

PEOPLE – A SOLUTION TO WATERWAY POLLUTION

10 STEPS TO ORGANIZING A WATERWAY CLEANUP



KEEP
PENNSYLVANIA
Beautiful
KEEP AMERICA BEAUTIFUL AFFILIATE

10 Steps to Organizing a Waterway Cleanup

About Keep Pennsylvania Beautiful:

Keep Pennsylvania Beautiful is the state affiliate of Keep America Beautiful, Inc. Our mission is empowering Pennsylvanians to keep our communities clean and beautiful. Our vision is a clean and beautiful Pennsylvania.

Our guiding principles include:

- **Education**- This is the key to encourage positive behaviors toward community improvement.
- **Individual Responsibility**- Improving communities, their environment and quality of life all begins with personal responsibility.
- **Public-Private Partnerships**- Broad-based community alliances are essential to achieve sustainable community improvement.
- **Volunteer Action**- By engaging volunteers, we extend the reach of our educational efforts and multiply the impact of our actions.

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Scott Hafer, Kettle Creek State Park, Pennsylvania Parks & Forests Foundation's 2015 Parks & Forests Thru the Seasons Photo Contest.

10 Steps to Organizing a Waterway Cleanup

Introduction

Are you fed up with the trash that is spoiling our lands and waters? Litter is a problem in almost every community and every county is plagued by littering and illegal dumping. Waterways are frequently victimized by these harmful behaviors. Rainwaters flush litter to the nearest waterway and trash dumped “over-the-hill” usually finds its way to the waterway at the bottom. Floodwaters and storm waters also collect litter and trash, adding to the never-ending accumulation of natural and manmade debris in our waters.

Keep Pennsylvania Beautiful is proud to be the Pennsylvania statewide coordinator for the International Coastal Cleanup, the world’s largest volunteer effort to improve the health of the world’s oceans and local waterways giving citizens around the world an opportunity to clean their local waterways and be a part of a larger movement.

People are the solution to waterway pollution – people willing to give their time and energy to help remove trash from in and near our waterways. Of all the pollutants entering our waters, trash is one we can easily do something about. This guide breaks down the process of organizing a waterway cleanup into ten steps. This “ten step process” has been created by successful waterway cleanup organizers and will help ease the apprehension individuals and/or groups may have about tackling a much needed waterway cleanup for the first time.

Why organize a waterway cleanup?

- Pennsylvania has 83,000 miles of waterways ranging from small streams to rivers in the state.
- 80% of Pennsylvanians get their drinking water from forested watersheds.
- Rainwater, floodwaters and storm waters flush litter and illegally dumped trash into our waterways making up more than 80% of ocean debris.
- More than 200 species are impacted by marine debris through entanglement.
- Millions of marine animals die each year from ocean pollution.

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What Makes Waterway Cleanups Different?

There are two primary tasks that make organizing a waterway cleanup very different from a traditional roadside cleanup.

The first is that obtaining property owner permission can be more difficult.

- Some waterway cleanups cover considerable distances and obtaining permission can be complicated, because you may have to work with many different property owners.

The second challenge is providing for the safety of your volunteers.

- Larger bodies of water and waterways may require boats and volunteers entering the water. If this is the case, it is critical that you recruit trained people.
- The uncertainty of the weather also presents obstacles. The small ankle-deep stream may become too dangerous to enter after a spring rain. It will be important for you to note these things and prepare for them in your planning.

By being aware of these tasks ahead of time, your team will have time to plan and address them. Many waterway cleanups have been conducted over the years by dedicated individuals and groups ready to make a positive difference for their environment.



Keep Juniata County Beautiful volunteers clean a section of the Juniata Rive.

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STEP 1 – Identify Someone to Organize the Cleanup

All it takes to get a waterway cleanup started is someone willing to lead the effort. That person does not need to be experienced at organizing events. All that's necessary is the time and the desire to rid our waterways of trash.

Once you get started, you'll find that others will rally behind you and give you their support. **Forming a committee to help organize the cleanup is a great way to get things done efficiently** and build ownership at the same time.

The amount of time needed depends on many factors – the amount of trash, the surrounding terrain, the willingness of the community to be involved and unanticipated problems that may arise. **It is recommended to start planning at least three months in advance of the cleanup date.** That should give ample time for you and your committee to secure the needed resources and volunteers.

STEP 2 – Survey the Cleanup Area

To determine what you'll need in the way of volunteers and supplies, you must survey the cleanup area. The best time for most cleanups is in early spring, when the water is low, temperatures are comfortable, snakes, bugs, and other creatures are inactive, and before vegetation makes seeing trash and getting to it difficult. Try to survey the stream and cleanup area in late fall before the snow and ice make it difficult. Otherwise you will have less planning time and may be limited in how much you can accomplish.

If you will be entering or walking through any private property, you need to get permission, in advance, from the property owner(s). Use this chance to introduce yourself and let the property owner know what you are planning. You can also use this opportunity to invite them to the survey and/or to be part of the cleanup team.

Walk along the waterway and take notes and record locations, if possible on a map, of all the trashed areas. USGS topographical maps are inexpensive and can be purchased at outdoor recreational stores or from your

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county conservation district. Be aware that high waters and spring flooding may move or add debris. Invite others to join you. The more people you have along, the more ideas, contacts and support you'll have in your planning.

Don't feel that you have to clean the entire waterway in one day. Target a section that's easy to do and save the difficult sections for future cleanups. The more difficult sections won't seem as monumental once you've gained experience and have community support. The trash didn't accumulate in one day and it may take more than one cleanup to remove.

If you'd like to accomplish more or if high waters and other circumstances prevent removal of some items, consider another cleanup in late summer, when waters are lower, or in the fall, when the vegetation dies back.

Note the following:

- The amount and types of trash - estimate number of rolloff boxes/dumpsters needed, and the number of appliances, tires, etc. (you may find it helpful to invite a local waste hauler along)
- Situations that need special tools/equipment or consultations
- Particular safety concerns
- A rough estimate of the number of volunteers you'll need
- Possible locations for rolloff boxes/dumpsters or trash, tire, and metal piles
- Work areas suitable for younger volunteers with parental supervision
- Landmarks
- Neighboring businesses, homeowners, and other potential partners
- Tools needed, such as boats, canoes, ropes, waders, chains, life preservers, winches, rakes, or shovels

It is also recommended that you invite your local **PA Department of Environmental Protection (DEP) Solid Waste Specialist** to the survey. The **solid waste specialist** will be able to give you advice on special handling of materials, such as oil or paint, and may be able to give you other safety advice. Contact the **DEP West Nile Virus Coordinator** (<http://www.westnile.state.pa.us/contacts.htm>) prior to the cleanup for information and guidance to ensure proper protection against mosquito bites and West Nile Virus. Your local **Recycling Coordinator** can help you determine if recyclables collected are suitable for the recycling stream.

Take pictures of the area targeted for cleanup. They may prove helpful as you seek support and they can definitely be used to help increase public awareness of the problem.

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People to Invite to the Site Survey:

DEP solid waste specialist, property owner, municipal officials, waste hauler, emergency Management coordinator, other members of your group.

Hazards to Consider:

High water, slippery rocks and areas, steep slopes, narrow bridges and roads, traffic, deep water, swift currents, limited boat access, mosquito population.

STEP 3 – Find Volunteers

It can take a lot of volunteers to cover a waterway cleanup. Setting the date for the cleanup well in advance will allow time to publicize and promote the event and will increase your volunteer response. Use a broad approach to finding volunteers:

- Distribute and post fliers at public places – store fronts, bulletin boards, bus stops, restaurants, etc. Don't forget to ask permission – it may also lead to cleanup support.
- Visit the homes located near the cleanup area and talk to the residents or leave information for them to read.
- If you are affiliated with an organization that publishes a newsletter, use the newsletter to publicize the event.
- Ask other organizations for volunteers. Attend their meetings or ask them to put information on the cleanup in their newsletters and announce the cleanup at their meetings. Provide them with the necessary contact information. Sportsmen's groups, civic groups, watershed associations, conservancies and scout troops are active in conservation activities.
- Your local newspapers, radio stations, public access TV stations and state and local legislators are other ways to get the word out to a lot of people. Call to introduce yourself, then send a press release well in advance of the cleanup. Some newspapers will also accept a brief news release just prior to an event to remind the public.
- Encourage families with older children to be involved.

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Although these approaches will help you gain volunteer support, the best way to recruit volunteers is through personal contact. This doesn't mean that you need to contact every single person by yourself. If there are organizations that may be interested in helping, the main contact person can inform the rest of the membership for you.

Information to include in public announcements and press releases:

- Date of cleanup
- Information about the area targeted for cleanup (history, location, etc.)
- Meeting time and place (include map or GPS if location is not well known)
- Who is organizing event
- Partner and sponsor names
- Contact name and number for further information
- Number to call for rain cancellation or rescheduling of event
- Proper apparel (boots, gloves, long pants, long sleeve shirts, etc.)
- Free refreshments, if available

When defining your cleanup boundaries, keep in mind that the volunteers should not work more than three or four hours. While some may have the strength, stamina and desire to spend a whole day cleaning a stream, the majority will not. You want the volunteers to always be alert. A 9 a.m. start with lunch at noon works well.



Allegheny River cleanup volunteers.

STEP 4 – Get Permission to Enter

For your protection and that of the property owners, it is critical that you ask them to sign a permission to enter form well in advance of the cleanup. Be willing to work with property owners. They may agree to allow your group to perform an initial cleanup but may not be willing to grant additional or on-going access for maintenance cleanups.

If you don't know who the property owners are, a search at your municipal or county tax office will provide their names and addresses. Neighbors may also provide you with information, but do not rely solely on their information as fact.

Personal contact is the friendliest and most successful way to work with property owners. These contacts may even lead to their helping you on the day of the cleanup. If the property owner does not live in your community, you'll probably need to send him or her a letter along with the permission to enter form. Allow plenty of time for a reply and follow up if necessary.

There will be some property owners who refuse entry. Respect their wishes and work around their properties. If you perform another cleanup, ask them again. They may have been leery of your initial efforts and will reconsider after they've seen your good work.

Remember that trespassing is illegal, so be aware that you and your volunteers cannot enter any property without permission from the property owner. Even if you will just be passing through a property and not removing trash, you still need to have property owner's permission.

For public rights in Pennsylvania waters visit www.fishandboat.pa.us/water/public/faq_public_waters.htm.

See sample permission to enter form on page 13.

STEP 5 – Get Releases of Liability

To address the landowners' concerns of liability and to protect yourself and your organization, **require all volunteers on the day of the cleanup to sign a form releasing the property owner and your organization from liability.** Do this before anyone starts picking up trash. For additional protection, you can consider purchasing general liability insurance or partner with an organization or agency that already has it.

See sample release of liability form on page 14.

STEP 6 – Community Involvement and Support

In every community there are people and groups that value clean waters and will be willing to help and/or donate what they can.

Local businesses, utilities, governments, and government agencies are valuable sources of support. Ask them to help in your “volunteer” cleanup. If you have photos from “Step 2 - Survey the Cleanup Area,” show them the problem. Be specific with your requests and always accept what is offered graciously, even if it's not what you hoped for. Every little bit helps.

Trash disposal and hauling are often the most difficult resources to secure for any cleanup. Landfills that receive your community's trash often support community efforts. Many municipal officials are happy to work with proactive citizens to clean up their communities and will lend the support of their crews and equipment (you may or may not get weekend support). If your municipality can't help with the cleanup, contact your local trash hauling companies. Other businesses that have crews and equipment as part of their daily operations may also be willing to help transport trash. The Great American Cleanup of PA, Pick it Up PA Days provides free or reduced cost disposal for registered events. Go to www.gacofpa.org for more information. Remember to make arrangements with a scrap dealer or local recycler to recycle scrap metals, appliances, auto batteries, etc. Recycling takes extra coordination. Special coded bags can help volunteers sort items. Be sure to contact your local Recycling Coordinator for guidance.

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If your waterway flows through public lands, contact the government agencies that maintain the lands and ask them for their support. The PA Department of Environmental Protection, Department of Conservation and Natural Resources' bureaus of Forestry and State Parks, Game Commission, and the Fish and Boat Commission are eager to work with citizens to keep public lands clean. The US Army Corps of Engineers may have jurisdiction along your waterway and may be interested in helping.

In all of your requests for help, stress that you are organizing a **community project** and you would like them to be **part of the team**. Throughout your planning, keep track of everyone who becomes part of your team and what they contributed so you can personally and publicly thank them. These records will also be helpful when planning another cleanup.

Major cleanups have been performed without any money exchanging hands. Just keep seeking new sources until you get everything you need. If time runs out, save that section of the waterway for another time, and continue to work on gaining the necessary support. Keep in mind that many waterways do need regular cleanups.

Similar to volunteer recruitment, **personal contact is the most effective way to gain support**. Don't be discouraged by those who won't or can't help – not every business or group places the same level of importance on the environment and some just may not be in a position to help.

STEP 7 – Designate People Who Will Enter the Waterway

If entry into the waterway is necessary to remove trash, individuals with professional training, such as divers and rescuers, should be used. Be sure to designate these people ahead of time. These individuals and the organizations to which they belong are generally dedicated to community service and may be happy to help.

Divers are especially helpful in securing heavy items which should be pulled from the water by more powerful sources, such as tractors, horses, teams of volunteers, or special equipment.

Military reserve units sometimes get involved with community service projects. These men and women are trained to work together and know how to handle special situations and respond in emergencies.

Invite representatives of each group to your waterway prior to the cleanup. They need to become familiar with the cleanup areas so they can determine what tools and equipment will be necessary for the cleanup.



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If you will be creating a disturbance in the waterway, be sure to contact the PA Fish and Boat Commission and the Pennsylvania Department of Environmental Protection prior to the start of the cleanup to address any concerns they may have. Local phone numbers for these agencies can be found online.

Under no circumstances should an untrained individual who has not been designated prior to the cleanup be permitted to enter the waterway. Even though the water may seem shallow and perfectly safe, swift currents, deep holes, slippery rocks, and other subsurface hazards may be present.

Helpful Water Cleanup Tools: Boats, canoes, ropes, waders, chains, winches, life preservers, waterproof gloves, personal floatation devices.



Volunteers and partners work together on waterway cleanups.

STEP 8 – A Plan for the Day

After all your effort, it's critical to have a well thought out plan for the day, that includes strategies and procedures from start to finish.

BEFORE THE CLEANUP

Since waterway cleanups can cover a considerable distance, take a team approach in which each team covers a designated section. **Designate “team leaders”** before the cleanup and provide them with a sketch or map of their area and a list of the necessary tasks for their sections. You'll also need to make sure that the resources and equipment that you arranged for will be ready to go.

Make plans for inclement weather. Heavy and/or constant rains can make waterways treacherous with high, muddy, fast water and slippery banks. Publicize a phone number for possible cancellation and rescheduling information.

Remember, the safety of every volunteer comes first!

Make arrangements for communications equipment and have the phone numbers of local emergency agencies on hand. Have cellular phones or other forms of radio communication available. This is absolutely essential for safety, but will also prove helpful for communications between teams and if you need additional support.

Make sure there is plenty of parking available for your volunteers. Ask your local emergency personnel, such as firefighters, police, and ham radio operators, to help with communications and traffic safety.

If possible, **make arrangements for drinking water**, refreshments and/or lunch for the volunteers. Not only will food replenish their energy, but taking time out for breaks or lunch will give them an opportunity to share their cleanup stories and feel good about what they are doing.

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THE DAY OF THE CLEANUP

As the volunteers arrive, have them sign a release form, assess them for proper attire, and make sure young volunteers have sufficient adult supervision. After everyone has signed the release form and before picking up any trash:

1. Welcome them and thank them for coming.
2. Review and discuss safety precautions (page 9) as well as areas identified as off-limits. Many of the safety precautions seem like common sense, but volunteers must be reminded.
3. Assign volunteers to team leaders. Arrange for the team leaders to be easily recognized by bright colored armbands, hats, vests, etc. The team leader will give volunteers specific instructions on what needs to be done and how to do it.
4. Instruct volunteers to give any evidence (i.e. magazines, prescription bottles or licenses with names and/or addresses) they discover to their team leaders to be given to the appropriate enforcement agency.
5. If refreshments/lunch will be served, tell the volunteers when and where to meet.



Keep Juniata County Beautiful volunteers clean a section of the Juniata River.

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Waterway Cleanup Safety Precautions

- Wear sturdy shoes, hats, long sleeves and long pants to avoid falls, sun exposure, scratches and exposure to poisonous plants
- Always wear heavy duty work gloves and bring a spare pair - leather and waterproof work gloves work best
- Avoid heavy equipment at all times
- Let all volunteers know the location of the first aid kit and communications equipment
- Do not work during inclement weather
- Avoid overexertion
- Do not enter the waterway unless you have been designated beforehand, as defined in Step 7
- Do not work on steep or slippery banks and slopes
- Do not attempt to remove heavy or partially buried objects
- Use teamwork for difficult tasks
- Works in groups of no less than two
- Do not remove any unknown, suspicious or known hazardous substances such as chemicals and toxic materials in containers
- Do not remove animal carcasses
- Do not work in areas identified as “off limits”
- Do not attempt to remove heavy or bulky items alone
- Be alert for snakes and rodents
- Do not overfill your bags

If working near roadways:

- Erect safety signs which are available from your municipality or PennDOT (dependent upon who is responsible for the road’s maintenance)
- Always wear brightly colored safety vests

Volunteers should also be given instructions for emergency situations, i.e. allergic reactions, snake bites, cuts and/or abrasions.

STEP 9 – Public Education & Awareness

Major waterway cleanups may be perpetual events if you don't educate the public and create an awareness of the problem. You may always have to remove items swept into the waters by heavy rains or floods, but you can impact the amount of trash entering the waterways as a result of people's carelessness or intentional actions.

You've already started your education process by organizing and completing the cleanup. For the volunteers, a positive environmental experience such as this can help formulate or even change their values and behavior. Young volunteers are especially impressionable and will perhaps gain the most and return the most from this experience. These volunteers will unknowingly become models and educators, through example and through personal communications. And those who were aware of the cleanup, but were unable to attend, have also been informed of the problem.

To maximize your educational efforts, send press releases and invite your area newspapers and TV media to the event. This should be done well in advance of the cleanup. It may also be helpful to identify a reporter or editor who is interested in the environment.

Be prepared to do your own publicity. Have someone take action photos or a video and send pre- and post-cleanup press releases announcing your plans, success and recognizing your volunteers.

Often, newspapers with limited staffing prefer you take your own pictures. Be sure to identify volunteers in every picture.

REMEMBER: Education is one of the primary keys to a cleaner tomorrow.

STEP 10 – Volunteer Recognition

Most people pick up trash because:

- They are concerned for the environment
- They like working with and meeting other volunteers
- They like seeing the difference that they can make

To enhance these feelings, you can have a lunch afterward or a gathering to give them the opportunity to share experiences and build on new friendships.

Personal thanks are also well deserved - a spoken word or a personal letter will go a long way in letting volunteers know you appreciate their work. You may consider giving out awards or certificates suitable for framing. Donated T-shirts, soft drinks and food coupons are all nice ways for local businesses to say thank-you and show their appreciation.

Public recognition is also a good idea. Take every opportunity to mention your supporters and their contributions, especially when talking with the media. A letter to the editor or a small ad in a local paper is another way to publicly recognize those who help.

At the end of your cleanup, everyone will be glad they decided to be part of the solution. They'll feel great about the job they've done and they'll probably be surprised at the amount of trash they've removed.



Clinton County CleanScapes volunteers after a cleanup of the West Branch Susquehanna River.

Resources

1. Ocean Conservancy - www.oceanconservancy.org
2. National Oceanic and Atmospheric Administration - www.noaa.gov
3. Keep America Beautiful – www.kab.org
4. PA Department of Environmental Protection (DEP) – www.dep.pa.gov
5. DEP Regional Offices - <http://www.dep.pa.gov/About/Regional/Pages/default.aspx>
6. DEP County Recycling Coordinators - <http://www.dep.pa.gov/Business/Land/Waste/Recycling/PublicResources/Pages/County-Recycling-Coordinators.aspx>
7. County West Nile Virus Coordinators - <http://www.westnile.state.pa.us/contacts.htm>
8. PA Fish and Boat Commission - <http://fishandboat.com/aboutpf.htm>
9. Environmental Protection Agency – www.epa.gov
10. PA Organizations for Watersheds and Rivers - www.pawatersheds.org

Sample Permission to Enter Form

I, _____ (*Name*), being owner of a property situated
at _____ (*Description of property location*) in
_____ (*Name of Municipality/County*)

do hereby grant permission to
_____ (*Group or individual's name*), represented primarily
by _____ (*Name of organizer*) and the volunteers recruited
by this group and/or organizer for a cleanup to remove refuse from my property.

All parties to this agreement agree to release and hold harmless the others for any and all liabilities and claims arising from the cleanup and removal activities.

Signature of property owner _____ *Date* _____ *Signature of witness*

Printed name of property owner

Signature of Group Representative _____ *Date* _____ *Signature of witness*

Printed name of Group Representative

(OPTIONAL) Also, I do hereby grant this group and recruited volunteers permission to enter my property henceforth to help maintain this property as a refuse-free property and to remove any trash as may be deemed necessary by them.

Signature of property owner _____ *Date* _____ *Signature of witness*

Printed name of property owner

Signature of Group Representative _____ *Date* _____ *Signature of witness*

Printed name of Group Representative



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Sample Volunteer Waiver Form

Event _____ **Date** _____

Name of Volunteer (print) _____ Date of Birth _____ **Are you under 18?** _____
 (If yes, complete Parental Consent below)
 Address _____ Participating Group/Organization _____
 City, State, Zip _____ County _____
 Home Phone _____ Work Phone _____ Emergency Phone Number _____

If you or your child has special medical needs that might require medication or special practices, i.e., bee sting allergy, asthma, diabetes, please note below and make sure you or your child has the equipment needed to handle the situation.

Special Medical Needs or Known Allergies

General Volunteer Waiver

The undersigned, recognizing and assuming all risks of accident and injury, hereby agrees that the following sponsors and volunteers:

will not be liable or legally responsible for any injury sustained by the participant or for loss or damage to the property owned or in the possession of the participant during, or as a result of, participation in this cleanup project at the above location whether such personal injury or property damage is caused by negligence of the sponsors or their respective employees, officers, agents or otherwise.

Signature of Volunteer _____
Date

Parental Consent required if Volunteer is under age 18: _____		
Name of Child		
has my permission to participate in this event. If I cannot be reached in the event of an emergency, the following person is authorized to act on my behalf:		
_____ Name (print)	_____ Relationship to Child	_____ Phone Number
_____ Signature of Parent/Legal Guardian		_____ Date

Each volunteer must sign and return this release form to the event coordinator prior to participating in any volunteer activity.



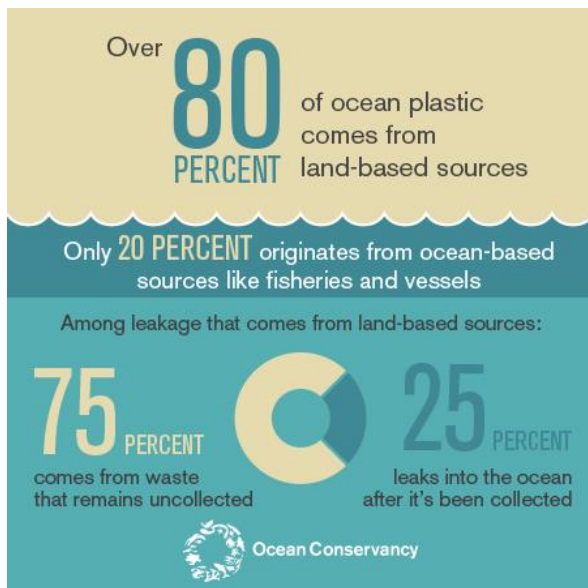
What is International Coastal Cleanup?

The International Coastal Cleanup engages and empowers people to remove trash and debris from the world's beaches and waterways, to identify the sources of debris and to change the behaviors that cause pollution.

In 1986, Lucinda Maraniss, who worked for the Center for Environmental Education, now known as the Ocean Conservancy, was so appalled at the trash and litter along South Padre Island, Texas, that she immediately took action to organize a beach cleanup.

Linda was able to recruit and empower over 2,800 fellow Texans to join her to clean up the trash from South Padre Island. In just three hours, Linda and her determined volunteers removed 124 tons of trash from 122 miles of Texas coastline, thus creating the Ocean Conservancy's International Coastal Cleanup.

The Ocean Conservancy's International Coastal Cleanup is held annually from September 1st through October 31st and has become the largest volunteer effort aimed at improving the health of the ocean, bringing out hundreds of thousands of volunteers from around the world to remove millions of pounds of plastic and debris from beaches, lakes and waterways. This event has grown to include participation by all 50 states and U.S. territories and 90 countries with the number growing each year.



How to Participate in the International Coastal Cleanup

Keep Pennsylvania Beautiful is proud to be the statewide coordinator of the International Coastal Cleanup efforts in Pennsylvania. Any cleanup site is eligible since we all live in a watershed and all waterways flow into our coastal waters. International Coastal Cleanup events can be held from September 1st through October 31st with the focus date being the 3rd Saturday in September. **Gloves and bags are available for registered events while supplies last.**

If you are interested in coordinating an ICC cleanup or volunteering at a cleanup, please contact Michelle Dunn at mdunn@keepbeautiful.org or 877-772-3673 x113. Additional cleanup tools and resources to help organize a successful event can be found at www.keepbeautiful.org/cleaner/cleanuptoolsandresources.

This project was financed, in part, through a Federal Coastal Zone Management Grant, administered by the Pennsylvania Department of Environmental Protection (DEP).

Funding provided by the National Oceanic and Atmospheric Administration (NOAA), United States Department of Commerce, under Award Number: NA13NOS4190131.

The views expressed herein are those of the author(s) and do not necessarily reflect those of the U.S. Department of Commerce, NOAA, the PA DEP nor any of their sub-agencies.



COORDINATOR OCEAN TRASH DATA FORM



DEAR CLEANUP COORDINATOR:

Thank you for your hard work, dedication and valuable time spent for this important cause! We appreciate your commitment and passion for trash free seas.

Before you complete this form, compile all data from the Volunteer Ocean Trash Data Form. For each item of trash, add the total number of pieces and enter this number in the "Total" box on the back of this data form. Numbers are the only valid form of data, so please DO NOT use words or check marks in the boxes next to ocean trash items.

NAME: _____ **EMAIL:** _____

CLEANUP SITE DESCRIPTION

Type of Environment (choose one):

- Saltwater (Ocean/Bay/Estuary)
- Freshwater (River/Stream/Lake)
- Inland (No Water Body Present)

Mode of Data Collection (choose one):

- Land (beach, shoreline or inland)
- Underwater
- Watercraft (powerboat, sailboat, kayak or canoe)

CLEANUP SITE LOCATION

Cleanup Site Name (beach, park, etc.): _____
 State or Province: _____ Zone or County: _____
 Country: _____ Nearest Crossroad/Landmark: _____

CLEANUP SUMMARY

Month: _____ Day: _____ Year: _____ Total Number of Volunteers at this site: Adults: _____ Children: _____
 Total Weight of Trash Collected: _____ lbs. or _____ kgs. Total Number of Trash Bags Filled: _____
 Estimated Distance Cleaned: _____ 1/4 _____ 1/2 _____ 3/4 _____ 1 _____ 2 _____ 3 _____ 4 _____ 5 (circle one) Other: _____
 Distance Measured In: _____ Miles or Kilometers (circle one)

MOST UNUSUAL ITEM(S) COLLECTED:

1. _____ 2. _____ 3. _____



Please return this form along with all Data Forms to your State/Country Coordinator.

State/Country Coordinators: Please submit Summary Data into the online Data Collection and Reporting Tool at www.coastalcleanupdata.org.



If you are unable to contact your State or Country Coordinator, please mail or email this form to:

Ocean Conservancy
 Attn: International Coastal Cleanup
 1300 19th Street, NW, 8th Floor
 Washington, DC 20036

cleanup@oceanconservancy.org
www.oceanconservancy.org/cleanup



TRASH COLLECTED

Citizen scientist: Record the total number of items picked up by volunteers at the Cleanup site. The data you record are important for creating solutions for Trash Free Seas.®

Please DO NOT use words or check marks. Only **numbers** are useful data.

TOTAL #
 ↓
EXAMPLE
28 Plastic Bags

TOTAL #
 ↓
MOST LIKELY TO FIND ITEMS

- Cigarette Butts
- Food Wrappers (candy, chips, etc.)
- Take Out/Away Containers (Plastic)
- Take Out/Away Containers (Foam)
- Bottle Caps (Plastic)
- Bottle Caps (Metal)
- Lids (Plastic)
- Straws/Stirrers
- Forks, Knives, Spoons

- Beverage Bottles (Plastic)
- Beverage Bottles (Glass)
- Beverage Cans
- Grocery Bags (Plastic)
- Other Plastic Bags
- Paper Bags
- Cups & Plates (Paper)
- Cups & Plates (Plastic)
- Cups & Plates (Foam)

TOTAL #
 ↓
FISHING GEAR:

- Fishing Buoys, Pots & Traps
- Fishing Net & Pieces
- Fishing Line (1 yard/meter = 1 piece)
- Rope (1 yard/meter = 1 piece)

TOTAL #
 ↓
PACKAGING MATERIALS:

- 6-Pack Holders
- Other Plastic/Foam Packaging
- Other Plastic Bottles (oil, bleach, etc.)
- Strapping Bands
- Tobacco Packaging/Wrap

TOTAL #
 ↓
OTHER TRASH:

- Appliances (refrigerators, washers, etc.)
- Balloons
- Cigar Tips
- Cigarette Lighters
- Construction Materials
- Fireworks
- Tires

TOTAL #
 ↓
PERSONAL HYGIENE:

- Condoms
- Diapers
- Syringes
- Tampons/Tampon Applicators

ITEMS OF LOCAL CONCERN: **TOTAL #**
 ↓

- 1.
- 2.
- 3.

TOTAL #
 ↓
TINY TRASH LESS THAN 2.5CM:

- Foam Pieces
- Glass Pieces
- Plastic Pieces

DEAD/INJURED ANIMAL	STATUS	ENTANGLED	TYPE OF ENTANGLEMENT ITEM
	Dead or Injured	Yes or No	
	Dead or Injured	Yes or No	
	Dead or Injured	Yes or No	

Thank you for your valuable contributions to the Cleanup!

