
General Guidance Manual for Conducting Border Trash Cleanups in Arizona

Prepared by the Arizona Department of Environmental Quality

*With Resources from the
Tucson Borderlands Management Task Force*

CONTENTS

	<u>Page</u>
Background	2
Chapter One: Before the Cleanup	2
<i>Section 1: Find a Location to Clean Up/Get Property Access</i>	2
<i>Section 2: Conduct a Site Visit</i>	3
<i>Section 3: Determine a Date for the Cleanup</i>	4
<i>Section 4: Get Partners</i>	4
<i>Section 5: Arrange for Disposal of Trash</i>	5
<i>Section 6: Get Volunteers</i>	5
<i>Section 7: Supplies to Bring</i>	6
<i>Section 8: How to Dress</i>	6
<i>Section 9: Safety Precautions/Coordination with Law Enforcement</i>	7
Chapter Two: The Cleanup Event	7
<i>Section 1: Base Camp</i>	7
<i>Section 2: Safety Briefing/Precautions</i>	8
<i>Section 3: Document Cleanup Findings</i>	9
Chapter Three: Handling Encounters With...	9
Chapter Four: Disposing of the Trash	13
Resources	13
Appendix – Supply Checklist (http://www.azbordertrash.gov/assets/files/checklist.pdf)	14

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

BACKGROUND

The environmental impact caused by illegal immigration, and the trash left behind, is increasingly found in more fragile and remote areas. Successful cleanups of border trash sites have been taking place by government and private landowners, as well as volunteer groups.

The Arizona Department of Environmental Quality (ADEQ) is pleased to provide this guidance for those conducting cleanups of border trash in Arizona, to help make the cleanups more efficient, cost effective, sustainable and safe, and to raise awareness of situations unique to these types of cleanups. The manual is divided into tips for before a cleanup, during a cleanup, how to manage encounters with certain situations and final disposal of the trash.

Additional resources can be found on the Arizona Border Trash (AZBT) Web site at www.azbordertrash.gov. Questions can be addressed to AZBorderTrash@azdeg.gov. Resources used to develop this manual are listed at the end of the document and can be helpful as well.

CHAPTER ONE: Before the Cleanup

SECTIONS

- 1) Find a Location to Clean Up/Get Property Access
- 2) Conduct a Site Visit
- 3) Determine a Date for the Cleanup
- 4) Get Partners
- 5) Arrange for Disposal of Trash
- 6) Get Volunteers
- 7) Supplies to Bring
- 8) How to Dress
- 9) Safety Precautions/Coordination with Law Enforcement

Section 1: FIND A LOCATION TO CLEAN UP/GET PROPERTY ACCESS

The first step in planning a cleanup of border trash is to identify a property that you are interested in cleaning up.



DON'T KNOW WHERE TO START?

- ✓ **Check the [AZBT Web site Calendar](#) for upcoming cleanups.** Contact the cleanup organizer to see if they need partners or volunteers, and get further details. For personal safety, always coordinate with a governmental entity leading a cleanup event.
- ✓ **Look at information regarding [past cleanup](#) events on the AZBT Web site.** Some areas may have accumulated trash since the last cleanup and may be in need of cleanup again. You can contact the last group that cleaned up the area to discuss partnering on another cleanup, or ask about special situations that were encountered during the cleanup.

ONCE YOU HAVE A SPECIFIC PROPERTY IN MIND TO CONDUCT A CLEANUP:

- ✓ **For property not owned by private landowners,** identify and contact the landowner. Use the [AZBT Web site Partners list](#), or search the Internet or phone book to find their contact information. **For private property,** contact the [Arizona Game and Fish Department Landowner Relations](#) who may be able to help put you in contact with the landowner. Ask if

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

they have any cleanups planned, are interested in collaborating, or if they would be open to allowing your group to organize a cleanup.

- ✓ **Consider accessibility of an area.** Ask questions such as: How remote is it? How long is the drive? Do you need high clearance or four-wheel drive vehicles to get there? Will a roll-off or large trash container fit easily, and can the truck get there to deliver and pick up the container? Is the trash in one location or scattered? If there are steep hills or rocky terrain, can volunteers easily collect and bag the trash? Can you get supplies and equipment in and out of the area? Can you remove the filled trash bags easily? Is the area near a wash with a potential for flash floods? These factors will help you evaluate whether to conduct a cleanup there, or if another area may be more appropriate.
- ✓ **Consider safety and security issues for an area.** What time of year are you planning the cleanup? Could the weather affect participation in the cleanup or pose a risk to safety? Does hunting take place in the area, and would the cleanup take place during hunting season? Is the area known for wildlife? Have there been reports of illegal activities in the area? Answering these questions will help you determine an appropriate site for cleanup.
- ✓ **Determine whether the trash is border trash or household illegal dumping.** Border trash refers to items discarded by persons involved in illegal immigration such as plastic containers, clothing, backpacks, foodstuffs, vehicles, bicycles and paper. It can also consist of human waste and sometimes medical products. Illegal dumping waste often consists of household garbage, construction debris, appliances or electronics, and possibly even hazardous chemicals in drums or containers. Sometimes, illegal dumping can be comingled with border trash in an area. Knowing what type of waste you will encounter will help you plan the resources you will need.
- ✓ **Contact the solid waste department for the county** in which the trash is located to notify them of the trash. Some counties have illegal dumping cleanup programs that might address the problem instead of you planning a cleanup.
- ✓ **Request property access and get access approval in writing** from the owners, renters and/or lessees. Keep the landowner updated regarding plans for the cleanup event.
- ✓ **DO NOT access property without permission.**

Section 2: CONDUCT A SITE VISIT



Once you have determined the area you want to clean up, conduct an exploratory site visit to get an idea of where you are planning the cleanup.

- ✓ **Do not go alone;** bring someone else with you, and let someone know where you are going.
 - ✓ **Contact the U.S. Border Patrol Tucson Sector** [toll-free at 1-877-USBP HELP (1-877-872-7435)] and/or local law enforcement. Tell them about your plans. They may be able to help with security issues; it is important that they know you will be on the property.
- ✓ **Assess conditions of the area** for planning purposes. Ask questions like: Is the site accessible from the road? Where will parking, check-in and the base camp be? Will they be in the same area, or will check-in/parking be at a different location? How will volunteers get from there to the site (i.e. a shuttle)? Where will the roll-off be placed? Is there more than one area of trash to be cleaned up? Will equipment be needed to remove the filled bags of trash to take

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

- them to the roll-off? Are restroom facilities onsite, or will you need to rent a port-a-potty or shuttle volunteers to a nearby facility? Request permission to use these facilities.
- ✓ **Identify which tasks you will need specific volunteers for**, such as a designated photographer or a person to take GPS measurements at the cleanup.
 - ✓ **Take GPS coordinates for the area and write down directions** to the parking area and base camp. You will want to reference these on your flyer advertising the cleanup, and to provide to volunteers or media so they know how to get to the area. Take photos of the area during your site visit to help in your planning once you have left the area.
 - ✓ **Determine cell phone coverage in the area.** Cell phone coverage can be spotty or non-existent in remote areas. Cell phones work off the closest tower, which could be in Mexico. Think of how you would communicate if there was no cell phone coverage. Hand-held radios with a high mileage coverage area or a satellite phone might be needed instead.
 - ✓ **Identify issues of concern about the cleanup area.** What is the terrain for hiking and transporting of trash? Will the cleanup require significant physical effort, and can the volunteers handle it? Did you encounter anything you feel is suspicious or unusual during the site visit? Contact the U.S. Border Patrol and/or local law enforcement if so.
 - ✓ **Determine the closest medical facility** and how far the site is from it. **Determine the closest landfill or transfer station.** Contact them after the site visit to talk about them providing a roll-off and trash disposal. If you will have an **offsite check-in or parking area, confirm land ownership and get permission** to use the property prior to the cleanup event.

Section 3: DETERMINE A DATE FOR THE CLEANUP

After you visit the site, determine the date for the cleanup.

- ✓ **Consider various factors in selecting a date for your cleanup.** What are the expected weather conditions during the time of year you are considering for the cleanup? Excessive heat or cold are possible. Arizona receives most of its annual rainfall during its monsoon season typically from June 15 to September 30, although storms are possible at any time of the year. Changing weather conditions, including lightning, wind and sudden downpours with flash flooding are possible. Winter rains, frost and even occasional snow can affect your cleanup plans. Dry conditions can contribute to wildfire risk. Be sure to consider hunting seasons. The Arizona Game and Fish Department, at http://www.azgfd.gov/h_f/hunting_rules.shtml, provides information on hunting seasons. Think about what wildlife might be encountered; some are more active in certain parts of the year and day.
- ✓ **Choose the time of day for your cleanup.** In the winter, set a later start time since it gets light later and can be quite cold. In the summer, choose an early morning start time to avoid the harsh sun and warm weather, and potential monsoon storms.



Section 4: GET PARTNERS



Seek partners to help with the cleanup planning or logistics at the event.

- ✓ **Contact other groups or organizations** that could provide support for the cleanup such as assistance with staffing, finding volunteers, providing equipment (such as front-end loaders or Bobcats), waiving landfill tipping fees for disposal of the trash, providing a roll-off and trash transport, or

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

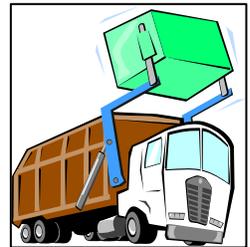
providing food and water for the volunteers. These services contribute to the total cost of the cleanup.

- ✓ **Confirm who is responsible** for what. **Credit partners** on any advertising for the event.
- ✓ **Remain in contact with partners** before the cleanup date and on the day of the event.

Section 5: ARRANGE FOR DISPOSAL OF TRASH

Determine ahead of time how you will dispose of the trash that is collected.

- ✓ **Contact the county solid waste management department** for the county where the cleanup will take place. Confirm the closest landfill, and ask if they would be willing to provide in-kind services such as providing a roll-off for the trash, arranging for transportation of the roll-off and waiving tipping fees for the trash that will be disposed of in the landfill. These costs can be quite high, and could make cleanups cost-prohibitive without assistance.
- ✓ **Discuss the schedule for delivery and pickup up the roll-off(s)** and where to place them. Ask if someone needs to be onsite when the roll-off is delivered and/or picked up. Ask about special requests, such as setting tires aside, and if there are any items that are not accepted. Confirm the plans before the cleanup, and bring the phone number with you to the cleanup. Ask for an after-hours number.
- ✓ **Ask the county to contact you with the final weight after the roll-off is taken to the landfill.** Subtract the starting weight of the roll-off to give the weight of trash collected.
- ✓ **If the county cannot assist,** determine how to dispose of the trash and who will pay the associated costs.



Section 6: GET VOLUNTEERS



- ✓ **Only work with volunteers age 18 or older for safety reasons.**
- ✓ **Contact local service organizations or outdoor clubs** to request volunteers, or call other groups who conduct cleanups and ask for their volunteer list.
- ✓ **Submit event details** and contact information for posting on the [AZBT Web site calendar](#) to advertise your cleanup.
- ✓ Prepare a **press release** for local media, requesting volunteers.
- ✓ **Develop a list of contact information for the volunteers** so you can confirm their participation and to notify them if cleanup plans are changed on the day of the event.
- ✓ **Provide volunteers with event details,** parking information, how to dress, etc.
- ✓ **Ask for volunteers for specific assignments for the day,** including the designated photographer and GPS coordinate recorder. Let them know if you will provide the equipment, or if you are requesting them to bring their own.
- ✓ Once you have volunteers lined up, **use the [State of Arizona Volunteer Form to Release Organization from Liability](#)** on the AZBT Web site as a template to create your own form. You can request volunteers submit your required form prior to, or at, the cleanup event.
- ✓ **Offer the [Volunteer Emergency Contact/Volunteer Hours Tracking Form for Border Trash Cleanups](#)** on the AZBT Web site. This form is optional for volunteers to submit, and it

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

provides a resource for the cleanup organizer to provide to emergency personnel during the cleanup. The group organizer should keep the forms confidential and return them to the volunteers at the end of the cleanup. The bottom of the form includes a section where volunteer hours can be tracked.

Section 7: SUPPLIES TO BRING

Refer to suggestions found in the [Supply Checklist](#) in the Appendix and on the AZBT Web site for items to consider bringing on a border trash cleanup.

- ✓ See the [Checkout Form to Borrow Border Trash Cleanup Supplies from ADEQ](#) on the Web site to request to borrow some items.
- ✓ Refer to the AZBT Web site for other [forms and resources](#) to use for your cleanup. Print forms ahead of time and bring with you to the event. The [AZBT field form](#) provides a standardized tool to record data from border trash cleanups while in the field. One field form should be used per cleanup location. If you have a large cleanup area, divide the site into subsites, and take GPS measurements and fill out one field form for each subsite. Ask the designated recorder for each group to fill out as much information as possible on the field form, and to return the form to the cleanup organizer at the end of the cleanup. After the cleanup, the cleanup organizer visits the AZBT Web site under [Documenting Cleanups](#) to type in the information from each field form into the online field form that matches it in content and design. This allows the data to be tracked in a database and map, showcasing the efforts of the cleanup. The [instruction sheet](#) provides details on how to fill out each section of the field form.
- ✓ **Arrange for rental of a port-a-potty or offsite restroom facility. Arrange for transportation for volunteers.** Confirm the day before the cleanup. Bring the phone number with you, in case you run across any issues on the morning of the cleanup.
- ✓ **Prepare a list of key phone numbers to provide to key staff at the event**, including the cleanup organizer's cell phone, contact information for the staff of the check-in/base camp area, the shuttle driver, restroom facility information, the county solid waste department, U.S. Border Patrol and/or local law enforcement and medical facility information.
- ✓ **Prepare flags to give each subsite group** to identify their group and keep them together.



Section 8: HOW TO DRESS



Below are suggestions for clothing and other gear to protect against the elements and rough terrain often encountered in the areas where cleanups of border trash take place.

- ✓ **Lightweight hat with wide brim** – Protects against the intense sun and prevents burns.
- ✓ **Eye protection** – Protects against the bright sun, and from branches and debris. This can be sunglasses, safety glasses or goggles.
- ✓ **Sunscreen, lip balm** – Choose a high sun protection factor (SPF). The [American Academy of Dermatology](#) recommends a sunscreen with an

SPF of 30 or greater, and one that covers both UVA and UVB rays, and is water resistant. Bring with you to reapply every two hours, or more often if sweating heavily. Wear in both cloudy and sunny weather.

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

- ✓ **Lightweight, loose-fitting, long-sleeved shirt** – Protects from the elements, branches, debris and insects. Do not wear tank tops.
- ✓ **Long pants, tucked into boots** – Protects against the elements and prickly plants. Do not wear shorts.
- ✓ **Sturdy boots or thick-soled shoes** – Protects against cactus spines and sharp objects.
- ✓ **Windbreaker/raincoat for sudden changes in weather.** Layer clothing for dramatic changes in weather that can occur.
- ✓ **Insect repellent.** Also refrain from using perfumes or scented products as they can attract insects. A small swipe of acetone-based nail polish remover applied to the hands may help keep bees from becoming agitated, as has been reported by personnel that regularly conduct field work. Wear light-colored clothing; bright colors can attract insects.
- ✓ **Change clothes after the cleanup** and wash them separately in hot water.
- ✓ See the Base Camp, Safety Briefing/Safety Precautions in the Cleanup Event chapter for a list of other personal protective equipment to bring and wear during a cleanup.

Section 9: SAFETY PRECAUTIONS/COORDINATION WITH LAW ENFORCEMENT

- ✓ Prior to your cleanup, **call the U.S. Border Patrol Tucson Sector** and/or local law enforcement. Remind them about your cleanup plans. Request law enforcement presence at cleanup. Depending upon individual circumstances, they may be able to visit the area prior to your cleanup to “sweep” the area, or may be able to accompany your group. It is also important that they are aware that you are in the area. Have their phone numbers available at the cleanup.
- ✓ **Research the closest medical facility, but dial 911 in an emergency.**

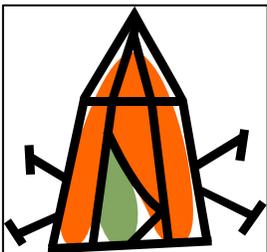


CHAPTER TWO: THE CLEANUP EVENT

SECTIONS

- 1) **Base Camp**
- 2) **Safety Briefing/Precautions**
- 3) **Document Cleanup Findings**

Section 1: BASE CAMP



The cleanup day has arrived, and there is much to do in preparation for the volunteers arriving.

- ✓ **Check the weather on the date of the cleanup.** Notify partners, volunteers, the county solid waste department, law enforcement and media of cancellation or rescheduling.
- ✓ **Arrive early to set up base camp.** Give yourself enough time. Don't go alone. If you notice activity that you feel is suspicious, leave the area and contact law enforcement. Notify partners/volunteers if the cleanup plans change.
- ✓ **Make sure that roll-off and port-a-potty (if ordered) were delivered** and placed appropriately. If the restrooms are offsite, confirm that they are open and confirm which entrance volunteers should use.

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

- ✓ **The base camp should be centrally located.** Set up a canopy(ies), tables and chairs, safety equipment and gear, and food, water and hygiene items. Designate an area with a first aid kit and a bite/sting kit. Secure the canopy with canopy anchor bags and/or stakes. If you have an offsite check-in and parking area, set up and staff that area first, as volunteers may arrive early. Divide your supplies ahead of time for what will stay at the check-in location and what will go to the base camp. Place directional signs. Determine when the check-in location staff should pack up and come to the base camp. Do not leave equipment unattended, to prevent theft or vandalism. Leave a two-way radio at the base camp and with the shuttle driver, set on the same channel as one at the base camp, or use cell phones to communicate.
- ✓ **As volunteers arrive,** have them sign in on the sign-in sheet, fill out forms, and determine which subgroup they want to join (if applicable). Each subgroup can have its own name. Provide pre-made flags with different names to choose from to identify their group. Give the volunteer who agrees to be the group recorder for their subsite a clipboard with a field form, instruction sheet and pen. Request a volunteer to be the group leader, to ensure that the group stays together, has the needed supplies and reports findings to the cleanup organizer. Confirm who is the designated photographer and recorder of GPS coordinates. Have them keep good records to match up the information to the appropriate subsite.
- ✓ **The cleanup organizer then provides a safety briefing** before the cleanup begins.
- ✓ **Staffing of the base camp should take place at all times.** Staff in pairs. The cleanup organizer should remain at the base camp so he/she is accessible.

Section 2: SAFETY BRIEFING/PRECAUTIONS

The cleanup organizer should provide a safety briefing with this information to each volunteer prior to conducting any cleanup activities.



- ✓ **Provide volunteers with protective equipment and instruct its use,** including latex gloves (or non-latex, such as nitrile, for those with allergies) with leather gloves over them, plus a dust mask. Give safety vests to the subgroup leader, or to each volunteer if there are enough. Border trash can pose unique risks. It can provide a haven for insects or animals that spread diseases, such as West Nile virus or Hantavirus. Dust can be stirred up when moving trash. **All volunteers should use a trash grabber.** Do not use hands to grab the trash.
- ✓ **A variety of potentially dangerous items can be encountered on cleanups of border trash.** This includes personal hygiene products (often soiled), personal toiletry products, medications, medical sharps (such as needles) or other sharp objects, weapons, deceased individuals, drug smugglers, human smugglers, drugs or illegal immigrants. Animals can be attracted to trash, so contact with animal waste or remains is also possible.
- ✓ **Volunteers must be aware of their surroundings and should not do anything they feel uncomfortable doing.** If they come across something they feel is suspicious or illegal, they should get away and notify the cleanup organizer immediately. Stay in groups.
- ✓ **Let a camera get close to an item of concern.** Use the zoom lens instead of getting close and report it to the cleanup organizer.

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

- ✓ **Avoid contact with anyone who does not appear to be part of the cleanup group**, get away and report to the cleanup organizer who should report it to law enforcement. You do not know their situation, and it is best to avoid contact.
- ✓ **Avoid walking in washes.** Flash floods can hit fast, even if it is not raining in your area.
- ✓ **Radios and cell phones used in border areas may pick up interference from Mexico.** Be prepared to move to another area to better access the U.S. networks.
- ✓ **Lock your vehicle;** do not leave any water, food or valuables in the vehicle. Vehicles can be broken into or stolen by people wanting the resources or to leave the area.
- ✓ **Be careful bending;** watch for low-lying branches; watch your step. Cactus can be hard to spot, and the ground can become uneven.
- ✓ **Filled trash bags can be very heavy.** Do not pick them up, and use equipment instead to move trash bags or heavy objects. Do not overfill the bags. Leave enough room to use zip ties or duct tape to seal the trash bags to prevent spilling or leakage. Instruct volunteers where to leave the filled trash bags.
- ✓ **Do not reuse the mask and gloves once the cleanup is complete;** throw them away with the trash at the end of the cleanup. Remove gloves and clean hands before eating or drinking.
- ✓ **Provide directions to restroom facilities.** Let the volunteers know if the facilities are onsite or offsite, and how to access them.
- ✓ **Have all volunteers check with the group organizer before they leave** to ensure that everyone returns. This can also serve as a way to calculate the volunteer hours.
- ✓ **A safety briefing and video regarding highway cleanup efforts** can be found on the Arizona Department of Transportation Web site in the Volunteer tab (left hand menu) at www.azdot.gov/Highways/AdoptAHwy/Index.asp.

Section 3: DOCUMENT CLEANUP FINDINGS

- ✓ The [AZBT field form](#) was developed to provide a standardized tool to record data during border trash cleanups while in the field. **One field form should be used per cleanup location**, with its own GPS coordinates recorded and photos taken. The [instruction sheet](#) provides detailed instructions on how to fill out each section of the field form. **Additionally, instruct the group recorder on using the field form.** Have them fill out as much information as possible.
- ✓ **Collect the forms at the end of the cleanup** and fill in missing data if needed. To get calculations for the trash collected, divide the total trash collected by the number of sub-sites for the cleanup to give an average trash-per-location total.
- ✓ After the cleanup, **the cleanup organizer should visit the AZBT Web site under [Documenting Cleanups](#)** to enter the information from each field form into the online field form. This allows the data to be tracked in a database and map, showcasing the efforts in Arizona.



CHAPTER THREE: HANDLING ENCOUNTERS WITH...



This section provides guidance on how to handle encounters with certain items that participants may come across on a cleanup of border trash. Brief

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

volunteers on what they could encounter. Instruct them to leave the area, return to base camp and report the findings to the cleanup organizer, who will be responsible for reporting these situations and working with law enforcement and/or medical services. Call 911 in an emergency.

ILLEGAL DUMPING: Cleanup organizer contacts nearest county solid waste management department and/or local law enforcement.

TIRES: Watch for bees. Cleanup organizer arranges to dispose of appropriately at nearest solid waste landfill. You may have to segregate the tires from the rest of the trash collected.

BICYCLES: Collect and reuse if possible. Clean and consider donation to youth groups.

ABANDONED VEHICLES (INTACT/NOT FUNCTIONAL/BURNED): Keep a distance from the vehicle, and do not touch or search it. It could contain hazardous materials, drugs or could belong to a nearby smuggler. Make note of the make and model, and license plate if possible. Report to cleanup organizer, who contacts law enforcement.

DRUG SMUGGLERS: Report to cleanup organizer, who contacts law enforcement.

DRUGS: Do not touch. Report to cleanup organizer, who contacts law enforcement. Drug smugglers could be nearby, watching over the drugs.

WEAPONS: Do not touch. Report to cleanup organizer, who contacts law enforcement.

ILLEGAL IMMIGRATION: Notice anyone who does not appear to be part of the cleanup group. Report to cleanup organizer, who contacts law enforcement. The persons in question may need assistance that law enforcement can provide. It is best to avoid contact with them. Be aware of temporary structures where people can be hiding in cleanup areas.

HUMAN SMUGGLERS: Report to cleanup organizer, who contacts law enforcement.

HUMAN REMAINS: Do not touch. Report to cleanup organizer, who contacts law enforcement.

BEES: Bees may make hives in areas of border trash, particularly in tires, abandoned vehicles or in empty bottles or cans. Report to cleanup organizer. Have a sting kit on hand in the event of a sting and contact emergency personnel if needed, especially if the person has an allergic reaction to the sting. Be aware of Africanized bees, which can swarm in numbers with little to no provocation. Listen for buzzing and avoid the area. Do not agitate a hive and do not swat or crush the insects as they can release chemicals that cause other bees to attack. If bees are near you, cover your head and mouth if possible to protect from stings, and move to a safe area.

RATTLESNAKES: Snakes can make homes in areas of border trash, such as in tires, abandoned vehicles or under piles of trash. Report to cleanup organizer. Rattlesnakes are venomous. If volunteers encounter one, stop immediately and back away slowly. Do not provoke it. In the event of a rattlesnake bite, the cleanup organizer should contact emergency personnel immediately as bites can be lethal and time is of the essence for treatment. You might also encounter **Coral Snakes**, which have alternating banded markings of red, yellow and black; the bite is venomous.

SCORPIONS: Scorpions can hide under rocks, brush and debris, and they are venomous. Report to cleanup organizer. If stung, cleanup organizer should contact emergency personnel immediately as stings are serious and can be lethal.

ABANDONED HORSES: Horses can be used in smuggling operations and then left in the desert. Report to cleanup organizer, who contacts law enforcement. They can determine if they belong to nearby property owners or if they need assistance.

WILDLIFE: The desert contains many species of wildlife, some of which can be dangerous. Do not approach wildlife and allow them to move on their way. If bit or scratched by wildlife, report to the cleanup organizer immediately, who will contact medical personnel.

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

- ✓ **GILA MONSTERS:** Black and orange banded lizards that can be up to two feet long. Their bite is venomous and they do not release their bite easily.
- ✓ **BLACK WIDOW SPIDERS:** Black with a large abdomen; the abdomen often has a red hourglass shape on it.
- ✓ **BROWN RECLUSE SPIDERS:** Have three pairs of eyes and often have a violin-type pattern on its back.
- ✓ **JAVELINAS:** Gray/black, hairy pig-like animals with short tusks. They usually travel in packs. They can injure humans, especially when cornered. They have a strong odor.
- ✓ **COYOTES:** Similar to a large domesticated dog in size, these light brown animals with a bushy tail can travel alone or in packs. They can be aggressive if hungry or threatened. Make loud noises and back away slowly, keeping eye contact. Do not run away or they may chase you.
- ✓ **BOBCATS:** Larger than housecats, these animals are orange or gray, and black and white. They have black tufts of fur on the top of their ears.
- ✓ **MOUNTAIN LIONS:** Larger than bobcats, they are brown, red or gray in color. They are usually elusive, but attacks on humans have occurred. Look for signs of their presence, such as claw marks or half-eaten prey. Make noise to avoid contact. If contact is made, raise arms to make yourself appear as large as you can, speak loudly, make eye contact, do not turn your back or run, and slowly back away. If attacked, fight back.
- ✓ **BLACK BEARS:** They can be attracted to border trash as a food source. They are most active at dawn and dusk. Avoid food odors which can attract them. If contact is made, allow them to move on their way. Make yourself appear as large as you can, speak loudly, make eye contact and slowly back away. If attacked, fight back and do not play dead.
- ✓ **RABID ANIMALS:** Signs of potentially rabid animals include appearances during times of the day in which they are not usually active, exhibiting aggressive behavior and exhibiting no fear of humans.

ENDANGERED SPECIES: Some species in Arizona are considered endangered. For a list of these in Arizona, see <http://www.endangeredspecie.com/states/az.htm>. Do not approach. If on state land, notify the Arizona Game and Fish Department at <http://www.gf.state.az.us/>. If on federal land, use <http://www.fws.gov/southwest/es/arizona/Threatened.htm> to notify the U.S. Fish and Wildlife Service. Also notify the landowner.

FENCES CUT: Fences can be cut to allow for access for large vehicles or groups of people. Some landowners indicate that they lose cattle because of this. Cleanup organizer reports to landowner. If cattle or horses are seen exiting the property due to the cut fences, the cleanup organizer should contact local law enforcement as well.

ROADS CREATED/DISTURBED: Smugglers or immigrants may disturb an existing road or create one to allow for foot or vehicle traffic. This can lead to natural resource destruction and erosion. Cleanup organizer should report to law enforcement and the landowner at the end of the cleanup.

ARCHAEOLOGICAL ARTIFACTS: Some areas of border trash can be found in areas historically inhabited by humans, and artifacts may remain. Most times, it is evident whether an item appears to be historical or archaeological, based on the type and age of what you encounter. If in doubt, assume that the item is historical. Do not touch or disturb the items, and report their location to the landowner and, if on federal land, notify the U.S. Department of the Interior, National Park Service at <http://www.cr.nps.gov/archeology/sites/npsites.htm>. If on state land, notify the Arizona State Land Department at <http://www.land.state.az.us/>. Make note of their specific location. Take photos for identification purposes.

BRUSH FIRES: People in remote parts of the desert, or accumulated trash, can lead to brush or forest fires, which can be devastating to the desert environment and habitat. Fires can be started for warmth, signaling for help, or distracting law enforcement. If one is spotted, report it to law enforcement immediately and leave the area.

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

OTHER WASTE:

- ✓ **ASBESTOS WASTE:** Some older construction materials, such as floor tiles and roof shingles, may contain asbestos. If materials suspected to contain asbestos are encountered, report the findings to the cleanup organizer, who notifies the landowner. If asbestos is present, it would be considered hazardous waste and needs to be dealt with by a certified, trained contractor, which would be the landowner's responsibility. Volunteers should stay away. The landowner may wish to pursue the generator of the waste to hold them responsible for the cleanup costs.
- ✓ **BURLAP:** This brown, fibrous material is often used to transport drugs. Report to cleanup organizer, who contacts law enforcement. Drugs may still be present.
- ✓ **HAZARDOUS WASTE:** Drums or containers, unidentifiable powders or liquids, materials with strong odors. Do not approach, touch or sniff; leave the area immediately while staying upwind. Report to cleanup organizer, who contacts law enforcement.
- ✓ **MEDICAL WASTE:** Report to cleanup organizer, who contacts law enforcement.
- ✓ **METH WASTE:** Any type of red stained glassware, coolers, tubing and chemicals could be dangerous, particularly: **Red Tubing (stained): NEVER TOUCH; Closed Cooler or Ice Chest: DO NOT OPEN.** May contain anhydrous ammonia which, when inhaled through normal breathing will burn your lungs immediately; **Cat litter bag with tubing: DO NOT TOUCH.** Consists of very dangerous residue, much of it explosive; **Corroded Propane Tank (blue valves): DO NOT TOUCH.**

Do NOT touch any of this waste, leave the area and report findings to the cleanup organizer, who contacts law enforcement.

OTHER:

- ✓ **BLACK WATER BOTTLES:** They are sometimes used instead of white or clear bottles because they blend in more with the surroundings, but can also be an indication of drug running in the area.
- ✓ **CEMENT BAGS:** Often used to weigh down vehicles or hide drugs/immigrants in vehicles.
- ✓ **SMALL SCRAPS OF CARPET:** Sometimes used to cover shoes so that footprints are not left by immigrants or smugglers.
- ✓ **GAS CANS:** Can be found in numbers during cleanups. Don't travel with the containers inside a vehicle due to vapors, watch out for ignition sources; latex/nitrile gloves will break down in contact with gasoline/diesel. Disposal: Some landfills will take old oil and gas. Some auto parts stores will take old oil. Contact the local solid waste agency or household hazardous waste event organizer.
- ✓ **MARIJUANA FIELDS:** If fields of large, leafy, plants are found, report to cleanup organizer, who contacts law enforcement. Law enforcement can determine if they are marijuana fields.
- ✓ **POISONOUS, SPINY OR THORNY PLANTS:** Avoid contact. Remove spines with tweezers, a pocket comb or pliers. Treat reactions accordingly, with medical intervention if needed.
- ✓ **OTHER DISEASES:** Hantavirus Pulmonary Syndrome, Valley Fever and other diseases. Consult medical authorities for these diseases.
- ✓ **SPEEDING VEHICLES:** They can be a sign of a high-speed pursuit. Stay clear of the area and report to local law enforcement.
- ✓ **DECOY VEHICLES:** Drug or human smugglers may create vehicles that match the look of official government vehicles in order for the vehicle to be overlooked. Make note of markings of vehicles in the area, and do not approach any vehicles.
- ✓ **ULTRALIGHT AIRCRAFT:** These small aircraft often are just large enough to carry one passenger, and are often used to transport illegal drugs across the border into Arizona. Do not approach an ultralight that is landed or may have crashed. Report finding to the cleanup organizer, who contacts law enforcement.
- ✓ **TERRORISM-RELATED ITEMS:** If you encounter any items that you feel were placed with intention of terrorism purposes, leave the area and report to law enforcement.

If in doubt, the cleanup organizer should report situations to law enforcement and the landowner.

CHAPTER FOUR: DISPOSING OF THE TRASH



- ✓ Upon completion of the cleanup, ensure that all trash bags and large objects have been picked up and taken to the roll-off or other means to take the trash to the landfill.
- ✓ Follow up with the local solid waste management department to ensure that the roll-off was picked up and transported to the landfill appropriately and in a timely manner.
- ✓ Ask the solid waste management department or the landfill for the final tally of weight of the roll-off with the trash, minus the weight of the roll-off itself. This gives you the total weight of the trash

collected. If your site was divided into sub-sites, divide the total weight by the number of sub-sites to get an average weight for each sub-site. Record this on the field forms.

- ✓ If some areas of trash were not able to be transported due to remoteness or inaccessibility, arrange for alternate means to remove the trash from the area in as timely a manner as possible. Let the property owner know.
- ✓ You may not be able to remove all areas of trash piles during a cleanup. Make note on the field form whether all trash was removed or not.

RESOURCES

Arizona Adopt-a-Highway Safety Brief, Arizona Department of Transportation and Arizona Clean & Beautiful, November 2010.

Arizona Border Trash Web site, www.azbordertrash.gov.



Borderlands Field Work Interagency Safety Training Guide, Borderlands Management Task Force, December 2010. Available from the Tonto National Forest Safety Office at (602) 225-5363. Leave your name, phone number, address and how many copies you need. See Working in the Desert Section - "Dealing with the Weather," "Dealing with Plants, Insects and Animals," and "Preventing Diseases." Guide accompanies DVD "Working Along the United States-Mexico Border," which can be ordered from: USDA Forest Service, Missoula Technology and Development Center, 5785 Highway 10 West, Missoula, MT 59808, (406) 329-3978 or wo_mtdc_pubs@fs.fed.us.

This document is provided as guidance only and is not comprehensive. For personal safety, interested volunteers should always coordinate with a governmental entity leading a cleanup event. Local law enforcement, first responders or other appropriate entity, along with cleanup organizers, should be contacted directly to report potentially criminal, medical or other urgent situations. This document can be found on the Arizona Border Trash Web site, which is a tool to inform stakeholders about conducting and documenting cleanups. Data collected through this Web site is for the sole purpose of summarizing cleanup events.

Summer 2012

ARIZONA BORDER TRASH CLEANUP GUIDANCE MANUAL

APPENDIX

Border Trash Cleanup Supply Checklist

✓	Item	Qty.
FORMS		
	Guidance Manual for Conducting Border Trash Cleanups	
	Field Forms and Instruction Sheets (One per cleanup location)	
	Volunteer Emergency Information/ Volunteer Hours Tracking Form (Optional for volunteers) (Signed forms are given to group leader and returned to volunteer at end of cleanup)	
	Volunteer Form to Release Organization from Liability (Template for organizer; forms stay at base camp)	
	Phone #'s for Law Enforcement, Medical Services, County Solid Waste, Staff, Partners, Volunteers, Restrooms, Landowner	
REACHING SITE		
	Map of Area (Consider Topographic) or GPS/Directions to Site	
	Pickup Truck/4x4/ High-Clearance Vehicle	
	ATVs/Horses	
	Helicopter for Aerial Approach	
CHECK-IN/BASE CAMP		
	Directional Signs	
	Signs/Flags/Cones for Parking	
	Port-a-Potty or Van to Transport Volunteers to Offsite Restroom	
	Dolly/Cart to Carry Supplies	
	Canopy and Stakes/Sandbags	
	Hammer/Rubber Mallet	
	Tables and Chairs	
	Tarps in Case of Rain/Tarp Clips/Bungee Cords	
	Office Supplies, such as Notepad, Pens, Scissors, Tape, Binder Clips	
	Sign-In/Sign-Out Sheet	
	Nametags/Permanent Markers	
	Flags with Subgroup Names	
	Clipboards with Pens/Field Form/ Instructions (One per cleanup location)	
	Agency/Organization Banners	
SAFETY/COMFORT		
	GPS to Record Site Locations	
	Two-Way Radios	
	Cell/Satellite Phone/Car Chargers	

✓	Item	Qty.
	Compass	
	Binoculars	
	Digital Camera/Memory Card	
	Batteries/Charge Batteries	
	Clinometer to Measure Slope	
	Tape Measure	
	Safety Flares	
	Sewing Kit/Sewing Awl Quick Stitch	
	Toilet Paper/Paper Towels/ Microfiber Cloths	
	Sunscreen/Insect Repellent	
	First Aid Kit/Snakebite/Sting Kit	
	Acetone Nail Polish Remover (Apply small amount on hand to supposedly keep bees happy)	
	Hand Sanitizer/Wipes/Soap	
	Water Jugs with Water	
	Cups/Bottles/Canteens	
	Snacks/Meals	
PROTECTIVE EQUIPMENT		
	Latex/Nitrile Gloves (Various sizes)	
	Leather Gloves	
	Dust Masks	
	Safety Glasses/Eye Protection	
	Knee Pads	
	Safety Vests	
COLLECTION OF TRASH		
	Grabbers to Pick Up Trash	
	Shovels/Rakes/Pitchforks	
	Heavy-Duty Trash Bags	
	Cable Ties/Duct Tape to Seal Bags	
	Rope	
	Scissors	
	Fluorescent Marking Tape	
	Ground-Marking Flags/Cones to Mark Areas of Concern	
	Empty Coffee Cans for Sharps	
	Weight Scale - Digital	
	Calculator to Total Bag Weight	
	Map/Info. for Nearest Landfill	
	Bobcat/Gator/Front-End Loader/Utility Cart/Trailer to Transport Bags of Trash	
	Roll-off/Dump Truck	