# IDAHO PESTICIDE LICENSING GUIDE

**IMPORTANT NOTE:** The following summary is offered as a general guide to aid those who are preparing themselves for pesticide applicator certification. As such, it should not be used as a replacement for the Idaho Pesticide and Chemigation Law and Rules. Questions about specific details not covered in this guide can be answered by consulting Chapter 34, Title 22, *IDAHO CODE* and the Rules governing Pesticide and Chemigation Use and Application (IDAPA 02.03.03). You may also contact the Idaho State Department of Agriculture field staff listed or the Boise office.

<table>
<thead>
<tr>
<th>Region</th>
<th>Representative</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northern Idaho</td>
<td>Chuck Hawley, Agriculture Investigator, Sr.</td>
<td>(208) 762-9586</td>
</tr>
<tr>
<td></td>
<td>Tim Stein, Agriculture Investigator, Sr.</td>
<td>(208) 762-9598</td>
</tr>
<tr>
<td></td>
<td>Harley Stallcop, Agriculture Investigator, Sr.</td>
<td>(208) 743-0415</td>
</tr>
<tr>
<td>Eastern Idaho</td>
<td>Jason McDermott, Agriculture Investigator, Sr.</td>
<td>(208) 525-7037</td>
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<td></td>
<td>Ross Wehnke, Agriculture Investigator, Sr.</td>
<td>(208) 525-7071</td>
</tr>
<tr>
<td>South Eastern Idaho</td>
<td>Steve Riedy, Agriculture Investigator, Sr.</td>
<td>(208) 236-6091</td>
</tr>
<tr>
<td></td>
<td>Ken Funk, Agriculture Investigator, Sr.</td>
<td>(208) 236-6352</td>
</tr>
<tr>
<td>South Central Idaho</td>
<td>Westy Pickup, Agriculture Investigator, Sr.</td>
<td>(208) 736-4759</td>
</tr>
<tr>
<td>South Western Idaho</td>
<td>Vic Mason, Agriculture Program Manager</td>
<td>(208) 332-8628</td>
</tr>
<tr>
<td></td>
<td>Luis Urias, Agriculture Program Specialist</td>
<td>(208) 332-8663</td>
</tr>
<tr>
<td></td>
<td>Brandon Smith, Agriculture Investigator, Sr.</td>
<td>(208) 332-8665</td>
</tr>
<tr>
<td></td>
<td>Adam Schroeder, Agriculture Investigator, Sr.</td>
<td>(208) 332-8661</td>
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<tr>
<td></td>
<td>Daniel Sandoval, Agriculture Investigator, Sr.</td>
<td>(208) 332-8603</td>
</tr>
<tr>
<td>Boise Licensing Office</td>
<td>Sherm Takatori, Agriculture Program Manager</td>
<td>(208) 332-8609</td>
</tr>
<tr>
<td></td>
<td>Kodi Woods, Licensing Records Specialist</td>
<td>(208) 332-8595</td>
</tr>
<tr>
<td></td>
<td>Dave Chase, Agriculture Program Specialist</td>
<td>(208) 332-8600</td>
</tr>
<tr>
<td>TTY Services</td>
<td>Idaho Relay Service</td>
<td>1-800-377-3529</td>
</tr>
</tbody>
</table>

*The services of the Idaho State Department of Agriculture are available to everyone irrespective of disability. Please contact the Boise Office, (208) 332-8609, to request any accommodation needed to satisfy the above requirements for pesticide applicator license testing. Requests for Idaho State Department of Agriculture publications in alternate formats will be promptly handled.*
QUICK REFERENCE

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PRIVATE APPLICATOR LICENSE

Private Applicators use or supervise the use of agricultural chemicals (see definition by category below) to produce agricultural commodities or forest crops on land owned or operated by the Private Applicator or his employer and may be certified in one or both of the following categories:

- **RU Category** – to use or supervise the use of restricted-use pesticides to produce agricultural commodities or forest crops on land they or their employer owns or operates; and

- **CH Category** – for applying pesticides or fertilizers through irrigation systems on land they or their employer owns or operates.

- **SF Category** – for applying fumigation chemicals to soils by all application methods including Chemigation*. *(If Chemigating the Chemigation category is also needed).

To become licensed as a Private Applicator, an individual must:

1. Pass a closed book exam with a minimum score of seventy percent (70%);
2. Complete an ISDA license application form (If Chemigating, list all Chemigation systems on inventory on the back of application form);
3. Pay the fee for the desired categories;
   - $10.00 for the RU Category
   - $20.00 for the CH Category
   - $30.00 for both RU and CH Categories

**NOTE**: Any system in which Chemigation will be used must be certified with ISDA before Chemigation can legally occur.

PROFESSIONAL APPLICATOR LICENSE

Professional Applicators apply or supervise, on site, the application of pesticides on the land or property of another for compensation OR apply pesticides or fertilizers through irrigation systems on the land or property of another for compensation OR offer or supply technical advice or recommendations regarding the use of agricultural pesticides.

To become licensed as a Professional Applicator, an individual must:

1. Pass a closed book examination in the desired categories with a minimum score of seventy percent (70%);
2. Complete an ISDA Professional Applicator license application (see NOTES below).
3. Provide proof of financial responsibility (see INSURANCE REQUIREMENTS below).
4. Pay the licensing fee of $120.00 ($60.00 for 13 months or less). *Federal, state, and other governmental agencies are exempt from these fees.*
   - Aerial applicator – needs to provide photocopies (front and back) of the FAA pilot license, a current FAA medical certificate.

INSURANCE REQUIREMENTS: All Professional Applicator Licensees will be required to provide proof of financial responsibility, or provide a company insurance policy that covers all employees. This may be accomplished by providing the ISDA with documentation as prescribed in IDAPA 02.03.03.250.01.
This proof must be supplied on the department’s IDAHO PROFESSIONAL APPLICATORS CERTIFICATE of INSURANCE. **Acord Insurance forms are not be accepted.**

–continued on next page

- The minimum amount of coverage required as proof of financial responsibility is coverage of $50,000 bodily injury liability per person and $100,000 per occurrence and property damage coverage of $50,000 per occurrence.
- Professional applicators who do not apply pesticides may receive an exemption from the proof of financial responsibility by completing the prescribed ISDA exemption form.
  - The Exemption of Insurance clause also includes Statewide Pest Consultants who are consulting and/or making recommendations, and/or conducting Demonstration and Research applications.

NOTES:

a) Any Professional Applicator operating Chemigation systems must submit an Inventory of Chemigation Systems form, or an equivalent document approved by the ISDA before Chemigation can legally occur.

b) Reciprocity Licensees- See Page 8 for further instructions.

PROFESSIONAL APPLICATORS MAY BE CERTIFIED IN THE FOLLOWING CATEGORIES:

**LS** – Law and Safety. **Applicants taking the exams in categories marked with an asterisk (*) must also take the Law and Safety exam.** This exam covers general knowledge of pesticides, their use and disposal, first aid, labeling and laws. **Recommended study material:** The Idaho Pesticide Applicator Training Manual.


**AI** – Agricultural Insecticide/Fungicide - Certification in this category allows for insecticide/fungicide applications in agricultural fields, rights-of-way, forests and rangelands. **Recommended study materials:** The Idaho Pesticide Applicator Training Manual, Agricultural Insect & Plant Disease Manual, and Introduction to Insect & Disease Management.

**AP** – Aquatic Pest Control - For irrigation districts, canal companies and others controlling pests on aquatic sites. **Recommended study materials:** The Idaho Pesticide Applicator Training Manual, Aquatic Pest Control, and Sewer Line Root Control.

**CH** – Chemigation - For applying chemicals through an irrigation system – except for aquatic pest control applications (For aquatic pest control, the AP Category is required). **Recommended study materials:** The Idaho Pesticide Applicator Training Manual and Chemigation Educational Materials.

**CP** – Commodity Pest Control - For controlling pests in stored commodities such as grain, seeds or wood. **Recommended study materials:** The Idaho Pesticide Applicator Training Manual and Stored Grain Pest Control.


**GP** – General Pest Control Operator (PCO) - For controlling pests in and around residential, commercial or other buildings, excluding structural destroying pests (structural destroying pest control requires the SP Category). **Recommended study materials:** The Idaho Pesticide Applicator Training Manual and Study Manual for Pest Management Professionals.

-Continued on next page-
GV – General Vertebrate Control - For US Wildlife Services and Plant Health Inspection Service controlling vertebrates such as rodents, predators, and birds. **Recommended study materials:**  *The Idaho Pesticide Applicator Training Manual, General Vertebrate Study Packet, and Animal Damage Control.*


*OH – Ornamental Herbicide* - For persons doing outside urban or residential herbicide applications, with the exception of soil sterilant applications (soil sterilants require the RW or AH Category). **Recommended study materials:** *The Idaho Pesticide Applicator Training Manual, Thirty Common Ornamental Weeds in Idaho, and Turf & Ornamental Weed Management Principles.*

*OI – Ornamental Insecticide/Fungicide* - For persons doing outside urban or residential insecticide and fungicide applications, including exterior applications to residential, urban or commercial buildings, excluding structural destroying pests (structural destroying pest control requires the SP Category). **Recommended study materials:** *The Idaho Pesticide Applicator Training Manual and Introduction to Insect & Disease Mgmt.*

PC – Potato Cellar Pest Control - For persons who apply sprout inhibitors in potato cellars. **Recommended study materials:** *The Idaho Pesticide Applicator Training Manual.*

*PH – Public Health Pest Control* - For mosquito abatement districts and others controlling public health pests. **Recommended study materials:** *The Idaho Pesticide Applicator Training Manual and Public Health Pest Control.*

RC – Rodent Control - For rodent districts, and others, controlling field rodents. Certification in the General Pest Control Category shall exempt the applicant from the need to certify in this category. **Suggested study materials:** *The Idaho Pesticide Applicator Training Manual, General Vertebrate Study Packet, Study Manual for Pest Management Professionals,* and *Animal Damage Control.*


*SF – Soil Fumigation* - Certification in this category allows for applying fumigation chemicals to soils by all application methods including professional Chemigation. **Recommended study material:** *The Idaho Pesticide Applicator Training Manual and Soil Fumigation Manual.*

*SP – Structural Destroying Pests* - For persons controlling wood destroying pests in pre-existing structures such as houses, bridges, buildings or other like structures. Does not include wood treatment with preservatives such as CCA, Penta or other chemicals (wood preservative applications require the WP Category). **Recommended study materials:** *The Idaho Pesticide Applicator Training Manual and Study Manual for Pest Management Professionals.*

ST – Seed Treatment - For persons doing treatments to protect seeds used for plant reproduction (does not cover fumigation treatments, Must have the CP Category). **Recommended study materials:** *The Idaho Pesticide Applicator Training Manual and Seed Treatment.*


SW – Statewide Consultant - For persons who consult or recommend the use of pesticide products in agricultural or forest situations. **This is not an applicator category unless accompanied by the Demonstration and Research Category or other application categories.**

-Continued on next page-

www.agri.idaho.gov - Pesticide Licensing

DR – Demonstration and Research (A person is only eligible to license in this category by passing the SW examination) - For persons who apply or supervise the use of restricted use pesticides at no charge to demonstrate the action of the pesticide or conduct research with restricted use pesticides. Recommended study materials: See SW (Statewide Consultants Category).

**DEALER LICENSE**

Dealers are individuals who sell restricted use pesticides. A dealer license shall be required for each location, outlet, or warehouse from where such pesticides are distributed (Idaho Code 222-3406(1)(d)).

*To become licensed as a Dealer, an individual must:*

1. Pass a closed book examination with a minimum score of seventy percent (70%) either in the SW (Pest Control Consultant – Statewide) category or in all categories pertaining to the restricted use pesticides being sold.
2. Complete the required ISDA license application form; and
3. Pay the $100.00 license fee for the two-year licensing period ($50.00 for a license issued for less than 1 year).

*Dealer Licenses are NON-TRANSFERRABLE.*

**MIXER/LOADER TRAINING REQUIREMENT**

Mixer/Loaders work for Professional Applicators mixing and/or loading pesticides in preparation for application. A Mixer/Loader cannot make pesticide applications or recommendations.

*To comply with the ISDA Mixer/Loader yearly training requirement, an individual must:*

1. Receive ISDA approved Mixer/Loader annual training from the Professional Applicator who employs the Mixer/Loader; and
2. Complete and maintain in company/employer records an ISDA certification of training form which must include the name of the Professional Applicator, their signature and license number;
3. Must comply with federal & state laws related to hazardous occupations.
EXAMINATIONS

Schedules: Examination schedules can be accessed online at our Pesticide & Chemigation Licensing page [www.agri.idaho.gov/Categories/Pesticides/licensing/indexPestLicenseMain.php](http://www.agri.idaho.gov/Categories/Pesticides/licensing/indexPestLicenseMain.php), or contact one of the department’s field staff in your area. (Contact information is listed on the front page of this guide).

Fees: Examination fees are $10.00 per exam, per person, per session. This fee must be received before examination scores can be released to either the company or individual. *Private Applicators and government agency employees are exempt from paying examination fees.*

Payment: All fees shall be sent to ISDA, Boise, Idaho. No fees are accepted at the examination session location, except at the Boise office. Unscheduled examinations for professional applicators may be made by appointment only, and charged an additional administrative fee of $5.00 per examination, except governmental agencies.

WAITING PERIODS

The following minimum waiting periods will be required before an applicant may retake an examination.

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<td>First Failure</td>
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<td>Second Failure</td>
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<td>Third Failure</td>
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RECERTIFICATION

Recertification: A program for all individuals who are certified as Private and/or Professional Pesticide Applicators, to ensure they maintain competency and keep current with changing technology. Licensed Applicators can attend approved seminars to obtain credit in lieu of retaking recertification exams.

Credit Requirements: All credits have to be obtained by the expiration date printed on the front of each license. All licenses require the applicant’s signature on the reverse side where stickers of the seminars can also be placed.

- **Private Applicators** are required to obtain stickers totaling six (6) hours of validated pesticide training during their licensing period.
- **Professional Applicators** are required to obtain stickers totaling fifteen (15) hours of validated pesticide training during their licensing period. The seminar sponsor issues the stickers at the completion of an approved pesticide seminar.

NOTES:

1) **First time licensees whose expiration date is less than 13 months from issue date are not required to obtain recertification points for this first license.**

2) **The recertification period is concurrent with the licensing period. Credits can be earned once the license is issued / renewed and do not roll over into next licensing period.**

Seminars: Sign-in sheets are provided at each approved seminar. Licensees are **required** to sign these sheets to provide a verification of attendance, as well as, have the seminar sponsor affix the seminar sticker to the back of the applicator license. *In case of the loss of an applicator license, these sign-in sheets are the ONLY other verification for attendance at a seminar.* -Continued on next page-
All licensees are encouraged to maintain a list of the dates and locations of the recertification seminars they attended or the specific recertification seminar number. This list will provide a back-up reference in case of loss of your pesticide license. ISDA will need to check the specific sign-in sheet(s) for attendance confirmation.

**RECIPROCITY**

The Idaho Pesticide and Chemigation Law allow the Idaho State Department of Agriculture to issue a Professional Applicator or Private Applicator (RU only) license to an applicator that has tested and currently holds a similar license in another state. Idaho has reciprocal agreements with the following states:

- Montana
- Oregon
- Utah
- Washington
- Wyoming

To become licensed in Idaho through a reciprocal agreement, an individual must:

1. Be a *non-resident* of Idaho who resides, has tested in, and currently maintains a pesticide license from one of the aforementioned states;
2. Complete an ISDA license application form
   - Residents of Washington or Oregon must submit a current license status from respective Department of Agriculture website
   - Residents of Montana, Utah and Wyoming must contact their home state to forward a Request a Letter of Good Standing to ISDA Applicator Licensing Office;
3. Provide proof of financial responsibility (if seeking a Professional Applicator License); and
4. Pay the appropriate license fees.

Idaho residents who hold pesticide licenses in other states must pass the Idaho Pesticide examinations to licenses in Idaho except as established in policy for University of Idaho Extension faculty.

*There are no reciprocal agreements for the Idaho Dealer License or the Chemigation category.*
LICENSE RENEWALS

All applicators receive a renewal notice through the mail approximately 45 days prior the expiration of their license. Professional License Renewals will be mailed to employer.

In order to recertify at the end of a license period, Private Applicators need to submit the following:

1. A license renewal application form (provided by ISDA);
2. The licensing fee of $10.00 for the RU Category, $20.00 for the Chemigation Category, or $30.00 for both categories;
3. List of Chemigation systems, if applicable; and
4. A photocopy of the front and back of the license, showing the licensee’s signature and the appropriate recertification credits. Address changes and other updated information must be shown on the application form.

Note: In order to recertify through examination, an individual must pass the ISDA recertification examination with a score of seventy percent (70%) or higher.

In order to recertify at the end of a license period, Professional Applicators need to submit the following:

1. A license renewal application form (provided to you by ISDA);
2. If chemigating, certify all chemigation systems;
3. The licensing fee of $120.00;
4. A photocopy of the front and back of the license, showing the licensee’s signature and the appropriate recertification credits. Address changes and other information updates must be shown on the application form;
5. Proof of financial responsibility. This may be accomplished by providing the ISDA with documentation provided in IDAPA 02.03.03.250.01.a. This proof must be supplied on the department’s IDAHO PROFESSIONAL APPLICATORS CERTIFICATE of INSURANCE **Acord forms will not be accepted for proof of financial responsibility.
   o Professional applicators who do not apply pesticides may submit an exemption from financial responsibility form provided by ISDA;

In order to recertify through examination, an individual must pass the appropriate ISDA recertification examinations with a score of seventy percent (70%) or higher.

PENALTIES FOR VIOLATIONS

1) Penalties for licensing violations are $100.00 for each day of operating without a license.
2) A person who violates the Idaho Pesticide and Chemigation Law may be assessed a civil penalty of up to $3,000.00 per violation and may also be subject to misdemeanor criminal penalties of $1,000.00 per violation and up to one (1) year in jail. Violators are also subject to license suspension, denial, or revocation. The ISDA may issue suitable warnings or other administrative actions for minor violations.
Recommended Study Materials

Agricultural Herbicide (AH):
1) The Idaho Pesticide Applicator Training Manual
2) Agriculture Herbicide Study Manual
3) Agricultural Weed Mgmt. Principles
4) Thirty Common Agricultural Weeds in Idaho

Agricultural Insecticide/Fungicide (AI):
1) The Idaho Pesticide Applicator Training Manual
2) Agricultural Insect & Plant Disease Manual
3) Introduction to Insect & Disease Mgmt.

Aquatic Pest Control (AP):
1) The Idaho Pesticide Applicator Training Manual
2) Aquatic Pest Control
3) Sewer Line Root Control

Chemigation (CH):
1) The Idaho Pesticide Applicator Training Manual
2) Chemigation Educational Materials

Commodity Pest Control (CP):
1) The Idaho Pesticide Applicator Training Manual
2) Stored Grain Pest Control

Forest Environment (FE):
1) The Idaho Pesticide Applicator Training Manual
2) Forest Environment Pesticide Study Manual

General Pest Control Operator (GP / PCO):
1) The Idaho Pesticide Applicator Training Manual
2) Study Manual for Pest Mgmt. Professionals

General Vertebrate Control (GV):
1) The Idaho Pesticide Applicator Training Manual
2) General Vertebrate Study Packet
3) Animal Damage Control

Livestock Pest Control (LP):
1) The Idaho Pesticide Applicator Training Manual
2) Agricultural Insect & Plant Disease Manual
3) Livestock Pests Study Guide

Ornamental Herbicide (OH):
1) The Idaho Pesticide Applicator Training Manual
2) Thirty Common Ornamental Weeds in Idaho
3) Turf & Ornamental Weed Mgmt. Principles

Ornamental Insecticide/Fungicide (OI):
1) The Idaho Pesticide Applicator Training Manual
2) Introduction to Insect & Disease Mgmt

Private Applicator (RU):
1) The Idaho Pesticide Applicator Training Manual

Potato Cellar Pest Control (PC):
1) The Idaho Pesticide Applicator Training Manual

Public Health Pest Control (PH):
1) The Idaho Pesticide Applicator Training Manual
2) Public Health Pest Control

Rodent Control (RC):
1) The Idaho Pesticide Applicator Training Manual
2) General Vertebrate Study Packet
3) Study Manual for Pest Mgmt. Professionals
4) Animal Damage Control

Right-of-Way Herbicide (RW):
1) The Idaho Pesticide Applicator Training Manual
2) Agriculture Herbicide Study Manual
3) Agricultural Weed Management Principles
4) Thirty Common Right-of-Way Weeds in Idaho

Soil Fumigation (SF):
1) The Idaho Pesticide Applicator Training Manual
2) Soil Fumigation Manual

Structural Destroying Pests (SP):
1) The Idaho Pesticide Applicator Training Manual
2) Study Manual for Pest Mgmt. Professionals

Seed Treatment (ST):
1) The Idaho Pesticide Applicator Training Manual
2) Seed Treatment

Wood Preservative (WP):
1) The Idaho Pesticide Applicator Training Manual
2) Wood Preservation

Statewide Consultant (SW):
1) The Idaho Pesticide Applicator Training Manual
2) Agriculture Herbicide Study Manual
3) Agricultural Insect & Plant Disease Manual
4) Agricultural Weed Management Principles
5) Animal Damage Control
6) General Vertebrate Study Packet
7) Introduction to Insect & Disease Management
8) Livestock Pests Study Guide
9) Soil Fumigation
10) Stored Grain Pests Control
11) Thirty Common Agricultural Weeds of Idaho

* OPTIONAL STUDY MATERIALS *

Pacific Northwest Plant Disease Management Handbook  AI, FE, OI, SW
Pacific Northwest Weed Management Handbook  AH, FE, OH, RW, SW
Pacific Northwest Insect Management Handbook  AI, FE, GP, LP, OI, PH, SP, SW
# STUDY MATERIAL ORDER FORM

Complete this form and submit with a check or money order to:
Idaho State Department of Agriculture
Division of Agricultural Resources
PO Box 7723, Boise, ID 83707

- Credit card payments need to be submitted with an ISDA Credit Card Authorization form (on website).

**Payments CANNOT be processed over the phone**

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<td>Study Manual for Pest Management Professionals, EM019</td>
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<td>Wood Preservation, EM8403</td>
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**Postage & Handling Key**

1-4 books: $3.00
5 or more books: $5.00

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Name

Mailing Address

City_____ State_____ Zip Code_____

Area Code and Daytime Telephone__________

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