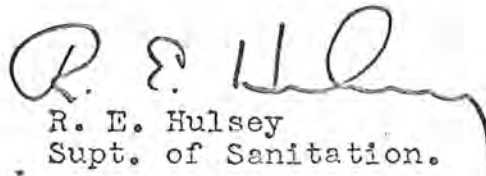


DUTIES OF THE COORDINATOR IN THE
SUMMERTIME CLEAN UP PROGRAM

1. Devote his full time to this program.
2. Make yourself available to the 6 City Services Coordinators at all times, giving them your radio number, home telephone number, etc.
3. You will be under the supervision of the special services division of the Sanitary Department.
4. Keep the special services division informed of your activities, records must be kept so that we may evaluate our program from time to time to determine if we are getting the maximum effort.
5. Close cooperation must be maintained with the district inspectors and the trash supervisor.
6. Cooperate with the police department in removing abandoned automobiles from the public streets.
7. Cooperate with EOA, ABC, and NYC in their efforts to clean up the areas involved. Know where the rubbish will be and have trucks available to remove same on time.
8. Cooperate with the Atlanta Children & Youth Service Council in the Rodent Control program that will begin this summer and last through March 1969. Mr. Sperr will head up this program for us, it is suggested that you talk with him in order to eliminate any overlap.
9. Be available for complaints.
10. In cooperation with district inspectors, remove all abandoned cars from private property possible.

Special Note:

You are the key to this program, everything you might be expected to do cannot be spelled out for you. Be assured that you will get all the backing necessary to do a good job.


R. E. Hulsey
Supt. of Sanitation.