

City and County of Honolulu ADOPT-A-STREAM PROGRAM

Adopt-a-Stream/Adopt-A-Block Program Safety Meeting Checklist

Congratulations on adopting a stream/block in your neighborhood! Before you get started, please share this safety information with all volunteers participating in every clean-up you perform. As we work together to clean up our City, we should all exercise caution so that we can prevent injuries.

Contact the Adopt-A-Stream/Adopt-A-Block Program Coordinator (780-8872) well before the event to enlist help and cooperation for supplies, volunteer work task, educational materials, and waste removal and disposal support. Complete the notification form at <http://www.cleanwaterhonolulu.com/storm/hero/notification.html>.

- All volunteers must complete the City and County's release form.
- All participants must be at least **12 years of age** to participate with adequate and necessary supervision; there must be at least one (1) adult supervisor for every ten (10) youth between the ages of 12 and 17 years old.
- Watch out for traffic – face oncoming cars and be prepared to move out of the way of emergency vehicles.
- Stay within the area directed by your team leader. Do not cross private property without the owner's permission.
- Stay clear of any construction.
- Do not wear headphones during cleanup. Never engage in horseplay or distracting activities.
- Wear light colored clothing for visibility, gloves to protect your hands from sharp objects, covered shoes, and sunscreen to avoid sunburn. Wear clothing that will not impair vision or movement during cleanup activities.
- Work in groups.
- Do not work in inclement weather. Have a "Plan B" and provide a phone number to inform volunteers that the project is cancelled.
- Avoid overexertion, take breaks, and drink plenty of water, especially on warm, muggy days.
- Be aware of volunteer's allergies. Be alert for stinging insects and poisonous plants.
- Carpool to the site to reduce the number of vehicles.
- Use proper bending and lifting techniques.
- Watch your step! Avoid walking on unstable or slippery ground or rocks.
- Do not use or possess illegal drugs or alcohol during cleanup.
- Do not pick up hypodermic needles, syringes, broken glass, dead animals or hazardous chemical (notify your Adopt-A-Stream/Adopt-A-Block coordinator if you encounter hazardous objects).
- Do not schedule activities during rush hours, on very hot days, during rain, and at night.
- Do not overfill or squeeze trash bags, as the bags may contain glass or other sharp objects (injuries from broken or jagged objects can result from this practice).
- Hawai'i streams all have Leptospirosis in them so avoid swallowing water and do not enter the water if you have open cuts or wounds. This bacterial disease is transmitted from animals to humans. Rats and mice are the most important carriers in Hawaii. Domestic animals can also transmit the disease. Leptospira bacteria can survive for long periods in fresh water and mud. They enter the body through the nose, mouth, eyes or broken skin, or an open cut or wound. **IMPORTANT:** Immediately clean out all open wounds and cuts with soap and clean water. Keep wounds covered with clean, dry bandages that are large enough to cover the wound. If a wound gets red, swells or drains, seek immediate medical attention. If you have wounds, you should be evaluated for a tetanus immunization, just as you would at any other time of injury.
- After you have completed the cleanup, wash your hands with soap and potable water. If water isn't available, use alcohol-based products made for washing hands.

Informational Packets

WE WANT TO PROVIDE THE PERSONAL TOUCH BY HANDING THE PACKETS TO A LIVE PERSON. Do not attach packets to the mail box; it is a federal offense; car wind shield; they fly away and become litter, or door knobs; for security reasons, this may alert potential thieves that residents are not home.

In Case of Emergency:

- Make sure you know the location of the first-aid kit.
- Select an emergency room/hospital and know the route from the work area to the designated treatment facility. If possible, have one member bring a cell phone for emergencies.

Bag Pickup Procedure:

- Properly secure and completely tie all bags. Group the bags together and where practical place them at least 8 feet from the side of the road to make the job of collecting bags easier and safer.
- Notify the Adopt-a-Stream Coordinator at **(808) 780-8872** with location of bags.

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Follow-up:

- Separate burnables from recyclable and wet materials for easier removal and disposal by City crews.
- Set up a stream or street watch to prevent more garbage from being dumped into our ocean.
- Call the City's Environmental Concern Line, 768-3300, for pollution prevention educational materials, volunteer cleanup and other outreach opportunities, to donate bottled water for volunteers or to report illegal discharges to City storm drains and streams.
- Complete the Adopt-A-Stream Field Data Sheet at http://www.cleanwaterhonolulu.com/storm/hero/stream_data_sheet.html