



## Putnam County Adopt-A-Roadway Program

### Overview

Putnam County's Adopt-A-Roadway Program signs up citizen volunteers to help remove litter from county roads. This not only saves taxpayer dollars, but also provides recognition for participating companies and organizations, increases the public awareness of environmental and monetary costs of littering, and promotes civic responsibility and pride.

Putnam County is a beautiful area, but unfortunately, our roadways are becoming dumping grounds for illegal litter. Roadside litter also poses a serious threat to motorists and wildlife.

Please help clean up our county by volunteering with our Adopt-A-Roadway Program. The following information will help you and your group get started. Thanks for helping!

### Who Can Participate

Any civic-minded organization, business, individual, or family is welcome to volunteer in the Putnam County Adopt-A-Roadway program. Each volunteer group must have at least six members, with three backup members. All members' names, addresses and phone numbers must be provided to the Putnam County Board of Commissioners office along with the application. Children aged twelve to fifteen years must be supervised by adults at a rate of one adult for every three children. Children under the age of twelve are ineligible for participation in the program.

To show the community that you are doing your part to clean up Putnam County, a sign will be erected with the county seal, Adopt-A-Roadway program name and your group's name after your first pickup. Sorry, but logos, insignias, slogans, phone or fax numbers, Internet addresses, ham radio IDs, or directions are not allowed. The county will place the recognition signs at the beginning of your adoption project area on both sides of the road. The schedule of sign placement and the size, content and location are at the discretion of Putnam County.

### How to Get Started

Carefully read all the terms and conditions of your permit.

1. Organize your group and get commitments before you submit your permit application.
2. Contact the office of the Putnam County Board of Commissioners to determine if a particular site is available for adoption.

3. Complete the permit application and submit it to the Putnam County Board of Commissioners office at 117 Putnam Drive, Suite A, Eatonton, GA 31024.
4. You will be notified when you are approved.

Please be aware of these conditions pertaining to your permit:

- Permits must be renewed every year.
- Permits require a 12-month clean up commitment.
- You cannot transfer your permit to others.
- You or Putnam County may cancel anytime you are unable to meet the permit requirements.
- Permits may be temporarily suspended by Putnam County for safety reasons.

## Forms

- Adopt-A-Roadway Permit Application  
Begin your group's participation in the Adopt-A-Roadway Program by filling out this form and sending it to the Putnam County Board of Commissioners office.
- Participant Waiver Form  
Before each scheduled activity, this form must be completed, including the signature of each participant. Keep this form for your records. The county may from time to time request copies of this form.
- Status Report  
Within a week after your pickup day this form should be sent to the office of the Putnam County Board of Commissioners.

## Adoptable Areas

Only county maintained roads may be adopted. Check with the Putnam County Board of Commissioners office to determine if a road in your area is available for adoption.

## Areas that cannot be Adopted

The following areas are not available for adoption:

- Areas that are already adopted (you can be put on a waiting list for these areas on a first-come, first-served basis).
- Areas where the speed limit is more than 55 mph.
- Areas where access is unsafe.
- Areas that are safe only with traffic control.
- Areas where the shoulder of the road is too narrow.
- Areas where visibility is too restricted.
- Areas where construction is under way or planned.
- Areas that have heavy traffic or the traffic is too close to the work area.
- Areas where the terrain is too rugged or where the vegetation is too dense.

## What We Will Provide

- We loan you safety vests which must be worn by all participants while volunteering on Putnam County right-of-way.
- We provide you with free trash bags and dispose of the trash you collect and leave bagged at predetermined locations in your adoption area.
- We provide warning signs to advise traffic that litter pick up is in progress.
- We provide and install your recognition signs.
- We waive insurance requirements for volunteer participants.

## Safety

Because roadways are dangerous places, all volunteers should be mentally alert while picking up litter. Besides using good common sense, all members should be in good physical condition, including sight and hearing. There should be one supervising adult for every three children aged 12 - 15. **Alcohol use is prohibited on Putnam County right-of-way.**

- Review safety precautions with each participant prior to each activity. Also, be sure to complete the participant waiver form and have each participant sign it. Save it for your records.
- Assign work teams and leaders before you reach the site. Distribute trash bags beforehand. Estimate the amount of time for your pickup and agree on a meeting place when you're finished.
- Carpool to the site to reduce the number of vehicles parked on the side of the road. Be sure to park in a safe spot as far from the road as possible and all on the same side. Be careful not to park in an area that would obstruct motorists' views, such as on a curve in the road.
- Bring along an adequate first-aid kit. Identify the nearest hospital and know how to get there in an emergency. At least one person in your group should know CPR techniques.
- Bring a cell phone.
- Obtain emergency contacts for each group member and bring their phone numbers with you.
- Don't overexert yourself. Bring along a supply of drinking water and take breaks.
- Wear your orange safety vests at all times.
- Work only during daylight hours during good weather. During the hot summer months, it's a good idea to restrict your work to morning hours.
- Make sure the litter pickup signs are displayed, and close them after pickup is complete.
- Work only one side of the road at a time.
- Whenever possible, face oncoming traffic. Stay alert and be prepared to move out of the way in an emergency. Stay with your team.
- Do not wear headsets. They could prevent you from hearing traffic or other hazards.
- Do not crush collected trash to make more room in the bag. Broken or jagged objects could cause accidental injuries.
- Do not pick up syringes or hypodermic needles, animal carcasses, or heavy, large, or hazardous materials. Flag these items and notify Putnam County for pickup.

- Do not “play around” or do anything to purposely distract drivers.
- Avoid poison ivy or other noxious weeds.
- Avoid insects such as fire ants, yellow jackets, wasps, etc. Also, be aware of and avoid animals such as snakes, possums, and raccoons.
- Stay away from construction sites, mowing activities, open water, bridges, overpasses, or retaining walls that could be dangerous for workers.

#### Safety Gear and Clothing

- High-visibility vests (loaned to you by Putnam County)
- Trash bags (provided by Putnam County)
- Leather thick-soled boots or shoes
- Light colored clothing, brightly colored hat
- Long pants and long-sleeved shirt
- Sunscreen
- Insect repellent
- First aid kit
- Cell phone