



# Department of Defense MANUAL

NUMBER 4150.07, Volume 1

May 23, 2013

Incorporating Change 2, August 31, 2018

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USD(A&S)

SUBJECT: DoD Pest Management Training and Certification Program: The DoD Plan for Pesticide Applicators

References: See Enclosure 1

## 1. PURPOSE

a. Manual. This manual is composed of several volumes, each containing its own purpose, and reissues DoD Manual (DoDM) 4150.7-M (Reference (a)). The purpose of the overall manual, in accordance with the authority in DoD Instruction 4150.07 and DoD Directive 5134.01 (References (b) and (c)), is to implement policy, assign responsibilities, and provide procedures for the training and certification of DoD pest management personnel in pesticide application.

b. Volume. This volume:

(1) Reissues DoDM 4150.07-M-V1 (Reference (d)) in accordance with the guidance in Reference (b).

(2) Provides procedures for DoD training and certification of pesticide applicators to meet the requirements of section 136 et seq., of Title 7, United States Code (also known and referred to in this volume as "The Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), as amended") (Reference (e)).

## 2. 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, and the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this volume as the "DoD Components").

(2) DoD employees applying any pesticides on DoD land, property, or material assets under DoD administrative control and located within any one of the 50 States; the District of Columbia; the Commonwealths of Puerto Rico, the Northern Marianas, and the Virgin Islands; and the Territories of Guam and American Samoa. On the infrequent occasions when DoD employees will be applying pesticides on other property, they will work under the supervision of appropriately certified State or federal personnel.

(3) DoD employees who have been recognized as FIFRA-certified pesticide applicators in accordance with previous versions of this manual and its supporting guidance.

b. Does not apply to:

(1) Pesticide applicators working under the purview of the civil works functions of the Department of the Army.

(2) Facilities occupied by DoD Component activities when real property control is not under DoD jurisdiction.

(3) State-owned and State-operated (funded) installations.

c. Is not intended to conflict with, be used instead of, or supersede other DoD training directives or Office of Personnel Management qualification standards.

3. POLICY. It is DoD policy according to Reference (b) to:

a. Use integrated pest management (IPM) to prevent or control pests and disease vectors that may adversely impact readiness or military operations by affecting the health of personnel or by damaging structures, materiel, or property in accordance with Reference (b).

b. Comply with all Executive orders and federal, State, and local statutory and regulatory requirements that apply to IPM. Although federal agencies maintain sovereignty in accordance with FIFRA, as amended, DoD voluntarily complies with the substantive portions of State pesticide and pest management laws and regulations when such compliance does not adversely impact DoD missions pursuant to Reference (b).

4. RESPONSIBILITIES. See Enclosure 2.

5. PROCEDURES. See Enclosure 3.

6. INFORMATION COLLECTION REQUIREMENTS. The annual Armed Forces Pest Management Board (AFPMB) report on training and certification, referred to in paragraph 2j of

Enclosure 3 of this volume, has been assigned report control symbol DD-AT&L(A,AR)1080 as prescribed in Reference (b).

7. RELEASABILITY. **Cleared for public release.** This volume is available on the Directives Division Website at <http://www.esd.whs.mil/DD/>.

8. SUMMARY OF CHANGE 1. This change reassigns the office of primary responsibility for this volume to the Under Secretary of Defense for Acquisition and Sustainment in accordance with the July 13, 2018 Deputy Secretary of Defense Memorandum (Reference (f)).

9. EFFECTIVE DATE. This volume is effective May 23, 2013.



Frank Kendall  
Under Secretary of Defense for  
Acquisition, Technology, and Logistics

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ENCLOSURE 1

REFERENCES

- (a) DoD Manual 4150.7-M, “DoD Pest Management Training and Certification,” April 24, 1997 (hereby cancelled)
- (b) DoD Instruction 4150.07, “DoD Pest Management Program,” May 29, 2008, as amended
- (c) DoD Directive 5134.01, “Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)),” December 9, 2005, as amended
- (d) DoD Manual 4150.07-M-V1, “DoD Pest Management Training: The DoD Plan for the Certification of Pesticide Applicators,” December 12, 2008 (hereby cancelled)
- (e) Sections 28 and 136 et seq. of Title 7, United States Code (also known as “The Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), as amended”)
- (f) Deputy Secretary of Defense Memorandum, “Establishment of the Office of the Under Secretary of Defense for Research and Engineering and the Office of the Under Secretary of Defense for Acquisition and Sustainment,” July 13, 2018
- (g) Title 40, Code of Federal Regulations
- (h) Pages 41907-41908 of Volume 42, Federal Register, August 19, 1977
- (i) Executive Order 12088, “Federal Compliance with Pollution Control Standards,” October 13, 1978, as amended
- (j) Army Regulation 200-1, “Environmental Protection and Enhancement,” December 13, 2007
- (k) Air Force Instruction 32-1074, “Aerial Application of Pesticides,” August 27, 2009
- (l) Air Force Instruction 32-1053, “Integrated Pest Management Program,” June 23, 2009
- (m) Office of the Chief of Naval Operations Instruction 6250.4C, “Navy Pest Management Programs,” April 11, 2012
- (n) Chapter 102, subchapter G, part 102-193 of Title 41, Code of Federal Regulations

ENCLOSURE 2

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR ACQUISITION, TECHNOLOGY, AND LOGISTICS (USD(AT&L)). The USD(AT&L):

a. Has overall responsibility for policy development, implementation, and surveillance of the DoD Pest Management Program in accordance with Reference (b).

b. In consultation with the DoD Component certifying officials, may deny, suspend, or revoke the certificate of any DoD employee who violates any provision of the FIFRA, as amended, or falsifies records in accordance with this volume.

2. ASSISTANT SECRETARY OF DEFENSE FOR ENERGY, INSTALLATIONS, AND ENVIRONMENT (ASD(EI&E)). Under the authority, direction, and control of the USD(AT&L), and in accordance with Reference (b), the ASD(EI&E):

a. Oversees the implementation of this manual.

b. Directs and supervises operations of the Armed Forces Pest Management Board (AFPMB).

3. DIRECTOR, AFPMB. The Director, AFPMB, chartered by the USD(AT&L):

a. Reviews pest management policy matters and proposes policy changes for the DoD in accordance with Reference (b).

b. Reviews and approves the DoD Components' recommendations for pest management consultants (PMCs).

c. Monitors compliance with this volume.

d. Reviews and approves the DoD Component recommendations for pesticide applicator certifying officials.

e. Maintains a list of approved pesticide applicator certifying officials and PMCs.

f. Prepares an annual report on training and certification in accordance with this volume and will submit the report to the Environmental Protection Agency (EPA) Administrator by March 31 each year.

4. DoD COMPONENT HEADS. The DoD Component heads:

a. Implement the requirements and procedures of this volume as described in Enclosure 3. Supplementary instructions may be issued within the Component only when necessary to address unique Component requirements.

b. Designate a senior PMC as the primary point of contact for the DoD Components' pest management training program in accordance with Reference (b).

c. Nominate PMCs to serve as certifying officials to certify the competency of the DoD Components' pesticide applicators in accordance with Reference (b).



ENCLOSURE 3

PROCEDURES

1. BACKGROUND. The FIFRA, as amended, directs the EPA Administrator to prescribe standards for the certification of pesticide applicators. Regulations implementing this requirement require that federal agency applicators of restricted-use pesticides obtain certification in accordance with an appropriate EPA-approved certification plan. Section 28 of FIFRA, as amended, also requires federal agencies to use IPM techniques in carrying out pest management activities and to promote IPM through procurement and regulatory policies and other activities. See Reference (e), part 171 of Title 40, Code of Federal Regulations (CFR) (Reference (g)), and pages 41907-41908 of Volume 2, Federal Register (Reference (h)) for detailed information regarding compliance with the CFR. The training and certification of DoD employees as described by this volume underscore the DoD commitment to IPM.

2. COMPLIANCE WITH THE CFR. See Reference (g) for detailed information regarding compliance with the CFR.

a. Adherence to State Certification Standards

(1) Although sovereign immunity has not been waived with respect to pest management laws, the DoD voluntarily complies with the substantive portions of State pesticide and pest management laws and regulations in accordance with the procedures set forth in paragraph 2a(2) of this section.

(2) The DoD cooperates with individual States by adhering to substantive standards that meet or exceed those established by the State or EPA.

(a) If a given State's substantive standard is more stringent than, or is additional to, standards established in this volume, the State will notify the DoD and request DoD compliance in accordance with Executive Order 12088 (Reference (i)) and this volume.

(b) Upon notification by the State of a substantive standard issue, the DoD will attempt to mediate the issue with the State.

(c) The EPA Administrator may mediate conflicts or cases of disagreement between the DoD and a State. If unable to reach an agreement with the State, the DoD will immediately forward all such notifications to EPA, which will render its opinion as to whether the standard is substantive or administrative in nature.

(3) Commercial firms that contract to apply pesticides for the DoD Components are not DoD pesticide applicator employees. They may be trained by, but may not be certified by, the DoD. All contractor pesticide applicators must be certified by the appropriate regulatory authority in accordance with the provisions of EPA-approved plans.

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

b. Legal Authority. See Reference (g) for detailed information regarding compliance with the CFR.

(1) DoD Authority. In accordance with FIFRA, as amended and References (g) and (h), DoD may submit to EPA for approval a plan for the certification of DoD employees as applicators of restricted use pesticides. Once this certification plan is approved by 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 engaged in the performance of their official duties.

(2) Implementing Regulations

(a) DoD: Reference (b).

(b) Department of the Army: Army Regulation 200-1 (Reference (j)).

(c) Department of the Air Force: Air Force Instruction (AFI) 32-1074 and AFI 32-1053 (References (k) and (l)).

(d) Department of the Navy: Office of the Chief of Naval Operations Instruction 6250.4C (Reference (m)).

c. Denying, Suspending, and Revoking Certification: Enforcement. Any DoD pesticide applicator may have his or her certificate denied, suspended, or revoked in accordance with subpart 171.7(b)(1)(iii)(A) of Reference (g). Situations that may be cause for certificate denial, suspension, or revocation include, but are not limited to:

(1) Misuse of a pesticide.

(2) Falsification of any records required to be maintained by the DoD FIFRA-certified applicator.

(3) Pending investigation of pesticide-related episodes or accidents resulting in human or animal injury or environmental contamination, such as to water supplies, food, and foodstuffs.

(4) Conviction under any federal or State 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 equipment 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 criminal or civil action as outlined in paragraph 2d.

d. Suspension or Revocation of Certification: Legal Authority. See Reference (g) for detailed information regarding compliance with the CFR.

(1) Installation commanders will initiate a formal review if FIFRA violations are suspected. Any DoD FIFRA-certified applicator that violates any FIFRA provision, as amended, or the implementing regulations, will have his or her certificate reviewed for possible suspension or revocation.

(2) Suspected violations, such as pesticide misuse or recorded 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 installation commander will be notified in writing that a review of the suspected FIFRA violation has been conducted and it was determined that no violation occurred.

(4) If the certifying official determines that a violation may have occurred, he or she will initiate action to temporarily suspend the certificate of the applicator(s) and forward the matter to the USD(AT&L) for review and final action.

(5) If the USD(AT&L) determines that a FIFRA violation has occurred, he or she will report information on the case and action taken by the DoD to the EPA Administrator.

e. Right of Entry by Consent or Warrant. See Reference (g) for detailed information regarding compliance with the CFR.

(1) DoD certifying officials have the authority to observe actual operations and any other aspect of the program at installation levels.

(2) The DoD will cooperate with appropriate agents or certifying officials (federal or State) to admit such officials to DoD installations, consistent with national security requirements, to ensure compliance with federal, State, and local pesticide laws.

(a) Federal or State officials will contact installation commanders to arrange visits and to ensure that any national security concerns are addressed before the visit.

(b) 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.

f. Legal Requirement: Unlawful Use of Pesticides. See Reference (g) for detailed information regarding compliance with the CFR.

(1) It is unlawful for DoD employees other than DoD FIFRA-certified applicators or persons working under their direct supervision to apply pesticides, including those designated as restricted use. Exceptions are the use of repellents for personal protection and the application of ready-to-use household products listed in the DoD Components' self-help programs.

(2) The DoD applicator or direct supervisor must be certified for the category of pesticide application being undertaken. Contractor pesticide applicators must be certified in State categories commensurate with the work to be performed.

(3) On DoD land and property, direct supervision is not permitted for contractor applicators. Contract specifications will require that only appropriately State-certified individuals apply pesticides on DoD installations. More information on State certification equivalents is available at: <http://aec.army.mil/usaec/pest/certificates00.html>.

g. Record Keeping: Pest Management Reporting Requirements. See Reference (g) for detailed information regarding compliance with the CFR.

(1) Record keeping and reporting procedures provide management personnel an opportunity to review the pesticide data on operations, to include pesticide names, EPA registration numbers, amounts, methods of application, uses, places (sites), dates, and other pertinent information (such as the target pests).

(2) Each military installation performing pest management operations prepares monthly summaries of all in-house, formally contracted and government-purchase-card-procured pest control conducted anywhere on the installation, to include out-leased land (not including housing privatization initiatives), golf courses, and natural resources.

(a) Such operational records will be maintained by the installation and/or public works engineer at the installation for no less than 2 years and will be available through the installation commanding officer to appropriate federal and State officials upon request.

(b) After 2 years, these records will be archived for permanent retention.

h. Qualified Personnel to Carry Out the Plan. See Reference (g) for detailed information regarding compliance with the CFR.

(1) The AFPMB and the senior consultants of the DoD Components, including civilian and military PMCs, supervisors, and DoD FIFRA-certified applicators, will provide technical guidance for the DoD Pest Management Program.

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

i. Funding. See Reference (g) for detailed information regarding compliance with the CFR. The DoD Components will plan, program, and budget for the DoD Plan in accordance with Reference (b).

j. Training and Certification Reports. See Reference (g) for detailed information regarding compliance with the CFR. The AFPMB will prepare an annual report on training and certification in accordance with the DoD Plan and will submit the report to the EPA Administrator by March 31 each year and provide information on activities during the previous fiscal year. The report will contain information outlined in part 171 of Reference (g) and may include other information required by the EPA Administrator. This report has been cleared in accordance with chapter 102, subchapter G, part 102-193 of Title 41, CFR (Reference (n)).

k. Certification Categories. See Reference (g) for detailed information regarding compliance with the CFR.

(1) The DoD adopts and offers certification in the EPA pest control categories as noted in Table 1 to meet the specific requirements for DoD pesticide use.

Table 1. Pest Control Categories

PEST CONTROL CATEGORY	EPA AND DoD CATEGORY
Forest Pest Control	2
Ornamental and Turf Pest Control	3
Aquatic Pest Control	5
Right-of-Way Pest Control	6
Industrial, Institutional, Structural, and Health-Related Pest Control	7
Public Health Pest Control	8
Aerial Application Pest Control	11 <sup>1</sup>
<sup>1</sup> DoD category only.	

(2) DoD Category 11 includes individuals using 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.

(3) 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”; 10, “Demonstration and Research Pest Control,” or marine antifouling agents. Therefore, DoD pesticide applicators holding State certification in these areas or contractors with these areas included on their State certificates will accomplish installation pest

management or marine antifouling agent applications for the areas described in this paragraph. All applications shall comply with applicable federal, State, and/or local requirements for applicator certification, record keeping, management, and control of environmental contamination and other applicable requirements.

1. Competency and Certification. See Reference (g) for detailed information regarding compliance with the CFR.

(1) Requirements

(a) DoD employees desiring certification in any of the DoD categories must complete a mandatory core training program as well as training in the applicable DoD pest control category(ies), as described in Reference (g) and Appendix 1 to this enclosure.

(b) Written and performance testing will be conducted for the core (general standards) and each category (specific standards) in which training and certification is desired. Satisfactory completion of training courses, written examinations, and demonstration of the ability to perform applicable procedures and/or use appropriate dispersal equipment are the minimum qualifications for certification.

(c) Pest management professionals (PMPs) are not required to undergo formal or apprenticeship training, but will demonstrate competency by written examinations as outlined in paragraph 3e(4) of this enclosure, if certification is required.

(d) The DoD has adopted the standards of competency required in accordance with subpart 171.4 of Reference (g). DoD standards may exceed those stated in subparts 171.4(b) and (c) and 171.6 of Reference (g) and as indicated in Appendix 1 to this enclosure.

(2) Core Competency Standards. The DoD adopts EPA core competency standards in subparts 171.4(a) and (b) of Reference (g). Emphasis is on practical knowledge of the principles and practices of IPM and safe use of pesticides. Successful passage of the core exam is a prerequisite for certification in specific categories.

(a) Written Requirements. Proctored closed-book written examinations will be required to determine competency in core (general standards) and applicable categories (specific standards) outlined in subpart 171.4 of Reference (g) and Appendix 1 to this enclosure.

1. For the categories, testing will be based on examples of problems and situations appropriate to the particular category or subcategory of the applicator's certification and areas of competency outlined in the general and specific standards of competency.

2. Category examinations may include true-false, multiple choice, completion, and problem-type questions and will require a passing score of at least 70 percent.

(b) Performance Requirements. Satisfactory completion of training courses, written examinations, and demonstration of the ability to perform a procedure or use appropriate dispersal equipment are requirements for certification.

1. Performance testing will be conducted for the core (general standards) and the categories (specific standards) in which certification is desired.

2. Upon 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, as described in paragraph 2k of this section.

m. Issuing Certificates of Competency. See Reference (g) for detailed information regarding compliance with the CFR. Designated certifying officials will issue an 8 ½" x 11" DD Form 1826, "Pest Control Certificate of Competency," and a wallet-sized DD Form 1826-1, "Pesticide Applicator" (DD Forms available at the DoD Forms Management Program Website at <http://www.dtic.mil/whs/directives/infomgt/forms/dd/ddforms1500-1999.htm>) to personnel successfully completing certification requirements for the core and one or more of the pest control categories and apprenticeship requirements. To identify certified personnel, a uniform numbering system will be used in the issue of certificates as described in Appendix 2 to this enclosure.

n. Maintenance of the Plan. See Reference (g) for detailed information regarding compliance with the CFR.

(1) Installation IPM plans will include provisions to ensure that DoD FIFRA-certified pesticide applicators comply with standards for the use of pesticides and carry out their responsibility to provide adequate supervision of non-certified applicators who are in training. Such plans will also specify pest control program standards and will be reviewed and technically approved by PMCs annually in accordance with Reference (b).

(a) All pesticide applications and other pest management functions are periodically reviewed for compliance with the installation's IPM plan.

(b) Use of DoD FIFRA-certified pesticide applicators, or State-certified pesticide applicators in the case of contract operations, is a mandatory requirement for each installation.

(2) Every 3 years, DoD FIFRA-certified pest applicators must attend a DoD pest management recertification training course and take and pass proctored written and performance-based category tests to maintain DoD certification.

(a) The original certifying official may extend an individual's certification for a cause (e.g., illness, family emergency, unscheduled military deployment) with a memorandum of record. The original certifying official will document the extension in the records and the individual requesting the extension will maintain this memorandum as proof of the extension. 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) Recertification training is conducted to meet the requirements of changing technology and to assure a continuing level of competency and ability to use pesticides safely and properly.

(c) If a student fails a recertification category twice, the only method they will have to obtain certification is to complete the resident basic training course.

### 3. DoD PESTICIDE APPLICATOR TRAINING AND CERTIFICATION PROGRAM

a. Developmental Training. The DoD provides developmental training for previously untrained and inexperienced personnel who embark on a pesticide application training program not to exceed 2 years. The training program has two different tracks:

(1) Track One is for engineering 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 FIFRA-certified pesticide applicator.

(2) Track Two is for medical personnel who rarely apply pesticides except during contingency operations, most of which are outside the jurisdiction of the United States. Track Two requires formal training only.

#### b. Training and Certification Procedures

(1) Apprenticeship IPM Training. Previously untrained and inexperienced engineer personnel will participate in a 1-year apprenticeship under the supervision of a DoD FIFRA-certified individual or, if not available, under the guidance of a PMP.

#### (2) Formal Training

(a) Competency Standards. Candidate pesticide applicators will meet competency standards in core topics and categories through a combination of formal classroom training and interactive distance learning that is developed and maintained by the DoD Component training centers in compliance with Appendix 1 to this enclosure. Competency will be determined by:

1. Performance evaluation(s) conducted in the presence of DoD Component training center instructors.



2. Proctored written examination(s) as provided for in paragraphs 3b(2)(e) through 3b(2)(g) of this section.

(b) Training Outside the Continental United States (OCONUS). Formal classroom training may be requested at OCONUS areas under the jurisdiction of FIFRA, as amended, when it would be more cost effective to the DoD.

(c) DoD Component training center locations are listed in Table 2.

Table 2. DoD Component Training Center Locations

<p>Medical Education and Training Campus  ATTN: METC-ID-PHT  Anderson Hall, Bldg 1364 4th Floor, Rm 4-430  3488 Garden Avenue  Fort Sam Houston, TX 78234-1200</p>
<p>U. S. Army Medical Department Center and School  ATTN: MCCS-PM  Fort Sam Houston, TX 78234-6142</p>
<p>U.S. Army Public Health Command Region-Europe  ATTN: MCHB-AN  CMR 402  APO AE 09180</p>
<p>U.S. Army Public Health Command Region-Pacific  ATTN: MCHB-AJ-TM  APO AP 96343-5006</p>
<p>Navy Environmental and Preventive Medicine Unit Five  3235 Albacore Alley, Naval Station San Diego  San Diego, CA 92136-5199</p>
<p>Navy Entomology Center of Excellence  Naval Air Station, Box 43  Jacksonville, FL 32212-0043</p>
<p>Naval Facilities Engineering Command-Atlantic  Applied Biology, Code EV51  6506 Hampton Blvd  Norfolk, VA 23508-1278</p>
<p>Naval Facilities Engineering Command-Southwest  1220 Pacific Highway  San Diego, CA 92132</p>
<p>Naval Facilities Engineering Command-Pacific  258 Makalapa Drive, Suite 100  Pearl Harbor, HI 96860-3134</p>
<p>366th Training Squadron  727 Missile Road  Sheppard Air Force Base, TX 76311-2254</p>
<p>910 AG/DOS (FIFRA Pest Control Category 11 only)  3976 King Graves Road  Youngstown-Warren Regional Airport  Air Reserve Station, Vienna, OH 44473-0910</p>

(d) Course Content. The core, which provides basic information common to all DoD FIFRA-certified pesticide applicators, is a prerequisite for all trainees to advance to training in

specific standards for the DoD pest control categories. DoD Component training centers may group category courses to facilitate training and specialization. They may also address the categories listed in Table 1 and other pest control categories as separate blocks of instruction, if this is more convenient. Appendix 3 to this enclosure provides information and subject areas of the DoD Component training centers' course curriculums.

(e) Written Examinations. Written examinations for categories, prepared by the respective DoD Component's training center, will be based on course content and study materials made available to applicators.

1. The actual number of examination questions for each category will be related to the instructional hours and subject complexity, but three questions per lecture hour (see Appendix 3 to this enclosure) will be the minimum used by all the DoD Component training centers.

2. Separate examinations will be given for the core and each category section.

(f) Passing Scores. Passing score for the core and every category exam is 70 percent. The DoD Component training centers will provide the appropriate certifying official with the individual's written examination test score(s). During the core, the DoD Component training center will disenroll any individual who scores less than 50 percent on the core and will notify the individual's installation level commanding officer, the appropriate certifying official, and the major command PMC that the individual should not be a pesticide applicator.

(g) Reexamination

1. Individuals who score between 50 and 69 percent on the core:

a. Will be allowed to continue with category training and to retake the core.

The educational center supporting the individual's installation may administer the reexamination.

b. May attempt a reexamination after 24 hours (at the discretion of the course director and the individual's supervisor) or may take up to 30 days to restudy and retake the core.

2. A second failure will result in a recommendation by the DoD Component training center to the command consultant and/or area PMP to remove the individual from pest control duties.

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

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

c. Recertification

(1) Triennial recertification training and testing is mandatory to maintain DoD certification. This training will be accomplished through attendance at an approved DoD course. Since it is the objective of the DoD to maintain a fully trained pest management force, the courses will be made available to all DoD FIFRA-certified applicators.

(a) Only previously DoD FIFRA-certified applicators can be recertified. Recertification will be in accordance with applicable provisions of this volume.

(b) Certification for new categories and subcategories will be granted only upon completion of training and demonstration of competency by passing written and performance tests.

(c) In addition to the DoD Component training centers in paragraph 3b(2)(c) of this section, the Naval Facilities Engineering Command Southwest is an approved recertification training center.

(2) Recertification courses provide:

(a) New information to update the knowledge of the students and to review safety procedures.

(b) Reevaluate the students' level of competency in pest control through written examinations and on-the-job performance.

(c) In addition, medical personnel will receive performance-based, hands-on training and testing on pesticide dispersal equipment provided by an approved DoD Component training center.

(3) 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. See paragraph 2n(2) of this enclosure for extension information.

(a) To be recertified, both engineering and medical personnel must:

1. Attend a recertification course, either formal classroom or interactive distance learning that uses a DoD-approved curriculum. See Appendix 3 for minimum curriculum requirements.

2. Take and pass a proctored written examination with a score of at least 70 percent on the core, to include calculations and/or calibration and all category examinations for which recertification is required.

(b) Medical personnel must have hands-on refresher training and demonstrate competency using pesticide dispersal equipment.

(4) A DoD employee who fails a recertification examination may be given up to 30 days from the date on which the examination was failed to study appropriate materials. At the end of the

study period, the pest management instructor or the installation training officer will administer a closed-book make-up examination. 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. In either case, failure in the recertification examination will be cause for certificate revocation and for recommendation for removal from pest control functions. Documentation of failures will be forwarded to the command PMC for action.

(5) Personnel attending recertification courses will only be allowed to test and qualify in those categories for which they already hold initial certification. New category training must be achieved as outlined in paragraph 3c(1) of this section. Additional contact hours may be added at the discretion of the local training sponsor.

d. Procedures for Accelerated Certification

(1) Accelerated certification applies only to DoD civilians. It does not apply to those in a military capacity (e.g., National Guard, Reserves).

(2) An accelerated process for obtaining DoD certification is available to those individuals holding valid State certification for the categories in which they are seeking DoD employment. 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 present 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.

(3) To achieve DoD certification, individuals who qualify for the accelerated program must complete training and core and category examination or re-enter the normal training process at a commensurate level.

(a) Training. Candidates begin with formal and/or informal instruction, including, but not limited to, workshops; conferences; correspondence courses; apprenticeships; distance learning (including satellite and video tele-training); and training support packages including video-based products, other distributive products, or materials.

(b) Core and Category Examination. Upon successful passage of training, the candidate is permitted 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.

e. Procedures for PMP Certification

(1) In accordance with Reference (b), PMPs will be certified if they:

(a) Work as PMCs and make recommendations for the use of pesticides or approve annual pesticide use proposals.

(b) Approve the aerial application of pesticides on DoD installations.

(c) Apply pesticides or directly supervise the application of pesticides.

(d) Conduct demonstrations on the proper use and techniques of pesticide application or supervise such demonstrations.

(e) Conduct field research that includes use or supervision of the use of pesticides.

(2) PMPs may obtain core training and certification in specific pest control categories by successfully passing the core and appropriate category exams following self-study of training materials supplied by one of the DoD Component training centers.

(3) PMPs must attend the resident DoD Aerial Spray Course for initial certification in DoD Category 11. For aerial application pest control, PMPs must recertify in residence every other recertification period.

(4) PMPs may forward a letter of request to the appropriate DoD Component certifying official stating the individual's professional experience, formal training, and the category and/or categories in which certification is desired. Upon determination of eligibility, the DoD Component's certifying official will request that the respective DoD Component training center forward study materials to the requesting individual and closed-book examinations for monitoring by the appropriate education Service office.

(5) Individuals must score at least 70 percent to be certified.

(a) If an individual does not meet this criterion, he or she must request permission from the DoD Component's certifying official to retake any examination(s) failed within 30 days from the date of failure. A second failure will prevent the individual from being certified in that category without additional formal resident training.

(b) The respective Service school will send examination score(s) and recommendations for certification to the DoD Component certifying official, who will prepare a DD Form 1826 and DD Form 1826-1 and forward them to the requesting individual's commanding officer for signature and presentation.

(6) Recertification is required triennially, either by attendance at a formal course or through correspondence.

(7) The Director, AFPMB, will certify DoD Component certifying officials who require pesticide applicator certification. Procedures for certification are similar to paragraphs 3b(2)(e)

through 3b(2)(g) of this section, except that requests for certification and test results will be sent to the Director, AFPMB.

f. Certification Documents

(1) DoD certificates will be issued for specific pest control categories to pesticide applicators who successfully complete the required training. (See Appendix 1 to this enclosure for category certification standards.). DoD FIFRA-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 given in Appendix 2 to this enclosure.

Appendixes

1. DoD Category Certification Standards
2. Issuing DoD Certificates for Pesticide Applicators
3. Minimum Curriculum Requirements for DoD Certification and Recertification Training

APPENDIX 1 TO ENCLOSURE 3

DoD CATEGORY CERTIFICATION STANDARDS

1. GENERAL. The DoD adopts and uses the same designations for EPA pest control categories as described in subpart 171.3 of Reference (g), and retains an additional category for aerial application pest control (see Table 1). DoD employees desiring certification must demonstrate competency in specific standards as described in subpart 171.4(c) of Reference (g). Additional standards of competency required by the DoD are described in this appendix.

2. CATEGORIES

a. Category 2 – Forest Pest Control. Individuals to be certified in this category must successfully complete the core. 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) Natural resources utilization.

b. Category 3 – Ornamental and Turf Pest Control. Individuals to be certified in this category must successfully complete the core. 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 and physiology.
- (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; such applicators will be covered in Category 8. Individuals to be certified in this category must successfully complete the core. They must also attend a training program and pass a written examination covering, but not limited to:

- (1) Plant biology and physiology.
- (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 to be certified in this category must successfully complete the core. They must also attend a training program and pass a written examination covering, but not limited to:

- (1) Plant biology and physiology.
- (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 to be certified in this category must successfully complete the core. 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) Fumigation procedures.

f. Category 8 – Public Health-Related Pest Control. Individuals to be certified in this category must successfully complete the core. 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 and appropriate category(ies) training. They must also complete a training program and pass a written examination that covers:

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

APPENDIX 2 TO ENCLOSURE 3

PROCEDURES FOR ISSUING DoD CERTIFICATES  
FOR PESTICIDE APPLICATORS

1. The appropriate PMC certifying official will issue a DD Form 1826 to:
  - a. Medical personnel who successfully meet all competency standards for the core and one or more of the pest control categories.
  - b. Engineering personnel who successfully meet all competency standards for the core and one or more of the pest control categories, and who successfully complete an apprenticeship.
2. When an individual has completed initial formal training at one of the DoD Component 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 will 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 will 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. The designations are:
      - (a) A – U.S. Army Medical Department Center and School, Fort Sam Houston, TX.
      - (b) AA – 910 AG/DOS, Aerial Spray, Youngstown-Warren Regional Airport, Air Reserve Station, Vienna, OH (aerial application only).
      - (c) AE – U.S. Army Public Health Command Region-Europe.
      - (d) AF – 366th Training Squadron, Sheppard Air Force Base, TX.
      - (e) AP – U.S. Army Public Health Command Region-Pacific.
      - (f) M – Medical Education and Training Campus, Fort Sam Houston, TX.
      - (g) NA – Naval Facilities Engineering Command-Atlantic, Norfolk, VA.
      - (h) NJ – Navy Entomology Center of Excellence, Jacksonville, FL.
      - (i) NP – Naval Facilities Engineering Command-Pacific, Pearl Harbor, HI.
      - (j) NS – Navy Environmental and Preventive Medicine Unit Five, San Diego, CA.

(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 in which initial formal training was received.

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

b. For example, the certificate number A-001-77-0179 indicates that the certificate holder was initially certified at the Army school at Fort Sam Houston, TX; was the first person certified by that center in 1977; and was recertified in January 1979.

3. Categories of certification will be indicated on each certificate. On the DD Form 1826, the pest control certification categories will be listed. On the wallet-size DD Form 1826-1, invalid categories will be lined out before issue. Where facilities are available, it is desirable to laminate the DD Form 1826-1 after completion.

4. DD Form 1826-1 will be issued bearing the same information as the DD Form 1826. Certified individuals will carry this card while in the performance of their duties.

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

6. Certificates will bear the name of the individual without any additional titles, except for supervisors. In situations where it is desirable to identify the certified individual as a “pest control inspector” or “planner-estimator,” a standard recognition title will be used.

7. Certificates will expire 3 years from the last day of the month in which the certificate is issued. The certifying official may extend an individual’s certification for a cause for a period of not more than 6 months for civilians or for not more than 12 months for military personnel. See paragraph 2n(2) of Enclosure 3 for extension information.

8. DoD Component PMCs will maintain a current list of their Component pesticide applicator certifying officials, to be provided upon request to the Director, AFPMB, who will maintain a current compiled list of DoD certifying officials.

APPENDIX 3 TO ENCLOSURE 3MINIMUM CURRICULUM REQUIREMENTS FOR DoD CERTIFICATION  
AND RECERTIFICATION TRAININGTable 3. Minimum Curriculum Requirements for Core Certification Training

TITLE	HOURS REQUIRED
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) Personal Protective Equipment	
(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 3. Minimum Curriculum Requirements for Core Certification Training, Continued

TITLE	HOURS REQUIRED
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 4. Minimum Curriculum Requirements for Combined Certification Training in EPA and DoD Categories 2, 3, 5, and 6

TITLE	HOURS REQUIRED
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 Program	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 5. Minimum Curriculum Requirements for Combined Certification Training in EPA and DoD Categories 7 and 8

TITLE	HOURS REQUIRED
1. Fleas	2.0
2. Cockroaches	2.5
3. Stored Pest Products	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>
Topics 1 through 16 are required for Category 7. Only topics 1 through 12 and 4 hours administrative time are required for Category 8.	

Table 6. Minimum Curriculum Requirements for Certification Training in DoD Category 11

TITLE	HOURS REQUIRED
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 6. Minimum Curriculum Requirements for Certification Training  
in DoD Category 11, Continued

TITLE	HOURS REQUIRED
3. METEOROLOGY	2.0
a. Weather Affects on Aircraft	
b. Weather Affects on Pest Behavior	
c. Weather Affects 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	1.0
C-130 Modular Aerial Spray System (Mass)	
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 7. Minimum Curriculum Requirements for Core Recertification Training

TITLE	HOURS REQUIRED
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
TOTAL HOURS	9.0

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

TITLE	HOURS REQUIRED
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
TOTAL HOURS	9.0

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

TITLE	HOURS REQUIRED
1. Household Pests	1.0
2. Stored Pest Products	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
TOTAL HOURS	9.0
Topics 1 through 12 are required for Category 7 recertification. Topics 1 through 8 and 12 are required for Category 8 recertification.	

Table 10. Minimum Curriculum Requirements for Recertification Training in DoD Category 11

TITLE	HOURS REQUIRED
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
TOTAL HOURS	23

## GLOSSARY

### PART I. ABBREVIATIONS AND ACRONYMS

AFI	Air Force Instruction
AFPMB	Armed Forces Pest Management Board
ASD(EI&E)	Assistant Secretary of Defense for Energy, Installations, and Environment
CFR	Code of Federal Regulations
DoDM	DoD Manual
EPA	Environmental Protection Agency
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
IPM	integrated pest management
OCONUS	outside the continental United States
PMC	pest management consultant
PMP	pest management professional
USD(AT&L)	Under Secretary of Defense for Acquisition, Technology, and Logistics

### PART II. DEFINITIONS

Unless otherwise noted, the following terms are defined in Reference (b).

certified pesticide applicator

certifying official

contractor applicator

direct supervision

DoD-certified applicator

DoD employee

DoD Pest Management Program

IPM

pesticide

pests

PMC

PMP

restricted-use pesticide. Defined in section 136(d)(1)(C) of Reference (e) and discussed in part 152.160-175 of Reference (g).

State

training