

phone systems, cell phones, printers/ copiers, and other assorted electronic items.

PSW should arrive between 8:30 a.m. and 8:45 a.m. to receive safety items and be instructed on how to properly and safely handle the electronic items brought in.

A sign in sheet is provided for PSW to track hours worked. These events end at 4:00 p.m. sharp. If PSW require transportation, please arrange this ahead time.

PSW should wear work boots or closed toe shoes and be dressed for the weather conditions.

The OCSWMD will provide a mandatory safety vest. Gloves and back support are also provided should the worker choose to use these items.

A lunch is provided to each worker. Restrooms and water fountain are available. Smoking is permitted at least 15 feet away from the service door and away from parking lot.

Inappropriate clothing is not allowed, please cover any offensive tattoos as we will be interacting with the public.

Vulgar language and unsafe, unruly behavior is NOT permitted. If engaged in any activity that OCSWMD staff deems inappropriate or unsafe, the worker will be asked to leave and the Probation Department will be notified of the incident.

The OCSWMD staff again wish to thank the Probation Department for their efforts and the PSW workers for their work on the collection days. Their contributions have been invaluable in making this program a success.



August 2017

## *Public Service Work Opportunities with the Ogle County Electronics Recycling Program*



*Ogle County Solid Waste Management Department*

909 Pines Road  
Oregon, IL 61061  
815-732-4020



## *The Electronics Recycling Program*

is a monthly event for Ogle County residents to drop off and recycle household electronics. It is managed by the Ogle County Solid Waste Management Department (OCSWMD), and is a regular opportunity for people with court-ordered public service work to meet those requirements. The OCSWMD appreciates the help that is provided by public service workers (PSW).

The electronics recycling program is conducted on the last Friday of

each month, from 9:00 a.m. – 4:00 p.m. at 909 Pines Road, Oregon, IL, at the Ogle County Annex Building. Businesses and out of county residents are not allowed.

PSW will work with OCSWMD staff to unload electronic items from vehicles, bring them into the warehouse, and either sort or stack the items on pallets or large, labeled boxes.

Please note that this work involves lifting and carrying heavy items. Those with health problems or physical limitations may want to consider other options.

PSW are also expected to use basic equipment such as a two-wheeled cart, pallet jack, and set up cardboard boxes for electronic items. All work is supervised by OCSWMD staff.

Items collected include all televisions, computer towers, laptops, all computer hardware and cables, VCR/ DVD players, cable/ satellite boxes, all stereo equipment/ speakers, microwaves,

- ◆ Start time 8:30 am to 8:45 am
- ◆ A briefing will be held before 9:00 am
- ◆ Hours of operation 9:00 am—4:00 pm
- ◆ Work boots or closed toe shoes
- ◆ Dress for weather
- ◆ Mandatory safety vest will be provided
- ◆ Gloves and back support provided
- ◆ Involves heavy lifting
- ◆ Interacting with public
- ◆ Vulgar language and unsafe/unruly behavior is NOT permitted
- ◆ Lunch is provided



*Typical electronics recycling day.*