

Basic Comparison of OPM and ADA Record Keeping requirements

OPM	ADA
<p>Business Licensee (A.A.C. R4-29-609) [In addition to ensuring that the records required under R4-29-307 and 505 are made and maintained]</p> <ul style="list-style-type: none"> • Complete and submit Termite Action Report Forms (if they hold a B2 or B8 license); an \$8.00 fee required; 99.8% of TARFs inputted by industry. • Pest management (PM including disposal) records (3 or 5 for WD) • Shall place a pretreat tag to a site after it's been treated for termites Specimen labels/msds of each pesticide used by the business (while pesticide is in use by BL) • Current Financial responsibility (insurance) • Pesticide purchase records (3yrs, 5 yrs for pesticides used for wood destroying insect control)(WD) • Date of vehicle acquisition (as long as vehicle is owned by BL) • Incident reports submitted to OPM (until statute of limitations end or legal action complete) • Pest management (PM) records (3 or 5 for WD) • Records of customer refusal of retreatment performed under A.A.C. R4-29-608 (J) (5 year pretreatment obligation) • Written inspection reports (3 yrs) • Customer contracts for PM services (3 yrs) • Personnel records (maintained for 3 yrs after employment ending date) • Wood Destroying Insect Inspection Reports (5 yrs) must be maintained in consecutive order, or maintain a list in consecutive order <p>Qualifying Party (QP) (A.A.C. R4-29-505 and R4-29-504) must:</p> <ul style="list-style-type: none"> • Ensure that applicator records under R4-29-307 are made (i.e. service records, etc.) • Ensure that records of training, supervision, and equipping the applicators are maintained • Develop a written plan of how QP duties/responsibilities are to be fulfilled when the QP is unavailable 	<p>Custom Applicator (R3-3-206 and 404)</p> <ul style="list-style-type: none"> • Completes and submits 1080 forms to the ADA; no fee required. 99% of forms inputted by ADA. • Retain a copy of the 1080 forms for 2 years • Maintain disposal records for 2 years • Shall place a valid tag on custom application equipment before using. <hr/> <p>Pest Control Advisor (PCA) (R3-3-404)</p> <ul style="list-style-type: none"> • Fills out 1080 and provides to custom applicator – maintain 2 years • Notify the regulated grower of the scheduled application date. • Must keep/submit documentation of CEU's obtained for license renewal

Applicator (R4-29-302, 305 and 307)

- Service records (record of treatment) are properly completed and given to consumer. *Provides* records to the Business License Holder.
- Notify the school or licensed childcare representative of the scheduled application date
- Create pesticide purchase records (RUP's only)
- Create disposal records (RUP's only)
- Complete a Wood Destroying Insect Inspection Report
- Accurately complete pretreatment tags
Complete termite treatment proposal forms

Commercial Applicator (R3-3-208 and 403)

- Written report to ADA of bulk release
- Must keep/submit documentation of CEU's obtained for license renewal

Private Applicator (R3-3-208, 402 and R3-3-403)

- Retain application records of RUP, or EUP pesticides registered under FIFRA sec. 18 only (2 yrs)
- Maintain disposal records for 2 years
- Written report to ADA of bulk release
- Must keep/submit documentation of CEU's obtained for license renewal

Regulated Grower (R3-3-302 and 404)

- Submit 1080 to ADA for applications of pesticides on ADEQ GWPL
- Retain a copy of the 1080 forms for 2 years
- Fills out 1080 and provides to custom applicator

***Does not include WPS requirements!**

R3-3-303 Experimental Use –

- Written notification of use

ADA regulates all sellers of RUPs or ag use pesticides.