

YOUTH LIVESTOCK QUALITY ASSURANCE (YLQA)
CERTIFICATION PROCEDURES
<http://extension.arizona.edu/quality/>

TRAINER CERTIFICATION

Level	How Certified	Who can they certify	To Maintain Certification
Level 1 Leader or Advisor	Attend any YLQA* workshop.	Can verify youth good production practices to recertify youth participants. Cannot provide initial certification.	Re-certify at least five youth participants within the three year period or attend another YLQA training. Submit request for recertification prior to expiration.
Level 2 Trainer	Attain Level 1 by attending any quality assurance certification workshop. Then co-teach two YLQA workshops with a Level 2 or 3 Trainer. OR Attend an approved five hour workshop taught by level 3 trainers. Must be approved by the State YLQA Steering Group.	Can certify/re-certify youth and Level 1 Leader/Advisors.	Teach/co-teach at least three workshops within the three year period. Submit request for re-certification prior to expiration.
Level 3 Trainer	State Youth Livestock Quality Assurance Steering Group Members.	Can certify/re-certify youth, Level 1 leader/advisors and Level 2 trainers.	Must teach at least one workshop per year and actively participate with the YLQA Steering Group. Submit request for recertification prior to expiration.

*YLQA workshop = A 3-hour Youth Livestock Quality Assurance Training

Re-certification of leaders, advisors, and trainers is required every three years. Complete the trainer recertification form by documenting the youth re-certified or workshops taught. Your activity related to quality assurance workshops will determine your trainer level at re-certification time. At any time that you meet new level requirements, please complete and submit a new form. The trainer re-certification form may be found in the resources section under forms

<http://extension.arizona.edu/quality/resources/index.html>.

1. There is a registration fee of \$10 recommended to cover the cost of the manual, certificates and workshop supplies.
2. The order form for Manuals and Certificates can be found on the website after you login in as a coordinator/trainer. This form is for bulk orders of 20 or more. If you want single or less than 20 copies you can order them online for a slightly higher price through CALSmart at <http://pubs1.cals.arizona.edu/sales/index.cfm>. You can do a search for quality assurance in the title or animal systems in the subject.
3. FFA Advisors needing additional videos or DVD's should contact Tyler Grandil. 4-H Trainers should contact Susan Pater.

4. **Certificates:** When having participants fill out the certificates, please make sure they are printed, legible, that the print goes through all three copies and that they are complete. The workshop code is obtained after you have entered the workshop on the calendar through the YLQA website at <http://extension.arizona.edu/quality>.

White copy: participant keeps

Yellow copy: send to Arizona State Fair

Pink copy: retained by the workshop coordinator/trainer

5. After the Workshop: Send all yellow copies of the certificates to:

Arizona State Fair Entry Department

Attn: YLQA

1826 W. McDowell Rd.

Phoenix AZ 85007-1696

6. Please stress to participants the importance of keeping their white copy in a safe place where they can find it later. Some county fairs may require a copy of the certificate mailed in with their entry forms others may just request the number on the entry form.

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