LEVEL UP
2026 - 2027

NYS SkillsUSA

OCCUPATIONAL HEALTH AND SAFETY

PURPOSE

To evaluate the chapter's activities in the promotion of good health and safety habits in the shop, laboratory and on the job.

ELIGIBILITY (TEAM OF THREE)
(FOR BOTH SINGLE AND MULTIPLE CHAPTERS)

All state first-place winners will be entered in the national competition. Each school may enter one high-school single- and one multiple-section entry.

CLOTHING REQUIREMENTS

NYS SkillsUSA Official Attire:

- Official red blazer, NYS Black Jacket, the older red national windbreaker or older red sweater and the Black or red Jacket from Nationals.
- Button up, collared, white dress shirt (accompanied by a plain, solid black tie), white blouse (collarless or small-collared) or white turtleneck, with any collar not to extend into the lapel of the outer layer coats
- Black dress slacks accompanied or black dress skirt (knee- length). Note: Wearing socks or hose is no longer required. If worn, socks must be black dress socks, and hose must be either black or skin-tone and
- seamless/nonpattern.
  Black shoes, that are not backless or open toe.

Note: **Contestants must wear their contest clothing to the contest orientation meeting. Also bring #2 pencil, resume, and safety assurance form.**

EQUIPMENT AND MATERIALS

1. Supplied by the technical committee:
   a. One table
2. Supplied by the competitor:
   a. Computer with a projector.
   b. All competitors must create a one-page resume. See "Resume Requirement" below for guidelines. Additionally, and as part of the competition, competitors will submit a hard copy of their resume at orientation.
   c. WiFi is not guaranteed, please make sure all presentations are downloaded.

RESUME REQUIREMENT

Competitors must create a one-page resume to submit at orientation.

DEADLINE

The safety entry will be brought to the NYS Leadership and Skills Conference (NLSC) and submitted to the state Occupational Health and Safety technical committee at the competitor orientation meeting.

EXHIBIT OF ENTRIES

Safety entries will be displayed following the judging. Observers will be allowed to view them until 3 p.m. on Thursday.

PICKUP OF ENTRIES

Notebooks must be picked up by 3 pm on Thursday by the student(s) or the advisor. NYS SkillsUSA will not be responsible for any notebook left behind.

PROHIBITED DEVICES

Cell phones or other electronic devices (smart watches, smart glasses, etc.) not approved by the NYS Chairperson will be collected by the contest chair during the competition. Chairpersons will announce their acceptance by listing it on their standard or at the orientation meeting. In case of emergencies advisors should allow the competitors to take their phones to the contest areas.

If the competitor uses their device in a manner which compromises the integrity of the competition, the competitor's score may be penalized.

SCOPE OF THE COMPETITION

KNOWLEDGE PERFORMANCE

There is no written knowledge exam for this competition. Competitors are required to take the NYS SkillsUSA professional development test at orientation.

SKILLPERFORMANCE

The competition consists of an evaluation of a chapter's safety activities presented as a professional portfolio in either an official SkillsUSA 3-ring binder or an official SkillsUSA scrapbook.

COMPETITION GUIDELINES

1. **Awards will be presented in two categories: single and multiple chapters.** ***Note:*** **A school may enter both categories of competition.** All activities documented in the entry must reflect only the efforts of the students and advisor[s] of the section[s]. You may not take credit for school functions or projects conducted outside of SkillsUSA sponsorship.
   a. "Single chapter" refers to a SkillsUSA chapter that represents one occupational area regardless of the number of members. Multiple-teacher departments with the same vocational classification will be recognized as a single chapter. (For example, a three-teacher cosmetology department would be entered as a single chapter; an Auto Service Technology I and Auto Service Technology II program would be a single chapter.) All work-based learning or coop/cooperative programs in a school will be considered one chapter.
   b. "Multiple chapter" refers to an entry that represents more than one occupational program. (Example: a cosmetology program and a graphic arts program completing an entry together would be a multiple section.) There must be at least one member from each program on the Health and Safety Committee.
   c. A single- or multiple-chapter entry must complete all categories in the competition.

2. The entry
   a. Must contain verification, proof or evidence of the activities represented. All articles and materials must be dated.

   b. The professional portfolio must be in either an official SkillsUSA 3-ring binder or an official SkillsUSA scrapbook. A 20-point deduction will result from the use of any other type of binder or notebook.
      Note: Different pages may be substituted for pages supplied in the official SkillsUSA scrapbook, or the pages may be covered; however, both front and back covers must be used without alteration. Ten points will be deducted for alteration.

   c. Must contain no more than 75 sheets of paper. Both surfaces of the 75 sheets may be filled for a maximum of 150 surfaces.
      Note: if an official SkillsUSA scrapbook is used, all pages must be the size of the official SkillsUSA bin paper.

d. ***Penalty*:** Five points per surface (10 points per sheet of paper) will be deducted for exceeding this maximum.
Note: A surface is only that material which can be pasted or glued to the basic scrapbook paper. Any pockets, foldout pages, multiple pages, or similar features will count as additional surfaces and will be subject to penalty, except where specifically stated otherwise. Laminated/plasticized pages are not allowed, as they are difficult to judge and make the books too thick. Books with laminated/plasticized pages will receive a 100-point penalty.

Note: For scrapbooks over 2 inches thick, it is suggested that bolts be used. Binder post screws tend to break in thick books.

e. Teams must also use an electronic presentation in conjunction with their notebook during the presentation to the judges. This electronic presentation can be a PowerPoint, Prezi, Google Slides, or other electronic format that can be provided to the judges in advance. The electronic presentation must be submitted on a flash drive during the orientation meeting.

f. The electronic presentation can contain no more than 50 slides.

g. ***Penalty:*** 10 points per slide will be deducted for exceeding this maximum.

3. The competition will consist of four health and/or safety projects conducted by a special Health and Safety Committee.

   Note: The committee cannot be referred to as the OSHA Committee. "OSHA" can only refer to the Occupational Health and Safety Administration.

4. The Health and Safety Committee must have a minimum of three members. Once the Health and Safety Committee is appointed by the chapter president, the committee must document at least one regular meeting a month during the school year with Health and Safety Committee minutes that show the progress of the committee and its projects.

5. The entry will verify all activities from the time the Health and Safety Committee first meets, until all projects are completed. A single project may cover an entire school year, or it may be a short-term project. All articles and materials must be dated.

Penalty: A five (5) point deduction will be applied to each article or material that is not dated. All projects must be conducted within SkillsUSA sponsorship

6. All photographs, news articles, announcements, official letters, and other evidence that substantiates a project must be dated. Points will be awarded only for committee activities that were accomplished during the year in which a chapter enters. Use of news articles, pictures or other materials dated or acquired prior to that year may result in a points deduction.

   Penalty: A five (5) point deduction will be applied to each article or material that is not dated. All projects must be conducted with SkillsUSA sponsorship.

7. The entry will be organized in the following sequence:
   a. Title Page.
      1.) Name of school.
      2.) Name of state.
      3.) Names of the Health and Safety Committee members.
      4.) Names of all occupational programs involved in the Health and Safety Committee.
      5.) High school or postsecondary chapter.

   b. Table of contents with page numbers:
      The project category (see Project Categories section) for each project must be clearly identified in the table of contents. All pages of the notebook must be numbered, including blank pages.

   c. Calendar of events of all chapter activities including dates of Health and Safety Committee meetings.

   d. Introduction
      1.) A description of how and why your chapter(s) decided that health and/or safety was to be included in the SkillsUSA chapter's yearly program of work.
      2.) Documentation as to how the specific areas of health and/or safety were selected for emphasis.

   e. Minutes of all official chapter business meetings that set the stage and gave direction or supported your projects.

      Note: These are minutes of the SkillsUSA chapter that should include the committee reports of the Health and Safety Committee. They are *not* Health and Safety Committee minutes.

   f. Four health and/or safety projects

PROJECT CATEGORIES

There must be a total of four occupational health and/or safety projects, which must be selected from the five categories listed below. Two projects may be selected from one category with at least three different categories used. Failure to cover at least three categories will result in disqualification. Each project ***must*** begin with a cover page that clearly identifies the project category selected from the five project categories.

1. **Shop/Laboratory Health and Safety Survey.**
   The survey form in the technical standards may be used, or a customized survey prepared to fit a chapter's specific needs may be used. If a customized survey is used, it must be of industry quality. The survey may be one used by a local industry.
   a. Describe all aspects of implementing the survey, including planning, conducting the survey, subsequent action, and final reporting.
   b. Describe any action taken as a result of identifying possible hazards as shown in the survey. Corrective action should be part of any survey.
   c. A separate survey and description must be completed for each occupational area covered.
2. **Machine and Equipment Safety**
   Describe in detail the safety instruction provided in a selected shop/laboratory regarding the operation of all power machines and equipment as well as general safety instruction. Included in the description must be documentation of dates of all instructor classroom safety demonstrations, copies of classroom safety rules, listing of safety-related audiovisual materials shown in class and other pertinent information.
3. **Workplace Inspection**
   a. Visit a workplace to learn firsthand the degree of health and safety measures provided by an employer to the employees or customers.
   b. Compare the health and safety concepts taught in the classroom to those encountered in the workplace.
   c. Describe in detail the planning, site visit and general observations regarding health and safety practiced at the workplace.
4. **Specialized Health and Safety Project**
   a. Develop a health and/or safety project chosen from the following categories. Document all activities involved in the project.
      1.) 10-hour OSHA Industry Credentialing (Career Safe).
      2.) Safety in lifting and moving heavy objects.
      3.) Heat stress.
      4.) Occupational respiratory protection.
      5.) Indoor air pollution safety.
      6.) Personal protective equipment/Industrial protective clothing.
      7.) Occupational vehicle driving.
      8.) Plant/school building safety.
5. **Other Industrial or Occupational Health and Safety Project**
   Other industrial or occupational health and safety concerns as identified by the chapter safety committee. The focus of any such project must be on industrial or occupational health and safety.

PROJECT CRITERIA

Each project should be documented in such a way that it would tell a complete story if removed from the notebook. The documentation must cover the following items.

1. **Project Planning.**
   Describe how interest was generated within your chapter for the specific safety project. Why was the project selected, or what was the need? Describe the steps the Health and Safety Committee followed to plan the project.

2. **Scope of Activities.**
   Identify the committee members and all others who actually participated in the project. The amount of work and time that goes into a project will be considered when evaluating the project. All photographs, news articles, announcements, official letters, and other evidence that substantiates the project should be included and dated.

3. **Committee Minutes.**
   All Health and Safety Committee minutes related to the project should be included in each project. Minutes must follow the style set forth in the "Finalized Form of the Minutes" section in *Robert's Rules of Order*. Only include committee minutes if they document discussion and planning of the specific project in which they are included. Duplicate minutes that discuss more than one project should appear in each project. One meeting each month is required once the Health and Safety Committee is appointed. Each project does not have to be discussed at each committee meeting. Minutes must be dated and signed.
4. **Results Achieved.**
   Describe and document the full impact that the project had on individuals, schools, businesses, industry, and the community in general as appropriate to the project. Report positive and negative (if any) outcomes of the project. Include any data collected.

5. **Layout/Presentation.**
   Neatness, clarity, organization, and presentation of material will be evaluated. Errors in spelling, punctuation and grammar will result in a reduction of points.

6. **Presentation**
   A team of three will represent the chapter in a live professional presentation. The purpose of the presentation is to provide the judges with an overview of the chapter's Occupational Health and Safety projects. All team members must take an active part in the presentation.

   Note: Presentations should provide a clear sense about the project's planning timetable and process — how the project was initiated, organized, implemented, evaluated, and celebrated. Students will have an opportunity to explain how they approached various activities and how the activities benefited their class and/or school.

   The Health and Safety Committee whose names appear on the title page of the notebook will make a presentation to a panel of judges. This presentation cannot exceed ten (10) minutes in length, followed by a question-and-answer session with the judges, not to exceed five (5) minutes. The competitor(s) will be asked questions pertaining to the projects.

STANDARDS AND COMPETENCIES

OHSS 1.0 — Identify and conduct four health and/or safety projects planned by a special health and safety committee.

1.1. Evaluate potential success of project prior to planning.
1.2. Identify appropriate projects for your committee.

OHSS 2.0 — Design a binder that displays four health and/or safety projects completed by the chapter.

2.1. Document all safety committee activities in the safety committee reports.
2.2. Date all material and articles.
2.3. Describe how interest was generated within the chapter for the specific safety project.
2.4. Explain why the specific safety project was selected.
2.5. List the steps the Health and Safety Committee followed to plan the project.
2.6. Document at least one regular meeting a month during the school year with minutes that show the progress of the projects (meeting of the Health and Safety Committee).

OHSS 3.0 — Organize a Project portfolio according to competition guidelines.

3.1. Create and use a title page.
3.2. Design a table of contents with page numbers.
3.3. Include a calendar of events of all chapter activities with dates of safety committee meetings and activities
3.4. Write an introduction.
   - 3.4.1. Describe how and why your chapter decided that health and/or safety was to be included in your yearly program of work.
   - 3.4.2. Document how the specific areas of health and/or safety were selected for emphasis.

3.5. Include minutes of all official chapter business meetings (not safety committee minutes) that set the stage and provide direction or support for the safety projects.
3.6. Identify and describe each completed project.
   - 3.6.1. Describe why each project was selected/what the need was.
   - 3.6.2. Describe in detail how interest was generated within your chapter/chapters for each safety project.

3.6.3. Describe the steps the Health and Safety Committee followed to plan the project.
3.6.4. Document the activities that took place to implement the safety project.
3.6.5. Include news articles, announcements, photographs, official letters, and other evidence that substantiates the activities involved in the project.
3.6.6. Identify all committee members and other individuals who participated in the safety project.
3.6.7. Include related committee meeting minutes.
3.6.8. Describe and document in detail the full impact that the project had on individuals, programs, schools or others.
3.6.9. Report on the impact, if any, that the project had on improving safety attitudes or behavior.
3.6.10. Present follow-up data, if possible, documenting the change in safety attitudes or behavior.

3.7. Use principles of effective layout and presentation.
3.7.1. Present information in a way that facilitates clarity, ease of understanding, organization, neatness, and overall presentation of the materials.
3.7.2. Use proper spelling, grammar, and punctuation.

OHSS 4.0 — Complete an interview that meets workforce development guidelines.

4.1. Introduce yourself professionally.
4.2. Display good posture and appropriate dress and grooming.
4.3. Demonstrate knowledge of the safety projects presented in the scrapbook.
4.4. Respond to four to six questions from the judging panel.
4.5. Provide examples of health and safety activities not presented in the scrapbook.
4.6. Discuss strengths and weaknesses of the chapter's health and safety initiatives.

SkillsUSA
New York State

Championships for 2025

Special Instructions to Contestants

Date submitted: 3/11/26

Contest Name Occupational Health & Safety

Chairperson: _____

List any new special instructions for the contestants that are not listed or might be changed from the New York SkillsUSA Technical Standards for 2025. DO NOT list requirements already printed in the NYS standards.

Deleted Materials & Supplies

Resumes should be brought to orientation Wednesday evening

Nothing needs to be submitted beforehand. Bring notebooks to orientation.