

STANDARD OPERATING PROCEDURE FOR IMPLEMENTING BSA TROOP 312'S ADOPT-A-HIGHWAY LITTER PICKUP PROGRAM

INTRODUCTION

Boy Scout Troop 312 participates in the Pennsylvania Department of Transportation (PennDOT) "Adopt-A-Highway (AAH) program by which the troop is responsible for picking up litter along an approximately 2 mile section of Moore's Mountain Road from Lisburn to Siddonsburg Road. Officially, the section of Moore's Mountain Road that the troop has adopted is recognized by PennDOT and referred to as State Route 4031, Sections 110 through 150. The Troop's Agreement Number for this AAH participation is 087275. Questions to PennDOT concerning the Troop's AAH participation, and requests for replacement materials and supplies, should be directed to:

Ms. Tenley Luzier
Roadway Program Technician 2
York County Maintenance, 8-4
1920 Susquehanna Trail North
York, Pa., 17404

Phone (717) 848-6230 Extension 314
Email tluzier@state.pa.us

All materials needed before and during the actual litter pickup are kept in the Troop's storage trailer in a rectangular plastic tote (clear with blue lid) appropriately identified as "AAH". These materials include protective outer leather gloves, protective inner (disposable) latex gloves, reusable orange vests, garbage bags, six orange flags, AAH Safety Video, AAH Safety Recommendations and Requirements, blank "Attachment-B(2)" Release Forms, and Blank AAH Report Cards. **When not being used, these materials are all to be returned to and kept in the plastic tote in an organized and orderly fashion with the tote subsequently being returned to the storage trailer.** Please note: extremely dirty outer leather gloves and all used inner disposable gloves are to be disposed of and not returned to the tote. Additionally, wet gloves, vests, or flags are not to be put back in the tote until after they are thoroughly dried.

SAFETY FIRST!!!!

All participants including leaders, adults, parents, siblings, and scouts must obey all safety requirements and recommendations when participating. These include, but are not limited to, wearing proper protective equipment and clothing (long sleeved shirts and pants, PennDOT-provided orange vests, protective gloves, and proper footwear), previewing the AAH Safety Video before each participation, reading and understanding the Safety Requirements and Recommendations, setting up the "Litter Crew Ahead" signs at each end of the litter pickup area, being constantly alert for oncoming traffic

from both directions, working only one side of the road at a time and while facing oncoming traffic. It is also recommended to pick up litter in a manner such that the sun is behind approaching traffic/drivers on the side of the road that the crew is working. This will allow drivers to better see the crew.

PROCEDURES

- 1) The patrol responsible for the quarterly litter pickup establishes a date, time, and meeting place to start the event.
- 2) Before the actual event, all participants must view the 15 minute AAH Safety Video and read or listen to the AAH Safety Requirement and Recommendations.
- 3) Immediately before initiating actual litter pickup and while wearing orange safety vests, open the "Litter Crew Ahead" signs at each end of the road section and insert 3 orange flags into the 3way holder at each sign.
- 4) Initiate litter pickup by starting at one end of the road section walking facing traffic with the sun at the driver's back. It is advised to have a person walk out in front of the main litter pick up crew as advanced warning to oncoming traffic to use caution. Exercise extreme caution at sharp curves, rises, or dips in the road where there is limited line of sight.
- 5) Place full bags of litter for subsequent pickup by PennDOT at the ends of the section beneath the signs and after the entire section of road has been worked, remember to remove the 6 orange flags from each holder and fold up the signs so the "Litter Crew Ahead" wording is no longer showing. It is encouraged to separate recyclable items (glass, plastic, and aluminum cans and bottles in a separate bag(s) and recycle these items through the township curbside recycling containers.
- 6) Doff (remove) personal protective equipment and place **dry** gloves, vests, flags, unused bags, and the AAH Safety Video and paperwork in the plastic "AAH" storage tote in an **orderly** manner, and return the tote to the storage trailer.
- 7) Fill out, affix postage, and mail to PennDOT at the address listed above, an Adopt-A-Highway Litter Pickup Report Card.
- 8) Lastly, remember that a scout is **COURTEOUS!** Be sure to take it upon yourself /your patrol to see that any missing items or supplies depleted by your patrols participation are replaced by contacting PennDOT at the address listed above and requesting replacement items shortly. This courteous effort will prevent last minute scrambling by the patrol scheduled for the next litter pickup event.