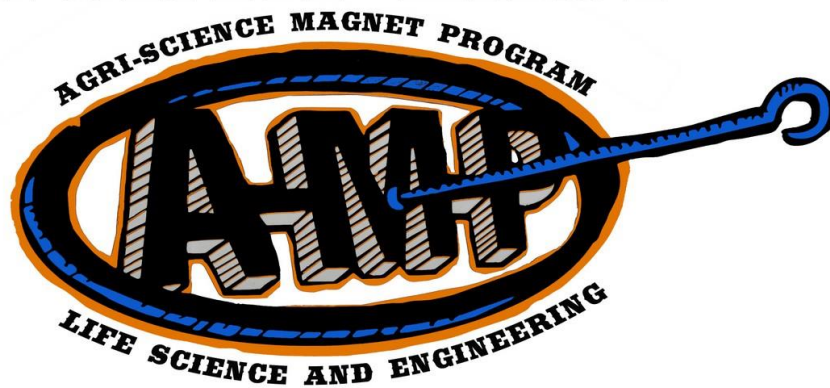


AMP Complex Proxy Tag Handout

NORTH EAST



JAMES MADISON FFA

**Frequently Asked
Questions**

AMP Proxy Tag Access to Livestock Project Centers:

1. Introduction

The AMP is an educational facility that gives dedicated students unique opportunities. It is for our students, their families and our program that we have designed the Proxy Tag system.

The Proxy Tag system is designed to:

1. Control and monitor access to the AMP Project Centers and the project center restrooms.
2. Secure and protect the students and families involved in the project program.
3. Protect the student-owned livestock projects and AMP facility.

2. What is a Proxy Tag (PT)?

A PT is an electronic wafer stuck to an identification badge that allows access to specified locations for a specified amount of time.

- AMP staff PT allows access 24/7/365 days of the year to all areas of the AMP facility. This is a real privilege and tremendous responsibility.
- Student and family livestock feeders PT's allow access to the North Gate to the project centers and the project center restroom facility during specific times of day for a specific length of time during the feeding period.
- Elevator PT's are only issued to individuals, who have received written permission by the AMP Director or designee, by the program administrative assistant only for special circumstances, which include but are not limited to: 1) any injury or disability that would make using the stairway a burden; 2) frequent use of elevator for transport of student projects to second floor.

3. Who can obtain a PT and how much does a PT cost?

The livestock feeders PT fee of \$10.00 will be collected prior to the issuance of the tag. Each family can request 2 additional PT's at \$10.00 each. All PT's can be reactivated each year at no cost. Replacement cost for a damaged, stolen or lost PT is \$10.00.

When the student or family no longer has a need for the PT, they can be returned for a \$5.00 refund, provided the PT is not damaged.

4. What happens if I lose or damage my PT?

The person who has been issued the PT is responsible to immediately report when a PT has been stolen or is missing to ensure the safety and security of the facility. A damaged PT should be taken to the AMP Administrative Assistant for replacement. In any case, the person who was issued the PT is responsible to pay \$10.00 for the replacement.

5. **What happens if my PT doesn't work?**

Report the situation immediately to the AMP Administrative Assistant. The AMP will repair or replace as soon as possible at no charge. If the failure is due to damage to the PT, you are responsible to pay \$10.00 for the replacement.

6. **What is the procedure to get a PT?**

The Project Supervisor of each barn will coordinate the issuance of a PT. Each livestock feeder can "lease" one as they submit the paperwork and payment for their livestock project. The paperwork will include the student identification number that will enable the AMP staff to issue and track their PT.

Again, each family can request up to a maximum of two additional PT's. The parents will fill out a PT Request Form that will record the family member's name and their Texas State Driver's License number. Typically, this information will be obtained at the initial livestock feeders meeting on an individual or group basis.

7. **How long is my PT good for?**

Based on your livestock project, there is a pre-determined time period that activates the PT. The PT is activated at the start of the project. The PT is typically de-activated at a pre-determined time which is based on the target stock show for the project:

North East Ag Fair Fall Challenge only – November 7, 2015

Bexar County Jr. Livestock Show – January 16, 2016

San Antonio Livestock Exposition – March 12, 2016

Houston Livestock Show – April 2, 2016

The AMP reserves the right to de-activate a PT based on the determination of the Project Supervisor. Again, the PT can be re-activated for each year you feed on the AMP site. Consult your Project Supervisor for details.

8. **What are the hours of operation?**

The hours of operation are from 6:00 am to 8:30 pm every day of the year. The following chart gives the details of each day's operation:

6:00 am to 7:00 am – PT swipe access only

7:00 am to 9:00 am – Gates are open to through traffic

9:00 am to 4:00 pm – PT swipe access only

4:00 pm to 7:00 pm – Gates are open to through traffic

7:00 pm to 8:30 pm – PT swipe access only

8:30 pm to 6:00 am – No access without official designation

The O'Connor Road entrance gate is closed and secured at 9:00 pm. Failure to be out of the grounds prior to that time will result in the forfeiture of the PT and all money spent on obtaining the PT.

9. **What if I am out of town and can't get to the school in time to use my PT to enter the complex, can I have the hours extended?**

If you can predict the event and allow the AMP Administrative Assistant to give our NEISD Central Office 7 days notice, then special arrangement can be made. If you cannot give advance notice, have another feeder tend to your animal or obtain the walk-through gate lock combination from your Project Supervisor.

Under no circumstances will any person be allowed to enter the facility using another's PT. Anyone found doing so will have their PT cancelled immediately. Consult your Project Supervisor for details.

10. **Does my PT allow me to use the project center restrooms?**

Yes, the restrooms are PT swipe access from 6:00 am to 8:30 pm every day. Remember that your swipe information and security camera image entering the restroom complex is part of our permanent record. Please do not allow other students to "piggy back" entrance to the restroom with your swipe.

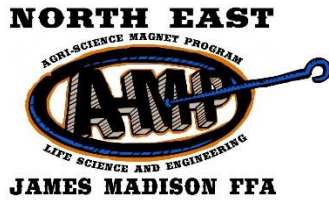
11. **Can I access any other facilities on the AMP or James Madison campus with my PT?**

No, your PT allows access to only the AMP livestock project centers and the project center restrooms.

12. **Can my PT be taken away?**

Yes, feeding livestock and gaining access to the livestock project centers is a privilege, not a right. Failure to follow NEISD and AMP rules and regulations, by anyone, will result in the loss of the PT privilege.

It is the responsibility of the feeder and family to understand the NEISD and AMP rules and regulations along with the limits and liability of having Proxy Tag access to the AMP project centers and restrooms.



2015 – 2016
AMP Proxy Tag Request Form

LEGAL NAME: _____

TDL#: _____ **STUDENT ID#:** _____

LIVESTOCK PROJECT:

☐ **SWINE** ☐ **LAMB** ☐ **GOAT** ☐ **CATTLE** ☐ **RABBIT** ☐ **POULTRY**

START DATE: _____ **END DATE:** _____

PROJECT SUPERVISOR SIGNATURE: _____

I have read and understand the guidelines and conditions of having a Proxy Tag. Failure to comply with these regulations may result in forfeiting my privilege.

Student Signature

Parent Signature