

Deadline: **Due annually by August 20, 2026**

Required From: All 5450 Club Presidents

### Why This Matters

Compliance is not just paperwork—it is our Safety Gold Standard.

- Protects vulnerable youth and at-risk adults.
- Shields your club and volunteers from liability.
- Upholds the integrity of the Rotary International brand.

### Who Must Submit?

**EVERY CLUB-EVERY YEAR:** All clubs with or without Programs must review the Club Eligibility Requirement Flow Chart, and complete the Online Compliance Form

*Even if your club anticipates no contact with youth or at-risk adults for the 2026–2027 Rotary year, you are still required to submit the online Club Compliance Form. To do so, simply select the "Exemption" box, provide your club's name and current service projects, and complete the signature section. Additionally, all clubs must review the D5450 & RI Youth & At-Risk Policy; please confirm your attendance or, if you missed the session, ensure you review the policy independently. No further action is needed unless your club begins working with these populations, at which point you must immediately contact Youth Protection.*

### Three Steps to Compliance:

1. **REVIEW:** Check the Club Eligibility Flow Chart on the District website, which provides further steps your club needs to take to be in compliance.
2. **ADOPT:** Ensure your Board has formally adopted the District 5450 Protection Policy, have some kind of program that educates members on the subject. As a resource, please feel free to use the Youth At Risk Club Presentation, which will also review best practice. The presentation can be located at <https://rotary5450.org/sitepage/youth-at-risk-protection>
3. **SUBMIT:** Complete the online Affirmation Form a/k/a Club Compliance Form by August 20.

### Contact Definitions

- **Infrequent/Occasional:** Incidental or "one-off" a non-significant program, not recurring
- **Frequent/Recurring:** Regular, repeated, or a significant program or event (e.g., RYLA, Exchange, Interact, or an Easter Egg Hunt, Duck Derby).

#### **Rule of Thumb:**

*When in doubt, error on the side of caution and treat as Frequent when determining what best for your club.*