

Adopt-An-Area

Now that you have had a successful litter cleanup, you might want to consider "adopting" the area. Experience shows that people are less likely to litter a place that is kept clean. The area (e.g., street, alley, or other area) is a commitment to keep an area litter free through two cleanups a year. To recognize your group, organization or business, an "Adopt-An-Area" sign is placed at the location. If you would like to "Adopt-An-Area", please call Keep Columbus Beautiful at 614-645-2421.

Commit to PICK IT UP!

Picking up litter and debris provides a daily dose of exercise. Be green, re-use those plastic grocery bags, grab a pair of gloves, take a walk, bend, reach and stay fit!

Keep Columbus Beautiful is a community improvement program of the City of Columbus, Department of Public Service. The administrative office and the KCB Visitor and Supply Center are located at 1265 Marion Rd, Columbus OH 43207. Call us at 614.645.2421
www.keepcolumbusbeautiful.org

THE CITY OF
COLUMBUS
ANDREW J. GINTHER, MAYOR
DEPARTMENT OF
PUBLIC SERVICE



Three words about litter . . .



PICK IT UP!!!

How to Organize a PICK IT UP! Event

Picking Up Litter is Everyone's Responsibility. Litter indicates no one cares and leads to increased crime and economic decline. Help Keep Columbus Beautiful. If you see litter on your lawn, sidewalk, parking lot, on the street PICK IT UP!



www.keepcolumbusbeautiful.org ■ 614.645.2421

Pick It Up Event

Here are some tips on planning a safe and successful litter cleanup. If you do not have a location in mind, Keep Columbus Beautiful can provide you with a list of possibilities.



What Keep Columbus Beautiful Can Offer

The KCB Visitor and Supply Center located at 1265 Marion Rd. Columbus, OH 43207 offers tools and supplies on loan to the Columbus community.

The number of trash bags, gloves, and tools we can provide you will be based upon the size of your cleanup, the number of volunteers participating and quantities in our inventory at the time of your request.

Because these supplies are limited and used for cleanups throughout Columbus, any supplies not used are to be returned to Keep Columbus Beautiful so that others may use them.

- Litter grabbers, safety vests, gloves, trash bags, rakes, shovels and other helpful tools are available "free" to make picking up litter and beautifying your community simple and easy.
- The number of bags, gloves, and tools we can provide is based on the size of your cleanup, the number of volunteers participating and the quantities available in our inventory at the time of your request.
- Supplies are limited and used for PICK IT UP! events throughout Columbus.
- You may register your PICK IT UP! event and request tools and supplies online under the Forms and Resource section at www.keepcolumbusbeautiful.org.

Here is what we need to know:

- Your name
- Name, address and phone number of your organization
- Date, start and end times of your Pick It Up event
- Location of your cleanup (please include the street boundaries)
- Your plan for having the bagged litter picked up (300-gallon trash container collection or designated pickup point)
- Approximate number of volunteers
- Supplies you would like to have for your cleanup
- When you can pick up the supplies from the Keep Columbus Beautiful office
- Tools and remaining supplies must be returned by the date indicated on your event registration form so that others have an opportunity to use them.
- KCB will also coordinate with the City of Columbus Refuse Collection Division to have the collected trash bags picked up once the cleanup is completed if city 300 gallon containers are not available.

Before the Pick It Up Day

Several weeks before the cleanup you may need to do the following:

- Cleanups must take place in public access areas such as along streets or waterways. Choose a location that will be enjoyed by many people.
- Get permission from the government agency responsible for the land or the property owner (e.g., city, county, state).
- Visit the site to estimate the number of volunteers, supplies and time needed to do the cleanup. Also, look for potential safety hazards.
- During the site visit, choose a location where the bags of litter can be placed for pickup.
- Pick a date (weekday or weekend) and time for the cleanup that allows as many volunteers as possible to participate. Pick a rain date, too, just in case.

- Ask businesses to donate snacks or drinks.
- Take "before" photos.
- Tell your local newspaper, radio, and television station about the litter cleanup and the positive impact it will have.

Pick It Up Day

Here are some tips to keep your volunteers healthy and happy during in the cleanup:

Group Leader:

- Set up an assembly area where volunteers can meet before and after the cleanup.
- Volunteers should sign a "release of liability form."
- Based on the number of volunteers and the size of the cleanup site, divide your volunteers into pairs or manageable teams with team captains and assign them to areas within the cleanup site.
- For large cleanups, provide a map of the area to your volunteers.
- Know emergency procedures, such as the location of the nearest emergency facility and how to quickly summon the police or an ambulance.
- Have a first aid kit and cellular phone on hand.
- Be aware of all known allergies of volunteers before participation.
- Watch out for traffic near roads, even in residential areas.
- Provide adequate adult supervision if you involve youth groups (e.g., one adult can usually handle eight participants between the ages of 10 - 17).
- Hypodermic needles can be collected in 2 liter bottles, sealed, and disposed of with the rest of the litter collected. Do NOT allow children to handle these or other potentially infectious items.
- Reconvene every hour to make sure that all participants are accounted for, safe and enjoying the cleanup.
- Consider using use cell phones and texting to communicate between groups.
- Take "during" photos.
- After the cleanup, hold a cookout at the assembly area for the volunteers.

Individuals:

- Wear gloves and thick-soled, closed shoes. Wear long pants and long-sleeved shirts.
- Wear safety vests or bright colors for roadside cleanups.
- Wear sunscreen and bug repellent.
- Drink plenty of fluids and keep "quick energy foods" on hand.
- Be aware of your surroundings and the potential hazards associated with them (e.g., passing cars, hazardous tree branches, poison ivy, dogs).
- Use the "buddy system." Work in teams of two or three to maximize safety.
- Keep pre-moistened towelettes on hand and wash hands with antibacterial soap.
- Put litter in bags to meet local regulations.
- Place litter that can be recycled (e.g., aluminum cans, steel cans, plastic bottles, glass jars) into separate bags.
- Avoid picking up hazardous materials such as hypodermic needles, sharp objects, old car batteries, condoms, animal carcasses or other unidentified, questionable objects.



Bagged Litter and Bulk Item Removal

Here are some important tips for making the removal of the bagged litter and illegally dumped bulk items from your cleanup easy, safe, and legal.

- Remember, Pick It Up events are to take place in **public access areas**.
- Picking up litter is just that: litter not a pickup of household items such as couches, chairs, etc. Columbus residents should call 311 or 614-645-3111 to schedule a bulk pickup.
- If your cleanup area has alleys with 300 gallon trash containers, you can put the bags of litter in the containers. However, do not put all of the bags in only one or two of the 300 gallon trash containers. Instead, place only a couple of bags in each of the 300 gallon trash containers located along the alleys in your cleanup area. This will allow the residences to continue using the containers until they are emptied.
- Contact 311 to request the City's Division of Refuse to pick up bags of collected litter
- If your cleanup area does not have 300 gallon trash containers, or does not have alley collection, there are several options for disposal.
 1. Ask a private refuse company to donate a dumpster for your litter cleanup; or, seek the permission of a business to place the bags of litter in their dumpster.
 2. Have each volunteer take home a bag or two for collection from their residences.
 3. Request the Refuse Collection Division to pick up the bags of litter. The bags will be picked up the next work day following your cleanup. It is important to choose a location that the drivers can see and access for collection, but does not attract the dumping of additional trash.

The Refuse Collection Division **cannot** collect bulk items that require special processing prior to disposal. Examples include (but are not limited to): hazardous, flammable, or explosive materials; auto parts and cast iron materials; excavating and building materials; refrigerated appliances; yard waste (a curbside service); tires; pianos; pool tables.

Illegal Dumping

If you discover illegal dumping occurring at the location of your litter cleanup, you should report it immediately by calling (614) 871-5322.

After the Cleanup

- Keep a log, complete with names and phone numbers, should you decide to do a litter cleanup again.
- After the cleanup, write thank-you letters to anyone who donated goods or services, and to public officials who involved their departments.
- Be sure to thank everyone who volunteered.
- Take "after" photos.

