

Safety Officer Book Judging Guidelines

The Safety Officer's book and reports are to be completed and turned into the Extension Office by September 11, 2020. Two outstanding Safety Officer Books will be chosen, IF, at least two are truly outstanding (no books or only one book may receive awards depending on the quality of the books submitted).

Safety officers should submit a notebook detailing the safety activities done in their club. The safety officer handbook is available [HERE](#) or by going to erie.osu.edu. (Click on 4-H Youth Development, then Officer Books. Under 'Print Your Officer Books' click the link to be taken to the Ohio 4-H website.) This handbook does not provide space to record the information below and should primarily be used as a reference.

Books will be evaluated for awards and for honor club points based on the following:

- There should be a record of safety activities conducted with a goal of completing at least three activities during the year. **Well-written reports on each health activity done by the club should be included, and each report should include who participated, when the activity took place, and what took place.** Be sure to keep a record of who participated in the activity. This can be done by referencing the Secretary's roll call.
- Quantity, quality, and creativity of safety activities will be considered when selecting outstanding books and when awarding honor club points.
- Sources of information that were used or presented should be cited.
- The book should be well organized, neat, and attractive looking.

