



## PENN STATE UNIVERSITY PESTICIDE MANAGEMENT PROGRAM

### INDOOR PESTICIDE USE PROGRAM OVERVIEW

The Penn State University Pesticide Management Program has requirements for pesticide use on University property. This document presents a summary of the program requirements as they apply to pesticide use in indoor locations.

#### **Responsibilities:**

Pesticide Applicators must:

- Comply with program requirements,
- Read and follow pesticide label directions and be knowledgeable of the hazards of the pesticides being used,
- Wear or use all PPE required by the label,
- Report all unsafe practices/conditions to supervisors, and
- Take actions during an emergency

Supervisors must:

- Understand the requirements of this program and ensure that they are fulfilled,
- Ensure that required PPE is available and used,
- Ensure that Integrated Pest Management is used at their facilities,
- Take corrective actions when unsafe conditions are found, and
- Investigate accidents/incidents

#### **Licensing/Certification:**

Each Penn State facility that uses pesticides must have a business license as a public applicator and have certified applicators to apply pesticides. Certification categories that might apply, depending on the activity are: 11, 12, 13, 15, 16, 20, and 22. Applications can only be made by an uncertified person if they are under the direct supervision of a certified applicator who is physically present and within sight of the uncertified applicator. Applicators must take required courses to maintain certification.

#### **Proper Pesticide Storage:**

- Liquids in secondary containment; heavier bags near, but not on the floor
- Segregate pesticides from fertilizers
- Ensure pesticides are stored in original containers with legible labels
- Date all containers – use older pesticides first
- Maintain annual inventory
- Provide access to MSDSs through web or hard copy
- Maintain proper temperature and keep out of direct sunlight
- Keep all containers closed when not in use
- Post door with “Danger – Pesticide Storage Area”
- Keep storage area secure and locked when not in use
- Maintain spill kit, first aid kit, and fire extinguisher
- Provide emergency contact info
- Provide separate storage area for PPE

**Pesticide Handling and Use:**

- Perform mixing and loading in a location where spills can be cleaned up (such as on a concrete pad) or vary the locations if doing this at the application site so that pesticides from small spills do not build up in the area.
- If spills occur, clean them up. Ensure that decontamination supplies are available (see below).
- Properly rinse all pesticide application equipment and spray the rinsate out in an appropriate labelled location.
- Use Integrated Pest Management.
- The label is the law – follow all PPE and other label requirements.
- Check PPE requirements to chemical resistance chart to ensure the correct material is used for the PPE.
- If fumigating, develop standard operating procedures and have reviewed by EHS.
- If a respirator is required to be worn, be in the EHS Respiratory Protection Program.

**Notification:**

- If a *hypersensitive person* is located within 500 feet of application area and application is not below the soil surface or injected into a tree, notify that person
- If *restricted use pesticides* are applied at a specific site (e.g., gravel lot weed control), notify contiguous landowners orally or by certified mail except if the pesticide is applied in a detached structure or in a tamper resistant bait tray

**Decontamination Supplies:**

Decontamination supplies must be present at the mixing/loading site, within ¼ mile of the application site, and at the location where applicators remove their PPE. The following supplies are required (per applicator):

- At least 3 gallons of water for washing,
- Soap and single-use towels,
- One pint of eyeflush (eyeflush required at application site only when label requires eye protection and must be immediately available), and
- Clean clothes (e.g., one-size coveralls).

**Pesticide Application Records:**

- Date of the application and for a pesticide requiring a reentry time, the time completed,
- Location and address of application site and identification of the application site including room or floor, the pest, and the size of the treated area,
- Brand name and formulation used, and dosage rate,
- Name of applicator and registration number of each person making or supervising the application, and
- EPA registration number

**Disposal:**

Dispose unneeded pesticides through PDA's CHEMSWEEP or through EHS Chemical and Chemical Waste Management Program. Dispose of clothing contaminated with restricted use pesticide concentrate through this program also, all other pesticide concentrate-contaminated clothing in the trash. Program manual contains laundering guide.

**Pesticide Transportation:**

Never transport pesticides in the same compartment of the vehicle as people. An open truck or pickup truck is preferred with the load secured to prevent containers from shifting. If using an

open vehicle to transport pesticides, never leave it unattended. Bring a small spill kit and place liquid pesticides in secondary containment.

**Safety and Emergency Procedures:**

Preplan for emergencies (see manual for requirements). Prepare the “Vital Building Information” if required.

**Pesticide Spills and Releases:**

- Identify problem
- Protect yourself (PPE)
- Stop the source of the spill or release
- Call 911 if an emergency release
- Contain the spill
- Recover the spilled material and absorbent
- Properly dispose of material
- Call EHS as soon as possible

**Incident/Accident Documentation and Investigation:**

Document and investigate all incidents/accidents within one week’s time, and take corrective measures if needed. Communicate findings to the work group.

**Documentation and Recordkeeping:**

- Current business license and applicator certifications
- Hypersensitivity registry contacts (3 yrs)
- Prior notification (3 yrs)
- Records of pesticide applications (3 yrs)
- Annual Inventory
- Annual self-audit of program implementation – perform annually and submit to EHS by January 31st

**Refer to the Penn State University Pesticide Management Program Manual at [www.ehs.psu.edu](http://www.ehs.psu.edu) for detailed information on these topics.**