



MONTGOMERY PARKS

The Maryland-National Capital Park and Planning Commission
2425 Reedie Drive | Wheaton, MD 20902
MontgomeryParks.org

COVID-19 Requirements - Organized Group Cleanups

Volunteer Services Office | March 2021

Due to COVID-19, setting up a group volunteer project these days is a bit more complicated than in the past. As park cleanups are not directly supervised by park staff, we are **requiring** volunteer group leaders to take the following steps:

1. **Maintain group sizes at 10 volunteers per adult supervisor, with a maximum of 30 participants, per project.** This is to ensure minimized gathering and proper social distancing of volunteers.
2. **Your volunteers must pre-register with you** so that only those that sign-up are at the project (no drop-in volunteers). You may have a check-in sheet that only you touch or use a mobile device.
3. **Please send us your final volunteer roster for that day.**
4. **All volunteers must submit a Montgomery Parks [COVID-19 waiver](#).** Please send them to our office before or after your cleanup. Each submitted waiver is valid through 2021.
5. **Share the CDC guidelines [Stop the spread of germs](#) and [Symptoms of Coronavirus](#) with volunteers when they register.** Make sure:
 - **Volunteers keep AT LEAST 6 feet** apart from others outside of their household.
 - **Volunteers must wear a face covering.**
 - **You must provide sanitizer gel** if hand washing is not available.
 - **Shared items must be sanitized** between uses.
 - If bathrooms are available at the site, tell volunteers that they are "use at your own risk".
6. **Keep your cleanup permission confirmation on hand (phone is okay)** at the cleanup as some vigilant park visitors are calling park police when they see groups of people in the parks. This will be sent to you when your cleanup logistics are finalized.
7. **Additional recommendations:** stagger volunteer check-in times, have volunteers scan and send you their waivers electronically, have CDC guidelines posted at your check-in or reinforce them before starting, and have cleanup supplies pre-sorted and set out for easy and safe pick-up (gloves are for volunteers to keep or dispose of on their own).

Covid 19 waivers and volunteer rosters must be sent to the Volunteer Service Office either via email (valeria.espinoza@montgomeryparks.org) or "snail mail" (Valeria Espinoza, Montgomery Parks, 2425 Reedie Drive, Floor 12, Wheaton, MD 20902)

Finally, here is an excellent [video](#) about volunteering outdoors that you may want to review prior to hosting your cleanup.

Thank you for supporting Montgomery Parks!