



ADOPT-A-ROAD

Partners with Multnomah County

**Multnomah County, Oregon
Department of Community Services
Land Use and Transportation Program**

May 2011



ADOPT-A-ROAD

Partners with Multnomah County

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ADOPT-A-ROAD

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The
Adopt-A-Road
Packet

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The Purpose The purpose of the Adopt-A-Road packet is to provide information for a citizen's group to participate in Multnomah County's program. All information from a general inquiry to the formal agreement of the permit is found here. Most of the information is for the responsible individual of the group or Group Coordinators who serve as a liaison between the group and the County.

A Road Map of the Permit Process All documents are labeled in the upper right hand corner of the page. The **Table of Contents** (page 1) and this page describe where a document is located within the packet and when to use it. The **Overview** (page 3) is a one page summary explanation of the Adopt-A-Road program. It can be distributed independently of the packet and can be obtained at various County offices.

The **Objectives and Definition of Roles** (page 4), **Group Applicant Responsibilities** (pages 5 - 7), and **Group Agreement** (pages 8 - 11) provide information for the Group Coordinators. The **Group Applicant Responsibilities** explains what is required of each group that participates. The **Group Agreement** is the signed permit between the County and the Group, which lists the binding terms of the permit along with the agreed work detail dates.

After a group has decided to participate in the program, a **Group Application Form** (page 12) is submitted to the County. This form documents the initial information about the group, including what road segments they may be interested in adopting. This information will be recorded into a County database.

After the group has been accepted, an **Approved Group Registration Form** (page 13) is completed. The final adopted road segment is listed, along with additional contact information of group coordinators, size of the work detail, and suggested work dates.

Safety Rules (pages 14 - 17) are detailed instructions for all participants. Additional copies can be obtained at the Right-of-Way Permit office. It is essential that all participants read and understand this section!

The **Individual Participant Release Form** (page 18) must be filled out and signed by all participants. This form, as well as all others in this packet, will be kept on file by the County for the duration of the permit. The **Parental/Guardian Release Form** (page 19) must be signed by the parents or guardian of participants that are younger than 18 years old.

The **Group Active Participant Roster** (page 20) is to be completed and filed with the County by the Group Coordinator before each work detail. Its purpose is to inform the County of who is working within the group. The **Work Day Release Form** (page 21) is to be signed by all participants the day of the work detail event at the work site.



ADOPT-A-ROAD

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Overview

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The Multnomah County Land Use and Transportation Program (hereafter referred to as the "County") Adopt-A-Road Program is an anti-litter campaign intended to build civic pride in a litter-free Oregon. It allows citizens to work in partnership with the County by "adopting" a section of roadway and agreeing to keep it clean. This program offers individuals an inexpensive way to contribute to their community and generate publicity for their efforts. Every participant in this program makes a positive impact on the appearance of the County road system and their community.

The participants volunteer to remove litter along an *adopted section* of roadway for a minimum of three years. The assigned sections will generally be up to three miles long, depending on the size of the volunteer group and the volume of anticipated litter. The participants will service the road segment a minimum of three times a year: *Three miles - three times a year - for three years*. The section of roadway may be of the volunteer's choosing or one selected by the County. Safety of the participants is a primary concern in determining which section may be assigned. The limited number of designated roadways must meet the Adopt-A-Road Program's criteria.

The County will erect two signs identifying the adopting individual or group, provide the necessary safety equipment and mandatory safety training, and provide litter bags and removal of the filled litter bags.

Almost anyone can participate in this program. The adopting party may be a club, a business, or a group of concerned citizens or an individual. There is no cost or fees to the participants. Participants must be at least 13 years of age and in good health.

Each group will designate a Primary and Secondary Group Coordinator who will act as a liaison between their group and the County. The Group Coordinator will be responsible for overseeing the group and administering the agreed upon rules to the individuals in the group.

The Adopt-A-Road Program will be administered by the Right-of-Way Permit Section. Applicants may apply for a permit at 1620 SE 190th Ave., Portland OR 97233 (Phone: 503-988-5050). Work schedules, distribution of County owned tools, refuse pickup, and project coordination will be accomplished by the Road Maintenance Section.



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Objective & Definitions of Roles

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Objective The purpose of the Adopt-A-Road program is to provide citizens of Multnomah County an opportunity to control litter and to improve the appearance of the roads in their community.

Program in Brief A group (or individual) may adopt a road segment, up to three miles in length, for litter control for three years. The group agrees to adhere to the rules and guidelines of the program and obtain a permit from the Right-of-Way Permit Section. Variables, such as length of road segment or scope of work, will be defined within the permit. The County will furnish some equipment, but the group will also be responsible to be properly equipped (clothing, water, etc.). There are no fees to the participants. Refuse disposal cost will be paid by the County. The group will be recognized with signs placed on the road segment for the duration of their permit.

Definitions of Roles An **Applicant** is defined as the individual or group interested in adopting a section of highway.

The **County** is the Land Use and Transportation Program with the Adopt-A-Road program being administered by the Right-of-Way Permit Section.

A **Group** is defined as including individuals, organizations, clubs, firms, or partnerships.

A **Participant** is defined as an individual or member of a group actually performing work on the road section under this program.

The **Primary Group Coordinator** is defined as the lead individual representing the group.

The **Secondary Group Coordinator** represents the group as the alternate Group Coordinator.

The **Right-of-Way Permit Supervisor** is the County's representative who administers the applicant's permit.

The **Road Maintenance Coordinator** is the County's representative who coordinates the day to day operation of the Adopt-A-Road program.

The **Adopt a Road Program Leaders** are the County's representative who will assist the Group's mandatory safety training.



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Group Applicant Responsibilities

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- Group Coordinators** Each group shall be responsible for selecting a Primary Group Coordinator and a Secondary Group Coordinator. The Group Coordinator's responsibilities include assuring compliance by participants with all rules and guidelines as outlined in the **Group Agreement** (pages 8 -11) of the Adopt-A-Road Program. They will also act as the liaison for the group with the County and sign the Adopt-A-Road agreement and Group Application form. The Group Coordinator must apply in writing to the Right-of-Way Permit Supervisor indicating what road, or section of road, the Group would like to "Adopt."
- Participant Responsibilities** Each participant will be required to comply with all laws, rules, and regulations as outlined in the **Group Agreement** and the **Safety Rules** (pages 14 - 17). Individual participants may be excluded from participation or the permit may be canceled, at the discretion of the Right-of-Way Permit Supervisor or the Road Maintenance Coordinator for any violations of these sections.
- Requests for Road Adoption** If more than one applicant requests the same section of roadway, the Right-of-Way Permit Supervisor may make the selection by the earliest date of application. If an applicant requests a section of road that has already been adopted, their name will be put on an eligibility list. The current group can renew their permit if it has provided an acceptable level of service. If not, the next group on the eligibility list will be considered for that section of road.
- Litter Pick-up Requirements** Each group is required to pick up litter a minimum of three (3) times a year. This frequency may be modified (increased or decreased) by the County depending on the condition and appearance of the road section. Information on the number of pick-up times per year *shall be* included in the **Approved Group Registration Form** (page 13). Litter pick-up shall not be done in snow, ice, or in other adverse weather conditions. Cleanups *shall not* be scheduled on a legal holiday, during the afternoon on the day before a legal holiday, or on holiday weekends.



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Group Applicant Responsibilities

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**Litter
Pick-up
Requirements**
(continued)

The Group must pick up litter one time in a satisfactory manner before their Adopt-A-Road Recognition signs are installed. During the course of the agreement, if the litter detail or clean-up activity is not satisfactorily accomplished, the Group Coordinator shall be notified. The clean-up must be successfully accomplished within one month or the permit may be canceled and recognition signs removed. Only the approved Group shall pick-up litter in a road section that has been adopted through the Adopt-A-Road program. No sub-contracting is allowed.

If landscaping maintenance is a planned work activity, the scope of work and specific requirements and limitations will be agreed upon by the Group Coordinator and the Road Maintenance Coordinator. These specific requirements will be identified in the permit.

**Adult
Supervision**

Participation by or presence at the work site of individuals under 13 years of age is not permitted. There must be one adult for every five people between the ages of 13 and 18 on the work site. Participants under the age of 18 must have a signed **Parental/Guardian Release Form** (page 19). Parents or guardians must also sign the child's **Individual Participant Release Form** (page 18).

**County
Furnished
Supplies**

Materials and work area signs furnished by the County will be obtained from and returned to the County during regular business hours. An applicant may furnish their own supplies or tools for their exclusive use. The Road Maintenance Coordinator will schedule the distribution and retrieval of County issued materials.

The County will provide the following:

- Permanently installed Adopt-A-Road group recognition signs
- Portable traffic warning signs
- Reflective safety vests
- Safety training including videos and guidelines
- Litter bags with ties
- Clean-up caddies (grabbers)
- On-site review of adopted road section
- Maintenance personnel and equipment to pick up filled litter bags
- Disposal of collected litter

The Group will be responsible for the care of all County issued equipment.



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Group Applicant Responsibilities

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Safety Training

Training materials (such as safety training video tapes) will be obtained from the Right-of-Way Permit Supervisor (503-988-5050). A safety training meeting may be conducted at the road district office with the Group Coordinator and the Transportation Safety Specialist. A safety training video may be viewed at this meeting and loaned to the group. The Group Coordinator will take the video to conduct safety training with their group. *Safety training is required before becoming a participant within the Adopt-A-Road program. It is the responsibility of the Group Coordinator to provide additional safety training once a year and for each new participant before they work in the public road right-of-way.* Additional questions can be addressed to the Adopt a Road Program Leaders: Jerry Griffin or Joreen Whitson at 503-988-3626.

The Group Coordinator must report to the Right-of-Way Permit Supervisor on the first business day following any injuries incurred by participants during clean-up activities. Notification shall include:

- Name of injured person
- Nature of injury
- Date and time of injury
- How the injury occurred



Terms of the Agreement

This Agreement is made and entered into between Multnomah County, hereinafter called the **County**, and _____, hereinafter called the **Group**.
(Group Name - Please Print).

The County does hereby authorize the Group to participate in the Adopt-A-Road Program by picking up litter within the assigned section of roadway, in accordance with the following terms and conditions:

The Group Does Hereby Agree:

To maintain the appearance of a designated Right-of-Way road section for three years.

To pick up litter no less than the number of times per year as reflected in the agreed scheduled listed below (*page 10*). Additional cleanups shall be done as necessary to maintain a neat appearance. The final work schedule shall be agreed upon by the Right-of-Way Permit Supervisor, the Road Maintenance Coordinator, and the Primary Group Coordinator.

To conduct clean-up activities in a safe manner and abide by conditions as may be required by the County for the safety of the participants. Safety of participants is the number one priority of the program.

To assign a Primary Group Coordinator or Secondary Group Coordinator to each clean-up crew. The Coordinators shall have a copy of this agreement with them during the clean-up activity.

That no more than four (4) vehicles are parked on the road shoulder within the assigned area during a clean-up activity

That all participants wear a safety vest furnished by the County during clean-up activities. No more than 25 people shall participate in a clean-up activity at any one time.

That participants shall be 13 years of age or older. The Group shall furnish one adult supervisor (age 21 or older) for every five (5) participants between the ages of 13 and 18 participating in the clean-up activity.



The Group Does Hereby Agree: *(continued)*

Those participants shall receive safety training utilizing materials and training aids provided by the County before participating in a roadside cleanup.

That participant shall abide by all regulations as stated in the **Safety Rules** *(pages 14 - 17)*.

That no participant will participate in a clean-up activity unless all required forms have been signed and delivered to the Right-of-Way Permit Supervisor.

The Group Coordinator shall be responsible for distributing all training materials to the Group's Individual Participants. The Group Coordinator shall be responsible for collecting the signed **Individual Participant Release Form** *(page 18)* and the **Parental/Guardian Release Form** *(page 19)* from the participating group members. All release forms must be submitted to the Right-of-Way Permit Supervisor seven (7) calendar days before the scheduled clean-up activity, along with a **Group's Participant Roster Form** *(page 20)*. Copies of these forms must be available at the clean-up site.

The Group Coordinator shall notify the Right-of-Way Permit Supervisor, *(Phone: 503-988-5050)* of any emergency within the County road Right-of-Way. Group Participants finding anything that is hazardous or suspected of being hazardous (as described in the **Safety Rules**) shall not touch it but shall take appropriate precautions for disposal by the proper authorities.

The Group Coordinator shall provide the Right-of-Way Permit Supervisor the completed **Work Day Release Form** *(page 21)*, {roster of the individuals the day of the clean-up activity} within seven (7) calendar days following the clean-up activity.

The Group Coordinator shall be responsible for all County issued equipment.

It is recommended that at least one person with a valid First-Aid Card is present during clean-up activities.

Recycling is an accepted and encouraged activity. Recyclable items collected by participants may be removed from the site at the option of the Group. Profits from the sale of recyclable items shall belong to the Group.

The applicant may cancel the permit by providing 30 days' written notice to the County.



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Group
Agreement

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The County Does Hereby Agree:

To furnish and install Adopt-A-Road signs with the Group name or acronym displayed at the assigned cleanup area.

To furnish the Group litter bags, “**Volunteer Litter Crew Ahead**” advanced warning signs and stands, clean-up caddies (grabbers), and safety vests for participants’ use during clean-up activities.

To remove all filled litter bags from the road shoulder.

To assist the Group in cleaning up litter if necessary (i.e., when large, heavy, or dangerous items are found).

To monitor and log the effectiveness of the group’s performance.

To provide safety materials and training aids to the Group's Coordinator for use in training participants.

The County may temporarily suspend work under this agreement due to construction within the limits of the assigned clean-up area. Once the construction activities have been completed, the Group will be notified and the agreement reactivated.

The County may cancel a permit for any reason including but not limited to, safety considerations concerning highway operations, and failure of the applicant or its participants to comply with provisions of the permit. Notification of a canceled permit will be made in writing.

This program may be altered, modified in scope, or terminated at the discretion of the Road Services Director. Such alteration of the program will apply to all permits issued prior to such date unless otherwise specified.

The terms of this agreement shall commence on the date of execution indicated on **Agreed 3-Year Work Schedule** {the earliest date} (*on page 11*), and shall end on the date of termination unless earlier terminated in accordance with this agreement {the latest date}. Upon termination of this agreement, the Adopt-A-Road signs will be removed and shall remain the property of the County. A renewal of the permit must be accompanied with a new signed **Group Agreement** (*pages 8 - 11*) and **Group Application Form** (*page 12*) and all release forms found within this packet.



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Group Agreement

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Agreed 3-Year Work Schedule

| | 1 st Year | 2 nd Year | 3 rd Year |
|--|----------------------|----------------------|----------------------|
| | Year: _____ | Year: _____ | Year: _____ |
| <i>Seasonal Clean-up Dates (record month and day):</i> | | | |
| 1 | March - May: _____ | _____ | _____ |
| 2 | June - August: _____ | _____ | _____ |
| 3 | Sept. - Nov.: _____ | _____ | _____ |
| <i>Additional Clean-up Dates, if needed:</i> | | | |
| 4 | _____ | _____ | _____ |
| 5 | _____ | _____ | _____ |
| 6 | _____ | _____ | _____ |

Group Coordinator's Name and Title (*please print*): _____

Group Coordinator's Signature: _____ Date: _____

Right-of-Way Permit Supervisor Signature: _____ Date: _____

| | | |
|---------|-----------------|-------------|
| Group # | Office use only | IRIS Road # |
| | | |



ADOPT-A-ROAD

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Group
Application
Form

1/1

Name of Organization *(type or print exactly as you would like it to appear on the permanent Adopt-A-Road sign)*

Mailing Address _____ City _____ Zip _____

| |
|---------------------|
| Office use only |
| / / |
| Date of Application |
| / / |
| Date Received |

Type of Group: Profit Corporation or business Non profit Individual/Family

Approximate number of people participating in each clean up: _____

List the section(s) of roadway you are interested in cleaning, in order of preference:

| |
|-----------------|
| Office use only |
| IRIS # |
| IRIS # |
| IRIS # |

1. Road Name _____ From _____ To _____
2. Road Name _____ From _____ To _____
3. Road Name _____ From _____ To _____

Sections of roadway are selected with regard to safety of participants and are assigned on a first come, first served basis. If the sections your group has selected are not available, the County will suggest other alternatives.

Name of Primary Group Coordinator *(print or type)* _____ Day Phone _____ Weekend Phone _____

Mailing Address _____ City _____ Zip _____

Return this application to:

Adopt-A-Road Permit
Multnomah County Right-of-Way
1620 SE 190th Ave.
Portland OR 97233



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Approved
Group
Registration
Form

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Group's Name: _____

Assigned Road or Street: Name: _____

From: _____ To: _____

Length of Road Segment: _____

Primary Group Coordinator: _____

Day Phone Number: _____

Work Phone Number: _____

Secondary Group Coordinator: _____

Day Phone Number: _____

Work Phone Number: _____

How many litter grabbers and safety vests do you need? _____

List requested seasonal work dates below (*No holiday weekends*): Final approved dates will be recorded within the **Group Agreement** (page 11).

3 Primary Choices

3 Secondary Choices

March - May 1 _____

June - August 2 _____

Sept. - Nov. 3 _____

| | | |
|---------|-----------------|-------------|
| Group # | Office use only | IRIS Road # |
| | | |



ADOPT-A-ROAD

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Safety Rules

1/4

*Safety and Well-being are Multnomah County's Greatest Concerns
As You Work On The Roadside!*

Alcoholic beverages and Drugs are prohibited.

Any participant who is under or suspected of being under the influence of Alcohol or Drugs shall be removed from the work-site immediately!

Clothing Appropriate clothing and foot wear shall be worn to protect your body from physical hazards and seasonal weather conditions.

Safety vests provided by the County will be worn at all times when you are outside the transport vehicle within the right-of-way.

Each participant shall have a pair of gloves in their possession and for their use to reduce the possibility of contamination.

Working in Traffic Groups shall only pick up litter from one side of the road at any given time. Groups shall not enter a paved or unpaved median or a traffic lane or ramp at any time to remove litter.

Participants shall walk and work in a direction conducive to their safety. On narrow roadsides, participants shall walk and work in the direction facing oncoming traffic.

Signs "Volunteer Litter Crew Ahead" signs shall be used at all times to alert motorists that your group is present. No participant should be more than a half mile from the nearest sign. Signs shall be taken down or turned around if your group is on an extended break or lunch.

Vehicle Operation Care shall be taken to minimize the number of vehicles used to transport participants to the clean-up site.

Seat belts for all occupants shall be provided and used any time a vehicle is in motion, transporting your group and equipment. Vehicles should be in proper working order, and at least one of them shall contain drinking water, a first-aid kit, and a fire extinguisher.

Safe Parking Vehicles shall be parked in a safe place as far to the right of the fog-line (or edge of pavement) as possible. *Use good judgment!* Emergency hazard lights shall be employed when vehicles are temporarily stopped or parked on road shoulders.



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Safety Rules

2/4

Safe Driving Rules

1. Always be courteous.
2. Obey all laws.
3. Stay alert for potential accident situations.
4. Use the two-second rule to provide a safe distance when following another vehicle.
5. Proceed cautiously through intersections.
6. Be extremely careful when backing up a vehicle. As much as possible, park so that backing up is unnecessary. Consider every available alternative prior to putting a vehicle in reverse.
7. Back up slowly. Do not back up for long distances or around corners. Get out to see if the way is clear and/or using a spotter. Honk horn twice before backing up.
8. Keep windows clean and unobstructed.
9. Make turn-around and legal U-turns in safe places. Be sure there is adequate sight distance in all directions.
10. Keep interior of vehicle clean and free of debris.

Accident and Incident Reporting

Report to the appropriate law enforcement agency immediately all incidents that normally require notification. Information and documentation of all accidents and/or incidents shall be reported on the first business day after the occurrence to the Right-of-Way Permit Supervisor. Participants should work in view of at least one other person at all times.

Found items having a value of over \$25 are to be turned in to the County or to the appropriate law enforcement agency. All other items may be kept by the finder/group.



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Safety Rules

3/4

First Aid Each group shall have at least one First-Aid Kit. Each group should have at least one person present who is certified in First-Aid. In case of emergency, each group shall keep a log on hand which includes each participant's name, social security number, and medical coverage. Each driver shall know where the closest hospitals are and the routes to use to reach them.

Infection Control Precautionary measures shall be taken to prevent exposure to infectious diseases, such as hepatitis. Basic measures include the wearing of gloves, washing hands before eating, and avoiding contamination of eyes and open cuts, scratches, sores, and rashes.

Possible sources of contamination may include disposable diapers, hypodermic needles, spoiled food, and dead animals. All bio-hazardous materials, including medical wastes, spoiled food, and dead animals shall be left untouched and in place. Only diapers which have decomposed shall be picked up with litter. The Group Coordinator will notify the County of any found Public Health Hazards.

Hazardous Substances Items that are suspected of containing hazardous chemicals shall be left untouched and in place, and reported to the County or the proper authorities as soon as possible. Some of these substances may be in containers with identifying labels. Key words to look for on labels are **CAUTION, WARNING, and DANGER**. Other substances may be unknown and transferred to identifiable containers such as milk jugs or bleach bottles. **Use Common Sense!** If in doubt, **Back Away! Do Not Handle or Attempt To Move These Materials.**

Possible hazardous materials include fertilizer, flammable solvents, concentrated herbicides, insecticides, or by-products of amphetamine or other drug laboratories.

All hazardous substances and medical wastes (needles) shall be marked for County removal.

Collection of Litter Litter bags shall be filled to capacity taking care not to overload them. A completely filled bag can weigh between 5 and 30 pounds depending on the type and density of the materials. Cardboard which has been broken down can serve as a liner between the litter and the polyethylene bag. The cardboard may prevent bodily injury due to the penetration of sharp objects from the bag. All glass should be placed as much to the center of the bag as possible.



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Safety Rules

4/4

Collection of Litter
(continued) Litter bags shall never be slung over one's back but are to be carried slightly away to one's side. Litter bags are not to be placed on the paved road shoulders or near traffic lanes as they usually end up being moved by the wind and hit by traffic. Bags shall be placed under and in front of guardrail posts, on top of and slightly away from a curb as opposed to in the gutter, against a sign post, or possibly with other heavier bags or materials, to keep them in place. Bags shall be grouped in piles when possible. Larger items can be grouped with trash bags in piles.

Clean-up Caddies (Grapplers) Litter devices known as *Clean-up Caddies* (or *grapplers*) will be offered on a limited basis by the County. They should not be used on materials whose weight is more than one pound nor should they be forced into the ground when not in use. Materials weighing more than a pound should be handled by hand.

Miscellaneous Rules Good hearing, eyesight, and reaction time are paramount when working on the roadside. The use of "Walkman" type electronic devices is forbidden. Participants shall be mentally alert and physically prepared for uneven ground, slippery and unstable areas, and for climbing and descending gradual slopes. Climbing steep slopes or grades is prohibited.

Groups shall stay well clear of maintenance and/or construction projects. Litter pick up in and around tunnel areas or on bridges is forbidden. Litter pick up shall be suspended during hazardous weather conditions or when poor lighting conditions exist.

Participants should stay in view of at least one other person at all times. If a stranger acts with inappropriate behavior, immediately contact a team member, group leader, or law enforcement.

Necessary Forms on the Work Site The Group Coordinator shall have the permit in their possession:

- a copy of the entire **Adopt-A-Road packet**,
- copies of the **Individual Participant Release Form** (*page 18*) for each participant,
- copies of the **Parental/Guardian Release Form** (*page 19*) for participants under 18 years old,
- the **Work Day Release Form** (*page 21*),
- a copy of the **Group's Active Participant Log** (*page 20*).

By participating in this project, you are representing the citizens of Multnomah County. Your behavior and actions should reflect the highest standards of citizenship!



ADOPT-A-ROAD

Partners with Multnomah County

Individual
Participant
Release
Form

1/1

To be Signed by All Participants *(INCLUDING THOSE UNDER THE AGE OF 18)*

| | | | |
|---------------------------------------|------|--------------|------------------|
| Name of Organization | | | |
| Name of participant (print or type) | | | |
| Address | City | Zip | Telephone Number |
| Person to notify in case of emergency | | Relationship | |
| Address | City | Zip | Telephone Number |

The Land Use and Transportation Program's Adopt-A-Road Program is for volunteers who donate their time to help keep Multnomah County's Road rights-of-way clean and clear of debris. Participants are advised that working adjacent to a road can be hazardous, and they must exercise due care in performing litter pick-up activities. Participants must receive safety training utilizing training aids furnished by the County prior to participating in any clean-up activity. Participants must wear the safety vest furnished by the County and appropriate protective clothing during clean-up activities. *Participants must obey the **Safety Rules** (pages 14 - 17) at all times!*

By signature below I verify that I am a volunteer, 13 years of age or older, have viewed the Adopt-A-Road Safety Video, and have read the **Safety Rules**. I also understand the rights, responsibilities, and privileges of participation in the Adopt-A-Road Program and agree to release and hold harmless Multnomah County and its officers, agents, and employees, from any liability for any damages or injury arising out of or resulting from my participation in this program or working within the public road right-of-way.

| | |
|---|------|
| Signature of Participant | Date |
| Signature of Parent or Guardian if Participant is under the age of 18 years | Date |

Age if less than 18: _____

Office use only

Date of signed Parental/Guardian Release Form: _____

Group Coordinator's
Signature: _____
Date: _____

| | | |
|---------|------------------------|-------------|
| Group # | <i>Office use only</i> | IRIS Road # |
| | | |



ADOPT-A-ROAD

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Parental/Guardian
Release
Form

1/1

To be Completed for All Participants Under 18 Years of Age

Group Name: _____

Child's Name: _____ Age: _____

By signature below I certify that my child is 13 years of age or older and has my full permission to participate in Multnomah County's Adopt-A-Road program. I have read and understand the **Safety Rules** (pages 14 - 17) which explain the rules and responsibilities of participants in the program. My child has also read and understands the **Safety Rules**. I understand the rights, responsibilities, and privileges of participation in the Adopt-A-Road program, and I release Multnomah County, its officers, agents, and employees from liability for any damages or injury arising out of or resulting in any way from my child's participation in this program or working within the public road right-of-way. Further, I understand, and agree that parental supervision will be provided by the group, and not Multnomah County.

I have read, and fully understand and agree to the terms of this release.

Please Print

Parent's/Guardian's Name: _____

Parent's/Guardian's
Signature: _____

Date: _____

Relationship to child: _____

Group
Coordinator's
Signature: _____
Date: _____

| Group # | Office use only | IRIS Road # |
|---------|-----------------|-------------|
| | | |



ADOPT-A-ROAD

Partners with Multnomah County

Group's
Active
Participant
Roster

1/1

To be Filed by the Group Coordinator

Date _____ Location _____ Group _____

The Group Coordinator must complete and file the roster seven (7) days before each work event. Each participant must receive safety training at least once a year. Check the box if the **Individual Participant Release Form** (page 18) is on file. If the participant is younger than 18 years old, the **Parental/Guardian Release Form** (page 19) also must be on file and checked.

| | Participant's Name (print or type) | | Last Safety Instruction Date | Participant Release Form on file | Parental/ Guardian Release Form on file |
|-----|---------------------------------------|-------|---------------------------------------|---|--|
| | Last | First | | | |
| 1. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 2. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 3. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 4. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 5. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 6. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 7. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 8. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 9. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 10. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |

Use additional forms if needed. Please file with the County no later than seven (7) days before the work activity.

Group Coordinator's
Signature: _____
Date: _____

| | | |
|---------|-----------------|-------------|
| Group # | Office use only | IRIS Road # |
| | | |



ADOPT-A-ROAD

Partners with Multnomah County

Work Day
Release
Form

1/1

Date: _____ Location: _____ Group: _____

TO BE SIGNED BY ALL PARTICIPANTS THE DAY OF WORK ACTIVITY, BEFORE WORK BEGINS

By signature below, I hereby release Multnomah County from any and all responsibility for any accident or injury that I might incur while participating in Multnomah County's Adopt-A-Road Program. I also understand the rights, responsibilities, and privileges of participating in the Adopt-A-Road program, and agree to hold harmless and indemnify Multnomah County, its officers, agents, and employees from liability for any damages or injury arising out of or resulting in any way from my participation in this program or working within the public road right-of-way.

Group Coordinator: Check the (box) if the participant's **Individual Participant Release Form** is on file. If required, check the (circle) if the participant's **Parental/Guardian Release Form** (for ages 13 -17) (*page 19*) is on file.

| | <u>Please Print Full Name</u> | <u>Signature</u> | <u>Date</u> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|-----|-------------------------------|------------------|-------------|-------------------------------------|-------------------------------------|
| 1. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 2. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 3. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 4. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 5. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 6. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 7. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 8. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 9. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |
| 10. | _____ | _____ | _____ | <input type="checkbox"/> | <input type="radio"/> |

Use additional forms if needed. Please file with the County no later than seven (7) days after the work activity.

Group Coordinator's
Signature: _____ Date: _____

| | | |
|---------|-----------------|-------------|
| Group # | Office use only | IRIS Road # |
| | | |