

Penobscot County 4-H Policy and Guidelines Manual

This packet has been written to familiarize 4-H members, parents and leaders, fair officials and 4-H animal show judges with the “big picture” of 4-H, and the knowledge, skills, and attitudes the program strives to develop in 4-H members.

Policy (things you must do):

- IAFE (International Association of Fairs and Expositions) National Code of Show Ring Ethics
- Excerpts from the Maine 4-H Policy and Guideline Manual

Guidelines (best practices; things you should do):

- Penobscot County 4-H Guiding Principles and Goals

IAFE (International Association of Fairs and Expositions) National Code of Show Ring Ethics

Exhibitors of animals at livestock shows shall at all times deport themselves with honesty and good sportsmanship. Their conduct in this competitive environment shall always reflect the highest standards of honor and dignity to promote the advancement of agricultural education. This code applies to junior as well as open class exhibitors who compete in structured classes of competition. This code applies to all livestock offered in any event at a livestock show. In addition to the “IAFE National Code of Show Ring Ethics”, fairs and livestock shows may have rules and regulations which they impose on the local, county, state, provincial and national levels.

All youth leaders working with junior exhibitors are under an affirmative responsibility to do more than avoid improper conduct or questionable acts. Their moral values must be so certain and positive that those younger and more pliable will be influenced by their fine example. Owners, exhibitors, fitters, trainers and absolutely responsible persons who violate the code of ethics will forfeit premiums, awards and auction proceeds and shall be prohibited from future exhibitions in accordance with the rules adopted by the respective fairs and livestock shows. Exhibitors who violate this code of ethics demean the integrity of all livestock exhibitors and should be prohibited from competition at all livestock shows in the United States and Canada.

The following is a list of guidelines for all exhibitors and all livestock in competitive events:

1. All exhibitors must present, upon request of fair and livestock show officials, proof of ownership, length of ownership and age of all animals entered. Misrepresentation of ownership, age or any facts relating thereto is prohibited.
2. Owners, exhibitors, fitters, trainers or absolutely responsible persons shall provide animal health certificates from licensed veterinarians upon request by fair or livestock show officials.
3. Junior exhibitors are expected to care for and groom their animals while at fairs or livestock shows.
4. Animals shall be presented to show events where they enter the food chain free of drugs. The act of entering an animal in a livestock show is the giving of consent by the owner, exhibitor, fitter, trainer and/or absolutely responsible person for show management to

obtain any specimens of urine, saliva, blood or other substances from the animal to be used in testing. Animals not entered in an event, which culminates with the animal entering the food chain, shall not be administered drugs other than in accordance with applicable federal, state and provincial statutes, regulations and rules. Livestock shall not be exhibited if the drugs administered in accordance with federal, state and provincial statutes, regulations and rules affect the animal's performance or appearance at the event.

If the laboratory report on the chemical analysis of saliva, urine, blood or other sample taken from livestock indicates the presence of forbidden drugs or medication, this shall be prima facie evidence such substance has been administered to the animal either internally or externally. It is presumed that the sample of urine, saliva, blood or other substance tested by the approved laboratory to which it is sent is the one taken from the animal in question, its integrity is preserved and all procedures of said collection and preservation, transfer to the laboratory and analysis of the sample are correct and accurate and the report received from the laboratory pertains to the sample taken from the animal in question and correctly reflects the condition of the animal at the time the sample was taken, with the burden on the owner, exhibitor, fitter, trainer or absolutely responsible person to prove otherwise at any hearing in regard to the matter conducted by the fair or livestock show. At any time after an animal arrives on the fair or livestock show premises, all treatments involving the use of drugs and/or medications shall be administered by a licensed veterinarian.

5. Any surgical procedure or injection of any foreign substance or drug or the external application of any substance (irritant, counterirritant or similar substance) affect the animal's performance or alter its natural contour, confirmation or appearance, except external applications of substances to the hoofs or horns of animals which affect appearance only and except for surgical procedures performed by a duly licensed veterinarian for the sole purpose of protecting the health of the animal, is prohibited.
6. The use of showing and/or handling practices or devices such as striking animals to cause swelling, using electrical contrivance or other similar practices are not acceptable and are prohibited.
7. Direct criticism or interference with the judge, fair or livestock show management, other exhibitors, breed representatives, or show officials before, during or after the competitive event is prohibited. In the furtherance of their official duty, all judges, fair and livestock show management or other show officials shall be treated with courtesy, cooperation and respect and no person shall direct abusive or threatening conduct toward them.
8. No owner, exhibitor, fitter, trainer or absolutely responsible person shall conspire with another person or persons to intentionally violate this code of ethics or knowingly contribute or cooperate with another person or persons either by affirmative action or inaction to violate this code of ethics. Violation of this rule shall subject such individual to disciplinary action.
9. The application of this code of ethics provides for absolute responsibility for an animal's condition by an owner, exhibitor, fitter, trainer or participant whether or not he or she was acting instrumental in or had actual knowledge of the treatment of the animal in contravention of this code of ethics.

10. The act of entering an animal is the giving of consent by the owner, exhibitor, fitter, trainer or absolutely responsible person to have any disciplinary action taken by the fair or livestock show against such individuals published in any publication of the International Association of Fairs and Expositions, including special notices to members.
11. The act of entering an animal in a fair or livestock show is the giving of verification by owner, exhibitor, fitter, trainer or absolutely responsible person that he or she has read the IAFE National Code of Show Ring Ethics and understands the consequences of and penalties provided for actions prohibited by the code. It is further a consent that any action which contravenes these rules and is also in violation of federal, state or provincial statutes, regulations or rules may be released to appropriate law enforcement authorities with jurisdiction over such infractions.

Excerpts from the Maine 4-H Policy and Guideline Manual

C.1.7 Regulations for 4-H Animal Shows at Maine Agricultural Fairs

1. "4-H Age" is defined as the age of the 4-H member as of December 31 of the current 4-H year. All ages below are "4-H Ages."
 - a. 4-H exhibitors must be 9 to 18 years of age in order to show competitively in any 4-H animal show.
 - b. 4-H members age 5 through 8 may participate in a skillathon, educational clinic or other public educational activity with one rabbit, dog, kid goat, non-market lamb or piglet, or calf. One-on-one supervision by an adult or experienced older teen having ultimate control of the animal is required. All participants will receive identical forms of recognition of participation. (See Cloverbud Policy)
2. All shows will require that exhibitors ages 9 through 18 present the standard Animal Approval Form for 4-H Animal Shows.
3. Each animal must be listed on only one member's approval form
4. Since animal approval forms document animal projects, Cloverbud members will not be required to use Animal Approval Forms for their animal activities.
5. 4-H members ages 9 through 18 must fit any animals they show. Members ages 5 through 8 may assist an adult or older 4-H member in fitting their animal with the amount of hands-on participation related to the skills and abilities of the younger member.
6. 4-H members 9 through 18 may use leased animals in 4-H shows.

Regulations for Market Lamb and Market Steers to be sold at fairs open to 4-H members statewide:

These regulations are for 4-H Members planning to show and sell at Fryeburg Fair. 4-H members need to send in the Intent to Participate Form to the Extension office prior to January 1 for Market Steers (adjusted for weekends). An Intent to Participate Form is not required for Market Lambs.

1. Market Steers **must be owned and in possession** by January 1st and Market Lambs **must be owned and in possession** by June 1st, a bill of sale must accompany the Approval Form.
2. Approval forms are due as follows:
 - Market Steers – January 1st
 - Market Lamb – June 1st
3. Approval forms must have the electronic ID and Maine State ID (metal) numbers included. These numbers will be checked by each Extension office against the numbers provided by the electronic system.
4. All projects must be the work of the 4-H member.
5. The Market Animal project must be raised on your home premises or within a 30-35 mile radius. Projects outside of this radius must receive an exemption from the local Extension Office and the fair where the animal is entered.
6. All Market Animals must be identified for a specific fair when the animals are tagged

(January for Market Steers and June for Market Lambs). 4-H members can tag and identify only one market steer and /or one market lamb per fair per show and sale.

7. 4-Her's must be willing to have their animals electronically tagged in one ear and a state of Maine metal tag put in the other ear.
8. 4-Her's must be willing to have a hair or wool sample taken from the animal at the time of tagging.
9. If there becomes a reason to administer a DNA test on the animal, and the animal turns out to be a replacement, the 4-H member will be responsible for the cost of the test. If the animal proves to be the original animal, the 4-H member will not be asked to pay for the test.
10. The 4-H member will be required to contact the Extension office or Maine Department of Agriculture to have a tag replaced in the event that an animal rubs the tag out. **If both tags are missing or have been tampered with the animal is automatically disqualified unless the 4-H member is willing to pay for a DNA test and can prove the animal is the same animal. At the time the second set of hair is taken for the DNA test, the new ear tags will be replaced at the member's expense.**
11. If 4-Her's purchase an animal they must provide the original receipt with the approval form and a copy will be made by the Extension Office.
12. The University of Maine Cooperative Extension and/or the West Oxford Agricultural Society reserves the right to administer the DNA test at any time.

4/2005

C.1.8 4-H Leasing Rules

1. There can only be one 4-H member per leased animal with the exception of horse. Another way to state this is "Each animal can only be rented by one 4-H member and appear on one Approval Form with the exception of horse. Up to two members are permitted to lease the same horse." Two members are permitted to lease the same horse because expenses are generally higher with the horse project and it is sometimes safer for two members to work together.
2. No more than 20 animals of each type (dairy cow, beef animal, goats, dogs, sheep, working steer, swine, poultry, rabbits, llamas, horse, other) that require an approval form can be leased by one 4-H member.
3. It is understood that 4-H members will receive help with fitting during the year as these skills are learned. It is expected that the fitting of leased animals for 4-H shows and competitions will be done by the 4-H member who signed the lease form.
4. It is desirable to keep leased animals under the direct responsibility of the 4-H member. It is expected that a 4-H member with a leased-animal project will, on average, assist with the care, maintenance and training of that animal at least twice per week.

The 4-H club leader, project leader, or independent advisor will verify that this is an active project by signing the animal approval form. One method of verification the leader can use is to review the project record to date.

11/03/04

C.2.1 Guidelines for 4-H Animal Shows at Agricultural Fairs

Maine 4-H members who wish to show animals at Maine Agricultural Shows must abide by the current Regulations for 4-H Shows at Maine Agricultural Fairs (see above). These regulations include, among other things, allowing leased animals in 4-H Shows and requiring exhibitors to present the standard Approval Form for 4-H Animal Shows.

The Approval Form for 4-H Animal Shows certifies that the youth is an enrolled 4-H member in good standing and that the animals listed on the form are the ones being used in the project on the date the form was signed by the appropriate Extension staff member. The 4-H leader must sign the form on the line immediately below the last animal listed. The 4-H educator or professional in the county where the member is enrolled in that particular animal project must sign the form on the signature line at the bottom. An embossed photocopy of the Approval Form for 4-H Animal Shows is then given to the 4-H member and the original is kept on file in the 4-H office in the county where the member is enrolled in that project.

Ownership/Lease dates

Agricultural Fair 4-H Shows support the 4-H programs being conducted in that fair's county. 4-H shows are developed by the county 4-H educator or professional who works with the Fair's board. The county 4-H educator or professional and the members of the board who devise the show are responsible for the creation and enforcement of any rules not covered by the State 4-H Show Guidelines. However, these rules must be published in a timely manner and available to all interested parties.

Individuals who work with 4-H shows (Superintendents, Judges, Gatekeepers, and so on) are encouraged to be positive and well mannered in their interaction with 4-H youth. Critiques and directions should be phrased in a positive manner that helps build the young person's self-esteem.

Contests and awards are to be developmentally appropriate.

4-H members must fit any animals they show.

Safety rules and regulations are strictly enforced.

3/19/07

Penobscot County 4-H Guiding Principles and Goals

This packet has been written to familiarize 4-H members, parents and leaders, fair officials and 4-H animal show judges with the “big picture” of 4-H, and the knowledge, skills, and attitudes the program strives to develop in 4-H members. It is a brief description of the goals and anticipated outcomes of the 4-H program, the ways that 4-H livestock projects support those goals, and program expectations of all the people involved. We urge everyone to read this packet carefully so that we can make our animal shows as authentically 4-H as possible.

The 4-H program is centered around members learning ‘4-H Life Skills’ described more fully on the next page. The 4-H club setting and 4-H project work are opportunities for 4-H youth to develop 4-H Life Skills, (such as leadership, goal-setting, developing plans of action, record-keeping, cooperation, teamwork, and good character, etc.), while expanding their knowledge and skill about the project areas in which they are involved (such as horses, woodworking, computers, and livestock, etc.).

To achieve these goals kids need to feel successful, safe and positive about themselves and their experiences. We hope that this guide will help us all create the best possible experience for growth and learning for all our young people.

The Goals of 4-H Livestock Projects

The University of Maine Cooperative Extension 4-H livestock program has three goals:

1. to provide opportunities for youth to learn and practice *4-H Life Skills* and to develop good character;
2. to teach young people to raise, train, fit and show an animal using the best practices identified by university research and industry
3. to provide educational opportunities for 4-H youth and the viewing public to learn about 4-H and all aspects of participation in the show.

More About 4-H Life Skills

The Maine 4-H program has adopted the “Targeting Life Skills Model” from Iowa State University as the set of life skills youth will practice and learn through all of their 4-H project and activity work. As you see on the wheel below, life skills are arranged into skills related to the four H’s: Head, Heart, Hands, and Health. 4-H members are expected to keep project records which document both the project skills and the life skills learned and used in the project.

Expectations of 4-H Animal Show Participants

In keeping with the goals of learning life and project skills and exercising good character, 4-H members in any animal project are expected to follow these guidelines:

1. The member must have worked with the animal enough to minimize its being disruptive in the show ring. The member must be able to safely control his or her animal at all times.
2. Members will treat their animals humanely and meet their needs for food, water, and shelter.

3. The member is expected to have or be developing the knowledge and skills to fit the animal him or herself.
4. The member is expected to personally fit their animals for each show entered. No adults are allowed to fit or care for the animals after arrival on the grounds.
5. Members raising market animals must document all medications and adhere to all label and withdrawal time requirements.
6. Members are expected to follow all requirements for dates of possession and completion of lease and animal approval forms.
7. Proof of Rabies and other required animal vaccinations and/or testing must be dated appropriately (see the General Livestock Rules) prior to the livestock show.
8. Members must keep and be able to submit accurate records of their project work. These up-to-date records must be presented to the 4-H representative as soon after arrival on the Fairgrounds as you can. The Project Records need to be up-to-date. We understand that they will not be complete and we expect you to add all pertinent information after the fair, such as: premiums won, special awards, auction moneys received, etc.
9. Members will be respectful at all times.
10. Members, volunteers, and parents must exhibit good sportsmanship at all times.

4-H Sportsmanship Expectations

(from *Developing Sportsmanship*, Ohio State University Extension)

“Sportsmanship is conduct becoming to an individual involving fair and honest competition, courteous relations, and graceful acceptance of results.” Maine 4-H members are expected to:

1. Maintain high standards of personal behavior.
2. Know and follow rules.
3. Do their own work and be truthful, fair, and honest in everything they say and do.
4. Accept that competition results regardless of placement. Do not whine or make excuses if they do not receive a Blue ribbon, or brag or gloat if they do.
5. Be respectful, cooperative, considerate and thoughtful toward other exhibitors, 4-H volunteers, fair officials and spectators.
6. Treat animals, people, and things kindly and humanely.
7. Accept the judge’s comments and decisions with grace and a positive attitude. Try to learn from every experience.
8. Thank their parents, leaders, program organizers, judges, and others who help them.

Expectations of Parents and other Adults

1. 4-H members are to prepare their own animal the day of the show, with no help from parents, leaders or other adults. The time to help your child learn and improve is in the weeks and months before a show, not the day of the event.
2. Build high self-esteem in children by recognizing and complimenting each child's good efforts and improved skills. Focus on the positive. High self-esteem leads to improved

performance, while low self-esteem results in poorer performance.

3. Be a living example of good sportsmanship, fair play and a positive role model for children and others. (See the "4-H SPORTSMANSHIP EXPECTATIONS" above.)
4. Treat judges, show officials, 4-H leaders, and all show participants and their parents, with respect and courtesy at all times.
5. Let the judge be the judge. Judging is a subjective process in which some things are not absolute. The outcomes of the show are the judge's best decisions based on what he or she knows and can observe. Empower 4-Hers to judge their own performance as well as to learn from the judge's decisions and comments. Members are encouraged to seek feedback from the judge, but parents are not to approach or argue with the judge.
6. Conveying instructions from the sidelines is distracting to all participants and is embarrassing to your child. If participants hear people telling them what to do during the show, or yelling at or complaining about the judge, it diverts their attention away from the task at hand.
7. View failure as a learning experience. The 'freedom to fail' allows members to relax and enjoy the show. Worry of making a mistake causes most young people to participate tentatively and to make mistakes. Failure is an opportunity to learn and improve. It's feedback.
8. Accept the results of each show and encourage 4-H members to be gracious in victory and to turn defeat into strength and a plan of improvement. Be proud of every child's participation, accomplishments and good sportsmanship.

Fair Survival Tips for the Family

1. Label any feed dishes, tack boxes, shovels, etc. that you bring to the fair.
2. Supply enough feed for your livestock.
3. Wear proper shoes for barn work (see individual fair rules).
4. Bring plenty of bottled water, food from home, sunscreen and bug repellent.
5. Design signs for your animal stalls in the barn.
6. Bring a sense of humor and lots of patience.

Remember that this can be a fun & educational experience!

Expectations for 4-H Animal Event Judges

1. Remember that safety is the number one priority.
2. Know and adhere to the University of Maine Cooperative Extension 4-H rules and regulations (see 4-H Rules and Regulations Governing 4H Livestock Events).
3. Follow the specific rules and regulations for that individual event or activity.
4. Know and actively enforce safety rules in the show ring.
5. Work with youth and 4-H volunteers in a caring and respectful manner.

6. Understand the Danish system of 4-H judging if your event warrants it.
7. Don't be swayed by pressure from the adults to give everyone a blue ribbon.
8. Communicate with 4-Her's and the public in a clear, effective, and positive manner.
9. Provide positive feedback and constructive criticism to exhibitors.
10. Provide clear explanations to the participants and the audience about your placings.
11. Use appropriate technical terms and judging vocabulary when giving reasons for placing a class (be ready to explain them especially if younger members seem unfamiliar with the terms).
12. Be an impartial judge and apply consistent judging standards in the show ring.
13. Be able to handle conflict.
14. Comply with the University of Maine's non-discrimination and civil rights policies included on the back of this booklet.
15. Communicate with the county or state 4-H staff person overseeing the 4-H program before the show to get answers to any questions you may have about any of these guidelines.

The Modified Danish System of 4-H Judging

The "Danish system" is a method of evaluation where a product or process is evaluated against a set of standards, and recognition is awarded on the degree to which the standard has been met by each competitor. In Danish system judging, the exhibitors are not judged against each other. In a "true" Danish system, the standard of excellence is the same for everyone regardless of age or experience. In 4-H, a "modified" Danish system is used that uses standards adjusted according to member's age and years of experience in the project. The Danish system is used in 4-H for 9 through 18 year olds because it is a way to provide recognition to greater numbers of youth who may all be making significant progress in their projects. The Danish system is considered by National 4-H Policy to be a competitive form of judging and is, therefore, not to be used for 4-H members under the age of 9.

In Maine 4-H, ribbons traditionally awarded by the Danish system are:

Blue for excellence—exceeding the standards

Red--for good work that meets the expected standards

White--for work that falls below the expected standards.

In Maine, we have not created written standards, so 4-H members participating in some livestock shows and the Exhibition Hall are judged against the judge's understanding of age/experience appropriate expectations of the 4-H member following the rules of the show, the member's fitting and showmanship skills, and animal quality.

Evaluation of 5 – 8 year Old Activities

Cloverbud, 4-H members ages 5 through 8, are not ranked or judged competitively. Cloverbud members will receive identical forms of recognition of participation for work exhibited in Exhibition Halls or for participation in non-competitive animal demonstrations, skillathons, clinics, or other educational events. Although Cloverbud exhibits or demonstrations are not ranked or scored, it is important for the children to receive feedback on their work. They may participate in a "show and tell" activity about their exhibit or receive written or oral feedback that includes positive encouragement and constructive suggestions for growth for their exhibits or animal activities.