



OPERATION CARE

Standard Conditions for Serving Refreshments in Rest Areas

Public service non-profit organizations may be granted permission to use rest areas at holiday periods for serving non-alcoholic refreshments to the traveling public under the following conditions. A copy of the permit shall be posted in a visible location at the designated serving area. **Failure to comply with these conditions will result in the suspension of the permit and loss of permit privilege for a minimum of one calendar year.**

Federal regulations require that all organization volunteers wear an approved Class II safety vest at all times while participating at each facility. Michigan Department of Transportation will initially provide 4 vests to each group. If your organization decides to no longer participate with Operation CARE the vests are to be returned to the state police coordinator.

1. An Operation CARE Application and Permit, (Form 2205O) must be submitted to the Michigan State Police, Traffic Safety Division, and **30 days in advance** of the scheduled activity listing each rest area and/or Welcome Center and time period.
2. The permit application must be approved by the Michigan Department of Transportation (MDOT) before the activity can commence. Pre-determined dates have been selected for each Operation CARE holiday and are **non-negotiable**.
3. The activity must be conducted for the express purpose of improving the safety of highway travel and not primarily as a fund-raising, or advertising activity.
4. The permitted operation must be conducted so that:
 - a. The motoring public is protected from potential safety hazards.
 - b. Highway surfaces, structures, and public and private property are **not** damaged. Any alteration to the site must be approved by Michigan Department of Transportation (MDOT). Please refer to the enclosed MDOT Region Contact List for the local MDOT office.
 - c. There is **no** interference with the free flow of traffic within and around the facility.
 - d. The rest area's normal function is not disrupted.

5. Prior to the initial holiday weekend, a map indicating the designated serving area will be sent to the groups with permits. The designated serving area may be changed by MDOT if:
 - a. The site poses a threat to public safety.
 - b. An outside power outlet becomes available.
 - c. The site causes damage to turf or landscape areas.
 - d. The site creates an obstruction to exit or entry of the buildings or parking lot.

Any changes in designated serving area must be approved by MDOT prior to the holiday period.

6. The activity must be carried on solely within the rest area and within the designated serving area as assigned and identified by MDOT.
7. No advertising signs will be permitted along the highway promoting the organization or activity, except for the authorized **CARE** banner. This banner shall be attached to the lower half of the "Rest Area Ahead" sign without obstructing the message of the sign itself. This sign is normally located approximately one (1) mile in advance of the rest area. If your organization needs an Operation CARE banner, please contact the Michigan State Police, Training Division. **Note: If your organization decides to no longer participate with Operation CARE the banners are to be returned to the state police coordinator.**
8. Refreshments and snacks allowed to be served are as follows:
 - a. Non-alcoholic refreshments shall be dispensed and served in 8 ounce cups or smaller.
 - b. **Only store purchased cookies and donuts may be served.**
 - c. Foods that consist, in whole or in part, of milk products or eggs are potentially hazardous shall not be allowed. Specifically, only dry creamer shall be allowed. Cream or custard filled donuts are not allowed.
 - d. All utensils are to be single service and discarded after initial use.

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9. The refreshments must be provided free of charge. Donations may be received without solicitation. Organization members shall not intentionally divert the public away from the Blind Enterprise Program vending areas.
10. Any money donated shall be kept in an opaque container with a lid, and the money shall **not** be left in the open.
11. MDOT will furnish two signs indicating:” Refreshments Free, Donations Welcome.” These signs shall only be displayed at the designated serving area. Signs must not be posted on or near the Blind Enterprise Program vending machines, vending shelter, or any rest area building.
12. A sign with the organizations name will also be allowed at the designated serving area.
13. If donations are accepted, then an additional sign near the opaque container may say “Donations”. The size of this sign shall **not** exceed the (11“x 17”) size of the MDOT furnished “Refreshments Free, Donations Welcome” sign.
14. All organizations members must wear an approved Class II safety vest at all times while participating at each facility. A limited number of vests will be distributed by MDOT, one time. If the vest(s) are lost the organization is responsible for replacing them.
15. The organization members must agree to suspend serving refreshments temporarily if heavy patronage impedes normal vehicular or pedestrian use of the rest area, or if the activity overloads existing water or sewage facilities.
16. Organization members are responsible for the clean and sanitary upkeep of the area and materials generated by their activity.
17. The organization members must agree to restore the designated serving area to its original condition when the activity is completed. This includes providing trash receptacles, disposal of trash **off site**, pickup and disposal of litter generated by the activity. Inspection of the designated serving area will be performed by MDOT within 24 hours of the close of operation. The organization will be notified of any permit violations by MDOT personnel.
18. Organization members shall park personal vehicles, which are **not** necessary to the activity, away from the vending machines, vending shelter, any rest area building, any sidewalk, the designated serving area, the rest area entrance and exit ramps. Depending on conditions at the rest area noted in the permit, MDOT may limit the number of vehicles allowed in the rest area from the organization. Vehicles shall **not** be parked on the grass. Where/when approved, one trailer, small motor home or tent may be set on the grass in a location adjacent to the sidewalk where designated by MDOT.

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19. Existing electrical services may be utilized only when adequate for the anticipated demand and accessible to assigned location. Electrical service is limited to one or two (depending on the location) 110 volt, 20 amp service outlets. If the permittee exceeds these circuit capacities, they will be responsible for any and all charges related to repairing/correcting the problem. Hoses shall **not** be connected to any rest area/welcome center water outlet. Power cords shall **not** cross sidewalks or be used in any manner that may cause a safety hazard.
20. Handout material must be limited to safety or tourist information material. **Any material not related to safety or tourism shall not be distributed.**
21. Consumption or distribution of alcoholic beverages is **prohibited.**
22. An adult representing the organization must be in attendance at all times and will be designated as the individual accountable for the organization's conduct and operation.
23. **No** equipment shall be brought into the rest area, and **no** on site preparation shall begin prior to 6:00 a.m. on the starting day indicated on the permit. The designated serving area shall be restored to its original condition, all activity shall cease, all equipment and materials shall be packed, the site shall be picked-up and cleaned, and all trash shall be stored for off-site disposal, by 12:00 midnight on the last day indicated on the permit.
24. Each organization member represents, **not** only their organization, but all of the other organizations working across the state in cooperation with MDOT and the Michigan State Police. Personal demeanor and cleanliness is of the utmost importance.
25. The organization shall hold harmless the Michigan Department of Transportation and the Michigan State Police and their employees from injury or harm arising from the activities of the permit.