

David Dewett Veterans Memorial
Wayside Maintenance
Standard Operating Procedure

THANK YOU for your veteran organization's help in maintaining the David Dewett Veterans Memorial! This document is to serve as the standard operating procedure for the care and maintenance of the wayside by volunteer groups. We ask that all veteran groups who participate treat the wayside for what it is, a living memorial honoring our nation's heroes and their families. This memorial is invaluable to our local veterans and their families, as well as to travelers from around the world who stop at this wayside to remember the sacrifices made by those who served our country, and to begin to heal. The David Dewett Memorial is a living monument to all veterans and their families. Those who wish to honor their own or their loved one's service are welcome to purchase a memorial brick. The information about their service to this nation as well as their life can be detailed on a brick so that visitors can pay their respects. Other monuments and markers honor this nation's ***Prisoners of War/Missing in Action (POW/MIA), Blue Star families and Gold Star families, and a Battlefield Cross*** for the fallen. This entire memorial was built through the foresight and dedication of Pointman Ministries Outpost 101 and local donations.

I. OVERSIGHT

All oversight, changes and final decisions regarding the Memorial will be solely made by Pointman Ministries Outpost 101. Pointman will continue to hold and administer all contracts and utilities concerning the wayside. Southwestern Oregon Veterans Outreach (SOVO) will manage the scheduling and requirements for volunteer veteran organizations who choose to participate in the monthly wayside care and maintenance schedule.

II. MAINTENANCE

Grass will be cut and trimming/edging done around the monuments, sidewalks and picnic tables as needed – warmer months weekly, less often during the colder months. Care should be taken not to damage any monument areas. The trimmings should be swept from the monuments and sidewalks. The shrubs around the main monument will be pruned as needed and clippings removed. Grass and other plants grow in the gravel and between the spaces (including the bricks) around the monuments. These weeds should be pulled or sprayed as needed. There is water available as well as electricity, replace hoses and covers after use. The monuments will need to be washed down monthly or sooner if needed to remove dirt, stains, bird droppings, etc. Trash is removed weekly by Les' Sanitation, but often the trash can overflow its container and be spread by birds. Excess trash will have to be picked up and removed as needed.

III. FLAGS

Each veteran organization will be responsible to furnish an American flag, Oregon state flag, and a POW/MIA flag. All flags must be 5' x 8' and weather/wind proof. The wind and sun will destroy low-quality flags within days. If assistance is required in finding flags please contact SOVO prior to your organization's volunteer months. Pointman is working to purchase and raise a flagpole near the main monument for any veteran organization flag during their volunteer months.

IV. VOLUNTEER HOURS LOG

Veteran organizations furnishing volunteers for wayside maintenance are asked to keep a record of volunteer hours worked in your scheduled months. Pointman Ministries and SOVO use these volunteer hours as in-kind donations to leverage foundation grants and larger contributions. Attached is a template for logging hours worked during your scheduled time. Remember to log TOTAL hours for all volunteers – no need to break down individual hours worked. Once your scheduled months are completed and your log filled out, you can email the log to SOVO at desk@sovoservesvets.org.

David Dewett Veterans Memorial – Volunteer Maintenance Log

Name of Organization

Primary Contact:

Telephone/Email:

Date	Number of Volunteers	Activity	Total Hours Worked
EXAMPLE:			
01/06/24	7	Mowing, weeding, trash removal	14
TOTAL HOURS:			