



## **TLC10 Best Practice Guidelines for Health & Safety Leaflet (for distribution to all participants in TLC10)**

### **Introduction**

Please follow best Practice Health and Safety Guidelines. Please ensure volunteers involved adhere to the necessary health and safety precautions at the time of the event (if any). Schools should also follow their schools H&S policy at all times. Volunteers must have registered with [www.teamlimerickcleanup.ie](http://www.teamlimerickcleanup.ie), selecting the area you want to clean up on Good Friday 18<sup>th</sup> April 2025. Group Leaders and volunteers are advised to attend a Health & Safety Best Practice Briefing scheduled prior to the event taking place.

### **Event Overview, Objective & Location**

The overall objective of Team Limerick Clean up is to have a day of collective environmental action, making your local community a cleaner environment and coming together as a community. The objective is to bag loose litter and leave it at a designated collection point. TLC10 is a collaboration event involving the groups in the community, the JP McManus Benevolent Fund and Limerick City and County Council with the support of Mr Binman. The TLC10 initiative is organised by the TLC10 committee.

The overall aim of the initiative is to collect loose litter from public areas and leave for collection at designated collection points across the county. The waste management company will only accept litter which is bagged and tied appropriately in TLC labelled bags. No other activities outside of litter picking are covered under relevant insurances with regard to TLC10.

### **Group Leaders & Volunteers**

Group leaders are advised to brief their volunteers of the details re H&S for TLC10 best practice. This briefing will include items such as - start and end times of the local event, location of Clean Up, risk assessments, emergency procedures, PPE Gear, designated collection points for bags of litter.

### **Best Practice Guidelines for Health and Safety**

The following health and safety measures should be adhered to when organising an event.

- Once your group has selected an area to carry out your TLC10 volunteer work the advice is to carry out a risk assessment before the event and examine the possible risks that could cause harm to your volunteers. Each local TLC event should carry out a Risk Assessment if required.
- Look out for the following types of hazards: Unidentified cans or canisters, oil drums, poisons, insecticides, clinical waste, other hazardous substances, broken glass, condoms, syringes, needles etc. Do not clean up such items under any circumstances.



- If you do find any items you consider dangerous (including sharp objects and/or syringes/needles) make a note of their location and inform [customerservices@limerick.ie](mailto:customerservices@limerick.ie) or 061 - 556000. The call will be logged as a case for the attention of Limerick City & County Council to follow up as appropriate.
- Do not clean up near deep or fast flowing water, dangerous currents or tides, steep, slippery or unstable banks, sharp rocks, mud holes, derelict buildings, electric fences etc.
- For each hazard identified, you can decide what precautions are needed.
- No volunteer should put themselves or any other person at risk during any Team Limerick Clean Up event. If you think a littered area is too dangerous for you or your group of volunteers, then it is. Take note of the exact location of the area and email to [customerservices@limerick.ie](mailto:customerservices@limerick.ie) or phone 061 - 556000. The call will be logged as a case for the attention of Limerick City & County Council to follow up.
- Always work in pairs & talk to your volunteer group, update them on the safety guidelines outlined in this document before you start your litter pick.
- Ensure there is a minimum number of 2 charged mobile phones available per group.
- At all times children involved in all TLC events are the responsibility of their parents or guardians or a 'responsible adult' nominated by parent/guardian. No more than FIVE children to any one nominated responsible adult are advisable. A minimum of 2 responsible adults should be present AT ALL TIMES with any group of children.
- Do not climb and do not use ladders.
- Hands should be washed thoroughly after the event. Do not eat or drink without washing hands thoroughly. To protect against Weil's disease the disease volunteers should wear strong waterproof boots and gloves.
- Use the safety equipment provided. Wear the gloves and high vis vests.
- Note it is mandatory that all volunteers participating wear a hi vis vest and use the road warning signage made available.
- Any cuts or grazes should be carefully covered up before the clean-up event with waterproof plasters. A first aid kit should be present at all clean-ups.
- Avoid manual handling where possible. Persons should only lift if they have basic training in manual handling techniques. Do not to lift unless comfortable in doing so and use litter pickers provided to pick litter.

## **Water**

- Do not plan a clean-up on a river, near deep mud, steep, slippery or crumbling banks, or polluted water.



## **Roads**

While working near Roads, Lay-bys and cycleways all relevant/appropriate rules of the road must be followed at all times. All volunteers are advised to work against direction of oncoming traffic while participating in TLC.

- Motorways and all access slip roads to motorways are out of bounds and not to be cleaned. These are completely out of bounds.
- Do not clean or go on a roundabout. These are completely out of bounds.
- Restrict groups to work on footpaths and verges with a **50 KM** per hour speed limit or below. Anything outside of this is completely out of bounds.
- No one should work on a carriage way – (area where cars travel).
- Risk assessment to be submitted to [tlc@limerick.ie](mailto:tlc@limerick.ie) in respect of any site area with higher risk.
- Children under 16 should not pick up litter by the roadside.
- Volunteers are required to wear hi-visibility clothing and clean-up warning signs should be placed at either end of the stretch of road while work is in progress. Note it is mandatory that all volunteers participating wear hi vis vest and use the road warning signage made available.
- Volunteers should obey normal rules of the road for pedestrians and face the oncoming traffic while cleaning up.
- On the day of the clean up appoint an event coordinator who will carry out duties such as; brief on emergency procedures; organise volunteers into teams; Distribute PPE Gear and collect equipment after the event
- Collected litter should be left at designated collection points.
- All relevant/appropriate rules of the road must be followed at all times.

## **Protect Local Biodiversity**

- Clean-up events should not adversely affect local biodiversity (flora and fauna and please consider local wildlife).
- Keep gates closed and avoid cleaning up natural materials such as logs, stones and weeds. They may look untidy but they are often home to animals and birds.

## **Weather warnings – Yellow, Orange and Red**

- Yellow weather warning TLC10 will only proceed on Good Friday 18<sup>th</sup> April 2025 with the approval of the DOS and/or major emergency planning committee.
- Orange or Red Weather warning all TLC10 volunteer activities will be postponed and alternative day planned.

## **When the clean-up is complete**

- Remove your gloves and wash your hands thoroughly in hot water before eating or drinking.



**In the unlikely event of a major accident or emergency during your clean up event.**

- Phone the emergency services on 112 or 999 immediately, stay calm, stay focused and stay on the line & state the emergency you require
- Follow this (as soon as you are able) with a call to the TLC Control Room (number will be texted morning of Good Friday 18<sup>th</sup> April 2025) Phone the emergency services on 999 immediately, secure/ make safe the scene.
- Administer first aid if necessary.
- Follow this with a phone call to the TLC Good Friday Control Room (number to be confirmed by text to each group leader closer to the event).
- TLC10 Good Friday Control Room phones will be staffed between 9:00am and 4:30pm



## Pre-Event and Event Safety Checklist for Group Leaders

### Pre-Event and Event Safety Checklist for Group Leaders S137 Rev01

#### I have advised participants:

They should not put themselves or any other person at risk during the Team Limerick Clean Up event
If they think a littered area is too dangerous for them, it is, and they should not clean in that area
To use the safety equipment provided – gloves, high vis jackets signage etc
Not to work alone. Always work in a group of minimum 2 volunteers
That there is a minimum number of 2 charged mobile phones available per group
Children involved in all TLC events are the responsibility of their parents or guardians or a 'responsible adult' nominated by parent/guardian
A minimum of 2 'responsible adults' should always be present with any group of children (max 10 per group)
Not to climb and not use ladders
To wash hands before and after handling litter
To use the TLC warning signage whilst carrying out clean ups
Cuts or grazes should be carefully covered up before the clean-up event with waterproof plasters
The location of the first aid for their group
Not to plan their clean-up near deep mud, steep, slippery or crumbling banks, or polluted water
That motorways and all access slip roads to motorways are out of bounds
Not to go on roundabouts they are out of bounds
To work on footpaths and verges with a <b>50 KM</b> per hour speed limit or below
That children under 16 should not pick up litter by the roadside
To wear hi-visibility clothing and place warning signs at either end of the stretch of road while work is in progress
That all relevant/appropriate rules of the road must be followed at all times and to work against the direction of oncoming traffic
To keep gates closed and avoid cleaning up natural materials such as logs, stones and weeds
Once the clean-up is completed, gloves should be removed and hands should be washed thoroughly in hot water before eating or drinking



To return any excess litter pickers or supplies to their group leader

What to do in the event of an emergency. Stay calm, stay focused and stay on the line', and clearly state the emergency service you require. You may be required to give details such as your name, location and telephone number. Call 999 or 112 in a medical emergency when someone is: seriously ill, injured or at risk of dying

**Please advise all participants in your group of the following points and distribute the H&S Briefing Leaflet**

I have advised the volunteers in \_\_\_\_\_ group of the above Health & Safety points & distributed the H&S Best Practice Guidelines for H&S to all participants in my group.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date