

## PASADENA CLEAN STREETS TASK FORCE WORK RELEASE PROGRAM

All work release participants work outside. These are public facilities and you are required to dress properly, clean jeans with **NO holes, NO shorts, NO saggy pants, NO Capri's & NO Pajama Bottoms.** Clean plain **LONG** shirts with NO logos, NO midriffs or halter tops, **NO open toed shoes or sandals, NO CROCS and NO tank tops or sleeveless shirts).**

- **MEN** ARE REQUIRED TO BRING SAFETY GLASSES & BANDANA OR DO RAG FOR YOUR HEAD (**ball caps do not work under hard hats**), AND **GLOVES.**
- **WOMEN** ARE REQUIRED TO WEAR A **SHIRT THAT IS 3 INCHES BELOW YOUR BOTTOM.** IT IS RECOMMENDED THAT YOU WEAR A HAT TO KEEP THE SUN OFF YOUR FACE. DO NOT BRING A PURSE THERE IS NO PLACE TO SECURE IT HERE.
- **ALL WORK RELEASE PARTICIPANTS ARE TO BRING PHOTO ID AND LUNCH OR LUNCH MONEY EVERY DAY!**

1. **DO NOT** report to work with any type of weapon or pocketknife, **NO EARBUDS (CELL PHONES CAN ONLY BE USED ON BREAKS AND LUNCH).**
2. *Leave all your valuables and jewelry at home, there is no place to secure them.*
3. **SHOW UP ON TIME! Monday thru Thursday and 1<sup>st</sup> & 3<sup>rd</sup> Saturday 6:30 am to 2:45 pm WITH YOUR PHOTO ID!!! \*\*\*\*IF YOU ARE LATE, YOU WILL BE SENT HOME! \*\*\*\***
4. **DO NOT REPORT TO WORK WITHOUT YOUR ENVELOPE FOR THE 1<sup>ST</sup> DAY ONLY.**
5. **DO NOT REPORT TO WORK UNDER THE INFLUENCE OF DRUGS OR ALCOHOL, IF IT IS SUSPECTED THE POLICE DEPARTMENT WILL BE CALLED WITHOUT WARNING!**
6. It is your responsibility to notify Clean Streets of any medical problems or restrictions you have, such as pregnancy. If it affects your personal health or your ability to complete an assignment, we need to be made aware. You may have to return to the Courts for another assignment.
7. **You MUST work an eight-hour day unless it's your last day and you only have a few hours. If you leave early, you must bring an excuse or proof of why you need to leave on letterhead.**
8. **NO ONE** under the age of 21 will be allowed to smoke or dip. You **CANNOT** have tobacco or any other paraphernalia in your possession.
9. Your hours must be completed in a reasonable time. Participants from the **Pasadena Municipal Courts ARE REQUIRED to work at least 2 days (16 hrs.) a month.** Harris County participants **ARE REQUIRED to work at least 1 day (8 hrs.) a month.** All other participants must complete the assigned hours by the due date given by the courts or probation officers. **Any participant that does not work any hours in a 60-day period will be expelled.** All extensions must be granted by the assigned Judge and proof submitted to Clean Streets.
10. Each participant MUST keep up with the number of hours they worked.  
**ON SATURDAY'S ONLY THERE IS NO OFFICE STAFF TO ANSWER PHONES SO PLEASE DO NOT CALL!!!**