



## DoD MANUAL 4150.07, VOLUME 2

# DoD PEST MANAGEMENT PROGRAM ELEMENTS AND IMPLEMENTATION: PESTICIDE APPLICATOR TRAINING AND CERTIFICATION PROGRAM

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<b>Approved by:</b>	Robert H. McMahon, Assistant Secretary of Defense for Sustainment

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**Purpose:** This manual is composed of two volumes, each containing its own purpose. In accordance with the authority in DoD Directives 5134.01 and 5134.15, the April 10, 2015 and July 13, 2018 Deputy Secretary of Defense Memorandums, and DoD Instruction (DoDI) 4150.07:

- This manual implements policy, assigns responsibilities, and provides procedures for the design and operation of the DoD Pest Management Program.
- This volume implements policy, assigns responsibilities, and provides procedures for:
  - The DoD Pesticide Applicator Training and Certification Program.
  - DoD training and certification of pesticide applicators pursuant to Section 136 of Title 7, United States Code, also known and referred to in this volume as the “Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA).”

- DoD pesticide applicator training outside of the United States to comply with pest management policy, applicable international agreements, status-of-forces agreements, final governing standards (FGSs) issued for the host nations (HNs) or, where no FGSs have been issued, in accordance with DoD 4715.05-G and DoDI 4715.22.

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## **SECTION 1: GENERAL ISSUANCE INFORMATION**

### **1.1. APPLICABILITY.** This volume:

a. Applies to:

(1) OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

(2) All DoD installations, operations, activities worldwide subject to applicable international agreements, and in accordance with FGSs or, where no such FGSs have been issued, in accordance with DoDIs 4715.05 and 4715.22. This includes non-appropriated fund activities.

(3) Activities performed on a DoD installation under contract, subject to terms included in the contract.

b. Does not apply to:

(1) Civil works activities of the United States Army Corps of Engineers.

(2) Army and Air National Guard installations that are State-owned.

(3) Facilities occupied by a DoD Component when real property is not under DoD control (e.g., General Services Administration-leased space).

(4) Privatized housing, where the DoD installation does not retain oversight or responsibility. Such housing must still comply with federal, State, and local laws and regulations.

### **1.2. POLICY.** In accordance with DoDI 4150.07, the DoD:

a. Uses integrated pest management (IPM) to prevent or control pests and disease vectors that may degrade readiness or military operations by affecting the health of personnel or that may damage structures, materiel, or property.

b. Complies with all Executive orders and federal statutory and regulatory requirements that apply to IPM.

(1) Although federal agencies are not required to comply with State and local laws relating to pesticides and pest management, the DoD voluntarily meets the substantive portions of State pesticide and pest management laws and regulations when meeting those standards does not degrade DoD missions.

(2) In accordance with status of forces agreements, DoD respects HN laws, but does not comply with them; it complies with the FGS or, where no such FGSs have been issued, in accordance with DoDIs 4715.05 and 4715.22. The FGS is the mechanism used by the DoD to respect HN environmental laws.

c. Uses Armed Forces Pest Management Board (AFPMB)-approved, Environmental Protection Agency (EPA)-registered pesticides applied by trained and certified pesticide applicators.



## SECTION 2: RESPONSIBILITIES

### **2.1. UNDER SECRETARY OF DEFENSE FOR ACQUISITION AND SUSTAINMENT (USD(A&S)).** The USD(A&S):

- a. In accordance with DoD Directive 5134.01; the July 13, 2018 Deputy Secretary of Defense Memorandum; and DoDI 4150.07, will provide direction and supervision to the AFPMB.
- b. In consultation with the DoD Component certifying officials, may deny, suspend, or revoke the pesticide applicator certification of any DoD employee who violates any provision of this volume.

**2.2. ASSISTANT SECRETARY OF DEFENSE FOR SUSTAINMENT (ASD(S)).** Under the authority, direction, and control of the USD(A&S), the ASD(S) will maintain responsibility for overall policy development, implementation, and oversight of the DoD Pest Management Program.

**2.3. DEPUTY ASSISTANT SECRETARY OF DEFENSE FOR ENVIRONMENT.** Under the authority, direction, and control of the ASD(S), the Deputy Assistant Secretary of Defense for Environment will:

- a. Oversee the implementation of this volume.
- b. Support the USD(A&S) in direction and supervision of operations of the AFPMB.
- c. Recommend policy, provide subject matter expertise, and enhance coordination among the DoD Components on all matters related to pest management and disease vector control.
- d. Acting through the Director, AFPMB, will:
  - (1) Monitor compliance with this volume.
  - (2) Review and approve the DoD Components' recommendations for pest management consultants (PMCs).
  - (3) Review and approve the DoD Components' recommendations for pesticide applicator certifying officials.
  - (4) Maintain a list of approved pesticide applicator certifying officials and PMCs.
  - (5) Prepare an annual report on training and certification in accordance with this volume and submit the report to the EPA Administrator by March 31 each year.

**2.4. DOD COMPONENT HEADS.** The DoD Component heads will:

- a. Implement the requirements and procedures in Sections 3 and 4 and issue supplementary procedures within their respective components to address unique component requirements.
- b. Designate a senior PMC as the primary point of contact for their components' pest management training program in accordance with DoDI 4150.07.
- c. Nominate PMCs to serve as certifying officials to certify the competency of their components' pesticide applicators in accordance with DoDI 4150.07.

## SECTION 3: PESTICIDE APPLICATOR CERTIFICATION TRAINING PROGRAM ELEMENTS

### 3.1. GENERAL TRAINING INFORMATION.

**a. Types of Pest Management Training Programs.** Pursuant to DoDI 4150.07, all personnel engaged in or supervising pest management functions of any type are trained in the safe, efficient, and environmentally sound use of pesticides and IPM practices. There are five types of DoD pest management training for the proper application and use of pesticides as described in Paragraphs 3.1.a.(1) through 3.1.a.(5).

#### (1) DoD Pesticide Applicator Certification Training for Areas Within the United States.

(a) DoD pesticide applicator training and certification requirements for areas within the United States are described in Paragraph 6.2. Successful completion of training leads to pesticide applicator certification.

(b) This training may be offered to non-DoD employees (e.g., employees of the Department of the Interior, the U.S. Forest Service, the United States Coast Guard, the Department of Veterans Affairs, contractor personnel), but does not result in DoD certification. Paragraph 3.7. provides guidelines for non-certification DoD pesticide applicator training.

(c) Training and certification requirements for pesticide applicators are conducted in accordance with Paragraph 5.1. The commanding officers of the training centers:

1. Develop or review and approve plans of instruction for training that meets the training objectives identified by the AFPMB.

2. Evaluate and, if necessary, update pesticide applicator training to comply with the requirements in this volume.

#### (2) DoD Pesticide Applicator Certification Training for Areas Outside of the United States.

(a) DoD pesticide applicator training and certification requirements for areas outside of the United States are described in Paragraphs 6.3 and 6.4. The DoD Component PMCs, in coordination with pesticide applicator certifying officials, will:

1. Provide guidance for pest management training in their area of responsibility.

2. Recommend applicable region-specific training requirements for their area to designated training centers.

3. Coordinate pesticide applicator training with the designated training center, training site, and HN authorities.

4. Determine whether candidate pesticide applicators have met the DoD and DoD Component training standards.

5. Issue certification for specific countries, regions, or areas, as applicable.

(b) The commanders of the training centers will:

1. Develop or review and approve plans of instruction for training that meets training objectives identified by the AFPMB for areas outside of the United States.

2. Evaluate and, if necessary, update pesticide applicator training to comply with the requirements in this volume, applicable international agreements, status-of-forces agreements, FGSs issued for the HN or, where no FGSs have been issued, in accordance with the criteria in DoD 4715.05-G and DoDI 4715.22. If conflict between requirements exists, training will be provided on the more stringent requirement.

3. Verify that pest management training and programs are tailored to fit language-translation problems, site-specific pests, HN considerations, etc.

(3) **Pest Management Quality Assurance Evaluator (PMQAE) and Pest Management Performance Assessment Representative (PMPAR) Training.** As described in Paragraph 3.4., this training:

(a) Prepares PMQAEs and PMPARs to effectively evaluate the performance of pest management contractors.

(b) Consists of two elements: general contract administration and pest management training.

(4) **Specialized Pest Management Training.** The DoD Components may offer specialized pest management training in areas such as self-help, maintenance inspector, facilities management, and bird aircraft strike hazard (BASH). Paragraph 3.6. describes specialized pest management training courses.

(5) **Operational and Readiness Training.** Operational and readiness, as described in Paragraph 3.5., prepares Military Service members for routine operations, contingency operations, and deployments under conditions of warfare, disaster relief, humanitarian assistance, and military operations other than war.

#### **b. Training Evaluations.**

(1) The credibility of a training and certification course depends on the integrity of its evaluation system. To maintain program integrity, there must be a controlled evaluation environment and procedures for official evaluation of personnel. Those procedures must guarantee complete impartiality and confidentiality, and must be safeguarded against misuse or abuse. Methods of evaluation are determined by regulatory and individual course requirements described in Paragraphs 5.2. and 5.4. or in the DoD Component's guidance.

(2) Applicants must successfully complete both written and performance evaluations in order to receive pesticide applicator certification in any or all specific categories tested. Written and performance evaluations may be used in other training.

(a) Written evaluations measure an individual's knowledge against predetermined pest management course objectives for a specific standard. Failure to achieve a passing grade of 70 percent will result in course failure.

(b) Performance evaluations measure a candidate's competence in completing specific pest management course tasks as measured against predetermined standards. Candidates should be evaluated based on materials and guidance provided. Performance evaluations should be conducted on a pass or fail basis.

**c. Training Support Materials.** AFPMB technical guides and other technical information and guidance are available from the AFPMB website at <https://www.acq.osd.mil/eie/afpmb/>.

**d. Continuing Education.** Continuing education is necessary to maintain professional competency. Participation of both certified pesticide applicators and uncertified personnel in short courses, State pesticide workshops or seminars, and commercially sponsored meetings should be encouraged by local commands (e.g., continuing education, including DoD-sponsored presentations and workshops, in-service training, industry-sponsored presentations, golf course management workshops, equipment demonstrations).

**e. Training Courses Presented Outside of a DoD Component Training Center.** The DoD Components that require training courses to be presented at locations other than a training center listed in Table 1 must coordinate with their appropriate certifying official to approve the requested training.

**Table 1. DoD Component Training Center Locations**

<b>Training Center</b>	<b>Address</b>
U. S. Army Medical Department Center and School	ATTN: MCCS-PM Fort Sam Houston, TX 78234-6142
U.S. Army Public Health Command-Europe	ATTN: MCHB-AN CMR 402 APO AE 09180
U.S. Army Regional Health Command-Pacific	ATTN: MCHB-AJ-TM APO AP 96343-5006
Naval Facilities Engineering Command-Atlantic	Applied Biology, Code EV51 6506 Hampton Blvd Norfolk, VA 23508-1278
Naval Facilities Engineering Command-Southwest	1220 Pacific Highway San Diego, CA 92132
Naval Facilities Engineering Command-Pacific	258 Makalapa Drive, Suite 100 Pearl Harbor, HI 96860-3134
Navy Entomology Center of Excellence	Naval Air Station, Box 43 Jacksonville, FL 32212-0043
Navy Environmental and Preventive Medicine Unit Two	1285 West D Street Norfolk, VA 23511
Navy Environmental and Preventive Medicine Unit Five	3235 Albacore Alley San Diego, CA 92136-5199
Navy Environmental and Preventive Medicine Unit Six	385 South Avenue, Bldg 618 JBPHH, HI 96860-4983
Navy Environmental and Preventive Medicine Unit Seven	USPS: PSC 819 Box 67 FPO AE 09645 Or physical: BLDG #55 BASE NAVAL ROTA Rota, Cadiz, Spain 11530
Air Force 366th Training Squadron	727 Missile Road Sheppard Air Force Base, TX 76311-2254
Air Force Reserve Aerial Spray Unit, 910 AW/DOS (Category 11 Aerial Application Pest Control only)	3976 King Graves Road, Unit 24 Youngstown Air Reserve Station Vienna, OH 44473-0910

### **3.2. APPRENTICE TRAINING.**

**a. Purpose.** Apprentice training provides new pesticide applicator trainees with hands on experience before earning initial DoD certification as a pesticide applicator. Trainees gain experience with pest management techniques at the location where they will be employed.

#### **b. Training.**

(1) Pesticide applicator trainees will participate in apprentice training under the direct supervision of a DoD-certified applicator or, if one is not available, under the guidance of a DoD-certified pest management professional (PMP) for a minimum of 1 year.

(2) Certifying officials may reduce or waive the 1-year apprentice requirement in writing for trainees who hold current equivalent State certification in applicable categories.

(3) Apprentice training will be tailored to specific pest problems characteristic of the trainee's workplace, including:

- (a) Federal, State, and local laws.
- (b) IPM plan.
- (c) IPM and environmental awareness.
- (d) General safety.
- (e) Shop operations.
- (f) Pesticide labels.
- (g) Pesticide use.
- (h) Pesticide safety.
- (i) Pesticide disposal and security.
- (j) Recordkeeping and reporting.
- (k) Survey and control.
- (l) Recognition of pests and pest damage.
- (m) Equipment use.

(4) Pest control shop supervisors and integrated pest management coordinators (IPMCs), as applicable, manage resources to develop, implement, and conduct the apprentice training program. Appendix 3A provides a sample apprentice training record, with topics that should be covered during apprentice training.

(5) Apprentice training will end with an on-site practical evaluation of the trainee's competence and progress by a certified PMP or DoD-certified pest control supervisor. Previously trained or experienced personnel may be evaluated at any time. Failure to obtain a satisfactory evaluation after the apprentice training may result in a recommendation from the certifying official that the installation remove the trainee from pesticide applicator functions.

(6) The DoD Components may have additional prerequisite training requirements that must be completed during apprentice training.

### **3.3. PESTICIDE APPLICATOR CORRESPONDENCE TRAINING.**

#### **a. Purpose.** Pesticide applicator correspondence training:

(1) Supplements apprentice training for new pesticide applicator trainees and prepares them for DoD pesticide applicator certification in accordance with Paragraph 5.1.

(2) Allows PMPs to obtain initial DoD pesticide applicator certification, under certain circumstances, and recertification.

(3) Qualifies personnel for accelerated DoD pesticide applicator certification after passing a written examination in accordance with Paragraph 5.2.

**b. Preparatory Training.** Within 6 months of assignment as a trainee, the supervisor should have the trainee enroll in an AFPMB-approved pest management correspondence course.

(1) Correspondence courses may serve as prerequisites for selection to attend a formal resident course, or be used after trainees complete initial resident training.

(2) Trainees must obtain a passing grade on every written examination to complete the correspondence course.

(3) Results of correspondence course examinations will be filed with the individual's training records.

**c. Alternative Training for DoD Pesticide Applicator Certification.** Under certain circumstances, the DoD pesticide applicator certification correspondence course may be substituted for formal classroom training. It may meet the training requirements for the certification of DoD personnel who have prior pest management experience, or have had valid pesticide applicator certification. These personnel may:

(1) Request alternate DoD certification from the designated PMC and DoD Component certifying official, in accordance with Paragraph 3.9.

(2) Use the correspondence course for recertification.



### **3.4. PMQAE, PMPAR, AND IPMC TRAINING.**

**a. Purpose.** The PMQAE and PMPAR training prepares personnel to effectively evaluate the performance of pest management contractors. The PMQAEs or PMPARs assigned to manage a pest management contract must attend formal PMQAE and PMPAR DoD pest management training. IPMC training prepares personnel to effectively manage an installation pest management program.

#### **b. Training.**

(1) The PMQAE, PMPAR, and IPMC personnel will be trained in accordance with the requirements and guidelines in Paragraph 3.4.c., and with any additional DoD Component's requirements or guidelines for PMQAE and PMPAR training.

(2) Candidate PMQAE, PMPAR, or IPMC personnel will request guidance on the DoD Component's training requirements and procedures from their designated certifying official.

#### **c. Training Requirements.**

(1) The PMQAE and PMPAR training will include both contract administration and pest management elements. IPMC training includes both installation administration and pest management program elements. The pest management training component is available through formal classroom instruction to personnel who have oversight of the installation pest management program. Appendix 3B describes the recommended training requirements.

(2) As described in Appendix 3B, certifying officials may waive all or a portion of the initial training elements for personnel with a valid DoD-approved or EPA-approved pest control certification in applicable pest control categories.

(3) PMQAEs, PMPARs and IPMCs must complete pest management refresher training every 3 years. Refresher training may be completed by attending a PMQAE, PMPAR, IPMC, or a DoD pesticide applicator recertification course. The DoD Component's certifying officials may extend the expiration date on certificates of training for up to 1 year, if justified (e.g., illness, family emergency, unscheduled military deployment).

#### **d. Training Accreditations.**

(1) As described in Appendix 3C, certifying officials will validate successful completion of PMQAE, PMPAR, or IPMC training requirements by issuing and signing training accreditations using Department of Defense (DD) Form 2491, "Department of Defense Armed Forces Pest Management Board Accreditation of Competency" (available at [https://www.esd.whs.mil/Directives/forms/dd2000\\_2499/](https://www.esd.whs.mil/Directives/forms/dd2000_2499/)) or a comparable form. This form will include the individual's name and expiration date of the accreditation.

(2) All DoD personnel who act as PMQAEs, PMPARs, or IPMCs must have a certificate of training. Records of certificates of training will be maintained by the designated certifying officials in accordance with the DoD Component's regulations and guidelines.

### **3.5. RESERVE COMPONENT, NATIONAL GUARD, AND COAST GUARD PEST MANAGEMENT TRAINING.**

**a. Purpose.** This training satisfies the standards for Reserve Component pest management personnel, the National Guard when activated for federal duty, and Coast Guard pest management personnel when operating as a Military Service under the Secretary of the Navy. Training objectives in this volume apply primarily to all DoD pest control personnel. State training standards apply to National Guard employees who apply pesticides on other than DoD property.

#### **b. Training.**

(1) Reserve Component personnel who are required, as part of their military specialty, to apply pesticides while on active federal duty must be trained and certified in accordance with Paragraph 5.1.

(2) National Guard personnel who are State employees and apply pesticides to DoD-owned property as part of their duties may be trained and certified by the respective State where they are located, or may be trained and certified in accordance with Paragraph 5.1. When conducting pest control operations on non-DoD property, these personnel must meet the State's certification requirements.

(3) Military Reserve and National Guard employees who are DoD employees and apply pesticides as part of their job must be trained and certified in accordance with Paragraph 5.1. When conducting pest control operations on non-DoD property, these personnel must meet the State's certification requirements.

(4) When operating as a Military Service in the Navy, Coast Guard personnel who are required, as part of their military specialty, to apply pesticides must be trained and certified in accordance with Paragraph 5.1.

(5) The DoD Components may direct additional specialized pest management training in accordance with Paragraph 3.6.

### **3.6. SPECIALIZED PEST MANAGEMENT TRAINING.**

#### **a. Self-help Training.**

(1) **Purpose.** This training provides guidance for establishing installation self-help pest control programs in accordance with Volume 1 of this manual.

(2) **Training.** IPMCs will oversee and maintain records of training for installation self-help program administrators. Training instruction will include recording and reporting self-help pest management operations. After training is completed, self-help administrators will assist quarters' occupants by:

- (a) Instructing occupants in recognition and control of household pests.

(b) Issuing written pest management instructions and materials for their use.

(c) Assisting occupants to identify pest infestations, if the occupants' self-help control efforts have failed.

**b. BASH Training.**

(1) **Purpose.** This training is aimed at preventing collisions between wildlife and DoD aircraft.

(2) **Training.** BASH training information may be obtained from designated DoD Component-specific training centers.

**c. Aircraft Disinsection Training.**

(1) **Purpose.** This training is mandatory for DoD personnel who are not pesticide applicator certified but must disinsect aircraft in accordance with the DoD Foreign Clearance Guide when no certified applicators are available.

(2) **Training.** IPMCs or other designated personnel will provide training on the aerosol insecticide, the EPA label, application procedure, personal protective equipment (PPE), documentation, and container disposal. Trainers will comply with AFPMB Technical Guide 4 and:

(a) Document training in signature log before dispensing insecticide to aircrew or maintenance personnel.

(b) Use the training slide set available from the AFPMB, as appropriate.

**3.7. DOD PESTICIDE APPLICATOR TRAINING - NON-CERTIFICATION.**

**a. Purpose.** DoD pesticide applicator training without certification is available to the U.S. Coast Guard, non-military federal departments and agencies (e.g., Department of the Interior, U.S. Forest Service, Department of Veterans Affairs), and contractor personnel who apply pesticides on federal properties.

**b. Training.**

(1) The Coast Guard, non-DoD federal departments and agencies, and contractor personnel who apply pesticides on federal property may attend formal training courses on a space-available basis. Table 1 identifies the DoD Component training center locations.

(2) The DoD Component training centers may require tuition reimbursement from contractor personnel.

**3.8. PMP TRAINING REQUIREMENTS.** PMPs are required to undergo formal resident training at one of the DoD Component training centers to obtain initial DoD certification in core

and specific categories. They must demonstrate competency by passing written examinations and performing applicable procedures and use of appropriate surveillance and pesticide dispersal equipment. In certain circumstances, initial certification may be obtained through correspondence when approved by a DoD Component certifying official in accordance with Paragraph 3.3. Recertification may be obtained through attendance at a DoD Component training center pest management course or through a correspondence course.

## APPENDIX 3A: PESTICIDE APPLICATOR APPRENTICE TRAINING RECORD

Apprentice training is tailored to local pest management requirements. Table 2 provides a list of sample training topics. The supervisor will list pests and pest management tasks relevant to a location and approved by the PMC. At a minimum, pests listed on the installation pest management plan should be included. The supervisor should sign and date the record to indicate the apprentice has successfully completed that task.

**Table 2. Sample Apprentice Training Topics for Pesticide Applicators**

Pest Management Task	Location	Supervisor's Initials and Date
Ant Control		
Argentine		
Carpenter		
Fire Ants		
Pharaoh		
Ant Surveillance		
Bat Control		
Bees		
Bees in Wall		
Bees - Outdoors		
Bee Hive and Swarm Management		
Birds		
Pesticides		
Trapping and Other Controls		
Cat and Skunk Trapping		
Cockroach		
German Cockroaches		
American Cockroaches		
Brown-Banded Cockroaches		
Oriental Cockroaches		
Commensal Rodents		
Norway Rats In and Around Structures		
Norway Rats - Outdoors		
Norway Rats - Rat Proofing		
Roof Rats In and Around Structures		
Roof Rats - Rat Proofing		
House Mouse - Tracking Powder		
House Mouse - Multiple Catch Traps		
House Mouse - Glue Board		
House Mouse - Mouse Proofing		

**Table 2. Sample Apprentice Training Topics for Pesticide Applicators, Continued**

<b>Pest Management Task</b>	<b>Location</b>	<b>Supervisor's Initials and Date</b>
Crickets		
Baits and Sprays		
Nonchemical Control		
Flea Surveillance		
Flea Control		
Interior		
Exterior Area Treatment		
Flies		
Nuisance Flies, including Source Control		
Biting Flies, including Source Control		
Ground Nesting Yellow Jackets		
Mites		
Bird Mites		
Clover Mites		
Mosquitoes		
Mosquito Surveillance		
Mosquitoes, Source Control and Larviciding		
Mosquitoes, Adulticiding		
Pillbugs and Sowbugs		
Silverfish and Firebrats		
Stored Product Pest Surveillance		
Stored Product Pest Control		
Nonchemical Control		
Ultra-Low Volume Space Sprays		
Termites, Subterranean		
Tick - Brown Dog Tick		
Indoor Surveillance		
Indoor Control		
Yard Surveillance		
Yard Control		
Ticks - Outdoors		
Field Tick Surveillance		
Field Tick Control - Outdoors		
Tree and Ornamental Pest Management		
Venomous Spiders		
Black Widow		
Brown Recluse		
<b>Health and Safety (PPE)</b>		
Respirator Use and Maintenance		
Laundering Work Clothes		
Selecting PPE		

**Table 2. Sample Apprentice Training Topics for Pesticide Applicators, Continued**

Pest Management Task	Location	Supervisor's Initials and Date
Operations and Maintenance		
Orderly Vehicle Layout		
Area Application of:		
Herbicides		
Insecticides		
Fungicides		
Calculations (pounds per acre from percent concentration)		
Calculations (pounds per gallon)		
Dispersal and Cleanup		
Equipment Repair and Maintenance		
Equipment Calibration		
Forms and Reports		

## APPENDIX 3B: RECOMMENDED PMQAE OR PMPAR AND IPMC TRAINING REQUIREMENTS

**3B.1. CRITICAL ELEMENTS.** Pest management training courses for PMQAE or PMPAR and IPMCs should contain the critical elements shown in Table 3.

**Table 3. Critical Elements for Pest Management Training Courses**

Critical Element	Hours Recommended
PMQAE or PMPAR and IPMC Roles and Responsibilities	0.5
Overview of the Army, Air Force, and Navy IPM Programs	0.5
Pesticide Laws and Regulation	1.0
Pesticide Labels, Labeling, and Safety Data Sheets	1.0
IPM Plan	0.5
Environmental Compliance Audits and the Installation	1.0
Pesticides Overview (classification and formulations)	1.0
IPM	1.0
Environmental Hazards from Pesticides	1.0
Personal Safety and Protective Measures	1.0
Pesticide Application Equipment	1.0
Records and Reporting	1.5
Nuisance Pest Management (including cockroach, flea, and miscellaneous arthropod control)	3.0
Structural Pest Control	2.0
Stored Product Pest Control	1.0
Control of Medically Important Pests	1.0
Pest Vegetation Control (right of way)	1.0
Turf Management	1.0
Ornamental Pest Management	1.0
Vertebrate Pest Management	1.0
Pest Control Quality Assurance Plan	2.0
Pesticide Calculations	1.0
Administrative (course review)	1.0
Testing and Test Review	2.0
<b>TOTAL HOURS</b>	<b>28.0</b>

**3B.2. EXAMINATION.** A formal written examination that is based on the course content, with at least three questions for each hour of instruction, will be given at the end of the instruction. Students who complete the course with a score of 70 percent and above will receive a certificate of training in pest management quality assurance evaluation.



## **APPENDIX 3C: PROCEDURES FOR ISSUING DoD ACCREDITATION FOR PMQAES OR PMPARS AND IPMCS**

### **3C.1. ISSUING PROCEDURES.**

a. Accreditation will be issued to pest management personnel by the designated DoD Component certifying official when a candidate has successfully completed pest management training requirements. Installation civilian and local national PMQAE or PMPAR and IPMC personnel must pass the PMQAE or PMPAR and IPMC formal course to be issued a DoD accreditation.

b. The words, “Pest Management Quality Assurance Evaluator Training,” “Pest Management Performance Assessment Representative Training,” or “Location Pest Management Consultant Training,” will follow “has successfully completed” on DD Form 2491.

c. Certificates of accreditation will have the name of the individual without any additional titles. In situations where the certified individual should be identified as a “pest control inspector” or “planner-estimator,” a standard recognition title will be used.

d. Certificates of accreditation expire 3 years from the last day of the month when the certificate was issued. The certifying official may extend an individual’s accreditation, if justified (e.g., illness, family emergency, unscheduled military deployment), on a one-time basis for a period of not more than 1 year.

e. Certificates of accreditation vacated by revocation, resignation, or any other reason may not be reissued.

**3C.2. LIST OF CURRENT CERTIFICATIONS.** The Director, AFPMB, and the DoD Components’ senior PMCs will maintain a list of current certificates.

## **SECTION 4: DOD PESTICIDE APPLICATOR CERTIFICATION PROGRAM MANAGEMENT**

**4.1. BACKGROUND.** Pursuant to the FIFRA, EPA Administrator must prescribe standards for the certification of pesticide applicators in the United States. Implementation regulations require that federal agency applicators of restricted-use pesticides obtain certification in accordance with an appropriate EPA-approved certification plan.

- a. Section 11 of the FIFRA encourages instruction in IPM techniques during pesticide applicator certification training.
- b. Section 28 of the FIFRA encourages the use of IPM techniques when developing and implementing programs to improve and facilitate the safe and necessary use of chemical, biological, and other methods to combat and control pests of public health importance.
- c. For detailed information regarding certification of federal agency pesticide applicators, see the FIFRA; Part 171 of Title 40, Code of Federal Regulations (CFR); and Pages 41907 and 41908 of Volume 42, Federal Register.

**4.2. LEGAL AUTHORITY.** In accordance with Part 171 of Title 40, CFR, the DoD may submit a plan for EPA approval for the certification of DoD employees as applicators of restricted use pesticides. Once this certification plan is approved by the EPA, DoD employees certified in accordance with the plan may, without obtaining any additional State certification, use and supervise the application of pesticides, including those designated as restricted use, while performing their official duties.

### **4.3. IMPLEMENTING REGULATIONS.**

- a. DoD: DoDI 4150.07.
- b. Department of the Army: Army Regulation 200-1.
- c. Department of the Air Force: Air Force Instructions 32-1053 and 32-1074.
- d. Department of the Navy: Office of the Chief of Naval Operations Instructions 6250.4C and 5090.1D.

### **4.4. QUALIFIED PERSONNEL TO CARRY OUT THE PLAN.**

a. The AFPMB and senior pest management consultants (SPMCs) of the DoD Components, including civilian and military PMCs, supervisors, and DoD-certified applicators, will provide technical guidance for the DoD Pesticide Applicator Certification Program.

b. For purposes of determining applicable requirements, DoD pest management supervisory and applicator personnel are considered “commercial applicators” as defined in Section 136(e)(3) of the FIFRA. The DoD does not employ personnel that meet the definition of “private applicator” in Section 136(e)(3) of the FIFRA.

#### **4.5. ADMINISTRATION.**

**a. Funding.** The DoD Components will plan, program, and budget for the DoD training plan in accordance with DoDI 4150.07.

**b. Reports.** The AFPMB will prepare an annual report on training and certification in accordance with the DoD training plan and will submit the report to the EPA Administrator by March 31 each year. The report will provide information on activities during the previous fiscal year and will contain information pursuant to Part 171 of Title 40, CFR. It may also include information required by the EPA Administrator. This report has been cleared in accordance with Chapter 102, Subchapter G, Parts 102-193 of Title 41, CFR.

#### **c. Maintenance of Training and Certification Records.**

(1) **Purpose.** Paragraph 4.5.c. provides the procedures for maintaining records of pest management training, recording information on pest management training and certification, as applicable, and using the information for overall program management. These records may be used to:

- (a) Meet DoD, federal, or State requirements.
- (b) Provide program oversight.
- (c) Document eligibility for certification and recertification.
- (d) Identify additional training needs.
- (e) Answer data calls.
- (f) Document professional qualifications of personnel.
- (g) Validate eligibility to apply pesticides.

#### **(2) Recordkeeping.**

(a) The training centers, as listed in Table 1, prepare, maintain, and disseminate training records to designated officials.

(b) The designated DoD Component certifying official maintains training and certification information on pesticide applicators and PMPs, including name, pesticide applicator certification number, pest control categories, date of initial certification, and date of certification expiration.

(c) The designated DoD Component certifying official and the responsible IPMC maintains training information on PMQAEs or PMPARs, including name, training completion date, and source of training.

(d) The Director, AFPMB:

1. Reviews and approves the DoD Component recommendations for certifying officials.

2. Maintains training and certification information on the DoD Component certifying officials, including name, pesticide applicator certification number, pest control categories, date of initial certification, and date of certification expiration.

(e) The designated DoD Component certifying official maintains training information on IPMCs, including name, training completion date, and source of training.

#### 4.6. CERTIFICATION CATEGORIES.

**a. Areas Within the United States.** The DoD adopts and offers certification in the EPA pest control categories in accordance with Part 171 of Title 40, CFR and Table 4 to meet the specific requirements for DoD pesticide use in the United States. Certification in DoD Category 11 allows individuals applying or supervising the use of aerial application of pesticides to control pests having medical and public health importance or general agricultural, forest, aquatic, or right-of-way application requirements.

**Table 4. EPA and DoD Pest Control Categories**

<b>EPA and DoD Category</b>	<b>Pest Control Category</b>
2	Forest Pest Control
3	Ornamental and Turf Pest Control
5	Aquatic Pest Control
6	Right-of-Way Pest Control
7	Industrial, Institutional, Structural, and Health-Related Pest Control
8	Public Health Pest Control
11	Aerial Application Pest Control

**b. Areas Outside the United States.** The DoD offers certification for areas outside of the United States in six of the categories that are in accordance with those described in Section 171.3 of Title 40, CFR to meet the specific requirements for DoD pesticide use. Training and certification in all of the DoD categories or subcategories may not be available to pesticide applicators outside of the United States. Available certification categories are shown in Table 5.

**Table 5. EPA and DoD Pest Control Certification Categories**

<b>EPA and DoD Category</b>	<b>Pest Control Category</b>
2	Forest Pest Control
3	Ornamental and Turf Pest Control
5	Aquatic Pest Control
6	Right-of-Way Pest Control
7	Industrial, Institutional, Structural, and Health-Related Pest Control
8	Public Health Pest Control

**c. Contingency Areas Outside of the United States.** The DoD offers certification for contingencies in areas outside of the United States in the three categories shown in Table 6, to meet the specific requirements for DoD contingency pesticide use.

**Table 6. DoD Pest Control Certification Categories for Contingencies in Areas Outside of the United States**

<b>EPA and DoD Category</b>	<b>Pest Control Category</b>
6	Right-of-Way Pest Control
7	Industrial, Institutional, Structural, and Health-Related Pest Control
8	Public Health Pest Control

**d. Operations Requiring State Certification.** The DoD does not train personnel in EPA Categories 3(a), “Soil Fumigation Pest Control”; 6(a), “Grassland and Non-Crop Agricultural Land Pest Control”; 7(a), “Stored Product Fumigation Pest Control”; and 10, “Demonstration and Research Pest Control.” Therefore, DoD pesticide applicators holding State certification in these areas or contractors with these areas included on their State certificates will perform installation pest management for the areas described in this paragraph. All applications must comply with applicable federal, State, or local requirements for applicator certification, recordkeeping, management, control of environmental contamination, and other applicable requirements.

#### **4.7. STATE CERTIFICATION STANDARDS.**

a. Although sovereign immunity has not been waived for pest management laws, the DoD voluntarily complies with the substantive portions of State pesticide and pest management laws and regulations that are more protective than those established by the DoD or the EPA.

b. Commercial firms that contract to apply pesticides for the DoD Components are not DoD pesticide applicator employees. Within the United States, they may be trained but not certified by the DoD. All contractor pesticide applicators must be certified by the appropriate regulatory authority in accordance with EPA-approved plans.

c. The DoD will record and report instances of pesticide misuse and falsification of records by contractors to the EPA and appropriate State agencies. The DoD will cooperate with the EPA or a State in any subsequent investigations or actions.

d. On the infrequent occasions when DoD employees will be applying pesticides on non-DoD property, they will work under the supervision of appropriately certified federal or State personnel.

#### **4.8. RIGHT OF ENTRY BY CONSENT OR WARRANT.**

a. The DoD will cooperate with appropriate agents or certifying officials (federal or State) to admit them to DoD installations, consistent with national security requirements, to assist in compliance with applicable pesticide laws.

b. Federal or State officials will contact installation commanders to arrange visits. National security concerns associated with the visit must be properly addressed.

c. Federal or State official requests will be accommodated as expeditiously as possible. The installation commander will designate a point of contact to accompany visiting officials to ensure that they have access to appropriate areas of interest.

d. DoD certifying officials have the authority to observe actual operations, and any other aspect of the pesticide program at installation levels.

#### **4.9. UNLAWFUL USE OF PESTICIDES.**

a. It is unlawful for DoD employees, other than DoD-certified applicators or persons working under their direct supervision, to apply pesticides, including those designated as restricted use. Certification is not required to apply pesticides:

(1) Approved for and used as part of self-help programs.

(2) By personnel supporting contingencies if they have received special training for limited site application of pre-selected pesticides, including aircraft disinsection.

b. The DoD applicator or direct supervisor must be certified in the category appropriate for the work being performed. Contractor pesticide applicators must be certified in State or HN categories commensurate with the work to be performed.

c. On DoD installations, direct supervision is not permitted for contractor pesticide applicators. Contract specifications will require that only appropriately State- or HN-certified individuals, with certification validated by the IPMC or responsible PMC, apply pesticides on DoD installations. All oversight will be conducted through the contracting officer.

#### **4.10. DENYING, SUSPENDING, AND REVOKING CERTIFICATION.**

**a. Criteria.** DoD pesticide applicators may have their certificates denied, suspended, or revoked in accordance with Sections 171.7(b)(1)(iii)(A) and 171.9(a) of Title 40, CFR. Situations that may be cause for certificate denial, suspension, or revocation include:

- (1) Misuse of a pesticide.
- (2) Falsification of any records required to be maintained by the DoD-certified applicator.
- (3) Pending investigation of pesticide-related episodes or accidents resulting in human or animal injury or environmental contamination, such as contamination of water supplies, food, and foodstuffs.
- (4) Conviction under any federal, State, or HN pesticide or environmental law.
- (5) Failure to maintain records as required by federal or State statute, or DoD and DoD Component regulations.
- (6) Failure to comply with DoD and DoD Component pest management directives or regulations.
- (7) Failure to use appropriate safety and PPE as identified by the pesticide label.
- (8) Inability to perform work in a safe manner due to incompetence, carelessness, or physical or mental deficiency.
- (9) Pending outcome of a formal review in accordance with Paragraph 4.10.b.
- (10) Not at least 18 years old.
- (11) Inability to read.

#### **b. Procedures.**

(1) Commanders will initiate a formal review if violations are suspected. DoD-certified applicators that violate any FIFRA provision or the implementing regulations will have their certificate reviewed for possible suspension or revocation.

(2) Suspected violations, such as pesticide misuse or record falsification, will be reported through appropriate command channels to the office of the certifying official. The certifying official will review the suspected violation and determine if further action is required.

(3) If no action is warranted, the commander will be notified in writing that a review of the suspected violation has been conducted and it was determined that no violation occurred.

(4) If the certifying official determines that a violation may have occurred, the certifying official will initiate action to temporarily suspend the certificate of the applicator and forward the matter to the ASD(S) for review and final action.

(5) If the ASD(S) determines that a FIFRA violation has occurred, the USD(A&S) will provide the EPA Administrator with information about the case and action taken by the DoD.

(6) For contingency areas outside the United States in situations that may be cause for certificate denial, suspension, or revocation:

(a) Commanders will initiate a formal review if violations are suspected. DoD-certified applicators who violate any FIFRA provision or the implementing regulations will have their certificate reviewed for possible suspension or revocation.

(b) Suspected violations must be reported through applicable command channels to the office of the certifying official. The AFPMB's Contingency Liaison Officer must be notified and may provide subject matter expertise during the course of the investigation.

(c) If no action is warranted, the commander will be notified in writing that a review of the suspected violation has been conducted and that it has been determined that a violation has not occurred.

(d) If the certifying official determines that a violation may have occurred, they will:

1. Initiate action to temporarily suspend the certificate of the applicator.

2. Forward the matter to the lead component PMC (for enduring locations) and the geographic Combatant Commander (GCC) SPMC (for contingency locations) for review, and to the ASD(S) for review and final action.

(e) If the ASD(S) determines that a FIFRA violation has occurred, the USD(A&S) will provide the EPA Administrator with information about the case and action taken by the DoD.



## SECTION 5: DOD PESTICIDE APPLICATOR TRAINING STANDARDS AND PROCEDURES

### 5.1. CERTIFICATION.

**a. Certification Requirements.** The DoD has adopted standards of competency required in accordance with Section 171.103 of Title 40, CFR. DoD standards may exceed those stated in Sections 171.103, 171.107, and 171.305 of Title 40, CFR and as shown in Appendix 5A and 5B. Emphasis is on practical knowledge of the principles and practices of IPM and safe use of pesticides.

(1) Satisfactory completion of training courses, passing written examinations, and demonstrating the ability to perform a procedure or use appropriate surveillance and dispersal equipment are the minimum requirements for certification.

(a) Passing the core phase examination is a prerequisite for certification in specific categories. The core phase provides basic information necessary for any pesticide application. Minimum core curriculum requirements and certification standards are shown in Appendices 5A and 5C.

(b) Specific category courses may be grouped to facilitate training and specialization. Those pest control categories may be addressed as separate blocks of instruction as the training situation dictates. Minimum category curriculum requirements and certification standards are shown in Appendices 5B and 5C.

(c) Certification is valid for up to 3 years. The date for determining initial certification is set when initial class room training is complete.

(2) On qualification of an individual, the DoD Component training center will notify the appropriate certifying official that the individual completed formal training requirements for certification in designated categories.

(3) The Director, AFPMB, will certify DoD Component certifying officials. Procedures for certification are similar to those in Paragraph 5.1, except that requests for certification and test results will be sent to the Director, AFPMB.

**b. Accelerated Certification.** Accelerated certification applies only to DoD civilians and is an option available to those individuals who hold a valid State certification for the categories required in their position description. It does not apply to those in a military capacity (e.g., the Reserve Components).

(1) Qualified individuals should:

(a) Be able to document a minimum of 1 year of experience in pest control.

(b) Present evidence of prior State certification, valid within the last calendar year, or documentation verifying previous DoD certification, valid within the previous 5 calendar years.

(c) Not be employed as a DoD pesticide applicator within the past calendar year.

(2) Individuals who qualify must complete in-residence training at a DoD Component training center and pass the DoD standard examination for pesticide applicators or re-enter the normal training process at the appropriate level. Alternatively, individuals who successfully complete correspondence training are given up to 90 days to study training materials provided from a DoD Component training center before taking and passing the DoD standard examination for pesticide applicators.

**c. PMP Certification.** Certification is obtained in accordance with Paragraph 3.9. PMPs must attend the resident DoD Aerial Spray Course for initial and recertification in DoD Category 11, if required by their duties. For aerial application pest control, PMPs must recertify in residence every other recertification period.

## **5.2. COMPETENCY STANDARDS.**

**a. Criteria.** Written and performance assessments in the presence of DoD Component training center instructors will be conducted for the core phase and each category in which training and certification is desired.

(1) **Written Assessment.** The training centers will prepare written examinations that are based on examples of problems and situations appropriate to the particular category or subcategory of the applicator's certification and are based on course content and study materials made available to the students.

(a) Separate examinations will be given for the core phase and each specific category. Each will be proctored and closed-book. The actual number of examination questions for each subject will be directly related to the instructional hours and subject complexity, but three questions per lecture hour will be the minimum used by all the training centers.

(b) Examinations may include true or false, multiple choice, arithmetic, sentence completion, and problem-type questions.

(c) A score of at least 70 percent on any examination is passing. A score of at least 70 on the core phase examination is a prerequisite for certification in any category.

(d) Individuals with scores between 50 and 69 percent on the core phase examination will be allowed to continue with category training and may attempt a re-examination after 24 hours or may take up to 30 days at the discretion of the course director and individual's supervisor to restudy and undergo re-examination.

(e) A second failure will result in a recommendation by the DoD Component training center to the responsible PMC or area PMP to remove the individual from pest control duties.

(f) An individual who fails to achieve a score of 50 percent on the core examination will be removed from enrollment in the formal training course, and the responsible PMC must be notified for appropriate action.

(g) Centers providing Service-specific, entry level, professional training, including DoD pesticide applicator certification will follow locally established policy for student retesting and removal.

(2) **Performance Assessment.** Demonstrating the ability to perform a procedure or use appropriate surveillance and dispersal equipment is required for certification and must be conducted in the presence of DoD Component training center instructors for the core phase and specific categories needed for certification.

(3) **Program Completion.** After an individual is determined qualified, the training center will notify the applicable pest management certifying official that the individual completed all training requirements for DoD certification in designated categories.

**b. Issuing Certificates of Competency.** For personnel successfully completing certification requirements for the core phase and one or more of the pest control categories and, if required, an apprenticeship, designated certifying officials will issue:

(1) An 8 ½" x 11" DD Form 1826, "Pest Control Certificate of Competency," and a wallet-size DD Form 1826-1, "Pesticide Applicator"; or an electronically signed document. DD Forms 1826 and 1826-1 are available at the DoD Forms Management Program Website at [https://www.esd.whs.mil/Directives/forms/dd1500\\_1999](https://www.esd.whs.mil/Directives/forms/dd1500_1999).

(2) To identify certified personnel, a uniform numbering system when certificates are issued will be used as described in Appendix 5D. Certification numbers must be unique to an individual and not re-used.

**5.3. CERTIFICATION EXTENSION.** The original certifying official may extend an individual's certification, if justified (e.g., illness, family emergency, unscheduled military deployment), by issuing new DD Forms 1826 and 1826-1 indicating the new expiration date, or writing a memorandum of record.

a. Only one extension may be approved for an individual during each certification period.

(1) For civilian personnel, certification may be extended for a period of not more than 6 months.

(2) For military personnel, certification may be extended for a period of not more than 12 months.

b. The original certifying official will document the extension in the records and the individual requesting the extension will maintain proof of the extension.

## 5.4. RECERTIFICATION.

**a. Background.** Recertification training and testing is mandatory to maintain DoD certification and provides:

- (1) New information to update the knowledge of the students and to review safety procedures.
- (2) Re-evaluation of the students' level of competency in pest control through written examinations and on-the-job performance.
- (3) Military personnel hands-on, performance-based training and testing on surveillance and pesticide dispersal equipment by an approved DoD Component training center.

### **b. Training.**

- (1) DoD-certified pesticide applicators must attend a DoD pest management recertification training course or complete an online distance learning recertification course.
- (2) Recertification is valid for 3 years from the date of certification issuance. Recertification will be accomplished by the last day of the month in which the original certificate expires. Only previously DoD-certified applicators can be recertified. Minimum core and category curriculum and certification standards are shown in Appendices 5A, 5B, and 5C.
- (3) Personnel will only be allowed to recertify in those categories for which they already hold a valid certification. Certification in new categories will be allowed only on completion of category and subcategory specific training and demonstration of competency by passing written exams and demonstrating the ability to perform a procedure or use appropriate surveillance and dispersal equipment. Additional contact hours may be added at the discretion of the local training center.

### **c. Competency Standards.**

- (1) Personnel must take and pass a proctored written examination with a score of at least 70 percent for the core phase, including pesticide application calculations and equipment calibration, and on all category examinations for which recertification is required to maintain DoD certification.
- (2) An individual who fails a recertification examination may be given up to 30 days from the date the examination was failed to study appropriate materials. At the end of the study period, the instructor or training officer will administer a closed-book, make-up examination.
  - (a) A second failure will result in the individual not being certified in the category(s) failed. Successful completion of the resident basic training course will be the only method of obtaining certification in a category failed twice.

(b) In either case, failure in the recertification examination will be cause for certificate revocation and for removal from pest control functions. Documentation of failures will be forwarded to the responsible PMC for action.

**d. PMP Recertification.** Certified PMPs must attend a DoD pest management recertification training course or complete an online distance learning recertification correspondence course and take and pass a proctored, closed book written examination to maintain DoD certification. This training will be accomplished through taking an approved DoD course. See Appendix 5C for minimum curriculum requirements.

## APPENDIX 5A: CORE CERTIFICATION STANDARDS

DoD employees desiring certification will demonstrate practical knowledge of the principles and practices of IPM and the safe use of pesticides. Testing will be based on examples of problems and situations applicable to the particular category or subcategory of the applicator's certification. See Appendix 5B for category certification standards. As a prerequisite for certification in specific categories, DoD employees must pass a comprehensive examination covering the core areas in Paragraphs a. through p. of this appendix.

**a. Pest Recognition.** Recognizing common pests to be controlled and damage caused by them, including:

- (1) Common features of pest organisms and characteristics of damage and characteristics needed for pest recognition.
- (2) Recognition of relevant pests.
- (3) Pest development and biology related to problem identification and control.

**b. Pesticide Labels.** Understanding labels and labeling, including:

- (1) Requirement and necessity for consistent labeling.
- (2) General format of labels and labeling.
- (3) Understanding trade names versus chemical and common names, signal words and symbols, and precautionary statements that commonly appear on the label or labeling.
- (4) Product classification (general use versus restricted use).
- (5) PPE requirements.
- (6) Environmental hazard statements.
- (7) Storage and disposal instructions.
- (8) When to read different sections of the label or labeling.
- (9) Directions for use including site; dosage instructions; timing and methods of application; mixing directions, if applicable; and pests to be controlled.

**c. Environmental Considerations.** Recognizing local environmental situations that must be considered during pesticide application to avoid contamination, including:

- (1) What and how weather factors affect pesticide application.
- (2) Factors that affect pesticide drift or movement of pesticide from the intended target.

(3) Factors that affect pesticide runoff and other aquatic contamination, including formulation, site, amount of pesticide, soil type, rainfall, drainage, and direct application to waterways.

(4) Presence of protected wildlife and sensitive non-target sites.

**d. Pesticide Poisoning.** Recognizing pesticide poisoning symptoms and procedures to follow in case of a pesticide accident, including:

(1) Identification of affected personnel.

(2) First aid, including recognition of pertinent information on the label and other procedures to be followed in case of a pesticide accident.

**e. Pesticide Storage.** Storing pesticides and containers, including:

(1) Applicable storage facility characteristics.

(2) Storage facility supplies.

(3) Proper storage and identification of pesticide containers.

(4) Proper security for pesticides and application equipment.

**f. Pesticide Disposal.** Disposing of pesticides, containers, and rinsates, including:

(1) Proper methods for disposing of:

(a) Excess pesticides.

(b) Pesticide rinsates.

(c) Used pesticide containers.

(2) Consequences of improper disposal, including health, environmental, and legal precautions.

(3) Legal responsibility, laws, regulations, and liability information, including:

(a) Pertinent HN and U.S. federal pesticide laws and regulations.

(b) Types of situations in which applicators may be held liable.

(c) Liability or penalties for improper pesticide disposal.

(d) The need for recordkeeping and methods for doing so.

(e) DoD regulations that affect pesticide applicators.

**g. Pesticide Safety.** Safety, including:

- (1) Acute pesticide toxicity levels.
- (2) Chronic effects of pesticide exposure.
- (3) Concept of accumulative effects.
- (4) Concept that risk is a function of both pesticide toxicity and exposure.
- (5) Common routes of pesticide exposure (i.e., oral, dermal, and inhalation).
- (6) PPE, including body covering, goggles, aprons, gloves, hats, foot coverings, goggles or face shields, and respirators.
- (7) Care and maintenance of PPE.
- (8) Personal hygiene.
- (9) Proper mixing and loading of concentrated pesticides.
- (10) Closed handling systems.

**h. Worker Protection.** Re-entry and worker protection, including:

- (1) Definition and importance of re-entry intervals.
- (2) Types of re-entry intervals.
- (3) Warnings to workers and notices of re-entry intervals.
- (4) Content of warning to workers.
- (5) Early re-entry.
- (6) Other worker protection rules.

**i. Pesticides.** Pesticides, including:

- (1) Classes and types of pesticides.
- (2) Choosing the correct pesticide.
- (3) Typical formulations (i.e., characteristics, advantages, disadvantages, and main uses).
- (4) Pesticide compatibility.
- (5) Adjuvants and surfactants.
- (6) Factors that influence effectiveness or lead to problems, such as resistance to pesticides.



**j. Pest Control.** Pest control strategies, including IPM factors, such as:

- (1) Insect pests, including:
  - (a) Insect control strategies.
  - (b) Importance of accurate pest identification and consideration of the pest's life cycle to control strategies.
- (2) Plant disease pests, including:
  - (a) Plant disease control strategies.
  - (b) Types of control strategies.
  - (c) Importance of timing in developing and applying plant disease control strategies.
- (3) Weeds, including:
  - (a) Weed control strategies.
  - (b) Importance of timing in developing and applying weed control strategies.
- (4) Mollusk control strategies.
- (5) Vertebrate control strategies.

**k. Application Equipment.** Application equipment factors, such as:

- (1) Typical pesticide spray equipment, including characteristics, advantages, disadvantages, and main uses.
- (2) Nozzle patterns and materials.
- (3) Sprayer selection, use, and care.
- (4) Granular applicators, including characteristics, advantages, disadvantages, main uses, selection, use, and care.
- (5) Cleanup of equipment after use.

**l. Calibration.** Calibration factors, such as:

- (1) Mixing soluble and wettable powders.
- (2) Mixing liquid concentrate formulations.
- (3) Determining size of area to be treated.
- (4) Preparations before calibration of sprayer.

- (5) Selecting nozzle tips.
- (6) Adjusting nozzle output.
- (7) Swath width and equipment calibration.
- (8) Field calibration of sprayer.
- (9) Calibration of granular applicators.

**m. Proper Transportation of Pesticides.** Proper transportation of pesticides, such as:

- (1) Compliance with regulations for movement of hazardous materials.
- (2) Ensuring containers are in safe condition.
- (3) Separation of pesticides from other items.
- (4) Securing containers to prevent spills, loss, or unauthorized removal.

**n. Groundwater Protection.** Groundwater protection factors, such as:

- (1) Character of groundwater.
- (2) Factors that affect groundwater contamination.
- (3) Local groundwater conditions.
- (4) Applicator practices that impact groundwater contamination, including the use of buffer zones.

**o. Threatened and Endangered Species.** Threatened and endangered species protection factors, such as:

- (1) Threatened and endangered species recognition.
- (2) Habitat of species.
- (3) Ways pesticides may harm threatened and endangered species.

**p. Applicator Responsibility.** Applicator responsibilities, such as:

- (1) Using pesticides properly.
- (2) Protecting stored pesticide products for future use.
- (3) Supervising non-certified applicators.

## APPENDIX 5B: CATEGORY CERTIFICATION STANDARDS

**5B.1. DOD PEST CONTROL CATEGORIES.** DoD pest control Categories 2 through 8 and 11 correspond to the EPA Categories 2 through 8 and 11 in accordance with Section 171.3 of Title 40, CFR. DoD employees desiring certification must demonstrate competency in each category of pest control in which they seek certification.

**5B.2. STANDARDS OF COMPETENCY.** The standards of competency for each pest control category are detailed in Paragraph 5.2.

**a. Category 2 – Forest Pest Control.** Individuals certified in this category must successfully complete core phase training. They must also attend a training program and pass a written examination covering, but not limited to:

- (1) Forest management practices.
- (2) Fertilization programs.
- (3) Plant biology, physiology, and pathology.
- (4) Classification and mode of action of pesticides.
- (5) Biology and control of forest pests.
- (6) Use of natural resources.

**b. Category 3 – Ornamental and Turf Pest Control.** Individuals certified in this category must successfully complete core phase training. They must also attend a training program and pass a written examination covering, but not limited to:

- (1) Vegetation and turf management practices.
- (2) Fertilization programs.
- (3) Plant biology, physiology and pathology.
- (4) Classification and mode of action of herbicides.
- (5) Biology and control of ornamental and turf pests and diseases.
- (6) Weed control.
- (7) Natural resources conservation programs.

**c. Category 5 – Aquatic Pest Control.** This category excludes applicators engaged in public health-related activities, which are covered in Category 8. Individuals certified in this

category must successfully complete core phase training. They must also attend a training program and pass a written examination covering, but not limited to:

- (1) Plant biology, physiology and pathology.
- (2) Identification and control of aquatic weeds.
- (3) Classification and mode of action of herbicides.
- (4) Natural resources conservation programs.

**d. Category 6 – Right-of-Way Pest Control.** Individuals certified in this category must successfully complete core phase training. They must also attend a training program and pass a written examination covering, but not limited to:

- (1) Plant biology, physiology and pathology.
- (2) Identification and control of weeds.
- (3) Classification and mode of action of herbicides.
- (4) Natural resources conservation programs.

**e. Category 7 – Industrial, Institutional, Structural, and Health-Related Pest Control.** Individuals certified in this category must successfully complete core phase training. They must also attend a training program and pass a written examination covering, but not limited to:

- (1) Biology, identification, and control of common household pests.
- (2) Control of vertebrate pests.
- (3) Control of wood-destroying organisms.
- (4) Biology and control of termites.
- (5) Biology and control of stored product pests.
- (6) General fumigation procedures.

**f. Category 8 – Public Health-Related Pest Control.** Individuals certified in this category must successfully complete core phase training. They must also attend a training program and pass a written examination covering, but not limited to:

- (1) Biology, identification, and control of vectors and pests of medical importance.
- (2) Identification and handling of venomous animals.
- (3) Control of vertebrate disease reservoirs, including rodent control techniques.

**g. Category 11 – Aerial Application Pest Control.** Individuals certified in this category must successfully complete the core phase and appropriate categories of training. They must also complete a training program and pass a written examination that covers:

- (1) General principles.
- (2) Aerial spray in the military.
- (3) Meteorological, legal, and environmental aspects.
- (4) DoD spray systems and aircraft.
- (5) Aerial spray math.
- (6) Aerial spray maps.
- (7) Contingency operations.
- (8) Spray system calibration.
- (9) Swath characterization.
- (10) Pesticides and pesticide safety.

## APPENDIX 5C: MINIMUM CURRICULUM REQUIREMENTS FOR DoD CERTIFICATION AND RECERTIFICATION TRAINING

The minimum curriculum requirements for DoD certification and recertification training are shown in Tables 7 through 14.

**Table 7. Minimum Curriculum Requirements for Core Certification Training**

Topics	Recommended Hours
1. Introduction to DoD IPM	0.5
2. Laws, Regulations, and Reporting Requirements	5.0
a. Federal Laws Regulating Pesticide Use	
b. DoD Documents	
c. Label and Labeling	
d. Records and Reports	
3. Pesticide Calculations	6.0
4. Pesticide Safety	9.0
a. Harmful Effects	
(1) To the Applicator	
(2) To the Environment	
(3) Areas of Special Concern	
(a) Groundwater	
(b) Rare and Endangered Species	
b. Protecting the Applicator	
(1) Programs for the Protection of Pesticide Applicators	
(2) PPE	
(3) Medical Response to Pesticide Poisoning	
c. Protecting the Environment	
(1) Preventing Spills	
(a) Mixing and Loading	
(b) Pesticide Transportation	
(c) Pesticide Storage	
(2) Spill Remediation	
(3) Pesticide Disposal	
(4) Equipment Calibration	
d. Pest Management Shop	
5. Introduction to Pests	4.0
6. IPM	9.5
a. Introduction	
b. Non-Chemical Methods	
(1) Cultural Management and Biological Management	
(2) Genetic Management	
(3) Regulatory Management	
(4) Mechanical and Physical Management	

**Table 7. Minimum Curriculum Requirements for Core Certification Training, Continued**

Topics	Recommended Hours
c. Chemical Methods	
(1) Attractants	
(2) Repellents	
(3) Plant Growth Regulators	
(4) Pesticides	
(a) Defining Pesticides	
(b) Modes of Entry	
(c) Families of Pesticides	
(d) Formulations	
(e) Selecting Pesticides and Formulations: Case Studies	
d. Addressing Unsuccessful Pest Management Programs	
(1) Reviewing Non-Chemical Elements of the Program	
(2) Reviewing Selection and Application of Pesticides	
(3) Pesticide Resistance	
e. IPM Case Studies	
7. Equipment Overview	1.5
8. Administrative Procedures (Reviews, Competency Exams, etc.)	4.5
TOTAL HOURS	40.0

**Table 8. Minimum Curriculum Requirements for Combined Certification Training in EPA and DoD Categories 2, 3, 5, and 6**

Topics	Recommended Hours
1. Introduction to Non-Chemical Integrated Vegetation Management	1.0
2. Plant Biology and Physiology	1.0
3. Plant Health Maintenance Programs: Ornamental and Turf	3.0
4. Classification, Use, and Mode of Action of Herbicides, Fungicides, and Nematicides	3.0
5. Health Hazards of Herbicides, Fungicides, and Nematicides	1.0
6. Diseases of Turf, Ornamentals, Trees; and Nematode Management	3.0
7. Pests of Turf, Trees, and Ornamentals	3.0
8. Aquatic Weeds: Identification and Management	1.5
9. Natural Resources Conservation Programs	2.0
10. Pesticide Use Problems	4.0
11. Forest Pest Management	0.5
12. Vegetation Management Equipment	3.0
13. Administrative Procedures (Reviews, Performance Testing and Written Exam, etc.)	6.0
TOTAL HOURS	32.0

**Table 9. Minimum Curriculum Requirements for Combined Certification Training in EPA and DoD Categories 7 and 8**

<b>Topics</b>	<b>Recommended Hours</b>
1. Fleas	2.0
2. Cockroaches	2.5
3. Stored Product Pests	2.5
4. Ticks and Mites	2.0
5. Flies Other than Mosquitoes	3.0
6. Mosquitoes	4.0
7. Venomous Animals	1.0
8. Vertebrate Pests	1.5
9. Rodents	2.0
10. Equipment	12.0
11. Ants	1.0
12. Other Household Pests	0.5
13. Wood Preservation	1.0
14. Other Wood-Destroying Organisms	2.0
15. Termites	5.0
16. Administrative Procedures (Reviews, Performance Testing, and Written Exam, etc.)	6.0
<b>TOTAL HOURS</b>	<b>48.0</b>
Category 7 Certification: Topics 1 through 16 are required.	
Category 8 Certification: Topics 1 through 12 and 4 hours of Administrative Procedures time are required.	

**Table 10. Minimum Curriculum Requirements for Certification Training in EPA and DoD Category 11**

<b>Topics</b>	<b>Recommended Hours</b>
1. Introduction	0.5
2. General Principles of Aerial Spray	3.0
a. Uses of Aerial Spray	
b. Application Rates	
c. Types	
d. Mechanics	
e. Factors Affecting Droplet Dispersal and Distribution	
(1) Drop Size	
(2) Gravity	
(3) Air Movement	
(4) Evaporation	



**Table 10. Minimum Curriculum Requirements for Certification Training in EPA and DoD Category 11, Continued**

<b>Topics</b>	<b>Recommended Hours</b>
3. Meteorology	2.0
a. Weather Effects on Aircraft	
b. Weather Effects on Pest Behavior	
c. Weather Effects on Spray Droplets	
(1) Air Movements	
(2) Inversions	
(3) Temperature and Humidity	
d. Field Techniques	
4. Aerial Spray Math	4.0
5. Maps	4.0
a. Types	
b. Preparation	
6. Flying Aerial Spray: A Pilot's View	1.0
7. Public Relations	1.0
8. Swath and Droplet Characterization	5.0
a. Deposition Sprays	
b. Space Sprays	
c. Field Exercise	
9. DoD Spray Systems C-130 Modular Aerial Spray System	1.0
10. Calibration Lab	2.0
11. Contracts	1.0
12. Pesticides and Pesticide Safety	2.0
a. Choosing a Pesticide for Aerial Use	
b. Type	
c. Adjuvants	
d. Safety Equipment	
e. Spill Containment and Cleanup	
13. Logistics and Contingency Operations	1.5
14. Environmental Aspects of Aerial Spray	1.0
a. Benefits Versus Risks	
b. Minimizing Adverse Impacts	
c. Surveillance	
15. Legal Aspects Of Aerial Spray	1.0
a. Aerial Spray Laws and Regulations	
b. Validation Procedures	
c. Obtaining Spray Services	
16. Global Information System and Global Positioning System Instruction	0.5
17. Administrative Duties	3.0
<b>TOTAL HOURS</b>	<b>33.5</b>

**Table 11. Minimum Curriculum Requirements for Core Recertification Training**

<b>Topics</b>	<b>Recommended Hours</b>
1. Environmental Protection, IPM	2.0
2. Pesticide Safety	1.0
3. Pesticides	1.0
4. Laws, Labels, and Labeling	1.0
5. Formulations, Calculations, and Applications	1.0
6. Records	1.0
7. Equipment	1.0
8. Administrative Procedures (Reviews, Competency Exams, etc.)	1.0
<b>TOTAL HOURS</b>	<b>9.0</b>

**Table 12. Minimum Curriculum Requirements for Combined Recertification Training in EPA and DoD Categories 2, 3, 5, and 6**

<b>Topics</b>	<b>Recommended Hours</b>
1. Plant and Turf Diseases	2.0
2. Insect Pests of Plants	2.0
3. Vegetation Management (Weeds and Aquatics)	2.0
4. Seminar and/or Problems and Discussion	2.0
5. Administrative Procedures (Reviews, Competency Exams, etc.)	1.0
<b>TOTAL HOURS</b>	<b>9.0</b>

**Table 13. Minimum Curriculum Requirements for Combined Recertification Training in EPA and DoD Categories 7 and 8**

<b>Topics</b>	<b>Recommended Hours</b>
1. Household Pests	1.0
2. Stored Product Pests	0.5
3. Ticks and Mites	0.5
4. Mosquitoes	1.0
5. Flies Other than Mosquitoes	0.5
6. Venomous Organisms	0.5
7. Rodents	1.0
8. Other Vertebrates	1.0
9. Termites	1.0
10. Other Wood-Destroying Organisms	0.5
11. Wood Preservation	0.5
12. Administrative Procedures (Reviews, Competency Exams, etc.)	1.0
<b>TOTAL HOURS</b>	<b>9.0</b>
Topics 1 through 12 are required for Category 7 recertification. Topics 1 through 8 and 12 are required for Category 8 recertification.	

**Table 14. Minimum Curriculum Requirements for Recertification Training in EPA and DoD Category 11**

<b>Topics</b>	<b>Recommended Hours</b>
1. General Principles Review	2
2. Meteorology	1
3. Aerial Spray Math	4
4. Maps	4
5. Swath and Droplet Characterization	5
6. DoD Spray Systems	1
7. Aerial Spray Pesticides	2
8. Logistics and Contingency Operations	1
9. Environmental Aspects of Aerial Spray	1
10. Legal Aspects of Aerial Spray	1
11. Contracts	1
<b>TOTAL HOURS</b>	<b>23</b>

## APPENDIX 5D: PROCEDURES FOR ISSUING DOD CERTIFICATES FOR PESTICIDE APPLICATORS

5D.1. The DoD Component certifying official will issue a certificate to pest management personnel when they have successfully completed certification requirements. To be issued a DD Form 1826, military, installation civilian, third-country national, and local national pesticide applicator personnel must pass:

- a. The core examination.
- b. Examinations for one or more of the pest control categories.
- c. Apprenticeship requirements.

5D.2. When an individual has completed initial formal training at one of the training centers, the commanding officer of the training center will provide an identification number for the certificate. To uniquely identify certified personnel, a numbering system must be used in the issuance of either an 8 ½" x 11" DD Form 1826 or a wallet-size DD Form 1826-1.

- a. Certificate numbers must contain three or four elements:

(1) The first element, consisting of one or two letters, is a designation of where the individual was originally trained:

- (a) A – U.S. Army Medical Department Center and School, Fort Sam Houston, TX.
- (b) AE – U.S. Army Public Health Command Region-Europe.
- (c) AP – U.S. Army Public Health Command Region-Pacific.
- (d) M – Medical Education and Training Center, San Antonio, TX.
- (e) NA – Naval Facilities Engineering Command-Atlantic, Norfolk, VA.
- (f) NJ – Navy Entomology Center of Excellence, Jacksonville, FL.
- (g) NP – Naval Facilities Engineering Command-Pacific, Pearl Harbor, HI.
- (h) AF – U.S. Air Force 366th Training Squadron, Sheppard Air Force Base, Wichita Falls, TX.
- (i) AA – U.S. Air Force Aerial Spray Unit, 910th AW/DOS, Aerial Spray, Youngstown-Warren Regional Airport, Air Reserve Station, Vienna, OH (aerial application only).

(2) The second element is a sequential three-digit number assigned by the initial training center indicating their order of certification.

(3) The third element is a two-digit number indicating the calendar year when the initial certification was received.

(4) The fourth element is a four-digit number indicating the month and calendar year of the current recertification. That element is not required on certificates for pesticide applicators during their first 3 years of DoD certification.

b. For example, the certificate number AE-001-15-2018 indicates that the certificate holder was initially certified at the Army school at U.S. Army Public Health Command Region-Europe, was the first person certified by that center in 2015, and was recertified in January 2018.

5D.3. The country or location where the certification is valid must precede the listing of certification categories on DD Forms 1826 and 1826-1 issued for areas outside of the United States certification. Certification categories must appear on each certificate.

a. On the DD Form 1826, the pest control certification categories must be listed.

b. On the wallet-size DD Form 1826-1, invalid categories must be crossed out before issue. Where facilities are available, DD Form 1826-1 should be laminated after completion.

c. DD Form 1826-1 must be issued bearing the same information as the DD Form 1826. Certified individuals must carry this card while performing their duties.

5D.4. Certificate numbers vacated by revocation, resignation, or for any other reason will not be reissued.

5D.5. Certificates will have the name of the individual without any additional titles, except for supervisors. In situations where the certified individual should be identified as a “pest control inspector” or “planner-estimator,” a standard recognition title will be used.

5D.6. Certificates will expire 3 years from the last day of the month when the certificate was issued. Only one extension may be approved for an individual during each certification period. For civilian personnel, certification may be extended for a period of not more than 6 months. For military personnel, certification may be extended for a period of not more than 12 months.

5D.7. DoD Component PMCs will maintain a current list of their component pesticide applicator certifying officials, to be provided on request to the Director, AFPMB, who will maintain a current list of DoD certifying officials.

## SECTION 6: AREA SPECIFIC DOD PESTICIDE APPLICATOR TRAINING AND CERTIFICATION PROCEDURES

**6.1. GENERAL.** DoD pesticide applicator training and certification procedures within and outside of the United States, and for contractor personnel supporting contingency areas outside the United States cited in Table 15 are described in this section.

**Table 15. DoD Pesticide Training and Certification Procedures**

<b>Requirements</b>	<b>Pesticide Applicator Training Within the United States</b>	<b>Pesticide Applicator Training in Areas Outside of the United States</b>	<b>Contract Personnel Training in Contingency Areas Outside of the United States</b>
Developmental Training	Paragraph 6.2.a.	Paragraph 6.3.d.(1)	Paragraph 6.4.d.(1)
Apprentice Training	Paragraph 6.2.b.	Paragraph 6.3.d.(2)	Paragraph 6.4.d.(2)
Formal Training	Paragraph 6.2.c.	Paragraph 6.3.d.(3)	Paragraph 6.4.d.(3)
Recertification Training	Paragraph 6.2.d.	Paragraph 6.3.d.(4)	Paragraph 6.4.d.(5)
Certification Documentation	Paragraph 6.2.e.	Paragraph 6.3.d.(5)*	Paragraph 6.4.d.(6)*
Core Phase	Yes	Yes	Yes
Categories	Table 4	Table 5	Table 6
*Certification documentation must identify specific countries or areas where the certified applicator may perform pest control.			

### 6.2. DOD PESTICIDE APPLICATOR TRAINING AND CERTIFICATION PROGRAM WITHIN THE UNITED STATES.

**a. Developmental Training.** The DoD provides developmental pesticide application training, for 2 years or less, for untrained and inexperienced DoD personnel. Two training tracks lead to certification:

(1) Track One is for DoD personnel who routinely apply pesticides as part of their day-to-day job. Track One has two requirements: apprenticeship and formal training. During the apprenticeship, trainees will apply pesticides only under the direct supervision of a DoD-certified pesticide applicator.

(2) Track Two is for untrained and inexperienced DoD personnel who rarely apply pesticides except during contingency operations, most of which are outside of the United States. Track Two requires formal training only, with competency demonstrated by passing written

examinations and demonstrating the ability to perform a procedure or use appropriate surveillance and dispersal equipment.

#### **b. Apprenticeship Training.**

(1) Previously untrained and inexperienced personnel will participate in a 1-year apprenticeship under the supervision of a DoD-certified individual or, if not available, under the guidance of a certified PMP in accordance with Paragraph 3.2. PMPs are not required to undergo apprenticeship training. Sample apprenticeship training topics are provided in Table 2.

(2) Before investing training resources, installation staff should determine that the candidate has the potential and willingness to complete the training program and, when applicable, can achieve “pest control” category certification (e.g., persons with sensitivity or allergy to pesticides, other chemicals, or insect stings should not be selected). On request, the appropriate DoD Component PMC may assist in the selection process.

#### **c. Formal Training.**

(1) **Competency Standards.** Individuals will meet competency standards through a combination of formal classroom training and interactive distance learning that is developed and maintained by the DoD Component training centers in accordance with Paragraph 5.1.

(2) **Training Center Locations.** DoD Component training center locations are listed in Table 1.

(3) **Training for Personnel from Other Military Services.** Training centers providing training to personnel from other Military Services will forward those results to the respective DoD Component certifying official.

**d. Recertification Training.** Recertification is in accordance with Paragraph 5.4.

#### **e. Certification Documentation.**

(1) DoD certificates will be issued for specific pest control categories to pesticide applicators who successfully complete the required training. See Appendix 5C for category certification standards. DoD-certified pest control supervisors may be issued these certificates with a notation of this supervisory status.

(2) Procedures for issuing DoD certificates for pesticide applicators are in accordance with Paragraph 5.2. and Appendix 5D.

**f. Denying, Suspending, and Revoking Certification.** Procedures for denying, suspending, and revoking certification are in accordance with Paragraph 4.10.

### **6.3. DOD PESTICIDE APPLICATOR TRAINING AND CERTIFICATION IN AREAS OUTSIDE OF THE UNITED STATES.**

**a. General.** DoD pesticide applicator certification training for areas outside of the United States is approved by the designated area PMC using a curriculum developed by the applicable training center in coordination with the responsible certifying official. Training materials should include regional conditions, native pest problems, and HN requirements.

#### **b. HN Pesticide Applicator Trainee Selection.**

(1) Potential HN pest management personnel should meet training requirements and function efficiently and effectively in the framework of the installation pest management program.

(2) Before investing training resources, installation staff should determine that the candidate has the potential and willingness to complete the training program and, when applicable, can achieve “pest control” category certification (e.g., persons with sensitivity or allergy to pesticides, other chemicals, or insect stings should not be selected). On request, the appropriate DoD Component PMC may assist in the selection process.

#### **c. Non-DoD and HN Contract Personnel.**

(1) Contract pest control personnel who hold a valid State or HN applicator certificate, where the HN pesticide applicator program has been reviewed and approved by the responsible PMC, may apply pesticides on DoD installations. An HN applicator certificate allows pesticides to be applied within the limits of that certificate. The contractor is responsible for validating the State or HN certificate and confirming that pest control personnel maintain their certification.

(2) Contractors are required to ensure pest control personnel are trained and certified at the time the contract is awarded. Contract pest control personnel who apply pesticides may attend formal DoD training courses on a space-available basis. Training centers and training locations are provided in Table 1. The contractor is responsible for travel and any expenses related to attending the DoD course.

(3) The certifying official may provide contractor personnel with a certificate of training and DoD pesticide applicator certification specific for the area which pest control will be conducted on successful completion of core phase and specific category pesticide applicator training requirements.

#### **d. Training and Certification Procedures.**

(1) **Developmental Training.** The DoD provides developmental pesticide application training, for 2 years or less, for untrained and inexperienced DoD personnel. During that period, all pesticide application is done under the direct supervision of a certified pesticide applicator. The training program must consist of two requirements: apprenticeship training and formal DoD training center-approved classroom training. Passing written examinations on completion of formal training is required to achieve certification.



(a) During training, anticipated language problems may be partially overcome by maximizing hands-on training with equipment and materials used in pest management work. Hands-on training places instructors and trainees on a common ground and eases the burden of communication. If the trainee cannot adequately understand English, translation and interpretation support must be provided.

(b) Presentation of course instruction and examinations in the native language is encouraged. Trainees must demonstrate the ability to comprehend labels translated into the HN language, as a minimum.

(2) **Apprenticeship Training.** Apprenticeship training will be conducted in accordance with Paragraph 3.2.

(3) **Formal Training.**

(a) **Competency Standards.** Individuals will meet competency standards through a combination of formal classroom training and interactive distance learning that is developed and maintained by the DoD Component training centers, are in accordance with Paragraphs 5.1. and 5.2.

(b) **Training Center Locations.** Formal classroom training will be provided at a training center and may be requested at sites outside of the United States when it is more cost effective to the DoD. Training centers are provided in Table 1.

(4) **Recertification Training.** Recertification is in accordance with Paragraph 5.4.

(5) **Certification Documentation.**

(a) DoD certificates will be issued for specific pest control categories to pesticide applicators who successfully complete the required training in accordance with Appendix 5D. Certification documentation must identify specific countries or areas in which the certified applicator may perform pest control.

(b) Procedures for issuing DoD certificates for pesticide applicators are in accordance with Paragraph 5.2. and Appendix 5D.

(6) **Denying, Suspending, and Revoking Certification.** Procedures for denying, suspending, and revoking certification are in accordance with Paragraph 4.10.

## **6.4. DOD PESTICIDE APPLICATOR TRAINING AND CERTIFICATION FOR CONTRACT PERSONNEL IN CONTINGENCY AREAS OUTSIDE OF THE UNITED STATES.**

### **a. General.**

(1) In contingency areas outside of the United States, contractors may attend formal DoD training courses on a space-available basis but must fund the travel and expenses, or fund

individual training expenses for DoD training courses. Funding for student travel to, and tuition for, training centers must be provided by the contractor.

(2) The AFPMB's Contingency Liaison Officer, in collaboration with the DoD Component PMC (for enduring locations) or the Combatant Commander senior PMC (for contingency locations), will determine training requirements, coordinate contractor certification training with the applicable training center, and certify DoD contingency contractor pesticide applicators.

**b. Contractors.** DoD certification training for contractors is approved by the lead component PMC (for enduring locations) and the GCC SPMC (for contingency locations) using the same curriculum developed for DoD personnel by the applicable training center.

**c. HN and Third-Country National Contractor Pesticide Applicator Trainee Selection.** Contractor trainee training is the responsibility of the contractor. The lead component PMC (for enduring locations) and the GCC SPMC (for contingency locations) may be consulted for guidance on specifics of the training.

(a) It is preferred that candidates be able to communicate in English both verbally and in writing. If the trainee cannot adequately understand English, then it is the contractor's responsibility to provide translator and interpreter support.

(b) The contractor trainee must be able to obtain appropriate theater security clearance to work independently with pesticides.

**d. Training and Certification Procedures.**

(1) **Developmental Training.** Developmental training, which is not to exceed 2 years, is provided by the contractor for previously untrained and inexperienced contractor personnel. The training program will consist of the two requirements: formal apprenticeship training followed by formal training center-approved classroom training approved by the lead component PMC (for enduring locations) and the GCC SPMC (for contingency locations). Passing written examinations on completion of formal training is required to achieve certification.

(a) During training, anticipated language problems may be overcome by maximizing hands-on training with equipment and materials that will be used in pest management work. Hands-on training places instructors and trainees on a common ground and eases the burden of communication.

(b) Presentation of course instruction and examinations in the native language is encouraged. Trainees must demonstrate the ability to comprehend labels written in English, at a minimum.

(2) **Apprenticeship Training.** Trainees must participate in apprenticeship training under the supervision of a certified individual, or if not available, under the guidance of a PMP, for at least 1 year.

(3) **Formal Training.** Formal classroom training may be requested for contingency sites outside of the United States.

(4) **Competency Standards.** Individuals will meet competency standards through a combination of formal classroom training and interactive distance learning that is developed and maintained by the DoD Component training centers, in accordance with Paragraphs 5.1. and 5.2.

(5) **Recertification Training.** Recertification is in accordance with Paragraph 5.4. DoD certification of the contractor personnel is valid for 3 years from the date the certificate is issued or until an individual is no longer working for the contractor supporting the DoD operation. Recertification must be accomplished by the last day of the month in which the original certificate expires.

(6) **Certification Documentation.**

(a) DoD certificates will be issued for specific pest control categories to pesticide applicators who successfully complete the required training in accordance with Appendix 5D. Certification documentation must identify specific countries or areas in which the certified applicator may perform pest control.

(b) Procedures for issuing DoD certificates for pesticide applicators are in accordance with Paragraph 5.2. and Appendix 5D.

(7) **Contractor Personnel Suspension or Revocation of Certification.** Procedures for denying, suspending, and revoking certification are in accordance with Paragraph 4.10.

## GLOSSARY

### G.1. ACRONYMS.

AFPMB	Armed Forces Pest Management Board
ASD(S)	Assistant Secretary of Defense for Sustainment
BASH	bird aircraft strike hazard
CFR	Code of Federal Regulations
DD	Department of Defense (form)
DoDI	DoD instruction
EPA	Environmental Protection Agency
FGS	final governing standard
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
GCC	geographic Combatant Commander
HN	host nation
IPM	integrated pest management
IPMC	integrated pest management coordinator
PMC	pest management consultant
PMP	pest management professional
PMPAR	pest management performance assessment representative
PMQAE	pest management quality assurance evaluator
PPE	personal protective equipment
SPMC	senior pest management consultant
USD(A&S)	Under Secretary of Defense for Acquisition and Sustainment

**G.2. DEFINITIONS.** Unless otherwise noted, these terms and their definitions are for the purpose of this issuance.

**certified pesticide applicator.** Defined in DoDI 4150.07.

**certifying official.** Defined in DoDI 4150.07.

**contingency location.** Defined in DoD Directive 3000.10.

**contractor pesticide applicator.** Defined in DoDI 4150.07.

**direct supervision.** Defined in Volume 1 of this manual.

**DoD-certified applicator.** A military or civilian employee certified to apply pesticides on DoD installations.

**DoD employee.** Federal employees of the DoD, including Title 5, United States Code civilians; active-duty military members; Active Guard Reserve military members; National Guard and Reserve military members while on unit training assemblies; and federal technicians. This term does not include employees involved in civil work functions of the Army Corps of Engineers, National Guard military members who are not on Active Guard Reserve (i.e., do not perform 180 days of continuous active service), or State civilians for whom the Federal Government pays salaries through cooperative agreements..

**DoD installation.** An enduring or contingency location.

**DoD Pest Management Program.** Defined in DoDI 4150.07.

**enduring location.** Defined in DoDI 4150.07.

**IPM.** Defined in DoDI 4150.07.

**IPMC.** Defined in DoDI 4150.07.

**pesticide.** Defined in Section 136(u) of the FIFRA.

**pests.** Defined in DoDI 4150.07.

**PMC.** Defined in DoDI 4150.07.

**PMP.** Defined in DoDI 4150.07.

**restricted-use pesticide.** Defined in Section 136(d)(1)(C) of the FIFRA and discussed in Sections 152.160-175 of Title 40, CFR.

**self-help programs.** Defined in DoDI 4150.07.

**State.** Defined in DoDI 4150.07.

**training.** Defined in DoDI 4150.07.

**United States.** Defined in DoDI 4150.07.

## REFERENCES

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- Air Force Instruction 32-1074, “Aerial Application of Pesticides,” November 7, 2014
- Armed Forces Pest Management Board, Technical Guide 4, “Disinsection of Military Aircraft,” July 2018
- Army Regulation 200-1, “Environmental Protection and Enhancement,” December 13, 2007
- Code of Federal Regulations, Title 40
- Code of Federal Regulations, Title 41
- Deputy Secretary of Defense Memorandum, “Establishment of the Office of the Under Secretary of Defense for Research Engineering and the Office of the Under Secretary of Defense for Acquisition and Sustainment,” July 13, 2018
- Deputy Secretary of Defense Memorandum, “Implementation Guidance Regarding the Establishment of the Office of the Assistant Secretary of Defense for Energy, Installations, and Environment,” April 10, 2015
- DoD 4715.05-G, “Overseas Environmental Baseline Guidance Document,” May 1, 2007, as amended
- DoD Directive 3000.10, “Contingency Basing Outside the United States,” January 10, 2013, as amended
- DoD Directive 5134.01, “Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)),” December 9, 2005, as amended
- DoD Directive 5134.15, “Assistant Secretary of Defense for Operational Energy Plans and Programs (ASD(OEPP)),” May 17, 2011
- DoD Foreign Clearance Guide, current edition
- DoD Instruction 4150.07, “DoD Pest Management Program,” December 26, 2019
- DoD Instruction 4715.05, “Environmental Compliance at Installations Outside the United States,” November 1, 2013, as amended
- DoD Instruction 4715.22, “Environmental Management Policy for Contingency Locations,” February 18, 2016, as amended
- DoD Manual 4150.07, Volume 1, “DoD Pest Management Program Elements and Implementation: Structure and Operation,” January 22, 2020
- Federal Register, Volume 42, Pages 41907 and 41908<sup>1</sup>
- Office of the Chief of Naval Operations Instruction 6250.4C, “Navy Pest Management Programs,” April 11, 2012
- Office of the Chief of Naval Operations Instruction 5090.1D, “Environmental Readiness Program,” January 10, 2014
- United States Code, Title 5
- United States Code, Title 7, Section 136 et seq. (also known as the “Federal Insecticide, Fungicide, and Rodenticide Act,” as amended)

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<sup>1</sup> Available at <https://cdn.loc.gov/service/ll/fedreg/fr042/fr042161/fr042161.pdf>