

Checklist for New York State Pesticide Businesses /Agencies/and Certified Applicators

This checklist is intended to be used by pesticide businesses and professional pesticide applicators as general guidance to assist with the regulatory requirements associated with the application and use of pesticides. It does not constitute a comprehensive overview of the Environmental Conservation Law (ECL) or the New York State pesticide regulations.

Business/Agency Registration Requirements	Yes	No	N/A
Is the business/agency currently registered? <i>Registration expiration date is on the Business Registration Certificate</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is each business location registered? <i>Registration is required for each location offering, advertising, or providing pest control services, including locations where telephone calls are received and work is assigned</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pesticide applicators certified in the proper certification categories in which the business/agency conducts, offers, or advertises services?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all applicable certification categories listed on the business/agency registration?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the business have the minimum required insurance coverage? <i>\$300,000 individual, \$1,000,000 per incident bodily injury, and \$300,000 property damage</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are 2 numbered DEC issued pesticide stickers on the opposite sides of vehicles and appropriate equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applicator Requirements	Yes	No	N/A
Are staff that apply or supervise the application of pesticides employees of the business/agency? <i>Contractors are not considered employees</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all pesticide applicator certifications current?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are technicians properly supervised when required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are apprentices properly supervised?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are apprentices and technicians working under off-site direct supervision able to contact their supervising pesticide applicator within 30 minutes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is apprentice training, observation, and instruction properly documented and maintained by the certified applicator or business?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do pesticide applicators and technicians carry their identification card during pesticide applications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the applicator/technician/apprentice in custody of a written copy of the pesticide label during application?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a label been provided to occupants, owners, or an owner's agent for dwellings, multiple dwellings, buildings, or structures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Label/Equipment Requirements	Yes	No	N/A
Is the pesticide registered with the DEC?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the container label match the NYS accepted label?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the applicator read the label?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Are all the general pesticide label directions followed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the label rates on the pesticide label followed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the target pest on the label?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are PPE and Cautionary language on the label followed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are WPS requirements met for agricultural applications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are Pre-harvest Intervals and Restricted Entry Intervals followed for agricultural applications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the crop and/or area treated according to label directions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pesticide container labels ripped, missing information, or illegible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are service or alternate containers labeled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pesticide containers being reused for any other purpose?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pesticide containers properly rinsed and disposed of?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a backflow prevention device and/or air gap present when filling containers containing pesticides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is pesticide application equipment properly calibrated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pesticides stored according to label directions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pesticide storage areas kept locked, and pesticide containers kept secure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pesticide storage areas posted with warning signs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Application Recordkeeping Requirements	Yes	No	N/A
Are the following items recorded before leaving the site of application?			
EPA Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pesticide product name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quantity of pesticide used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date of application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Address of application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Place of application (location on the property)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dosage Rate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Method of application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Target Organism / Crop Treated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are pesticide use records kept for three years from the date of application?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Did you or your company report applications by February 1 st ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This is not a comprehensive list and there may be additional requirements that go beyond this general checklist for pesticide applications in New York State. For example, there are posting, contracting, and permitting requirements for certain types of applications that are not included on this checklist. It is necessary to review the ECL Article 33, Article 15, and the regulatory requirements of 6NYCRR Part 320-329 to ensure compliance. Links to the ECL and regulations can be found on the New York State Department of Environmental Conservation's Website at: <http://www.dec.ny.gov/chemical/298.html>. If you have difficulty determining which sections apply to you, please contact the Bureau of Pest Management, Compliance and Laboratory Services Section at 518-402-8727 or your local DEC regional office.