



Nova Scotia Adopt-A-Highway Program Association
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HOW TO COMPLETE A CLEANUP

1. Choose a date that works best for your group.
2. Contact your Department of Transportation and Infrastructure (TIR) depot and confirm that the cleanup date is available. The location of your local TIR office and contact information is located on your approved adoption application. This can also be found out by calling 1-888-432-3233. This will connect you with your nearest TIR office, based on your phone number.

You will also want to arrange a date to pick up any necessary supplies like garbage bags, safety vests, and flagging tape. Additionally, you will need to agree on a mutually acceptable date and time for you or the TIR to remove the collected garbage.

3. Fill out a Litter Cleanup Permit! Ensure that you have your permit on site the day of the cleanup. The agreed upon cleanup date, with the TIR, is the only approval needed for this permit. Permits are available under the Forms tab of our website.
4. On the day of the cleanup please ensure that the “Conditions and Suggestions” part of the permit is reviewed with all volunteers. If you are cleaning an Interchange, please ensure that the permit is signed by all volunteers.
5. Complete the cleanup, be safe, and have fun.
6. Fill in all collection details on the permit.
7. Return all unused materials and safety vests to your local TIR depot and ensure that a TIR employee signs off on the permit to confirm that the materials were returned. Also, make sure to inform the TIR of any large items or animal carcasses that your group flagged for removal.
8. Send the completed permit to our office by mail, fax, email, or in person. Optionally, you may send us the information through our website by visiting our Cleanup Report Submission page.
9. Enjoy the satisfaction of a job well done!

