FY2018-2019 EPA-HAWAII PESTICIDE CONSOLIDATED PERFORMANCE PARTNERSHIP GRANT

PESTICIDE APPLICATOR CERTIFICATION AND TRAINING WORKPLAN

I. INTRODUCTION

The Hawaii Department of Agriculture (HDOA) is the lead State agency for the enforcement of the Hawaii *Pesticides* Law (Chapter 149A, Hawaii Revised Statutes) and the Hawaii Administrative Rules (Chapter 66, Title 4). The HDOA has the statutory authority to control the use and distribution of pesticides through product registration and classification, product licensing, dealer licensing, recordkeeping requirements, applicator certification, use inspections, sample collection, and enforcement actions.

Under the State Plan for Certification of Pesticide Applicators, the HDOA has the overall responsibility for:

- The development of the state certification plan;
- The establishment of certification categories;
- The establishment of certification procedures; and
- The enforcement of certification procedures.

II. OBJECTIVES

A. Program Areas

Educational Specialists of the Pesticides Program administer and grade examinations, periodically review examinations for revisions, participate in workshops and seminars such as the Hawaii Pest Control Association (HPCA) annual conference and University of Hawaii (UH) and industry sponsored seminars. The staff maintains the pertinent records of the certification program, log scores, deposit fees, issue certification, review requests for continuing education classes, monitor classes, and maintains attendance records of certified applicators

1. Certification/Renewal of Certification: The objective of the certification / renewal of certification program is to assure the competency of individuals applying restricted use pesticides.

    a. **Written examinations** are used for all first-time applicants and renewal of certification for applicators without the necessary amount of continuing education credit-hours. Renewal by examination is also mandatory for applicators with certification expired for more than thirty (30) calendar days.

    Applicants for commercial certification must score seventy percent (70%) or better on two written examinations, the core examination and the category specific examination. The core examination covers pertinent State and Federal laws, pesticide usage principles, safety, and toxicity. Category specific examinations cover the specialized knowledge areas of the categories.

    Applicants for private certification must score seventy percent (70%) or better on the private applicator certification examination and each subcategory examination, if applicable. A separate core examination is not given.

Commercial and private applicants who fail to score seventy percent of better are eligible to retake the examination after fourteen (14) days.

1) **Scheduling** of certification examinations are generally administered every other Friday morning at 8:30, except on State and Federal holidays, at island offices where the Pesticides Program maintains staff positions (Oahu & Hawaii). Reservations for examinations are taken by phone up to several weeks in advance, space permitting. On the island of Hawaii, the examinations are normally offered in the Hilo office and in the Kona office on an as-needed basis. Examinations for Kauai and Maui are serviced monthly by the Oahu office. Molokai & Lanai are serviced on an as-needed basis, also by the Oahu staff. On Oahu the examinations are administered either at the main office complex or at the Plant Quarantine Branch office, both in Honolulu. Arrangements have to be made to use the boardroom or conference rooms in scheduling the location and capacity of the examinations.

2) **Study material** for certification applicants are obtained from the University of Hawaii, by either ordering the study packets online ([HYPERLINK "http://pestworld.stjohn.hawaii.edu/epp/pat.html"]), or viewing and printing the material directly on the website.

b. **Renewal of certification by continuing education** is available to most applicators as an alternative to passing the written examination. Applicators certified in general agricultural pest control (Private 1) must attend at least twenty (20) credit-hours of continuing education training. Applicators certified in agricultural fumigation (Private 2), and/or agricultural chemigation (Private 3), who must also be concurrently certified in Private 1, must also attend five (5) credit-hours of training directly related to fumigation and/or chemigation. The minimum number of credit-hours required for commercial applicators varies, depending on the specific category.

1) Applicators certified in forest pest control (2), ornamental & turf pest control (3), right-of-way pest control (6), general pest control (7c), institutional pest control (7d) and demonstration, research & instructional pest control (10) must attend at least thirty (30) credit-hours of training.

2) Applicators certified in agricultural plant pest control (category 1a), aerial pest control (4), aquatic pest control (5), fumigation pest control (7a) and vault fumigation pest control (7e) must attend at least twenty-five (25) credit-hours of training. For applicators certified in fumigation pest control and vault fumigation, at least five (5) hours of instruction must be specific to the category.

3) Applicators certified in animal pest control (1b), termite pest control (7b), specialty categories (7f) and regulatory pest control (9) must attend at least twenty (20) credit-hours of training.

4) Applicators certified in public health pest control (8) must attend at least

twenty-four (24) credit-hours of training.

5) Applicators certified in chemigation pest control (11), who must also be concurrently certified in category 1a, 2, 3 or 10, must also attend five (5) hours of training directly related to the use of restricted use pesticides applied through irrigation systems.

c. **The applicator training program** provides training to private and commercial applicators (certified and non-certified) which covers a variety of pesticide related topics including pesticide rules and regulations, pesticide safety, following label directions, as well developmental initiatives such as worker protection, endangered species protection and ground water protection. Program personnel also participate in continuing education programs offered by other organizations such as the HPCA, the UH and pesticide dealers. Most of these training sessions provide certified applicators with continuing education credits which may be used towards "recertification". Recertification credits for each hour of applicable training are given for classes which have been reviewed and approved in advance by Educational Specialists. Course content, applicability, and instructor qualifications are reviewed. Using the bar code on their certification card, each class attendee is scanned in and out or is required to sign-in and sign-out to ensure complete attendance. HDOA education staff will monitor sessions as needed to ensure that proper procedures are being followed. The HDOA maintains a record of the credits accumulated by each certified applicator.

d. **Newsletters** – One of the unique features of the Pesticides Program is the use of the Cooperative Extension Service's (CES) pesticide newsletter for recertification credits. By reviewing designated newsletter articles and passing an "open book" quiz, applicants can earn recertification credits.

2. **Consultative services** to pesticide applicators (certified and non-certified) as well pesticide distributors are conducted based on enforcement actions issued to the applicator or distributor by the HDOA, or upon request. These "non-enforcement" on-site visits are provided to assist users and distributors in complying with pesticide laws and regulations. The HDOA will commit to a minimum of 50 consultative visits on the condition that recordkeeping is not required. Problems identified during the consultative visits are summarized in general terms to maintain confidentiality and incorporated in C&T training and examinations. The credibility of the education program is largely based on the confidentiality of the results of consultative visits.

3. The Pesticides Program meets at least once a year with the CES to discuss issues related to pesticide applicator training and certification.

III. WORK PROGRAM

A. Program Management

	FY2018	FY2019
1. State Plan.		
a. Review the State Plan and incorporate changes which have occurred since the Plan was last approved.	09/30/2018	09/30/2019
2. Certification Policy.		
a. Changes to certification procedures & policies.	as generated	as generated
b. Meet with CES to discuss issues related to pesticide applicator.	07/31/2018	07/31/2019
3. Certification/Renewal of certification.		
a. Update and revise certification examinations and study material to include the misuse of agricultural pesticides in an urban-structural setting.	as needed	as needed
b. Update certified applicator database.	ongoing	ongoing
4. Program Review and Assessment		
a. Participate in the ongoing Certification and Training Assessment Group (CTAG) activities.	as offered	as offered
b. Review and comment on questionnaires from EPA on training programs.	1 month after receipt from EPA	1 month after receipt from EPA

B. Certification of Applicators

	FY2018	FY2019
1. Certification.		
a. Private applicators	30	30
b. Commercial applicators	100	100
2. Renewal of certification.		
a. Private applicators	30	30
b. Commercial applicators	70	70

	FY2018	FY2019
3. Training sessions to be monitored.		
a. Private applicators	10	10
b. Commercial applicators	8	8
C. Other Certification Activities		
1. Continuing education sessions proposal reviews.	50	50
2. Presentations & training sessions to certified applicators.	ongoing	ongoing
3. Consultative visits with pesticide applicators.	50	50
D. Procurement Under Assistance Agreements		
1. Update information on vendors' DBE status.	as new vendors are utilized	as new vendors are utilized
2. Complete and submit the MBE/WBE Utilization Report (EPA Form 5700-52A) to EPA.	10/31/2018	10/31/2019
E. Annual Reports		
1. The State is required under 40 CFR 171.1(d) to submit annual reports corresponding with the project and budget period of this Cooperative Agreement. The annual C&T accomplishment data and reporting information will be provided through the web-based Certification Plan and Reporting Database (CPARD).	12/31/2018	12/31/2019

This annual report of State Plan operation will include:

a. The total number of applicators, private and commercial, by category, initially certified during the reporting period.

b. The total number of applicators, private and commercial, by category, recertified during the reporting period.

c. The total number of applicators, private and commercial, by category, holding certifications, at the end of the reporting period.

d. Any changes in commercial applicator subcategories during the reporting period.

e. A summary of any instances where the C&T program was used to address pesticide use problems identified through analysis of compliance data or enforcement trends, or enforcement activities related to use of restricted use pesticides during the reporting period.

f. Proposed changes in plans and procedures for enforcement activities related to restricted use pesticides for the next reporting period.

g. Any significant proposed changes in required standard of competency.

h. Any other proposed changes from the State Plan that would significantly affect State certification program.

i. Information on number of training sessions for both initial certification and recertification training programs that were monitored and/or participated during the reporting period.

j. Information on any pesticide applicator training materials/programs that were revised or produced, including web-based training programs (where possible, samples of important or valuable resource materials should be submitted).

k. Information on any significant consumer education programs/materials developed (where possible samples of important or valuable resource materials should be submitted).

l. Information on any State Plan revisions that may require submission of a revised/updated State Plan to the EPA Regional Office.