If you work with pesticides –organic or conventional– or make pesticide recommendations, you need to be aware of your legal responsibilities and liability. For example, in Washington State, anyone who provides a written or verbal recommendation, for other than a home and garden pesticide, must have a current Washington State Pesticide License.

“Recommendation” is defined as any written or spoken statement which advises that a particular pesticide can be used to control a particular pest, or produce a particular result (such as a plant growth regulator or desiccant).

“Pesticide” is defined as any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest (not just insects), or acting as a plant growth regulator, defoliant, or desiccant. (Source of the substance is irrelevant.)

Use the checklist below to guide you through the necessary educational and licensing steps.
BEFORE YOU APPLY OR TEST ANY PESTICIDE, OR MAKE A PESTICIDE
RECOMMENDATION, VEBALLY OR IN WRITING:

☐ Access the WSU Employee Resources page at
   https://extension.wsu.edu/wsprs/employees/ to locate relevant training materials
☐ Read the WSU Pesticide Policy sections (BPPM 45.65-70) on that web site
☐ View the relevant Pesticide Policy Training Modules (1-3) after reading the policy
☐ If necessary, register for pre-license training at http://pep.wsu.edu/. Questions about
   license categories and endorsements should be directed to Carol Black at 509-335-9222 or
   ramsay@wsu.edu
☐ Obtain a current Washington State Department of Agriculture pesticide license and
   endorsements appropriate to the work you will be doing

AFTER PASSING THE LICENSING EXAMS:

☐ Make sure those you supervise (e.g., staff, A/Ps, students and volunteers) are in
   compliance with the WSU Pesticide Policy,
☐ Review your responsibilities for WPS training and pesticide storage requirements
☐ Keep your license current and add more endorsements if your work changes
☐ Contact WSU Environmental Health & Safety (http://ehs.wsu.edu/) specialists for
   additional training in workplace safety, respirator fit tests, etc.
☐ Make sure to keep your pesticide application records current, and on hand, for the 7-year
   record retention requirement
☐ If you are working with Experimental Use Pesticides, either obtain an individual permit
   or use the WSU collective EUP recordkeeping system. Use the disclaimer provided in the
   BPPM 45.70 when reporting EUP results to end users.

For consultation or assistance with questions related to any work in this area, contact
   Catherine Daniels, WSU Pesticide Coordinator, at cdaniels@wsu.edu or 253-445-4611 or
   Lenora Jones, WSPRS Manager, at lenora.jones@wsu.edu or 253-445-4517