

Thank you for choosing to participate in a community litter cleanup! If you are cleaning a park or a creek please remember that this is a place where a variety of animals, insects and unusual plants live. Please observe, but do not disturb. **All volunteers should review the following instructions prior to the cleanup event to ensure that it is an enjoyable experience for all.**

Agenda for the Day of the Cleanup

1. Meet at pre-arranged spot before the cleanup.
2. Sign liability waivers (**every volunteer must sign**).
3. Distribute cleanup supplies.
4. Go over safety tips and project instructions.
5. Complete cleanup project.
6. Return to meeting place with bags and supplies.
7. Place bags in the pre-assigned location for pick-up (if applicable).
8. All volunteers check out with group leader.

What to Wear/Bring

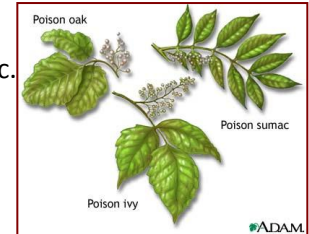
- ☐ Wear sturdy garden gloves.
- ☐ Wear thick-soled, closed-toe shoes.
- ☐ Wear a hat and light-colored shirt.
- ☐ Wear long pants and long-sleeved shirts to avoid contact with poison ivy.
- ☐ Wear safety vests at all times (for youth groups and cleanups near roads).
- ☐ Wear sunscreen and bug repellent.
- ☐ Bring a reusable water bottle and a light snack. Be sure to dispose of your trash properly.
- ☐ Bring a camera to take photos.

Important Tips for Cleanup Volunteers

- **Represent Plano.** As our volunteer, you represent the City of Plano. Please be respectful of natural vegetation, wildlife and other park visitors.
- **The average size of a piece of litter is four inches or smaller.** Although at first glance the area you are cleaning might not look littered, take a closer look. Litter tends to collect along curbs, in parking lots, and around storm drains.
- **Cleaning a neighborhood.** Please **DO NOT** go onto residents' property including their lawns and their doors. Please stay on the sidewalk, and only pick up litter that is within reaching distance of the pickup stick. Please **DO NOT** place any items or litter in a resident's trash or recycle cart.

- **Respect the environment.** Never cut or remove any natural vegetation from parks or creeks. These areas are home to many wildlife species. Please be respectful of their natural habitat. The Parks & Recreation Department is responsible for managing vegetation on city-owned property. If you would like to contact them about a vegetation issue, call (972) 941-7250.
- **Know emergency procedures.** You should know the location of the nearest emergency facility/hospital and dial 911 to quickly summon an ambulance or the police.
- **Beware of your surroundings.** Watch out for poison ivy, poison oak or poison sumac.

These plants can be identified by their leaves of three and reddish stem seen here:



It is also best to avoid any contact with animal wildlife. They are not interested in you as long as you are not interested in them.

- **Avoid hazardous items.** Do not pick up dangerous items (guns, knives, etc.) or hazardous materials such as hypodermic needles, sharp objects, old car batteries, animal carcasses or other unidentified, questionable objects; call Fix It Plano at 469-773-4948 or use the mobile app to report such items.
- **Use the buddy system.** Always work in groups of two or more and exchange contact numbers if your group decides to separate.
- **Watch your step.** If doing a creek cleanup, a creek is oftentimes uneven and a bit slippery. Watch your step and use solid branches or stones to support yourself when walking.
- **Wash your hands.** Always wash your hands after a cleanup. The water is not safe to drink and your hands should be washed, especially before eating anything.
- **Have fun!** A community cleanup can be hard work, but still fun at the same time! Have a contest to see who can find the strangest littered item or who can collect the most bags. Remember to take a moment and really see the beauty of the creeks. You might be surprised at what you see.

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