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**Tips for Obtaining City/County Proclamation**

As we prepare for National Safe Digging Month in April, Georgia 811 asks that stakeholders reach out to their respective mayors and county commissioners to develop partnerships. These partnerships help promote safe digging during April and throughout the year by adding visibility and credibility to the safe digging message. Please take a look at the following recommendations for gaining safe digging support from your local government.

**How to Get Started**

Call the public information officer or director of communications at the mayor or county commissioner’s office and ask what steps should be taken to obtain a proclamation recognizing April as Safe Digging Month. It is imperative that stakeholders contact the correct person as to ensure that their request is properly considered. Contact information for these positions can be found on the local government website under “contacts” or “contact us.”

**Submitting the Proclamation Request**

Use the template form letter provided by Georgia 811 as guidance when requesting a proclamation. Read through the letter and insert local information where indicated. Make sure to proofread the letter prior to submitting it for consideration. It is recommended that you email the request to the appropriate contact.

**Using Relationships**

If a stakeholder, such as the Office of Pipeline Safety or similar local agency, has a relationship or contact with a local official, leverage that relationship to request a proclamation.

**Leveraging the Proclamation**

Once a commitment has been secured from the mayor or County Commissioners Office to support National Safe Digging Month, the stakeholder must negotiate what level of involvement the mayor or Board of Commissioners office is going to have in promoting this initiative. It is important that stakeholders get as much exposure as possible out of this relationship with the city/county office.

As stated in the letter template, Georgia 811 recommends the following opportunities for local governments to show support of Safe Digging Month. In addition, Georgia 811 staff can provide assistance in publicizing the proclamation in a local news outlet.

* Issue an official proclamation of Safe Digging Month from the Office of the Mayor or County Commissioners Office
* Post Safe Digging Month messages on city or county social media sites. Georgia 811 has social media messages ready to share on their [Safe Digging Month page](https://www.georgia811.com/index.php/safe-digging-month/).
* Record a public service announcement to air on local radio stations or social media during Safe Digging Month, or use a PSA provided by Georgia 811.

**After Securing Proclamation**

Once a proclamation has been secured, please notify Fiona Bowen at [Fbowen@georgia811.com](mailto:Fbowen@georgia811.com) and includ a signed copy of the proclamation. If a photograph is taken with your local government officials, please include the photo and list the names/company/city/county in which they work and their position. Free Safe Digging Month posters to be used in the photo can be requested by reaching out to your local [liaison](https://www.georgia811.com/index.php/our-liaisons/).

Georgia 811 is pleased to continue offering UCCs money towards a future lunch meeting when they obtain local proclamations. Two proclamations obtained in a UCC region earns $250 towards a future lunch meeting, and four or more proclamations will earn a UCC $500. UCCs will have the opportunity to obtain local proclamations anytime in April for National Safe Digging Month and again in August, declaring August 11 as 811 Day.