

Urban Releaf

Volunteer Guidelines

Thank you for your dedication to greening Oakland! Your well-being and experience are important to us. All volunteers are expected to conduct themselves in a safe, courteous and legal manner while participating in activities on City property or right-of-way. Please follow these guidelines:

General Safety

- ✓ Wear appropriate footwear, clothing, sunscreen and eye protection (when necessary).
- ✓ Keep hydrated.
- ✓ Call 911 for emergencies.

Traffic Safety

- ✓ When possible, stay out of the street.
- ✓ When working in or around a gutter, work from the sidewalk.
- ✓ If working near traffic, wear a bright reflective work vest or bright-colored clothing.
- ✓ Cross streets at signals or crosswalks, not mid-block.

Tool Safety

- ✓ Do not use power tools.
- ✓ Carry tools carefully to avoid hitting others.
- ✓ Always use the right tools for the job. Ask an UR staff member if you are unsure.
- ✓ Never allow children to play with tools or to use sharp tools.
- ✓ Always keep your tools close to you.
- ✓ Count and clean your tools after an activity/cleanup.
- ✓ Return borrowed tools and supplies.

Debris Removal

- ✓ Always sweep, rake or shovel glass. Never pick up sharp objects with your hands.
- ✓ Separate collected materials into recycling, greenwaste and garbage.
- ✓ To the extent practicable, place recyclables and smaller garbage bags into home refuse containers.
- ✓ Contact the PWA Call Center at (510) 615-5566 or pwacallcenter@oaklandnet.com for pickup of City-issued debris bags. Tell them the quantity of bags, type of debris and the nearest address.
- ✓ Never touch hazardous or medical waste (including automotive fluids and hypodermic needles). Report items to the Public Works Call Center.

General Conduct

- ✓ Always be courteous to fellow volunteers and UR employees.
- ✓ Never use vulgar language or engage in threatening or disruptive actions.
- ✓ Never make unauthorized changes to City property or right-of-way, including landscaping.

Note: Urban Releaf reserves the right to immediately withdraw support for any volunteer if, at the sole discretion of Urban Releaf, the volunteer's conduct while participating in volunteer activities on City property or right-of-way is determined to be inconsistent with these Volunteer Guidelines or violates any local, state or federal law.