



TERREBONNE PARISH CONSOLIDATED GOVERNMENT

P.O. Box **2768**
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tpcg.org
PHONE **985-868-5050**

LITTER ABATEMENT COMMUNITY SERVICE INSTRUCTIONS

PROGRAM OVERVIEW

You have been assigned **litter abatement (trash pickup)** as part of your court-ordered community service.

It is your responsibility to:

- Complete the assigned work safely.
- Follow all instructions in this document.
- Report completion to the Department of Solid Waste/Vegetation Division.

Failure to follow these instructions may result in your hours **not being approved** and may be reported back to the court.

STEP-BY-STEP INSTRUCTIONS

Contact the Department of Solid Waste/Vegetation Division

- Call 985-873-6739.
- You must contact the department to:
 - Receive your assigned work location
 - Receive your work instructions
- **Do not begin work until you have been assigned a location.**

Pick Up Your Supply Package

Go to **any Terrebonne Parish Library Branch** to pick up your litter abatement package. Your package will include:

- Gloves
- Litter grabber
- Trash bags
- Safety vest

Go to Your Assigned Work Areas

- Only work in the area assigned to you.
- Do not change locations without approval.

Perform Litter Pickup

While at your assigned location:

- Pick up loose litter and place it in trash bags.
- Tie all bags securely when full.
- Leave filled bags along the roadside of your route for pickup.

Do not:

- Enter private property.
- Cross into unsafe areas.
- Pick up hazardous materials (see safety section below).

Notify the Department

Once your work is complete:

- Call 985-873-6739 and provide:
 - Your name
 - Location worked
 - Date and time completed

Verification and Approval

A department team member will visit your location to:

- Collect bagged trash
- Verify work was performed

Video evidence and field verification may be used to support approval or denial of hours. If work is verified:

- Your hours will be signed off
- You will receive documentation for your probation officer

Return Required Equipment (MANDATORY)

To complete your community service, you must return the following items:

- Safety vest
- Litter grabber

These items must be returned to complete your assignment. Failure to return required equipment may result in:

- Your hours not being approved
- Additional action by the court

SAFETY GUIDELINES (IMPORTANT)

Your safety is your responsibility. Follow these guidelines at all times.

General Safety

- Bring your own drinking water.
- Wear weather-appropriate clothing.
- Wear the provided safety vest at all times.
- Work only during daylight hours.

Traffic Safety

- Always be aware of nearby traffic.
- Stay as far off the roadway as possible.
- Do not work in:
 - Traffic lanes
 - Medians
 - High-speed roadways

If a location feels unsafe, leave immediately and report it

Environmental Hazards

Be aware of:

- Snakes and other reptiles
- Insects (wasps, ants, etc.)
- Uneven ground or ditches
- Standing water

If you encounter wildlife:

- Do not approach
- Leave the area safely

Hazardous Materials

Do not pick up:

- Needles or medical waste
- Sharp objects
- Chemicals or containers with unknown substances
- Dead animals
- Large or heavy objects

If you see hazardous items:

- Leave them in place
- Report the location to the department

Weather Conditions

Do not work in:

- Severe heat
- Lightning or storms
- Flooded areas

Take breaks as needed and stay hydrated.

PROGRAM RULES

- You must complete your own work. No substitutes.
- You may not bring others to assist you unless approved.
- You must follow all instructions exactly.
- You are not supervised, but your work will be verified.
- Submitting false information may result in court action.

IMPORTANT REMINDER

This is a court-ordered requirement. Failure to properly complete your assigned work may result in:

- Denial of hours
- Additional penalties from the court

CONTACT INFORMATION

Department of Solid Waste/Vegetation Division – 985-873-6739

LIABILITY NOTICE

Participation in litter abatement community service is a condition of your court-ordered sentence. By performing this work, you acknowledge that you are acting independently and are responsible for your own actions, safety, and well-being while completing the assignment. Terrebonne Parish Consolidated Government provides designated work locations, general safety guidance, and basic equipment only, and does not supervise or control the manner in which work is performed. By participating, you acknowledge the inherent risks associated with outdoor work, including but not limited to weather conditions, terrain, wildlife, traffic exposure, and debris handling, and you agree to follow all safety instructions provided. Failure to follow these instructions may result in denial of hours and may increase your risk of injury. The Parish assumes no responsibility for injuries resulting from failure to follow instructions or from conditions inherent to the work performed.

BY SIGNING BELOW, YOU ACKNOWLEDGE THAT YOU UNDERSTAND THE INSTRUCTIONS AND AGREE TO FOLLOW ALL GUIDELINES.

Printed Name	Signature	Date