



OH Conference Local Club Inspection and Evaluation

You will find an Inspection Form enclosed in your “Adventurer Handbook”. Below is an explanation of this form.

This form is to be used by your Area Coordinator(s) when conducting an inspection of your club. You will notice that a scaled points-system is now being used to evaluate your club. You will be responsible to arrange with your Area Coordinator(s) to have your club re-inspected.

Below are some guidelines for using this new form:

1. Formation

For a “formal” inspection, the Adventurers will form in ranks by the club as a whole. The inspector may hold the club at attention throughout the inspection or direct the leader to give at ease to units or ranks as they wait to be inspected. These units or rank, however, will be called back to attention by the club director when the inspector begins inspection.

2. Drill

Immediately after the inspection in ranks before they are dismissed, the Adventurers will be given a few simple drill movements. In many clubs the drill area may be limited. However, the following movements should be done correctly and precisely:

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|----------------------------------|------------------------|
| a. Hand Salute | d. Dress Right Dress |
| b. Present Arms and Order Arms | e. Right and Left Face |
| c. Parade Rest and Stand at Ease | f. About Face |

3. Uniforms

Since the Adventurers will be notified of a “formal” inspection in advance, it will be expected they will be in their complete official Adventurer uniform, including the scarf and sash. Every Adventurer will have the required insignia sewed on correctly.

The Inspection Form gives detailed information of what the Class “A” uniform is comprised.

4. Courtesy & Discipline

When the inspection is being made, ask some of the Adventurers questions to see how they answer. All questions answered by the Adventurer should be followed by “Sir” or “Ma’am”. There will be absolutely no talking during any formation while the Adventurers are at the position of attention or at ease.

Watch for courtesy of Adventurers to their leaders throughout the entire inspection of the club, not just during the formation. Are they polite and considerate of one another?

Watch to see if the Adventurers obey orders promptly and cheerfully. Visit their classes and see if they are attentive and whether or not they listen to instructions and other information that is given. During any devotional part of the program, Adventurers should be especially reverent.

5. American and Adventurer Flags

Each club should have an American flag and an Adventurer flag.

6. Club Banner

The club banner should be displayed.

7. Club Program

The club program should be well planned and balanced and should go off as scheduled. The meeting should open and close on time, and all other segments should begin and stop at the appointed period. The following should be included in every club meeting:

- | | |
|--------------------------------|------------------------------|
| a. Pledge to the American Flag | e. Awards/Stars/Chips |
| b. Adventurer Pledge & Law | f. Classes and/or Activities |
| c. Adventurer Song | g. Closing Prayer |
| d. Opening Devotional | |

8. Club Records & Emergency Preparedness

Clubs are to have on file copies of each Adventurer application and their related medical information.

Clubs need to be prepared to handle emergency situations that could arise during club time. The inspector will ask questions concerning the items listed under this heading and may also request to see these items (fire extinguisher, first-aid kit, phone, etc.) Clubs should routinely conduct fire drills.

If you have questions concerning this form, please feel free to contact your Area Coordinator or OH Adventurer Resources at (937) 741-0240 or youth@ohioadventist.org.