

Planet Patrol Registered
CIC in England & Wales
No. 11417810



hello@planetpatrol.co
www.planetpatrol.co

PLANET PATROL

CLEAN-UP BLUEPRINT

Our awesome volunteers have collected and tracked nearly 300,000 items of litter, and we are now well on our way to reaching our target of tracking one million pieces. Over the years we've run hundreds of clean ups - knowledge that we will share with you to make sure your clean ups are impactful, sustainable and safe. We have developed a Planet Patrol Clean-Up Blueprint which we ask all of our reps and Community Guardians to follow during their clean ups. At the bottom of this document is a checklist for you to review before your clean-up, and a typical agenda for you to follow to ensure you are fully organised and ready for your clean-up.

**YOU AND ALL OF YOUR PARTICIPANTS
SHOULD STICK TO THE FOLLOWING
GUIDELINES DURING YOUR CLEAN-
UP.**

SAFETY FIRST

Complete a health & safety briefing (following [script](#)) to all participants before the clean-up. This ensures that everyone stays safe and has fun throughout the clean-up!

EQUIPMENT

- No single use items used - provide all participants with a litter picker, reusable protective gloves and a litter container*. Although Planet Patrol will purchase this equipment for you, it is your responsibility to maintain the equipment. This involves inspecting for damage, cleaning and storing, as well as the distribution and collection at the start and end of the clean-up.
- Ensure the use of relevant equipment, such as reusable containers* to collect and carry litter – don't use single use bin bags! This prevents more plastic being added to landfill. We recommend that you use reusable bags, hessian sacks, buckets or garden trugs.



OUR METHOD

- Record what you find in our global database on the [Planet Patrol app](#). Once you have finished litter picking, all participants should separate, sort, photograph, tag and upload your litter onto our app ([FAQs here!](#)). This is evidence to hold brands and government to account. This is the most important part of your clean-up as this contributes to our global database – you can view how we use this data by reading [last year's annual report](#).



- Separate litter into recyclables and non-recyclables. Often, the litter which we collect consists of many products which can be recycled, and this material is valuable! By recycling it, you are reintroducing it back into the economy. With larger, miscellaneous items, the disposal can be a little different depending on where you live – we recommend that you refer to your [local council recycling page](#) for details on this or share a photo on your social media to ask for guidance.

*Planet Patrol will support you in identifying the types and quantities of equipment required and will order the agreed equipment to be delivered straight to you within one month of your on boarding call.

For further guidance on litter picking during the COVID-19 pandemic, please refer to our [Litter Picking Health & Safety](#) blog.



OUR CLEAN-UP CHECKLIST



Below is a checklist which we always use before running a clean-up

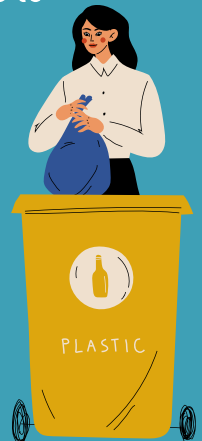
This checklist assumes that you have already been accepted by Planet Patrol as a rep or Community Guardian, have been fully onboarded, have received your litter picking equipment and downloaded our app.

- Open blueprint (Woo, well done! You've already done this!)
- Download and familiarise yourself with the app and how to upload litter (see FAQs)
- Familiarise yourself with our health & safety guidelines
- Identify a location, time and date for your next three clean-ups (making some logistics easier!)
- Send an area owner notification letter – you may be able to agree for some of your litter to be collected by the local waste removal team if you leave it at a designated spot
- Complete a risk assessment using our risk assessment template
- Identify at least two contact points (locations of phones for use in case of an emergency) – we recommend having your own as one, and a local business' as another (confirm this with them first!)
- Start promoting (using our assets) – set up an event on your region's Facebook page, your Instagram, and share through any other channels. Don't forget to use our Facebook Event template!
- Become familiar with the safety briefing script and plan; make sure you have an accessible copy for the day of the clean-up, e.g. printed or saved to a device.
- Check over your equipment for damage etc. You should have reusable litter bags (hessian sacks work really well!) or buckets, litter pickers, reusable gloves and a first aid kit.
- Pack your bag of equipment and anything else you want to take e.g. hand sanitiser, camera, reusable water bottle, sun cream etc.
- Get to your clean-up location at least 15 minutes prior to your clean-up to unpack your equipment and welcome anyone arriving early.
- Start off with an introduction and briefing (using script), then kickstart the clean-up according to our agenda and track the litter.
- Once all of the litter has been tracked, split into recyclables and non-recyclables and dispose of the litter safely.



We also wanted to share a typical agenda that our reps and Community Guardians follow during a clean-up so that you have an idea of the flow, but please feel free to change this up! Alongside following this agenda, please try to take photos and videos of your clean-up and share on your social channels!

PLANET PATROL CLEAN-UP TYPICAL AGENDA



People arrive ready to join the patrol! Say hello and welcome everybody to your clean-up!

Give a safety briefing using the script – check out our template [here](#).
Divide up the kit and share a route plan with the team.
Get patrolling!



Once you've collected all the litter you can, invite each person to tip out their bucket or bag, and separate the litter out on the floor so that the items are clearly visible. People often prefer to use gloves, or work in pairs: one person lays the litter out and the other tracks on the app.

People should have already [downloaded the app](#) so they open that up and begin to photograph a few items at a time and input data on the items they have found - types (there is a drop down list or people can type in their own if it does not appear on the list) and brands (type in if visible, or leave the session, if you haven't already as people will probably ask you questions – use our [FAQs](#) for further guidance!

Once all the items are logged, dispose of the litter (either by leaving in a designated place agreed by the council, or separate to put into recycling or general waste bins).

Thank all participants for their support and wrap the session up.

Share any photos and videos on social media, tag Planet Patrol, and we will re-share all of your amazing work and celebrate your success!