



Volunteer & Staff Instructions for Trash pick up in the Community Gardens

Trash pick up in the Community gardens is an important part of community building. We want everyone in the garden and the community to feel a sense of pride in the aesthetics of and around the garden! As a volunteer or staff member tasked with trash pick up, you will have several responsibilities. Below, find the materials, locations, and protocol for trash pick up in our community gardens. If you have any questions or concerns, reach out to the program manager or other GVI staff. Be safe and have fun!

Materials Needed:	Where to Find Them:
<input type="checkbox"/> Gloves	
<input type="checkbox"/> Trash Bags	
<input type="checkbox"/> Sharps* container	
<input type="checkbox"/> Volunteer sign in sheet	
<input type="checkbox"/> Volunteer	

*What is considered “sharp”?

OSHA's Federal Standard defines a sharp as any contaminated object that can penetrate the skin. All of the following can be put in a sharps container, including but not limited to: Needles. Scalpels. Broken glass.

Best practices for picking one up (for adults) / or not picking one up (if under 18 or not comfortable)

Include: Emergency protocol if you get pricked: # to dial and let GVI member know after you get treatment

Incident Report Log - attach

Do's and Don'ts of trash pick up

Do: pile debris like rotted wood, broken crates, tires, etc that cannot fit inside bags on curb next to road for easy pickup

Do: Call GVI staff you worked with when you are done

Do: Text a picture of all of the debris, trash bags, etc you have piled next to road to GVI staff member so they can inform the City for pickup

Do: you are welcome to take recycling with you for returnable money!

Don't: leave smaller pieces of trash outside of bags

Don't: assume that things that look like “trash” inside a garden bed, are. Sometimes gardeners reuse items as tomato trellises or art - only take out wrappers and broken items that are obviously not useful

Protocols

Before	During	During Cont.	After
<p>Gather all materials needed</p> <p>Make sure you have a first aid kit with you</p> <p>Double check that you have more than enough gloves for everyone volunteering</p> <p>Make sure you have GVI contact numbers in your phone and emergency contact numbers in your phone</p>	<p>Make sure to rely on the buddy system. Do not go alone, make sure your phone is fully charged and volume is all the way up, in case someone needs to reach you</p> <p>Dress weather appropriately*</p> <p>Stay alert and aware, do not put your hands into areas you cannot see where you are reaching as there are broken glass and sharp items on the ground</p>	<p>Stay hydrated</p> <p>Separate what is collected into brush, recyclables, and trash.</p>	<p>Make sure all tools are cleaned with water, sanitized, returned if applicable.</p> <p>Lock the gate of the garden after you are done.</p> <p>Stack all trash bags and debris neatly along the roadside. Take a picture and text it to your GVI contact!</p> <p>Text your GVI contact when you are done.</p> <p>Record your hours and text to your GVI contact after each garden!</p>