**Hounslow Highways Litter Picking Event Form** 

Clean Up Event Location…………………………………………………………………………………… Date………………………………

Bags collection point (please log via FixMyStreet)………………………………………………………………………………………

Event Organisers/Community Group Name.………………………………………………………………………………………………

Event Organiser/Community Group Contact Details…………………………………………………………………………………..

Estimated number of volunteers.……………………………………………………………………………………………………………….

Loaned equipment………………. Litter pickers.………………. Gloves.………………………….. Bags.…………………………..

Loaned equipment delivery address and preferred delivery time**…………………………………………………………….**

Loaned equipment collection address and collection time…………………………………………………………………………

**Before the event, please ensure you have:**

* Completed a risk assessment/understand COVID-19 guidance? y/n
* All necessary equipment delivered/available? y/n

**Link to FixMyStreet**

* Agreed bag collection point with Hounslow Highways? y/n 

**At the start of the event, please consider briefing volunteers on:**

* Health and Safety guidance y/n
* Meeting/bags collection points y/n
* Site area/route y/n
* PPE y/n
* Working together y/n
* ‘Sharps’ y/n
* Collection of loaned materials y/n

**The table below is only necessary if you would like to provide Hounslow Highways with photos. We would love to show your hard work and inspire others on social media.**

**Feedback/Contact/Photo Consent**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Email | Feedback | Photo Consent? | Contact Consent? |
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