

Wisconsin's Adopt-A-Highway Program

Safety Facts for Volunteers



Thank you for volunteering to take part in Wisconsin's Adopt-A-Highway program. As a volunteer your safety comes first. Please familiarize yourself with the following guidelines and the Adopt-A-Highway (A-A-H) safety video every time you perform a clean-up session. The safety video and additional safety information is available online at: wisconsin.gov/Pages/doing-bus/real-estate/roadsides/adopt-hwy/default.aspx.

WHO is your guide?

A crew chief should be on site and is responsible for the following:

- Ensure there's one adult supervisor per 4 volunteers and all volunteers are the proper age.
- Plan the team's approach and make sure everyone is prepared.
- Organize volunteers and carpools to and from each side of the roadway.
- Make sure cars and volunteers stay three feet from the pavement surface.
- Have an emergency plan that includes a first aid kit, information about nearby hospitals and a cell phone.
- Keep track of the group's vests, "highway worker" signs and trash bags.
- Ensure volunteers' safety.
- Submit the clean-up report.

WHERE to work

- Place "highway worker" signs at both ends of the highway segment before you begin working.
- Carpool as a group to your assigned section.
- Park parallel along the side of the road and on the same side of the highway you'll be working.
- Crews work to pick up trash along the sides of state roadways.
- When switching sides of the road to work on, gather together in the vehicles and drive across the highway.
- ALWAYS work FACING traffic and stay three feet from the pavement surface.

Do NOT:

- Remove trash from the pavement
- Walk across the pavement
- Go onto medians, boulevards, pavement, shoulders, tunnels, overpasses, bridges or high slopes.

HOW to dress

Always wear the following:

- Safety vest
- Pants
- Long-sleeved shirt
- Sturdy shoes
- Work gloves
- Hat
- Eye protection like sunglasses
- Sunscreen.
- Tuck your pant legs into your footwear to deter ticks.
- Do NOT wear headphones or ear buds.
- All volunteers except the crew chief should put cell phones on vibrate mode.

HOW to be safe while you work

See the A-A-H Web site for more education on safety.

Always:

- Be prepared to perform physical activity.
- Avoid overexertion and have water with you.
- Work in groups during daylight hours.
- Stay alert.
- Be aware of your surroundings and natural hazards like wild parsnip.
- Approach items from uphill and upwind.

Do NOT:

- Schedule cleanups on popular travel days such as Memorial and Labor Day.
- Work in adverse weather and discontinue work if weather turns bad.
- Horseplay.
- Go near mowing or construction operations and parked equipment.
- Bring alcohol on site.
- Pick up anything you cannot identify, as it may potentially be hazardous.

WHAT to do

- Pick up common everyday litter items and place them in trash bags. Do not overstuff bags.
- Place filled trash bags at the designated pick-up site, at least three feet from the shoulder, or near a questionable item to help mark the item for county highway crews or law enforcement. Note the location on your cleanup report.
- Do NOT pick up anything heavy, dead, toxic, opaque or dangerous. This includes items that may appear to be part of a methamphetamine lab, items that could contain poisonous chemicals or bottles of liquid. To learn more about these dangers, please see the A-A-H Web site.
- Any items left behind, items on the pavement and dead animals should be reported to the A-A-H Coordinator on the cleanup report. County crews will come out and remove these items.
- If you find drugs, medical waste or weapons, your crew chief should call 911.
- Use common sense. If an item seems questionable err on the side of caution NOT to touch it or pick it up.
- Your group may keep small amounts of money you find and recyclables.

WHEN you're done

- Once you are finished, return to your gathering location with your group and carpool.
- Take down the "highway worker" signs and remove safety vests and return them to the crew chief.
- Fill out a clean-up report and submit it to the A-A-H Coordinator.
- Notify the County Hwy. Dept. to pick up trash.

Need assistance?

Contact your county's A-A-H regional office. For the appropriate contact information, please see A-A-H contacts at:

wisconsin.gov/Pages/doing-bus/real-estate/roadsides/adopt-hwy/contact.aspx

