

Cleanup Orientation Checklist

The following checklist is provided as a suggested template of what to include in instructions for participants when starting a cleanup event. If you cover all of these points during orientation at the beginning, participants should be fully prepared for a successful cleanup.

- Welcome everyone and introduce yourself. It may be appropriate to give a land acknowledgement. Talk about why you are here. This is an excellent resource for creating your own land acknowledgement:
<https://indigenous.uwo.ca/initiatives/land-acknowledgement.html>
- Identify what supplies are available (gloves, bags, hand sanitizer, etc.)
- Direct participants to where they should place garbage at the end.
- Explain procedure for handling (or not handling) sharps that may be found, such as needles or broken glass. It is usually best to instruct participants to leave sharps in place and/or flag someone with sharps handling experience to assist. You may also provide a demonstration on handling sharps. Learn more about handling sharps from the [Middlesex-London Health Unit](#).
- Explain procedure for handling large/heavy garbage (if applicable).
- If there are encampments or people living rough nearby, explain the procedure to cleanup participants. In general, participants should stay away from areas where people appear to be actively living.
- If it has rained a lot recently, remind participants about safety around watercourses.
- Remind people of what time the cleanup ends. You might want to have a signal to let people know when time is up (e.g., a whistle).
- Acknowledge anyone who may have contributed to the cleanup – e.g., partners, sponsors.

It is a good idea to take a headcount at the beginning of the cleanup, to make it easy to account for everyone at the end. It is a good idea for one of the organizers to remain someplace central throughout the cleanup in case people show up late or encounter issues.