



GRAHAM COUNTY
ADOPT-A-ROADWAY APPLICATION
APPLICATION FOR PERMIT TO USE COUNTY ROADWAY RIGHT-OF-WAY
This is a request for permit to work in Graham County Right of Way to participate in ADOPT-A-ROAD Volunteer Program

(Type or Print)

Name of Organization, Individual or Group. _____

If Student Organization, Name of Faculty Advisor _____

Address of Organization _____

City _____ State _____ Zip _____

Name of Applicant _____

Mailing Address (if different from above) _____

City _____ State _____ Zip _____

Phone No. _____
(Home) _____ (Work) _____

Road Name. _____ From (Address) _____ to (Address) _____

City (in or near) or County wide (none specific within Graham County jurisdiction) _____

Group or Organization requesting ADOPT-A-ROAD sign YES _____ NO _____ (FEE \$____.____)
(County reserves the right to approve, disapprove and/or edit names or acronyms to go on the signs.)

Name on Sign: _____
(Print or Type the way you want it to appear on the Sign)

Signature of Applicant _____

FOR DEPARTMENT USE ONLY

This application to pickup litter **two (2) times a year** on roadway _____
Between _____ and _____ is granted to:
_____ subject to the following provisions:

Permit No. _____

A permit and license is hereby issued to the foregoing licensee for the purpose contained in the application and upon the expressed condition that every agreement and any special provision contained herein is faithfully performed. Work is authorized only for the period indicated below.

ISSUE DATE: _____	THIS PERMIT EXPIRES: _____
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By _____
Graham County Highway Operations Supervisor

By _____
Graham County Highway Superintendent

GRAHAM COUNTY HIGHWAY DEPARTMENT

ADOPT-A-ROADWAY OBLIGATION, RESONSIBILITIES AND SAFETY REQUIREMENTS

Permittee shall, on each work occasion, notify the Graham County Highway Department (928) 428-3652 **three (3) working days prior** to the start of any work authorized by this permit. County furnished litter bags and orange vests shall be obtained at the Graham County Highway Yard, 3400 W. 8th Street, Thatcher, AZ between hours of 7 a.m. to 4 p.m.

- The following safety guidelines must be followed when participating in litter removal activities along County roadways. Each volunteer or participant should be provided with a copy of this briefing prior to arrival at the worksite. Our combined efforts to keep Graham County beautiful are going a long way towards improving the appearance of our roadways.
 - ✓ Work shall be conducted during daylight hours. Work shall not be conducted on holiday weekends, or within 24-hours preceding a holiday weekend unless specifically authorized as an amendment to this permit.
 - ✓ Litter pickup shall not be performed within six (6) feet of the traveled way, upon bridges, culverts, or structures of any kind; pick up within medians is allowed only when specifically authorized in this permit.
 - ✓ Workers shall not cross the traveled way of access controlled roadways.
 - ✓ If weather or other adverse circumstances cause a public hazard, work shall be immediately discontinued.
 - ✓ Volunteers performing work under this permit shall wear personal protective clothing including orange vests while on county right-of-way. County furnished protective equipment shall be returned upon completion of the project.
 - ✓ Work shall not be initiated prior to briefing on safety procedures by County's representative.
 - ✓ Permittee shall designate a coordinator who shall represent the group. In addition, one adult supervisor shall be assigned by the volunteer organization for each ten children between the ages of 12 and 18 years of age. No child less than twelve years of age shall be allowed to participate or to remain in the right-of-way assigned to the permittee. Work as a group facing oncoming traffic at all times.
 - ✓ Participants personal vehicles shall not be parked within the right-of-way of an access controlled roadway, and on all other highways shall be legally located off the traveled way so as not to interfere with the free flow of traffic or pedestrians: except, approved vehicle(s) used to transport participants or materials to and from the work site may be parked off the roadway on access controlled roadways.

- ✓ Each individual shall attend a safety orientation conducted by the County-trained group leader prior to entering the county roadway right-of-way. The orientation shall include a discussion and explanation of the attached safety requirements. Individuals must participate in a safety orientation at least once during each calendar year.
- ✓ Each participant (or parent of guardian of a minor participant) shall sign a waiver form for each pickup event. The permittee has volunteered to pick up litter in the right-of-way at its own risk, The County of Graham and its officers and employees shall not be liable for any death, injury or property damage claims and all the costs associated therewith which arise. If any claim arises out of the foregoing, the permittee shall defend, indemnify and save harmless the County of Graham and its officers and employees from same. Permittees obligation under this Section shall not extend to any liability caused by the sole negligence of the County or its employees.
- ✓ Participants should assemble in an area away from the designated worksite and carpool to reduce the number of cars at the litter pickup site. Vehicles must be parked at least 30 feet from all roadways.
- ✓ Do not pickup litter in the median or on any traveled portion of the roadway. Litter should be picked up only on the right-of-way from the edge of the shoulder to the right-of-way fence.
- ✓ Do not pickup hazardous materials such as: car batteries, animal carcasses, or any other object that appears questionable. Please notify your County representative.
- ✓ Know what you are picking up. Discarded chemical containers may sometimes be hazardous. Please notify your County representative.
- ✓ Do not pickup litter during hours other than those agreed upon with your County representative.
- ✓ Do not distract motorists with horseplay or abrupt erratic movements. Horseplay of any kind is strictly forbidden. The roadways are potentially very dangerous.
- ✓ Anyone under the influence of alcohol or narcotics must be asked to leave the worksite.
- ✓ Keep away from any roadway construction or maintenance projects. County personnel will clean in those areas.
- ✓ Do not try to pick up heavy objects. Use correct lifting techniques, keeping you back as straight as possible. Keep the object you are trying to lift close to your body and let your legs and arms do the work.
- ✓ Use caution when you encounter the following: cactus, animals, steep slopes, sharp rocks, insects, barbed wire, traffic and other unusual circumstances.
- ✓ Be sure at least one person is experienced in first aid.
- ✓ Assure that first aid kits are available and that transportation is available to the nearest medical facility.
- ✓ Assure that appropriate beverages are available and are in sufficient quantity to meet your group's needs. Alcoholic beverages are prohibited.

- ✓ Wear appropriate (comfortable) clothes, gloves, hats, boots, or hard-soled shoes. Participants should not wear shorts or tank tops.
- ✓ This permit may be canceled by the County for failure to pickup litter per agreement or for non-conformance with other permit provisions.
- ✓ This permit is valid for five (5) calendar years from date of issue and may be renewed with the County's approval.
- ✓ County will provide safety training, litter bags and safety vests. County will pickup filled litter bags and erect signs showing the volunteer participation of the named organization in the Adopt-A-Roadway Program. The work order will be processed as soon as this permit is approved and the sign will be installed in approximately eight weeks. (If not installed timely, please call (928-428-3652).

I, _____ acknowledge the general obligation, responsibilities and safety orientation provided above. On this date _____

Applicant Signature

Graham County Representative

GRAHAM COUNTY HIGHWAY DEPARTMENT - ADOPT-A-ROADWAY SPECIAL EVENT WAIVER

Application is made by the undersigned to participate in the Adopt-A-Roadway pickup event within the County Right-Of-Way

Group Name _____ Contact for Group _____ Phone No. _____ Permit No. _____

Location (in or near) _____ Roadway _____ Milepost _____ Date _____

HOLD HARMLESS CLAUSE: The permittee, all its participants, or where the participant is a minor his/her parent or guardian shall indemnify, defend, and save harmless the County from any and all claims, demands, suits, actions, proceedings, loss, cost, and damages of every kind and description, including attorneys' fees and/or litigation expenses, which may be brought or made against or incurred by the County on account of loss of or damage to any property or for injuries or death of any person, caused by, arising out of, or contributed to, in whole or in part, by reasons of any act, omission, professional error, fault, mistake, or negligence of permittee, its employees, agents, or representatives, or subcontractors, their employees, agents, or representatives in connection with or incident to the performance of this Agreement, or arising out of Workers' Compensation claims, Unemployment Compensation claims, or Unemployment Disability Compensation claims of employees of permittee and/or its subcontractors or claims under similar such laws and obligations. Permittees' and all of its participants' obligation under the Section shall not extend to any liability caused by the sole negligence of the County or its employees.

WAIVER: The Permittee, all its participants, or where the permittee is a minor his/her parent or guardian hereby waives the right to any claim for any damages or injury of any kind accruing to the permittee or to any participant arising out of or as a result of the use of this permit except said waiver does not extend to any such claim which is caused by the sole negligence of the County or its offices and employees.

THE UNDERSIGNED PARTICIPANTS, PARENTS, OR GUARDIANS HAVE READ AND AGREE TO THE CONDITIONS STATED ABOVE:

Signature

Date

Signature

Date

Each participant must have signed a waiver form under the permit assigned to this organization. Your signature is valid for the duration of the permit. All new participants must sign a waiver form before the pickup activity begins. Please return form to the local County office.

THIS FORM WILL BE FILED WITH THE PERMIT

Graham County
ADOPT-A-ROADWAY PROGRAM
3400 W. 8th Street Thatcher, AZ 85552
(928) 428-3652

**ADOPT-A-ROADWAY
ACTIVITY REPORT**

This completed activity report form will provide to the Highway Department valuable information about the potential cost-avoidance savings of the Adopt-A-Roadway Program to the County of Graham. Please return this form within three (3) days of completion of work. Remember to contact the County Highway Department at 428-3652 prior to your work event. Pickup safety materials and get safety training or tips that will assist your group in a safe cleanup experience. "Always Remember, **Safety First!**"

NAME OF ORGANIZATION _____

LOCATION OF PICKUP-- ROUTE _____ ADDRESS _____

DATE OF PICKUP _____ TIME OF PICKUP _____ FROM _____ TO _____

NUMBER OF PARTICIPANTS _____

NUMBER OF BAGS FILLED _____

DID YOU CONDUCT SAFETY BRIEFING FOR ALL PARTICIPANTS? YES _____ NO _____

DID YOU SEPARATE FOR RECYCLING? YES _____ NO _____

WAS THERE PUBLIC RELATIONS COVERAGE OF YOUR EVENT? YES _____ NO _____

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DID YOU CONDUCT SAFETY BRIEFING FOR ALL PARTICIPANTS? YES _____ NO _____

DID YOU SEPARATE FOR RECYCLING? YES _____ NO _____

WAS THERE PUBLIC RELATIONS COVERAGE OF YOUR EVENT? YES _____ NO _____