

# STORM DRAIN LABELING

## Safety First

- Wear safety vests. Assign traffic lookouts to hold a flag signaling drivers to avoid the area.
- Know your rights - you have permission from the City of Omaha to do this project.

## Assign Duties

Map Reader | Traffic Patrol | Drain Cleaner & Labeler | Litter Cleanup | Door Hanger Distributor

## Clean the Drain

- Use gloves & litter tools to bag trash & leaves. DO NOT reach anywhere you can't see.
- Cleanup litter as you walk.
- Take the trash with you. Do not leave bags by storm drains or on the curb.

## Label the Drain

- Use the handbroom to remove dirt or debris before labeling.
- Place the decal in the middle-center of the drain. In the case of a grate or manhole cover, place the decal on the left corner.
- Remove the paper from one side of the adhesive. Place it in the selected location. Remove the paper from the other side of the adhesive.
- Place the decal with the fish on the adhesive so the fish is parallel with the street and the text is facing the street.
- Use your heel and toe to push the decal firmly on the adhesive.

## Distribute Door Hangers

- Place an educational door hanger on the doors of the houses you pass. Tally how many door hangers you distribute as you go.

## Map It

- Mark the labeled storm drain on your map with an X. If you only cleaned the drain (no label), mark it with a circle.

## Wrap up the Project

- Dispose of waste at home or in a dumpster of a local business (with permission)
- Assure your maps accuracy - add your totals at the top of your map.
- Report your project to KOB after each event using our [Reporting Form](#). Submit photos and tell us about your experience!
  - # of volunteers, hours, decals installed, drains cleaned only, and distributed door hangers
- [Make a supply drop-off appointment](#) with Keep Omaha Beautiful