



# OKLAHOMA ADVENTURER RECORDKEEPING INSPECTION

\_\_\_\_\_ Club

Each section is worth 10 points.

Date of inspection: \_\_\_\_\_

- I. Medical/Health Records  
A. Organization.....  
B. One for each member.....
- II. Monthly Reports  
A. Organization.....  
B. One for each month.....
- III. Conference Registration  
A. Certificate.....  
B. Display.....
- IV. Awards  
A. Organization.....  
B. Award Forms.....
- V. Programming  
A. Organization.....  
B. Calendar.....  
C. Programs..... (outline, info, material, etc).....  
D. Future Plans/Goals.....(newsletters, communication to parents, trip info, etc.).....

TOTAL: \_\_\_\_\_ out of 50

\_\_\_\_\_  
Signature of Area Coordinator/Inspector

\_\_\_\_\_  
Signature of Director