



**ADOPT-A-HIGHWAY
FREEWAY / INTERSTATE / INTERCHANGE WORK PLAN**

Wisconsin Department of Transportation
DT1207 4/2009

Group Name	Group E-Mail Address	Group Number
WisDOT Contact		WisDOT Contact Telephone

This work plan is to assure a safe clean-up of the freeway or interstate highway segment or interchange that you have adopted. All rules in the Terms and Conditions in the Adopt-A-Highway Application/Permit are to be followed except as modified below.

General Conditions

1. All participants must be at least 16 years of age. No other persons shall be at the clean-up site.
2. No more than 20 participants shall be allowed to do clean-up at the same time.
3. Participants shall work facing traffic. Participants may walk with the direction of traffic when they are along the fence line (or at least 15 feet from the highway pavement if there is no fence line.)
4. Participants shall not cross any lanes of traffic, drive on service vehicle crossovers, or work on the median between opposing lanes of traffic.
5. The group leader shall report any accidents or other safety problems that occur while the group is cleaning its segment. The WisDOT contact name and telephone number is listed above. Violation of AAH safety rules may be grounds for removal from the program.

Site-specific conditions and layout plan as written and prepared by WisDOT representative (see attachments.)

6. Installation of person-working cautionary signs (show how signs and the locations will be installed and removed without interrupting traffic.)
7. Parking (parking on or along freeway/interstate is not allowable.)

8. Participants walking plan (walk facing traffic, walk with traffic only when away from the roadside, walk back to vehicles or be picked up at a site not by the freeway/interstate).

9. Other special conditions (bridges, tunnels, overpasses, other structures, steep inclines, wet areas) to deal with.

10. Map of area showing parking, walking plan, and other special conditions.

The group leader shall talk with a DOT representative so that the work plan is understood. Prior to clean-up, the leader shall brief members about the plan.

By electronic signature below, the Group agrees to the work plan above. Please send your signed work plan via email to the contact on [page 3](#).

(Signature of Authorized Group Representative – Must be 18 years or older)

(Date)

(Title)

Adopt-A-Highway contact information



For additional Adopt-A-Highway program information, please contact the Adopt-A-Highway Coordinator listed for the same county in which your highway segment is located.

Southwest Region – Madison & La Crosse

(Counties: Columbia, Crawford, Dane, Dodge, Grant, Green, Iowa, Jefferson, Juneau, Lafayette, La Crosse, Monroe, Richland, Rock, Sauk and Vernon)

Coordinator: Donna Sanford
2101 Wright Street
Madison, WI 53704

Phone: (608) 246-3871
Fax: (608) 246-5383
E-mail: donna.sanford@dot.wi.gov

Southeast Region - Waukesha

(Counties: Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington and Waukesha)

Coordinator: Tina Hanson
141 NW Barstow St.
Waukesha, WI 53187

Phone: (262) 548-5903
Fax: (262) 548-5662
E-mail: tina.hanson@dot.wi.gov

Northeast Region – Green Bay

(Counties: Brown, Calumet, Door, Fond du Lac, Kewaunee, Manitowoc, Marinette, Oconto, Outagamie, Sheboygan and Winnebago)

Coordinator: Roy Tilleman
944 Vanderperren Way
Green Bay, WI 54324

Phone: (920) 492-4125
Fax: (920) 492-5711
E-mail: roy.tilleman@dot.wi.gov

North Central Region - Rhinelander

(Counties: Adams, Florence, Forest, Green Lake, Iron, Langlade, Lincoln, Marathon, Marquette, Menominee, Oneida, Portage, Price, Shawano, Vilas, Waupaca, Waushara and Wood)

Coordinator: Jane Nelson
510 North Hansen Lake Road
Rhinelander, WI 54501

Phone: (715) 365-5758
Fax: (715) 365-5780
E-mail: jane.nelson@dot.wi.gov

Northwest Region - Eau Claire

(Counties: Buffalo, Chippewa, Clark, Dunn, Eau Claire, Jackson, Pepin, Pierce, St. Croix and Trempealeau)

Coordinator: Joan Frey-Pospishil
718 W. Clairemont Avenue
Eau Claire, WI 54701

Phone: (715) 836-2831
Fax: (715) 836-2807
E-mail: joan.freypospishil@dot.wi.gov

Northwest Region - Superior

(Counties: Ashland, Barron, Bayfield, Burnett, Douglas, Polk, Rusk, Sawyer, Taylor, Washburn)

Coordinator: Joseph Whirry
1701 N. 4th St.
Superior, WI 54880

Phone: (715) 392-7930
Fax: (715) 392-0879
E-mail: joseph.whirry@dot.wi.gov

Statewide Bureau - Madison

James Merriman
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4802 Sheboygan Avenue, Rm 501
Madison, WI 53707-7986

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