

Thank you for your registration and welcome to the OV Beach Team! Your interest in this program shows you care about improving your community, keeping Norfolk's beaches litter-free and accessible.

Your adoption location is: Name of access

Our OV Beach Team program is designed to monitor and clean beach access locations. When there is an abundance of litter and disrepair, we want to work together as a team to keep our beaches clean. The work that our OV Beach Team does is integral to our community appearance.

We ask that you do the following and report your findings back to the OVbeach@norfolk.gov.

- Read the attached safety sheet and contact KNB if you have any questions or concerns
- Identify your areas attributes: such as pet waste station, trash cans, recycle bins, etc.
- Check the beach access points for landscaping needs, erosion, signage damage, graffiti or anything that does not belong on the beach
- Pick up and dispose of any litter around your spot. **Please report the amount and size of trash bags filled**
- Properly dispose of recyclables in your personal bin
- Report your findings to the OVbeach@norfolk.gov
- Inspect your site monthly and report any new findings and litter collected to the OVbeach@norfolk.gov

Please contact Keep Norfolk Beautiful at knb@norfolk.org or call 757-441-1347 for garbage bags and gloves. We are also happy to answer any questions.

Again, thank you for volunteering! We are able to keep Norfolk clean through the help of our volunteers! We look forward to working with you!

All the best,
OV Beach Team and Keep Norfolk Beautiful



KNB Litter Cleanup Safety Procedures

A responsible adult must accompany and directly supervise any child under 18 or send a permission form with child. **Make sure your volunteers notify you if an accident occurs, if you see unsafe behavior, or have a concern of any kind.** Group Leaders are to report any accidents to Keep Norfolk Beautiful (757-441-1347). **All participants must be notified they are volunteering at their own risk and must sign the volunteer safety waiver.**

To conduct a safe clean-up, DO:

- Inform all volunteers of the following "Do's and Do Not's."
- Dress comfortably and appropriately.
- Wear thick-soled, close-toe shoes; no sandals.
- Use work gloves.
- Wear a safety vest if cleaning roads with a 35mph or more speed limits.
- Use proper body mechanics when bending, reaching and lifting - bend with your knees
- Work during daylight hours and in fair weather (no thunderstorms).
- Provide adult supervision for volunteers less than 18 years of age. Maintain a proper child: adult ratio.
- Pick up litter only from curb line to private property line.
- Make participants aware of possible contact with poisonous plants, bees, biting insects, suspicious looking bottles or devices, etc. Stay alert and avoid them.
- Drink plenty of fluids and take breaks as needed.
- In case of emergency, have Band-Aids and cell phone available.

To protect yourself and others, DO NOT:

- Squeeze or step on bags to make room for more trash.
- Pick up syringes or hypodermic needles with bare hands. If comfortable, wearing gloves, an adult should pick up a needle with a pair of pliers or similar device; drop the needle in a hard-wall container such as a metal can or plastic bottle. Seal the container and place in the trash. *(As instructed by the Norfolk Health Department.)*
- Disrupt homeless settlements. Please contact the Office to End Homelessness at 757-664-4488.
- Pick up materials that appear to be hazardous or dangerous. Report graffiti, dumping or spills to the Norfolk Cares Line at 664-6510.
- Although very rare, "bottle bombs" made of plastic bottles do exist. If a suspicious bottle is found, back away from it at least 100 feet, prevent any other individuals from entering the area, and cease your cleanup. Be sure to *call 911 to inform the police of what you've found and where you've found it.*
- Pick up weapons or bullet casings. If found, call the non-emergency number 757-441-5610
- Pick up trash that is too close to the roadway or on construction sites or bridges.
- Work during peak travel times, darkness or inclement weather.
- Use power tools such as lawn mowers, tractors, chainsaws, etc.
- Volunteer under the influence of alcohol or drugs.
- Clean medians.