for each worker.

### TRANSPORTATION

- Carpool to your road segment to use as few vehicles as possible.
- Park parallel to the road, at least 3 feet away from the pavement surface before unloading your crew.
- Park vehicles in a side entrance where possible.
- Park on the same side of the road that you plan to work.
- Always work facing the traffic.

### WHEN YOU'RE ON THE SITE

- Never walk or pick up litter on the pavement, shoulder or in the median.
- Never work on bridges, tunnels, overpasses or steep ground.
- Stay away from mowing or construction operations.
- Stay off parked equipment.
- Stay alert for poison ivy and stinging insects.
- Avoid overexertion. Bring lots of water to drink while you work, especially on hot, humid days.
- Alcoholic beverages will not be permitted on the site.
- All persons involved must abide by the laws and regulations of the Province. You are not allowed to go onto private property without the permission of the owner.

### HANDLING THE LITTER

- Hazardous Item - Do not touch or pickup anything you cannot identify. Instead flag its location and advise your supervisor who will advise the County. Hazardous materials are commonly found in closed metal containers.
- Air Brakes – A round cylinder about 6-8 inches in diameter. Do not touch, move or kick they are potential bombs. They have an internal spring, which are compressed. If the band breaks they will fly apart.

- Batteries – Mark car batteries that contain acid. It is ok to pickup flashlight batteries.
- Discarded Needles – Flag them and call O.P.P. They have trained people to pick them up. If placed in garbage bag they may puncture a person handling the bag.
- Dead Animals – Flag large animals for burial; do not touch as there is potential for disease.
- Don't jump or step on your trash bag to pack more in. You have lots of trash bags.
- Place filled trash bags at a designated pickup site.
- The group may keep any recyclable materials. A trash bag may be used to remove these materials from the site.
- Items of value should be turned into the local Ontario Provincial Police detachment.