

Community Education Overtime Shift

Please retain this form for four (4) Fiscal Years.

You may upload these forms as an attachment in GEARS
The UHSO may review these records for auditing purposes.

Officer Name		Badge #		Employee #			
Agency				Time Start		Time End	
Event Name		Activity Date		Miles Traveled (estimate)			
Total Hours Claimed		Hourly Wage Straight Time					
Event Location							
Type:	☐	Community Event/Booth	Other:				
	☐	UHP PI&E					
Engaged with		(# of people)	Agency Requesting Outreach				

Safety Topics Discussed:

☐	Click It Or Ticket/Seatbelt Safety	☐	Distracted Driving
☐	Child Passenger Safety	☐	Impaired Driving
☐	Pedestrian Safety	☐	Older Driver Programs
☐	Bicycle Safety	☐	Driver Education
☐	Motorcycle Safety	☐	Adopt A High School
☐	Other		

Audience Race/Ethnicity: (check all that apply)

☐	American Indian or Alaska Native	☐	Hispanic or Latino
☐	Asian	☐	Native Hawaiian/Other Pacific Islander
☐	Black or African American	☐	White

Age Range: (Check all that apply)

☐	Under 16	☐	40-49
☐	16-20	☐	50-59
☐	21-29	☐	60-69
☐	30-39	☐	70+

Additional Comments or Information: Include any additional details e.g. speaker or officer addressed the community in another language, including dual language educational materials provided and any information that includes community/demographic information on underserved communities such as minority groups or teens.

I certify the above information is correct

Approved By:

Officer Signature and Date

Supervisor or Team Leader Signature & Date

If applicable please attach any photos of the event with this form.