Pesticide Use Reporting System

Instruction guide for printed forms

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Pesticides Division

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Section 1: introduction

Why report?

The Oregon Pesticide Use Reporting System (PURS) was established by the 1999 Oregon legislature. House Bill 3602 was passed almost unanimously by both legislative houses and signed into law September 1, 1999, by Governor John Kitzhaber. The PURS is a comprehensive system for collecting information on all categories of pesticide use in Oregon. Data is to be reported on all types of pesticides except antimicrobials. The goal of collecting this information is to ensure public health and safety and protect Oregon's water and environment. The Oregon Department of Agriculture (ODA) is responsible for implementing the PURS.

House Bill 3602 requires that a limited size pilot system be conducted. Reporting in the pilot system will provide ODA with data to evaluate the reporting forms and formats, data transfer, report processing, and data entry time, quality assurance procedures, and design and test confidentiality rules. By participating in the pilot system, pesticide users can assist ODA in the final design of the program, and make sure that individual situations are taken into account.

Beginning January 1, 2002, all pesticide applications made by pesticide users must be reported to ODA. A pesticide user is defined as any person who uses or applies a pesticide in the course of business or any other for profit enterprise, or for a government entity, or in a location that is intended for public use or access.

How to use this instruction guide

This guide is designed to explain who is required to report under the Pesticide Use Reporting System, and how to complete the written reporting forms. The guide is divided into four sections: introduction, basics, forms, and code lists.

Section 1: introduction

The section you are now reading. This section is designed to give both an introduction and a background of the PURS. It also gives a brief description of where in the guide you may find other important and useful information.

Section 2: basics

This section provides guidance on who must report, and how to report.

Section 3: forms

This section describes how to select the correct form and guides you through a step-by-step process for completing each form type.

Section 4: code lists

This section provides the codes needed to complete many of the required boxes on the forms. There are three lists in this section:

- County code—an alphabetical list of Oregon counties. Use the 2-digit code provided for each county to fill in the “county code” box on the form.
- Site code descriptions—lists the choices and codes for “site code” box on the form.
- Equipment code descriptions—lists the choices and codes for completing the “equipment code” box on the form.

Section 2: basics

Who must report pesticide use to ODA?

Licensed and non-licensed pesticide users must report all applications to ODA. A pesticide user is defined as “any person who uses or applies a pesticide in the course of business or any other for-profit enterprise, or for a government entity, or in a location that is intended for public use or access.” Examples of such applicators include agricultural and forestry applicators; applicators for federal, state, county and city agencies, public schools, and other public districts; applicators for utility companies; pest control operators; and landlords or managers of any property or business that applies a pesticide.

Responsible reporting party

To reduce the potential for double reporting, ODA has defined the term the responsible reporting party as “that person or entity who is required to report a pesticide application to ODA.” The responsible reporting party includes the employer of an individual who applies pesticides. It is the employer’s responsibility to report to ODA all the pesticide applications conducted by employees. This means that the commercial pesticide operator is responsible for reporting even if his employees (commercial pesticide applicators or trainees) perform the applications. Examples of responsible reporting parties include:

- Commercial pesticide operators (PCOs), who are required to report all applications made by employees.
- Public agencies or utilities, which are required to submit reports of all applications performed by employees.
- School districts, which are responsible for reporting all applications performed by grounds keepers or other district employees.
- Private applicators, such as farmers, who are required to report their applications. (However, any time a farmer, agency, school, private business, etc. hires a commercial pesticide application company to perform a pesticide application, the company is the responsible reporting party.)

Who can complete the forms?

In all instances, the responsible reporting party may designate a person in their organization to complete the forms. However, the responsible reporting party must make sure that the forms are completed, properly submitted, and on time.

What must be reported?

Reports must be submitted for all types of pesticides except antimicrobials. This includes pesticides such as herbicides, insecticides, fungicides, defoliants, plant regulators, fumigants, and antifoulants.

What is the frequency of reporting?

For the pilot you are asked to report using one of several options:

1) report pesticide applications for March 2001 by April 10, 2001;
2) report pesticide applications for April 2001 by May 10, 2001;
3) report pesticide applications for both March and April using the above time lines; or
4) if no pesticide applications will be made in either March or April, pick a month from last year (2000) and, using your records, report the applications by May 10th. May 10, 2001, is the final day for ODA to receive completed forms.

How to submit a report

This guide describes reporting using paper forms. Forms are provided with this manual. You can obtain additional forms by calling ODA at 503-986-4635. Use only ODA provided forms or photocopies of ODA provided forms.

Details on which form to use and how to complete a form are provided in section 3—forms.

Make and keep a copy of all completed forms that you send to ODA.

Amending information

What to do if you realize you made a mistake but have already submitted your form(s)?

If you realize that you made an error while completing your form you may submit an amendment. To do this, make a copy of the page that contains the erroneous information. Circle the incorrect information. Write “Amendment—Incorrect Information” on the top of the page. Using a blank form, enter only the information that is to be corrected. Write “Amendment—Correct Information” on the top of that page. Staple the pages together placing the form with the incorrect information on top, and send the forms to ODA at the above address.

If you have changed your business name, you must contact ODA directly by telephone at 503-986-4647.

What to do if you run out of space on the forms

If there is not enough space on the form to report all applications during the reporting period, you may reproduce the forms on additional 8.5 x 14 inch paper. Please keep a copy of the completed forms for your records.

What to do if you lose the original form

You can get additional forms by calling ODA at 503-986-4635. Use only ODA provided forms or photocopies of ODA forms.

Tips for reducing your reporting burden

Once you have submitted your first complete report to ODA, you may submit subsequent use reports using a photocopy of part A–1: reporter information. In addition, if the applications that you perform are the same, or very similar, then you should consider making a master form containing the application information that will not change. For instance if you make applications only to golf courses, and you frequently use the same one or several products, using the same equipment, to control the same pests at the same location, you could complete those entries on the form, leaving the date of application and quantity blank. By photocopying this master form for your operation, you would have to complete only the date field and the quantity field when you conduct a new application.

Form submittal

When you have completed the form(s) and have made a copy for your files, you are to send the forms to ODA at the following address:

Oregon Department of Agriculture
Pesticides Division—PURS
635 Capitol Street NE
Salem, OR 97301-2532

Section 3: forms

Steps required to fill out a pesticide use reporting form

Step 1: determine the site category of the pesticide application

ODA has defined eight different application site categories, lettered A-H. These categories are meant to accommodate different reporting requirements for different application sites. They are as follows:

A. agriculture and forestry areas

B. general sites—not publicly owned (includes residential and commercial buildings, schools, health-care, restaurants, golf courses, recreation areas, and vehicles)

C. general sites—publicly owned or operated (includes residential and commercial buildings, schools, health-care facilities, golf courses, recreation areas, and vehicles)

D. rights-of-way areas (includes roadways, utility lines, railroads, ditch banks, and sewers)

E. aquatic sites (includes water bodies, irrigation ditches, and wastewater/drinking water facilities)

F. vector/invasive species control areas

G. wood treatment facilities

H. boat and ship hulls (for all applications using marine antifouling agents)

Step 2: Select the proper form based on the site category

A. Select the proper reporting form based on the site category. Form selection is based on the application site and NOT the type of business. For example, if you are a commercial pesticide operator and you apply pesticides to both agricultural sites and private golf courses, use form A—Agriculture and Forestry Areas to report applications to agricultural sites. To report applications to private golf courses, use form B—General Sites: Not Publicly Owned.

B. There are two form formats. Format 1 is for single product applications. Format 2 is for multiple product (tank mix) applications. Once you have determined the application site category, choose either format to report your information.

How to determine the correct site category and form

Form A1 and A2: Agriculture and Forestry Areas

Use either form A1 or A2 if you have applied pesticides to any agricultural or forestry site. Use form A1 if you applied only one pesticide product per application. Use form A2 if you used more than one product per application, such as in a tank mix. Agricultural sites include nurseries, field crops, nuts, fruits, rangeland, livestock, and publicly-owned agricultural sites such as university experiment stations. ODA has defined approximately 116 types of agricultural sites. ODA has defined four types of forestry sites. Forestry sites include federal or state forestland, other public forestland such as city forestland, and private forestland. A complete reference of these sites is provided in the site description portion of section 4—code lists.

Form B1 and B2: General Sites—Not Publicly Owned

Use either form B1 or B2 if you have applied pesticides to sites such as residential and commercial buildings, schools, health-care facilities, restaurants, golf courses, recreation areas, or vehicles that are not publicly owned or operated. Use form B1 if you applied only one pesticide product per application, or use form B2 if you used more than one product per application, such as in a tank mix. You will find a complete list of sites in the site-description portion of section 4—code lists. A non-publicly owned or operated site is one that is privately owned or operated. Examples include private residential and commercial buildings, private golf courses, private schools, hospitals and other health-care facilities, restaurants, private recreation areas and facilities, or private commercial transportation vehicles and ports. However, there are a few exceptions. For instance, an application to a privately owned commercial building that was leased by a governmental or other public entity is classified as an application to a public site and should be reported on form C1 or C2. Conversely, applications to publicly owned buildings or property that is leased by a private entity are considered applications to a non-public site (form B1 or B2), UNLESS the application was initiated by the public owner (form C1 or C2).

Form C1 and C2: General Sites—Publicly Owned or Operated

Use form C1 or C2 if you have applied pesticides to sites such as residential and commercial buildings, schools, health-care facilities, restaurants, golf courses, recreation areas, or vehicles that are publicly owned or operated. Use form C1 if you applied only one pesticide product per application, or use form C2 if you used more than one product per application, such as in a tank mix. You will find a complete list of sites in the site-description portion of section 4—code lists. Examples include public residential and commercial buildings (university and college dormitories and facilities, or public office buildings), public golf courses, public schools, public hospitals and other health-care facilities, public recreation areas and facilities, and public transportation vehicles and ports. There are a few exceptions. Report an application to a publicly owned building or property that was leased to a private entity on form B1 or B2 if the private entity initiated the application.

Form D1 and D2: Right-of-Way Areas

Use form D1 or D2 if you applied pesticides to right-of-way areas, such as the land adjacent to roadways, railroads or other transportation corridors, underneath or along utility lines, along ditch banks of irrigation ditches, or if you applied pesticides to protect sewer lines. Applications to ditch banks are considered right-of-way applications only if the water in the ditch is not treated. If the ditch water is treated, then the application to the water is considered a separate application and must be reported on form E1 or E2—Aquatic Sites. Use form D1 if you applied only one pesticide product per application. Use form D2 if you used more than one product per application, such as in a tank mix. You will find a complete list of sites in the site-description portion of section 4—code lists.

Form E1 and E2: Aquatic Sites

Use form E1 or E2 if you applied pesticides to aquatic sites. Aquatic sites include water bodies (such as lakes, reservoirs, ponds, rivers, streams), detention ponds, water in irrigation ditches, and wastewater/drinking water facilities. If you applied only one pesticide product per application use form E1. Use form E2 if you used more than one product per application, such as in a tank mix. You will find a complete list of sites in the site-description portion of section 4—code lists.

Form F1 and form F2: Vector/Invasive Species Control Areas

Use form F1 or F2 if you applied pesticides over a large and perhaps diverse area to control pests having regulatory significance. For instance mosquito control applications or applications to control an invading species such as Japanese beetle over a large area that may encompass several site types is classified as vector/invasive species control. Applications to a specific site to control a pest of regulatory significance is not considered vector/invasive species control. For example, an application to a clover field to control clover broomrape is not considered vector/invasive species control; it is considered an agricultural application. Use form F1 if you applied only one pesticide product per application. Use form F2 if you used more than one product per application, such as in a tank mix. You will find a complete list of sites in the site-description portion of section 4—code lists.

Form G: Wood Treatment Facilities

Use this form if you use pesticides as part of a wood treatment process. Form G applies only to those sites in which poles or lumber are treated and then moved off-site. Do not use this form to report treatments of poles or lumber that have already been employed in their designated use. For instance, this form does not apply to spot or re-treatments of utility poles currently in use as utility poles. Form G also does not apply to re-treatments of railroad ties or piers. For those types of applications (re-treatments), use the form more appropriate to the type of site. For instance, re-treatment of utility poles or railroad ties are to be reported as right-of-way applications (form D1 or D2). Re-treatments of piers are reported on form B1 or B2 or form C1 or C2, depending on whether the pier is associated with a public or non-public site.

Form H: Boat and Ship Hulls

Choose this form if you used marine antifoulants to treat boat or ship hulls.

Step 3: complete a pesticide use reporting form

Each form contains two parts:

- Part A: reporter and contact information
- Part B: application information

Part A: reporter and contact information

This section requires identification and contact information about the responsible reporting party and designates the contact person responsible for completing the form and answering any questions ODA has about completed forms.

Part B: application information

This section contains the bulk of the pesticide use information. The information required in this section varies according to the category designation of the application site. Directions for each form refer you to section 4—code lists in this manual. Detailed instructions for part B are specific to each form and are listed below.

Clearly print or type the information on each part of the form. Use blue or black ink.

Be sure to copy the blank forms as needed to report all your pesticide applications.

Instructions

Part A: reporter and contact information

This section is the same on all forms

If this is the first report you have submitted to ODA during the pilot phase, you must complete both part A–1 (reporter information) and part A–2 (address and contact information). If you have already submitted a report to ODA, then you need to complete only part A–1 (reporter information).

Part A–1: reporter information

You must complete part A–1 on each report and on every page of a report. Attach all copies to the first page and indicate the total number of pages and the page number of each page. Write this in the bottom right corner where it says “Page __ of __.” This insures that ODA can match up the pages if the pages become separated.

- Reporter ID number—the Oregon Department of Agriculture assigns this number to you. This item will not be assigned during the pilot. Leave this item blank.
- Business name—name of the business that is the responsible reporting party (see section 2—requirements). If there is no business name, complete the individual name. The business name is the business, public entity, or other commercial name. It is not an individual name unless an individual name is part of the business name, such as John Smith, Inc.
- Individual name—name of the individual reporting when there is no separate business name. Enter your last name, first name, and middle initial (if appropriate).
- Business phone—enter your business telephone number, including the area code.

Part A–2: address and contact information

You must complete this section unless you have already submitted a set of pesticide use reports to ODA during this pilot, or you are changing your address.

- New reporter—check the first box if you are a new reporter.
- Change of address—check the second box if you are providing a different address than you have previously reported. Enter the new address in the space provided.
- ODA firm number—if you currently have a license or a permit with ODA, you have already been assigned a firm number. Enter that number (up to 6-digits) here.
- Address 1—enter your street address.
- Address 2—if your address requires two lines, enter the second line here. For example, if you are a government entity, and your address has both a building name and a street address, enter the building and street address on separate lines (address 1 and address 2). This is required by US Postal Service guidelines.
- City—enter your city
- State—enter the 2-letter code for your state. For Oregon use “OR.”
- ZIP—enter your 5-digit ZIP code. If you know your 9-digit ZIP code, enter that.
- FAX—enter your fax (facsimile) number. Include the area code.
- E-mail—enter your e-mail address (if you have one).

- Contact name—enter the name of the person ODA should contact if there are questions about your report. Enter as last name, first name, middle initial.
- Contact phone number—enter the telephone number of the person ODA should contact if there are questions about your report.
- Contact e-mail—enter the e-mail address of the person ODA should contact if there are questions about your report.

Part B: application information

Failure to complete all information will invalidate your report. ODA will contact you if information is inaccurate or incomplete.

The information required in part B differs on each form.

Aggregation

You may aggregate reporting pesticide applications if the date, location, county, site, equipment, pest, and pesticide(s) are all the same for the applications. If you aggregate, you must report the undiluted amount (quantity applied) as the total amount of product applied for the aggregated applications. If area treated is required, you must also enter the total area treated. Here are two examples that show when you can, and when you can not aggregate:

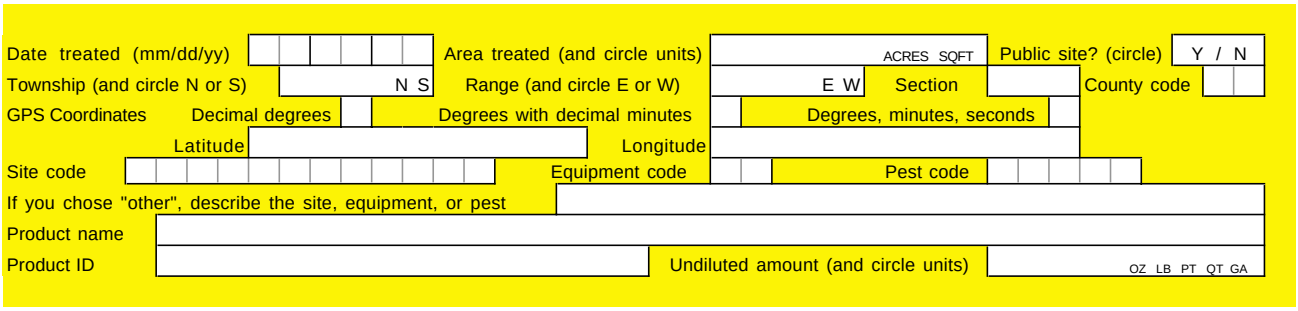
1) If you applied several pesticides to wheat on March 1, 2001, in several fields that are all located in township 1 north, range 3 west, section 15, Washington County, using a boom sprayer to control broadleaf weeds, then you may aggregate the applications to the several fields as one application. You must enter the total amount of undiluted product applied to the fields and the total area treated. Conversely, if the application was to wheat in one field and to oats in another, but all the other information was the same, the application to the wheat would be considered a different application than the one to the oats because the site is different. You would not be able to aggregate these applications.
2) If you applied a pesticide on March 1, 2001, to indoor dwellings, using a crack and crevice system to control general insects in township 3 south, range 1 west, but some dwellings were in Clackamas County and some dwellings were in Washington County, you could aggregate the Clackamas County applications, but you must report them separately from the applications in Washington County.

The information required in part B differs on each form.

Part B for each form is described in detail below, beginning with form A1 and A2.

Agriculture and Forestry Areas—form A1 and A2

Form A1 and form A2 are the same except that form A1 allows you to enter only one pesticide product per application. Form A2 allows you to enter up to three pesticide products in an application. If your application required more than three different products, you need to copy all the other application information onto a new application record and then write only the additional pesticide products in the space provided for pesticide product name and product ID number.



- Date treated (mm/dd/yy)—enter the date on which you made the application. The date should be entered as 6 digits, using 2 digits to indicate month, 2 digits for day, and 2 digits for year. March 16, 2001, would be entered as 03/16/01. Use zeros as placeholders. Every day is counted as a new application unless you began an application but postponed completion due to weather conditions. In this case, enter the date when you completed the application. If you applied pesticides using chemigation or some other continuous, multi-day process, enter the date you completed the application.
- Area treated—area refers to the area treated, not the area planted. Area is a numerical value and should be estimated to tenths of the appropriate unit. Circle the appropriate unit: ACRES or SQFT = square feet. For example, if you treated 43 1/2 acres, you would write 43.5 and circle ‘ACRES.’ If you performed an application as a spot treatment enter a 1 and circle ‘SQFT.’
- Public site—circle “Y” for Yes, the treated site is a public site, or circle “N” for No, the treated site was not a public site. For example, university experiment stations are considered public sites; therefore, you circle “Y” for yes. This designation will help you determine what information is subject to confidentiality rules.

Location: township, range, section or GPS coordinates

You can report the location of the agriculture or forestry site using township, range, section or GPS coordinates.

- Township, range, section—these three boxes denote the location of the application according to a system of land surveying units called township, range, and section. If you do not know the township, range, and section of the application area you will need to determine it using a map. The following map types provide township, range, and section information:
  - USGS 7.5 minute topographic map;
  - County maps such as Pittmon or Metsker.
  - These maps may be found in local libraries, universities, and many retail establishments.
- County soil surveys, published by the Natural Resources Conservation Service also provide this information. Soil surveys are located in libraries, Soil and Water Conservation District offices, and County OSU Extension offices.
- This information may also be on the property title or you may obtain it from your county assessors office.

Determine the township, range, and section to which you applied the majority of the application. If the application took place in more than one section, enter the section of the majority of the application.

For township, enter the numeric value for the township. Then circle whether the location has a north (N) or south (S) designation.

For range, enter the numeric value for the range. Then circle whether the location has an east (E) or west (W) designation.

For section, enter the numeric value for section.

For example, an application to a field in township 6 south, range 5 west, section 9 (T. 6 S., R.5 W., sec 9) should be recorded with 6 in the box for township, circle 'S' for south, enter 5 in the box for range, circle 'W' for west, and enter 9 in the box for section.

- GPS coordinates—GPS, which stands for global positioning system, is a satellite navigation system. It provides specially coded satellite signals that can be processed in a GPS receiver, enabling the receiver to compute position, velocity and time. GPS satellites, 24 in all, orbit at 11,000 nautical miles above the earth. The satellites transmit signals that can be detected by anyone with a GPS receiver. Using the receiver, you can determine location with great precision. If you have a GPS receiver, you can report the location of the pesticide application using the GPS coordinates of either the center of, or the entrance to, the application site. Report the GPS coordinates using one of three formats:
  - decimal degrees;
  - degrees with decimal minutes; or
  - degrees, minutes, seconds.

  You can program your GPS receiver to report the GPS coordinates using one of these three formats. Here is an example of how the coordinates look for one location using the three formats:

GPS format	Latitude/longitude coordinates
Decimal degrees	Latitude: 45.61613° Longitude: 123.17428°
Degrees with decimal minutes	Latitude: 45° 36.968′ Longitude: 123° 10.457′
Degrees, minutes, seconds	Latitude: 45° 36′ 58″ Longitude: 123° 10′ 27″

  GPS coordinates for degrees, minutes, seconds can also be determined using a USGS 7.5 minute topographic map.

  Check the box to indicate which GPS format you are using to report the coordinates. Enter latitude and longitude in the boxes provided.

  All latitudes in Oregon are north designations and all longitudes are west designations, therefore it is not necessary to include the directional designation.
- County code—enter the 2-digit county code for the county of the application. See the county code list in section 4: code lists. If the application took place in multiple counties, report the county that contained the majority of the application.
- Site code—choose the appropriate 12-character site code from the Site List in section 4: code lists. For your convenience, the site code list is organized

alphabetically by category. The agricultural sites are divided into thirteen categories. Agricultural sites are listed first.

- Equipment code—choose the appropriate 2-character application equipment code for from the equipment list in section 4: code lists.
- Pest code—this field does not need to be completed for the pilot program.
- Describe site or equipment if you chose “other”—if you were unable to find a description that sufficiently characterized the site or equipment for your application, and chose “other,” please write a more appropriate description in the space provided. If you chose “other” for both site and equipment, write the description for each in the following order separated by a /. For example, site/equipment. Do not enter a description if you did not choose “other” for one of these data points. This information will help ODA develop better codes for future reporting.
- Product name—be as complete as possible. Write the full name listed on the label, including company name and any descriptive words on formulation or usage. Example: Lorsban 4E or Lorsban 4E Insecticide/Mint.
- Product ID—EPA registration number or other registration (such as the SLN number, or section 18 number (OR Product ID number)) listed on the label. Include all digits. Using the Lorsban example above, the Product ID number for Lorsban 4E is 62719-220. The product ID number for Lorsban 4E Insecticide/Mint is OR940027.
- Undiluted amount—amount is a numerical value and should be estimated to tenths of the most appropriate unit. The amount reported should be the amount of the product used prior to dilution. Enter the number and circle the appropriate unit out of the following choices:

  OZ = fluid (or dry) ounce

  LB = pound

  PT = pint

  QT = quart

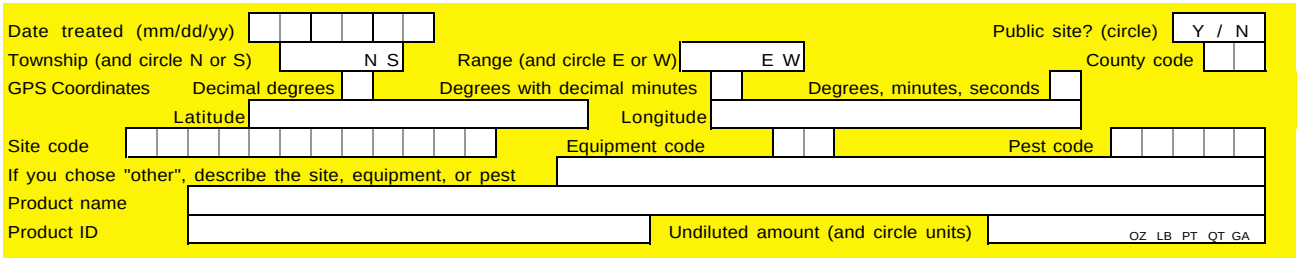
  GA = gallon

For example if you used 2 1/2 gallons of Lorsban 4E in a spray tank, write 2.5 and circle GA. Do not enter the total amount of the diluted spray tank mix.

General Sites: Not Publicly Owned—form B1 and B2

(Includes residential and commercial buildings, schools, health-care, restaurants, golf courses, recreation areas, and vehicles)

Form B1 and form B2 are the same except that form B1 allows you to enter only one pesticide product per application, while form B2 allows you to enter up to three pesticide products in an application. If your application required more than three different products, you will need to copy all the other application information onto a new application record and then write only the additional pesticide products in the space provided for pesticide product name and product ID number.



- Date treated (mm/dd/yy)—enter the date on which you made the application. The date should be entered as 6 digits, using 2 digits to indicate month, 2 digits for day, and 2 digits for year. March 16, 2001, would be entered as 03/16/01. Use zeros as placeholders. Every day is counted as a new application unless you began an application but postponed completion due to weather conditions. In this case, enter the date when you completed the application.
- Public Site—Since you have chosen to use this form, you have already established the site was not a public site. Therefore, circle “N” for No, the site treated was not a public site. This designation will assist in determining which information is subject to confidentiality rules.

Location: township, range or GPS coordinates

You can report the site location using township and range, or GPS coordinates.

- Township, range—these two boxes denote the location of the application according to a system of land surveying units called township and range. If you do not know the township and range of the application area you will need to determine it using a map. The following map types provide township and range information:
  - USGS 7.5 minute topographic map;
  - County maps such as Pittmon or Metsker.
  - These maps may be found in local libraries, universities, and many retail establishments.
  - County soil surveys, published by the Natural Resources Conservation Service also provide this information. Soil surveys are located in libraries, Soil and Water Conservation District offices, and local OSU Extension offices.
  - This information may also be on the property title or you may obtain it from your county assessors office.

For township, enter the numeric value for the township. Circle whether the location has a north (N) or south (S) designation.

For range, enter the numeric value for the range. Circle whether the location has an east (E) or west (W) designation.

- GPS coordinates—GPS, which stands for global positioning system, is a satellite navigation system. It provides specially coded satellite signals that can be processed in a GPS receiver, enabling the receiver to compute position, velocity and time. GPS satellites, 24 in all, orbit at 11,000 nautical miles above the earth. The satellites transmit signals that can be detected by anyone with a GPS receiver. Using the receiver, you can determine location with great precision. If you have a GPS receiver, you can report the location of the pesticide application using the

GPS coordinates of either the center of, or the entrance to, the application site. Report the GPS coordinates using one of three formats:

- decimal degrees;
- degrees with decimal minutes; or
- degrees, minutes, seconds.

You can program your GPS receiver to report the GPS coordinates using one of these three formats. Here is an example of how the coordinates look for one location using the three formats:

GPS format	Latitude/longitude coordinates
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GPS coordinates for degrees, minutes, seconds can also be determined using a USGS 7.5 minute topographic map.

Check the box to indicate which GPS format you are using to report the coordinates. Enter latitude and longitude in the boxes provided.

All latitudes in Oregon are north designations and all longitudes are west designations, therefore it is not necessary to include the directional designation.

- County code—enter the 2-digit county code for the county of the application. See the county code list in section 4: code lists. In many instances, the county lines follow the township and range lines. However, some county lines follow either river channels or mountain crests. If you performed applications in a township and range that encompassed multiple counties, you can not aggregate all those applications into a township and range. You must separate the applications based on county. For example, if you performed applications to lawns on residential properties in township 7 south and range 3 west, but some properties were in West Salem in Polk County and some properties were in Salem in Marion County, you would have to report separately the applications in Polk County from those in Marion County.
- Site code—choose the appropriate 12-character site code from the Site List in section 4: code lists. Most applications recorded on this form are in the categories “other indoor” or “other outdoor.”
- Equipment code—choose the appropriate 2-character application equipment code from the equipment list in section 4: code lists.
- Pest code—this field does not need to be completed for the pilot program.
- Describe site or equipment if you chose “other”—if you were unable to find a description that sufficiently characterized the site or equipment for your application, and chose “other,” please write a more appropriate description in the space provided. If you chose “other” for both site and equipment, write the description for each in the following order separated by a /. For example, site/equipment. Do not enter a description if you did not choose “other” for one of these data points. This information will help ODA develop better codes for future reporting.

- Product name—be as complete as possible. Write the full name listed on the label, including company name and any descriptive words on formulation or usage. Ex. Trimec 992 Broadleaf Herbicide, or Microcare Pressurized Pyrethrum Capsule Suspension
- Product ID—EPA registration number or other registration (such as the SLN number, or section 18 number (OR Product ID number)). Include all digits. The EPA registration number, using the example products above for Trimec 992 Broadleaf Herbicide, is 2217-656. The EPA registration number for Microcare Pressurized Pyrethrum Capsule Suspension is 499-381.
- Undiluted amount—amount is a numerical value and should be estimated to tenths of the most appropriate unit. The amount reported should be the amount of the product used prior to dilution. Enter the number and circle the appropriate unit out of the following choices:

  OZ = fluid (or dry) ounce

  LB = pound

  PT = pint

  QT = quart

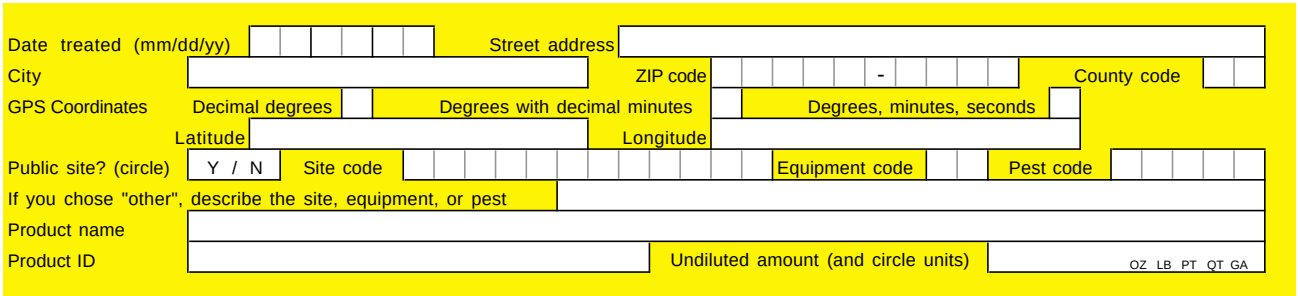
  GA = gallon

For example, if you used 1/2 gallon of Trimec 992 in a sprayer, write 0.5 and circle GA. Do not enter the total amount of the diluted sprayer mix applied.

General Sites: Publicly Owned or Operated—form C1 and C2

(Includes residential and commercial buildings, schools, health-care, golf courses, recreation areas, and vehicles)

Form C1 and form C2 are the same except that form C1 allows you to enter only one pesticide product per application while form C2 allows you to enter up to three pesticide products in an application. If your application required more than three different products, you will need to copy all the other application information onto a new application record and then write only the additional pesticide products in the space provided for pesticide product name and product ID number.



- Date treated (mm/dd/yy)—enter the date on which you made the application. The date should be entered as 6 digits, using 2 digits to indicate month, 2 digits for day, and 2 digits for year. March 16, 2001, would be entered as 03/16/01. Use zeros as placeholders. Every day is counted as a new application unless you began an application but postponed completion due to weather conditions. In this case, enter the date when you completed the application.

Location: address or GPS coordinates

You can report the site location using the address or GPS coordinates.

- Street address and city—enter the street address and city name of the application site.
- ZIP code—enter the 5-digit ZIP code of the application site. If you know the 9-digit ZIP code, enter that.
- GPS coordinates—GPS, which stands for global positioning system, is a satellite navigation system. It provides specially coded satellite signals that can be processed in a GPS receiver, enabling the receiver to compute position, velocity and time. GPS satellites, 24 in all, orbit at 11,000 nautical miles above the earth. The satellites transmit signals that can be detected by anyone with a GPS receiver. Using the receiver, you can determine location with great precision. If you have a GPS receiver, you can report the location of the pesticide application using the GPS coordinates of either the center of, or the entrance to, the application site. Report the GPS coordinates using one of three formats:
  - decimal degrees;
  - degrees with decimal minutes; or
  - degrees, minutes, seconds.

  You can program your GPS receiver to report the GPS coordinates using one of these three formats. Here is an example of how the coordinates look for one location using the three formats:

GPS format	Latitude/longitude coordinates
Decimal degrees	Latitude: 45.61613° Longitude: 123.17428°
Degrees with decimal minutes	Latitude: 45° 36.968´ Longitude: 123° 10.457´
Degrees, minutes, seconds	Latitude: 45° 36´ 58˝ Longitude: 123° 10´ 27˝

  GPS coordinates for degrees, minutes, seconds can also be determined using a USGS 7.5 minute topographic map.

  Check the box to indicate which GPS format you are using to report the coordinates. Enter latitude and longitude in the boxes provided.

  All latitudes in Oregon are north designations and all longitudes are west designations, therefore it is not necessary to include the directional designation.
- County code—enter the 2-digit county code for the county of the application. See the county code list in section 4: code lists. If the application took place in multiple counties, report only the county that contained of the majority of the application.
- Public Site—Since you have chosen to use this form, you have already established the site was a public site. Therefore circle “Y” for Yes, the site treated was a public site. This designation will assist in determining which information is subject to confidentiality rules.
- Site code—choose the appropriate 12-character site code from the Site List in section 4: code lists. Most applications recorded on this form are in the categories “other indoor” or “other outdoor.”
- Equipment code—choose the appropriate 2-character application equipment code from the equipment list in section 4: code lists.

- Pest code—this field does not need to be completed for the pilot program.
- Describe site or equipment if you chose “other”—if you were unable to find a description that sufficiently characterized the site or equipment for your application, and chose “other,” please write a more appropriate description in the space provided. If you chose “other” for both site and equipment, write the description for each in the following order separated by a /. For example, site/equipment. Do not enter a description if you did not choose “other” for one of these data points. This information will help ODA develop better codes for future reporting.
- Product name—be as complete as possible. Write the full name listed on the label, including company name and any descriptive words on formulation or usage. Ex. Trimec 992 Broadleaf Herbicide, or Microcare Pressurized Pyrethrum Capsule Suspension
- Product ID—EPA registration number or other registration (such as the SLN number, or section 18 number (OR Product ID number)). Include all digits. The EPA registration number, using the example above for Trimec 992 Broadleaf Herbicide is 2217-656. The EPA registration number for Microcare Pressurized Pyrethrum Capsule Suspension is 499-381.
- Undiluted amount—amount is a numerical value and should be estimated to tenths of the most appropriate unit. The amount reported should be the amount of the product used prior to dilution. Enter the number and circle the appropriate unit out of the following choices:

  OZ = fluid (or dry) ounce

  LB = pound

  PT = pint

  QT = quart

  GA = gallon

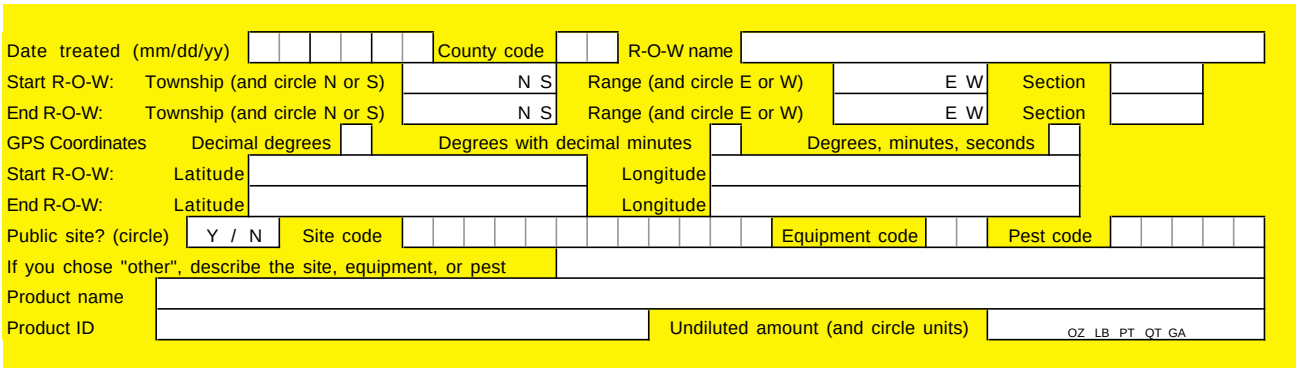
For example if you used 1/2 gallon of Trimec 992 in a sprayer, write 0.5 and circle GA. Do not enter the total amount of the diluted sprayer mix applied.

Right-of-Way Areas—form D1 and D2

(Includes roadways, utility lines, railroads, ditch banks, and sewers)

Note: In this form, sometimes right-of-way is abbreviated as R-O-W.

You first need to determine whether to use form D1 or form D2. Both are the same except that form D1 allows you to enter only one pesticide product per application. Form D2 allows you to enter up to three pesticide products in an application. If your application required more than three different products, you need to copy all the other application information onto a new application record. Then write only the additional pesticide products in the space provided for pesticide product name and product ID number.



- Date treated (mm/dd/yy)—enter the date on which you made the application. The date should be entered as 6 digits, using 2 digits to indicate month, 2 digits for day, and 2 digits for year. March 16, 2001, would be entered as 03/16/01. Use zeros as placeholders. Every day is counted as a new application unless you began an application but postponed completion due to weather conditions. In this case, enter the date when you completed the application.
- County code—enter the 2 digit county code for the county of the application. See the county code list in section 4: code lists. If the application took place in multiple counties report only the county that contained of the majority of the application.
- R-O-W name—Enter the name of the right-of-way location, for example: Bonneville—Hood River

Location: township, range, section or GPS coordinates

You can report the site location using township, range, section, or GPS coordinates.

- Start and end R-O-W—for right-of-way areas, enter both the starting and ending township, range and section or GPS coordinates for the area covered in the application. If the application occurred only in a single township, range, and section, please enter that township, range, and section location for both start and end R-O-W. If you are using GPS coordinates, and the application occurred at a single site, enter the same GPS coordinates for both start and end R-O-W.
- Township, range, section—these three boxes denote the location of the application according to a system of land surveying units called township, range, and section. If you do not know the township, range, and section of the application area you will need to determine it using a map. The following map types provide township, range, and section information:
  - USGS 7.5 minute topographic map;
  - County maps such as Pittmon or Metsker.
  - These maps may be found in local libraries, universities, and many retail establishments.
  - County soil surveys, published by the Natural Resources Conservation Service also provide this information. The soil surveys are located in libraries, Soil and Water Conservation District offices and OSU County Extension offices.
  - This information may also be on the property title or you may obtain it from your county assessors office.

For township, enter the numeric value for the township. Circle whether the location has a north (N) or south (S) designation.

For range, enter the numeric value for the range. Circle whether the location has an east (E) or west (W) designation.

For section, enter the numeric value for section.

For example, the name of the right-of-way is Bonneville—Hood River. The start R-O-W is T3N, R9E, section 34. The end R-O-W is T3N, R10E, section 32. To complete the form, you must enter R-O-W name as Bonneville—Hood River, township as 3, and circle “N” for north. Enter range as 9, circle “E” for east, and section as 34. For End R-O-W enter township as 3, and circle “N” for north, range as 10, and circle “E” for east. Enter section as 32.

- GPS coordinates—GPS, which stands for global positioning system, is a satellite navigation system. It provides specially coded satellite signals that can be processed in a GPS receiver, enabling the receiver to compute position, velocity and time. GPS satellites, 24 in all, orbit at 11,000 nautical miles above the earth. The satellites transmit signals that can be detected by anyone with a GPS receiver. Using the receiver, you can determine location with great precision. If you have a GPS receiver, you can report the location of the pesticide application using the GPS coordinates of either the center of, or the entrance to, the application site. Report the GPS coordinates using one of three formats:
  - decimal degrees;
  - degrees with decimal minutes; or
  - degrees, minutes, seconds.

  You can program your GPS receiver to report the GPS coordinates using one of these three formats. Here is an example of how the coordinates look for one location using the three formats:

GPS format	Latitude/longitude coordinates
Decimal degrees	Latitude: 45.61613° Longitude: 123.17428°
Degrees with decimal minutes	Latitude: 45° 36.968´ Longitude: 123° 10.457´
Degrees, minutes, seconds	Latitude: 45° 36´ 58˝ Longitude: 123° 10´ 27˝

  GPS coordinates for degrees, minutes, seconds can also be determined using a USGS 7.5 minute topographic map.

  Check the box to indicate which GPS format you are using to report the coordinates.

  Enter latitude and longitude for the start and end R-O-W in the boxes provided.

  All latitudes in Oregon are north designations and all longitudes are west designations, therefore it is not necessary to include the directional designation.
- Public site—circle “Y” for Yes, the site treated is a public site or circle “N” for No, the site treated was not a public site. This designation will assist in determining which information is subject to confidentiality rules.
- Site code—choose the appropriate 12-character site code from the Site List in section 4: code lists. All applications recorded on this form are in the right-of-way category.

- Equipment code—choose the appropriate 2-character application equipment code from the equipment list in section 4: code lists.
- Pest code—this field does not need to be completed for the pilot program.
- Describe site or equipment if you chose “other”—if you were unable to find a description that sufficiently characterized the site or equipment for your application, and chose “other,” please write a more appropriate description in the space provided. If you chose “other” for both site and equipment, write the description for each in the following order separated by a /. For example, site/equipment. Do not enter a description if you did not choose “other” for one of these data points. This information will help ODA develop better codes for future reporting.
- Product name—be as complete as possible. Write the full name listed on the label, including company name and any descriptive words on formulation or usage. Ex. Crossbow.
- Product ID—EPA registration number or other registration (such as the SLN number, or section 18 number (OR Product ID number)). Include all digits. Using the example product above, Crossbow, the EPA registration number is 62719-260.
- Undiluted amount—amount is a numerical value and should be estimated to tenths of the most appropriate unit. The amount reported should be the amount of the product used prior to dilution. Enter the number and circle the appropriate unit out of the following choices:

  OZ = fluid (or dry) ounce

  LB = pound

  PT = pint

  QT = quart

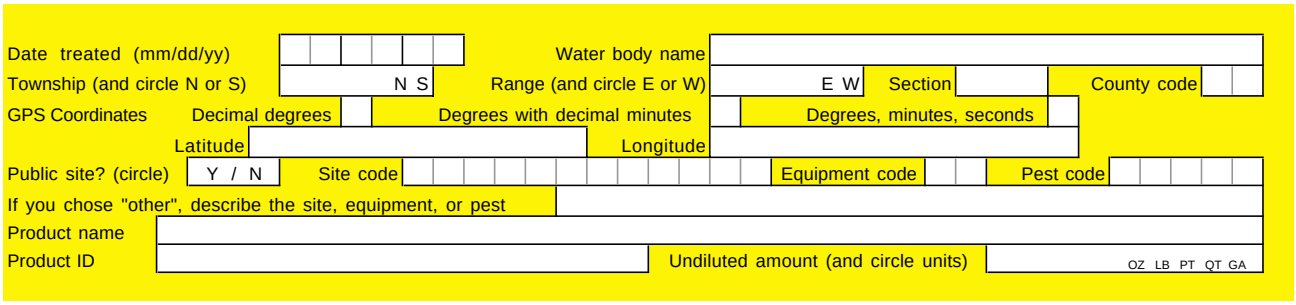
  GA = gallon

For example if you used 3 quarts of Crossbow in a sprayer, write 3 and circle QT. Do not enter the total amount of the diluted sprayer mix applied.

Aquatic Sites—form E1 and E2

(Includes water bodies, irrigation ditches, and wastewater/drinking water facilities)

Form E1 and form E2 are the same except that form E allows you to enter only one pesticide product per application while form E2 allows you to enter up to three pesticide products in an application. If your application required more than three different products, you need to copy all the other application information onto a new application record. Then write only the additional pesticide products in the space provided for pesticide product name and product ID number.



- Date treated (mm/dd/yy)—enter the date on which you made the application. The date should be entered as 6 digits, using 2 digits to indicate month, 2 digits for day, and 2 digits for year. March 16, 2001, would be entered as 03/16/01. Use zeros as placeholders. Every day is counted a new application. If you began an application but postponed completion due to weather conditions, enter the date when you completed the application.
- Water body name—enter the name of the body of water. Example—North Unit Main Canal.

Location: township, range, section or GPS coordinates

You can report the site location using township, range, section or GPS coordinates.

- Township, range, section—these three boxes denote the location of the application according to a system of land surveying units called township, range, and section. If you do not know the township, range, and section of the application area you will need to determine it using a map. The following map types provide township, range, and section information:
  - USGS 7.5 minute topographic map;
  - County maps such as Pittmon or Metsker.
  - These maps may be found in local libraries, universities, and many retail establishments.
  - County soil surveys, published by the Natural Resources Conservation Service also provide this information. The soil surveys are located in libraries, Soil and Water Conservation District offices and OSU Country Extension offices. This information may also be on the property title or you may obtain it from your county assessors office.

For township, enter the numeric value for the township. Circle whether the location has a north (N) or south (S) designation.

For range, enter the numeric value for the range. Circle whether the location has an east (E) or west (W) designation.

For section, enter the numeric value for section.

For example, an application to water in an irrigation ditch in township 14 north, range 13 east, section 13 (T. 14 N., R.13 E., sec 13) would be recorded with 14 in the box for township and circle ‘N’ for north; enter 13 in the box for range and circle ‘E’ for east; enter 13 in the box for section.

- GPS coordinates—GPS, which stands for global positioning system, is a satellite navigation system. It provides specially coded satellite signals that can be processed in a GPS receiver, enabling the receiver to compute position, velocity

and time. GPS satellites, 24 in all, orbit at 11,000 nautical miles above the earth. The satellites transmit signals that can be detected by anyone with a GPS receiver. Using the receiver, you can determine location with great precision. If you have a GPS receiver, you can report the location of the pesticide application using the GPS coordinates of either the center of, or the entrance to, the application site. Report the GPS coordinates using one of three formats:

- decimal degrees;
- degrees with decimal minutes; or
- degrees, minutes, seconds.

You can program your GPS receiver to report the GPS coordinates using one of these three formats. Here is an example of how the coordinates look for one location using the three formats:

GPS format	Latitude/longitude coordinates
Decimal degrees	Latitude: 45.61613° Longitude: 123.17428°
Degrees with decimal minutes	Latitude: 45° 36.968´ Longitude: 123° 10.457´
Degrees, minutes, seconds	Latitude: 45° 36´ 58˝ Longitude: 123° 10´ 27˝

GPS coordinates for degrees, minutes, seconds can also be determined using a USGS 7.5 minute topographic map.

Check the box to indicate which GPS format you are using to report the coordinates. Enter latitude and longitude in the boxes provided.

All latitudes in Oregon are north designations and all longitudes are west designations, therefore it is not necessary to include the directional designation.

- County code—enter the 2-digit county code for the county of the application. See the county code list in section 4: code lists. If the application took place in multiple counties report only the county that contained of the majority of the application.
- Public site—circle “Y” for Yes, the site treated is a public site or circle “N” for No, the site treated was not a public site. This designation will assist in determining which information is subject to confidentiality rules.
- Site code—choose the appropriate 12-character site code from the Site List in section 4: code lists. Aquatic application sites are a separate category.
- Equipment code—choose the appropriate 2-character application equipment code from the equipment list in section 4: code lists.
- Pest code—this field does not need to be completed for the pilot program.
- Describe site or equipment if you chose “other”—if you were unable to find a description that sufficiently characterized the site or equipment for your application, and chose “other,” please write a more appropriate description in the space provided. If you chose “other” for both site and equipment, write the description for each in the following order separated by a /. For example, site/equipment. Do not enter a description if you did not choose “other” for one of these data points. This information will help ODA develop better codes for future reporting.

- Product name—be as complete as possible. Write the full name listed on the label, including company name and any descriptive words on formulation or usage. Ex. Magnacide H.
- Product ID—EPA registration number or other registration (such as the SLN number, or section 18 number (OR Product ID number)). Include all digits. Using the example product above, Magnacide H, the EPA registration umber is 10707-9.
- Undiluted amount—amount is a numerical value and should be estimated to tenths of the most appropriate unit. The amount reported should be the amount of the product used prior to dilution. Enter the number and circle the appropriate unit out of the following choices:

  OZ = fluid (or dry) ounce

  LB = pound

  PT = pint

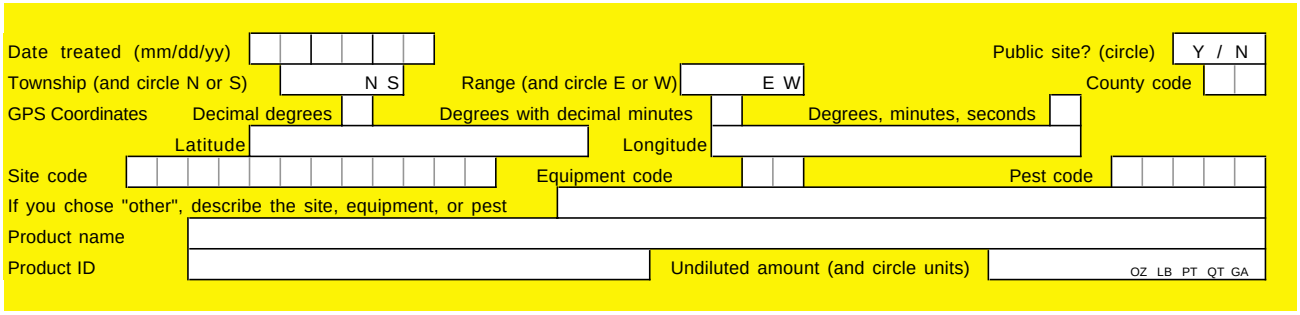
  QT = quart

  GA = gallon

For example if you used a total of 12 1/2 gallons of Magnacide H you would write 12.5 and circle GA .

Vector/Invasive Species Control Areas—form F1 and F2

Form F1 and form F2 are the same except that form F1 allows you to enter only one pesticide product per application. Form F2 allows you to enter up to three pesticide products in an application. If your application required more than three different products, you will need to copy all the other application information onto a new application record. Then write only the additional pesticide products in the space provided for pesticide product name and product ID number.



- Date treated (mm/dd/yy)—enter the date on which you made the application. The date should be entered as 6 digits, using 2 digits to indicate month, 2 digits for day, and 2 digits for year. March 16, 2001, would be entered as 03/16/01. Use zeros as placeholders. Every day is counted as a new application unless you began an application but postponed completion due to weather conditions. In this case, enter the date when you completed the application.
- Public site—circle “Y” for Yes, the treated site is a public site or circle “N” for No, the treated site was not a public site. Because these types of applications often cover a large area, you will need to determine if any public areas have been sprayed by your application. If so, then you must circle “Y” for Yes.

Location: township, range or GPS coordinates

You can report the site location using township and range, or GPS coordinates.

- Township, range—these two boxes denote the location of the application according to a system of land surveying units called township and range. If you do not know the township and range of the application area you will need to determine it using a map. The following map types provide township and range information:
  - USGS 7.5 minute topographic map;
  - County maps such as Pittmon or Metsker.
  - These maps may be found in local libraries, universities, and many retail establishments.
  - County soil surveys, published by the Natural Resources Conservation Service also provide this information. The soil surveys are located in libraries, Soil and Water Conservation District offices, and OSU County Extension offices. This information may also be on the property title or you may obtain it from you county assessors office.

For township, enter the numeric value for the township. Circle whether the location has a north (N) or south (S) designation.

For range, enter the numeric value for the range. Circle whether the location has an east (E) or west (W) designation.

- GPS coordinates—GPS, which stands for global positioning system, is a satellite navigation system. It provides specially coded satellite signals that can be processed in a GPS receiver, enabling the receiver to compute position, velocity and time. GPS satellites, 24 in all, orbit at 11,000 nautical miles above the earth. The satellites transmit signals that can be detected by anyone with a GPS receiver. Using the receiver, you can determine location with great precision. If you have a GPS receiver, you can report the location of the pesticide application using the GPS coordinates of either the center of, or the entrance to, the application site. Report the GPS coordinates using one of three formats:
  - decimal degrees;
  - degrees with decimal minutes; or
  - degrees, minutes, seconds.

  You can program your GPS receiver to report the GPS coordinates using one of these three formats. Here is an example of how the coordinates look for one location using the three formats:

GPS format	Latitude/longitude coordinates
Decimal degrees	Latitude: 45.61613° Longitude: 123.17428°
Degrees with decimal minutes	Latitude: 45° 36.968´ Longitude: 123° 10.457´
Degrees, minutes, seconds	Latitude: 45° 36´ 58˝ Longitude: 123° 10´ 27˝

GPS coordinates for degrees, minutes, seconds can also be determined using a USGS 7.5 minute topographic map.

Check the box to indicate which GPS format you are using to report the coordinates. Enter latitude and longitude in the boxes provided.

All latitudes in Oregon are north designations and all longitudes are west designations, therefore it is not necessary to include the directional designation.

- County code—enter the 2-digit county code for the county of the application. See the county code list in section 4: code lists. In many instances, the county lines follow the township and range lines. However, some county lines follow either river channels or mountain crests. If you performed applications in a township and range that encompassed multiple counties, you can not aggregate all those applications into a township and range. You must separate the applications based on county. For example, if you performed a mosquito abatement application over Salem and West Salem (township 7 south and range 3 west), you would have to report separately the application to Polk County and the application to Marion County.
- Site code—choose the appropriate 12-character site code from the Site List in section 4: code lists. Vector/invasive species control is a separate category with two options: invasive species control or vector control. See Selecting the Correct form earlier in this section for a complete explanation of invasive species control and vector control.
- Equipment code—choose the appropriate 2-character application equipment code from the equipment list in section 4: code lists.
- Pest code—this field does not need to be completed for the pilot program.
- Describe site or equipment if you chose “other”—if you were unable to find a description that sufficiently characterized the site or equipment for your application, and chose “other,” please write a more appropriate description in the space provided. If you chose “other” for both site and equipment, write the description for each in the following order separated by a /. For example, site/equipment. Do not enter a description if you did not choose “other” for one of these data points. This information will help ODA develop better codes for future reporting.
- Product name—be as complete as possible. Write the full name listed on the label, including company name and any descriptive words on formulation or usage. Ex. Biomist 3+15 ULV.
- Product ID—EPA registration number or other registration (such as the SLN number, or section 18 number (OR Product ID number)). Include all digits. Using the example product above, Biomist 3+15 ULV, the EPA registration number is 8329-33..
- Undiluted amount—amount is a numerical value and should be estimated to tenths of the most appropriate unit. The amount reported should be the amount of the product used prior to dilution. Enter the number and circle the appropriate unit out of the following choices:

  OZ = fluid (or dry) ounce

  LB = pound

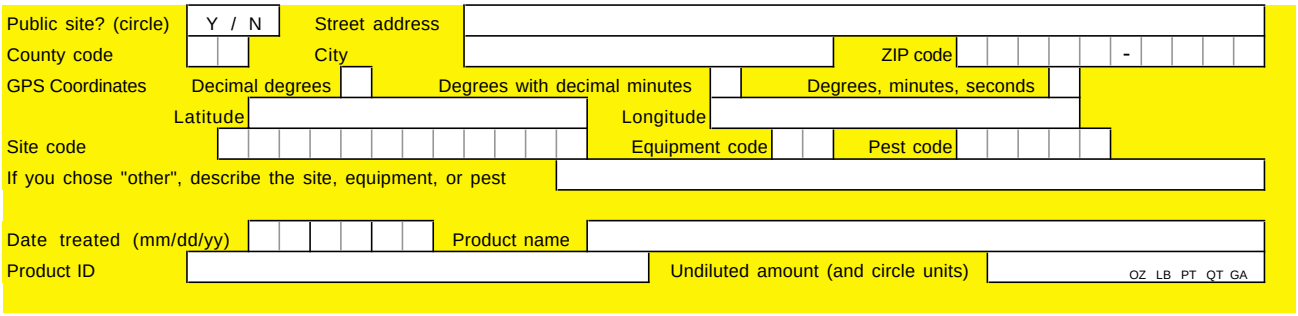
  PT = pint

  QT = quart

  GA = gallon

For example if you used a total of 1.5 gallons Biomist, write 1.5 and circle GA.

Wood Treatment Facilities—form G



- Public site—circle “Y” for Yes, the treatment site is a public site or circle “N” for No, the treatment site is not a public site. This designation will assist in determining which information is subject to confidentiality rules.

Location: address or GPS coordinates

You can report the site location using address or GPS coordinates.

- Street Address—Enter the street address of the Wood Treatment Facility where the applications took place.
- City and ZIP code—enter the city name and 5-digit ZIP code of the Wood Treatment Facility where the applications took place. If you know the 9-digit ZIP code, enter that.
- GPS coordinates—GPS, which stands for global positioning system, is a satellite navigation system. It provides specially coded satellite signals that can be processed in a GPS receiver, enabling the receiver to compute position, velocity and time. GPS satellites, 24 in all, orbit at 11,000 nautical miles above the earth. The satellites transmit signals that can be detected by anyone with a GPS receiver. Using the receiver, you can determine location with great precision. If you have a GPS receiver, you can report the location of the pesticide application using the GPS coordinates of either the center of, or the entrance to, the application site. Report the GPS coordinates using one of three formats:
  - decimal degrees;
  - degrees with decimal minutes; or
  - degrees, minutes, seconds.

  You can program your GPS receiver to report the GPS coordinates using one of these three formats. Here is an example of how the coordinates look for one location using the three formats:

GPS format	Latitude/longitude coordinates
Decimal degrees	Latitude: 45.61613° Longitude: 123.17428°
Degrees with decimal minutes	Latitude: 45° 36.968´ Longitude: 123° 10.457´
Degrees, minutes, seconds	Latitude: 45° 36´ 58˝ Longitude: 123° 10´ 27˝

GPS coordinates for degrees, minutes, seconds can also be determined using a USGS 7.5 minute topographic map.

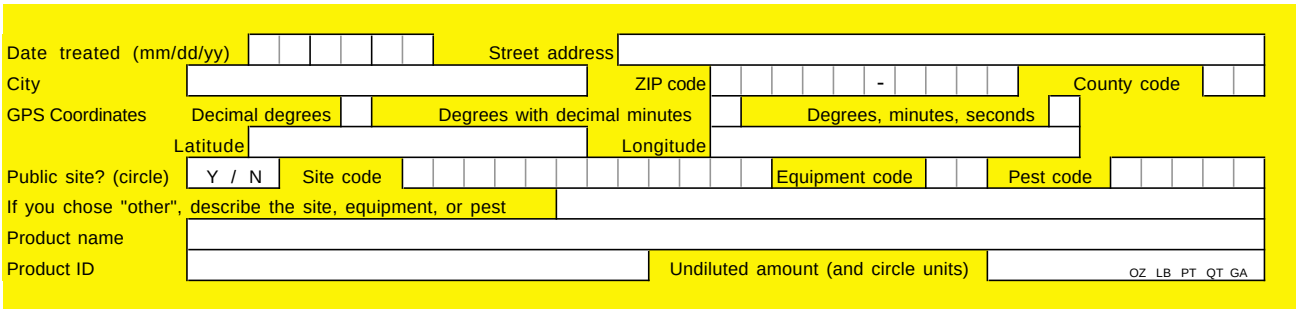
Check the box to indicate which GPS format you are using to report the coordinates. Enter latitude and longitude in the boxes provided.

All latitudes in Oregon are north designations and all longitudes are west designations, therefore it is not necessary to include the directional designation.

- County code—enter the 2-digit county code for the county location of the wood treatment facility where the applications took place. See the county code list in section 4: code lists.
- Site Code—Enter ‘woodtreat’ as the code for wood treatment facility.
- Equipment code—choose the appropriate 2-character application equipment code from the equipment list in section 4: code lists.
- Pest code—this field does not need to be completed for the pilot program.
- Describe site or equipment if you chose “other”—if you were unable to find a description that sufficiently characterized the site or equipment for your application, and chose “other,” please write a more appropriate description in the space provided. If you chose “other” for both site and equipment, write the description for each in the following order separated by a /. For example, site/equipment. Do not enter a description if you did not choose “other” for one of these data points. This information will help ODA develop better codes for future reporting.
- Date treated (mm/dd/yy)—enter the date on which you made the application. The date should be entered as 6 digits, using 2 digits to indicate month, 2 digits for day, and 2 digits for year. March 16, 2001, would be entered as 03/16/01. Use zeros as placeholders. Every day is counted as a new application unless you began an application but postponed completion due to weather conditions. In this case, enter the date when you completed the application.
- Product name—be as complete as possible. Write the full name listed on the label, including company name and any descriptive words on formulation or usage. Example: Copper Naphthenate.
- Product ID—EPA registration number or other registration number (such as the SLN number) listed on the container. Include all digits. For the example above, Copper Naphthenate, the EPA registration number is 43437-4.
- Undiluted amount—amount is a numerical value and should be estimated to tenths of the most appropriate unit. The amount reported should be the amount of the product used prior to dilution. Enter the number and circle the appropriate unit out of the following choices:
  - OZ = fluid (or dry) ounce
  - LB = pound
  - PT = pint
  - QT = quart
  - GA = gallon

Boat and Ship Hulls—form H

(For all applications using marine antifouling agents)



- Date treated (mm/dd/yy)—enter the date on which you made the application. The date should be entered as 6 digits, using 2 digits to indicate month, 2 digits for day, and 2 digits for year. March 16, 2001, would be entered as 03/16/01. Use zeros as placeholders. Every day is counted as a new application unless you began an application but postponed completion due to weather conditions. In this case, enter the date when you completed the application.

Location: address or GPS coordinates

You can report the site location using address or GPS coordinates.

- Street address and city—enter the street address and city for the location of the boat or ship hull at the time of the application. This will generally be the address of the marina or other area in which the hulls are treated. Applications to multiple boat or ship hulls which occurred at the same address may be grouped if all other part B information is also identical (for example, equipment and product information).
- ZIP code—enter the 5-digit ZIP code. If you know the 9-digit ZIP code, enter that.
- GPS coordinates—GPS, which stands for global positioning system, is a satellite navigation system. It provides specially coded satellite signals that can be processed in a GPS receiver, enabling the receiver to compute position, velocity and time. GPS satellites, 24 in all, orbit at 11,000 nautical miles above the earth. The satellites transmit signals that can be detected by anyone with a GPS receiver. Using the receiver, you can determine location with great precision. If you have a GPS receiver, you can report the location of the pesticide application using the GPS coordinates of either the center of, or the entrance to, the application site. Report the GPS coordinates using one of three formats:
  - decimal degrees;
  - degrees with decimal minutes; or
  - degrees, minutes, seconds.

  You can program your GPS receiver to report the GPS coordinates using one of these three formats. Here is an example of how the coordinates look for one location using the three formats:

GPS format	Latitude/longitude coordinates
Decimal degrees	Latitude: 45.61613° Longitude: 123.17428°
Degrees with decimal minutes	Latitude: 45° 36.968´ Longitude: 123° 10.457´
Degrees, minutes, seconds	Latitude: 45° 36´ 58˝ Longitude: 123° 10´ 27˝

GPS coordinates for degrees, minutes, seconds can also be determined using a USGS 7.5 minute topographic map.

Check the box to indicate which GPS format you are using to report the coordinates. Enter latitude and longitude in the boxes provided.

All latitudes in Oregon are north designations and all longitudes are west designations, therefore it is not necessary to include the directional designation.

- County code—enter the 2-digit county code for the county of where the boat or ship hull was located at the time of the application. See the county code list in section 4: code lists.
- Public site—circle “N” for No, the site treated was not a public site. This designation will assist in determining which information is subject to confidentiality rules.
- Site Code—Write ‘boatshiphull’ as the 12-character code for boat and ship hulls.
- Equipment code—choose the appropriate 2-character application equipment code from the equipment list in section 4: code lists.
- Pest code—this field does not need to be completed for the pilot program.
- Describe site or equipment if you chose “other”—if you were unable to find a description that sufficiently characterized the site or equipment for your application, and chose “other,” please write a more appropriate description in the space provided. If you chose “other” for both site and equipment, write the description for each in the following order separated by a /. For example, site/equipment. Do not enter a description if you did not choose “other” for one of these data points. This information will help ODA develop better codes for future reporting.
- Product name—be as complete as possible. Write the full name listed on the label, including company name and any descriptive words on formulation or usage. Example: Interpro Hard Single Season Epoxy 7503 Black.
- Product ID—EPA registration number or other registration number (such as the SLN number) as listed on the container. Example: the EPA registration number for the product mentioned above is 2693-148. Include all digits.
- Undiluted amount—amount is a numerical value and should be estimated to tenths of the most appropriate unit. The amount reported should be the amount of the product used prior to dilution. Enter the number and circle the appropriate unit out of the following choices:

  OZ = fluid (or dry) ounce

  LB = pound

  PT = pint

  QT = quart

  GA = gallon

If you used a total of 10 gallons of the same product while treating a boat and ship hull, you would write 10 and circle GA.

Section 4—code lists

County

Enter the two-digit code for the county of the application site.

Code	County of Application
01	BAKER
02	BENTON
03	CLACKAMAS
04	CLATSOP
05	COLUMBIA
06	COOS
07	CROOK
08	CURRY
09	DESCHUTES
10	DOUGLAS
11	GILLIAM
12	GRANT
13	HARNEY
14	HOOD RIVER
15	JACKSON
16	JEFFERSON
17	JOSEPHINE
18	KLAMATH
19	LAKE
20	LANE
21	LINCOLN
22	LINN
23	MALHEUR
24	MARION
25	MORROW
26	MULTNOMAH
27	POLK
28	SHERMAN
29	TILLAMOOK
30	UMATILLA
31	UNION
32	WALLOWA
33	WASCO
34	WASHINGTON
35	WHEELER
36	YAMHILL

Equipment

From the following list, choose the equipment which you used to make the pesticide application. Enter the associated 2-digit code into the “equipment code” box on the form. If you do not see listed the equipment that you used, enter the code for "other" and then describe the application equipment in the place provided on the form.

Code	Equipment, Agricultural
01	aerosol generator or fogger Applies pesticide in fine droplets (under 40 microns).
02	air blast sprayer (conventional) Sprayer fitted with high speed fan.
03	air blast sprayer (tower)
04	backpack sprayer (multi-nozzle boom)
05	backpack sprayer (spot)
06	backpack sprayer (wand)
07	boom sprayer
09	electrostatic sprayer
10	fixed wing airplane
11	granule applicator
12	hand gun
21	helicopter
22	irrigation equipment Uses direct injection of pesticide into irrigation system.
38	other device
25	soil injection device
26	wick applicator

Code	Equipment, Aquatic
04	backpack sprayer (multi-nozzle boom)
07	boom sprayer
11	granule applicator
38	other device

Code	Equipment, Boat
38	other device

Code	Equipment, Forest
04	backpack sprayer (multi-nozzle boom)
05	backpack sprayer (spot)
06	backpack sprayer (wand)
10	fixed wing airplane
27	hack & squirt device
21	helicopter
16	hose-end (hand gun) sprayer

38	other device
28	paint or hypo-hatchet device
19	tree injector
20	trigger pump sprayer
26	wick applicator

Code	Equipment, Indoor
13	aerosol can (hand held)
01	aerosol generator or fogger Applies pesticide in fine droplets (under 40 microns).
23	backpack sprayer
29	bait gun
30	bait station
32	broadcast applicator
15	controlled droplet applicator
31	crack & crevice device (“pt systems”)
33	duster
11	granule applicator
12	hand gun
16	hose-end (hand gun) sprayer
38	other device
34	pest strip
18	pump sprayer (compressed air) (“b & g”)
25	soil injection device
35	spot applicator
36	sticky board or trap
20	trigger pump sprayer
37	wall void injector

Code	Equipment, Outdoor
13	aerosol can (hand held)
01	aerosol generator or fogger Applies pesticide in fine droplets (under 40 microns).
23	backpack sprayer
29	bait gun
30	bait station
07	boom sprayer
33	duster
11	granule applicator
12	hand gun
16	hose-end (hand gun) sprayer
38	other device
18	pump sprayer (compressed air) (“b & g”)

25	soil injection device
19	tree injector
20	trigger pump sprayer
26	wick applicator

Code	Equipment, Right of Way
04	backpack sprayer (multi-nozzle boom)
05	backpack sprayer (spot)
06	backpack sprayer (wand)
07	boom sprayer
10	fixed wing airplane
11	granule applicator
27	hack & squirt device
21	helicopter
16	hose-end (hand gun) sprayer
17	mechanical spreader (belly grinder)
38	other device
28	paint or hypo-hatchet device
18	pump sprayer (compressed air) (“b & g”)
19	tree injector
26	wick applicator

Code	Equipment, Vector
13	aerosol can (hand held)
01	aerosol generator or fogger Applies pesticide in fine droplets (under 40 microns).
04	backpack sprayer (multi-nozzle boom)
29	bait gun
30	bait station
07	boom sprayer
33	duster
10	fixed wing airplane
11	granule applicator
12	hand gun
21	helicopter
17	mechanical spreader (belly grinder)
38	other device
18	pump sprayer (compressed air) (“b & g”)
36	sticky board or trap

Code	Equipment, Wood
38	other device

Site descriptions

The following site list is organized alphabetically by site category. Within each site category is an alphabetical list of site descriptions. Select the site description which best identifies the site to which you made the pesticide application. Enter the associated code in the site code box on the form. If you do not see a site description that applies, enter the appropriate “othercode” and then describe the site in the place provided on the form.

Code	Site, agriculture—berries
blackberries	blackberries
	Includes boysenberries, marionberries, loganberries and other hybrids.
blueberries	blueberries
cranberries	cranberries
otherberries	other berries
raspberries	raspberries
strawberries	strawberries

Code	Site, agriculture—field crops
alfalfahay	alfalfa hay
barley	barley
beansdryedib	beans (dry edible)
	Includes lima beans (dry).
cloverhay	clover hay
corngrain	corn (grain)
cornpopcorn	corn (popcorn)
cornsilage	corn (silage)
dill	dill
garlicfresh	garlic (fresh)
hayallothers	hay (all others)
herbsspices	herbs and spices
hops	hops
horseradish	horseradish
oats	oats
onionsdry	onions (dry)
onionsgreen	onions (green)
	Includes leeks, shallots, spring onions.
otherfield	other field crops
peasdry	peas (dry)
potatoes	potatoes
	Includes potatoes for seed.
rye	rye
sugarbeetsug	sugarbeets (sugar)

turfsod	turf sod
wheat	wheat

Code	Site, agriculture—fisheries
fisheries	fisheries

Code	Site, agriculture—fruits
apples	apples
apricots	apricots
cherriesswee	cherries (sweet)
cherriestart	cherries (tart)
grapestable	grapes (table)
grapeswine	grapes (wine)
kiwi	kiwi
muskmelons	muskmelons (cantaloupe, honeydew)
otherfruits	other fruits
peaches	peaches
pearsasian	pears (Asian)
pearsbartlet	pears (Bartlett, winter, others)
plumsprunes	plums and prunes
watermelon	watermelon

Code	Site, agriculture—livestock/poultry
cattlebeef	cattle (beef)
cattledairy	cattle (dairy)
furbearing	fur bearing animals
	Includes mink, etc.
goats	goats
hogspigs	hogs/pigs
horsesmules	horses, mules, donkeys, etc.
llamasalpaca	llamas/alpacas
otheranimals	other animals
	Includes rare and exotic species such as buffalo, elk, big cats, etc.
poultrylarge	poultry (large)
	Includes emus, ostrich, rheas, etc.
poultrysmall	poultry (small)
	Includes chickens, ducks, geese, turkeys, etc.
rabbits	rabbits
sheep	sheep

Code	Site, agriculture—nursery
containernur	container nursery plants outdoor
fieldgrownnu	field grown nursery plants
	Includes flowers, cut and bulbs, corms, and rhizomes

greenhouse	greenhouse grown nursery plants

Code	Site, agriculture—nuts
hazelnuts	hazelnuts
othernuts	other nuts
walnuts	walnuts

Code	Site, agriculture—oil crops
canola	canola
meadowfoam	meadowfoam
mint	mint
otheroilcrop	other oil crops
rapeseedindu	rape seed (industrial)

Code	Site, agriculture—other
agstructures	agricultural structures
	Includes barns, milking parlors, feedlots, etc.
bees	bees
christmastre	Christmas trees
hybridpoplar	hybrid poplars
otherag	other agriculture

Code	Site, agriculture—pasture
pasture	pasture

Code	Site, agriculture—rangeland
rangeland	rangeland

Code	Site, agriculture—seed crops
alfalfaseed	alfalfa (seed)
bentgrass	bentgrass
bluegrass	bluegrass
cloverseed	clover (seed)
colecropssee	cole crops (seed)
	Includes broccoli, cabbage, collards, mustard, etc.
fescuefine	fescue (fine leaf)
fescuetall	fescue (tall)
flowersseed	flowers (seed)
garlicseed	garlic (seed)
leafyvegseed	leafy vegetables (seed)
	Includes endive, lettuce, spinach, swiss chard, etc.
onionsseed	onions (seed)
orchardgrass	orchardgrass
otherseed	other seed crops

rootvegseed	root vegetables (seed) *Includes beet, carrot, parsley, radish, turnip, etc.*
ryegrassann	ryegrass (annual)
ryegrassper	ryegrass (perennial)
sugarbeetsee	sugarbeets (seed)
sunflowersee	sunflowers (seed)

Code	Site, agriculture—vegetables
asparagus	asparagus
beansfresh	beans (fresh) *Includes lima beans (fresh).*
beetstable	beets (table)
broccoli	broccoli
cabbage	cabbage
carrots	carrots
cauliflower	cauliflower
cornsweet	corn (sweet)
cucumbers	cucumbers
leafyvegfres	leafy vegetables (fresh) *Includes endive, lettuce, spinach, swiss chard, etc.*
mushrooms	mushrooms
otherveg	other vegetables
parsley	parsley
parsnips	parsnips
peasgreen	peas (green)
peppers	peppers
pumpkins	pumpkins
radishes	radishes
rhubarb	rhubarb
rutabagas	rutabagas
squash	squash
tomatoes	tomatoes
turnips	turnips

Code	Site, aquatic
detentionpon	detention pond *Detention ponds and other areas designed to hold runoff water. Includes the water and immediate vegetation.*
irrigationdi	irrigation ditch *For applications to the water.*
otheraquatic	other aquatic
wastewater	waste water/drinking water facility *Includes reservoirs, sewage treatment plants and any structure that emanates from them (pipes, ponds, etc.).*

waterbody	water body *Includes pond, lake, river, stream, wetland, estuary, etc.*

Code	Site, boat and ship hulls
boatshiphull	boat and ship hulls *Includes barges, rafts, buoys, and other boat or ship parts using marine antifoulants.*

Code	Site, forestry
fedforest	federal forest land
otherforest	other forest land *Includes county or city property.*
privforest	private forest land
stateforest	state forest land

Code	Site, other (indoor)
commercialtr	commercial transportation vehicle and facility indoor *Includes airport, marina, shipping port, train and bus station, truck cabs, planes, buses, cars, etc.*
dwellingin	dwelling indoor *Includes house, apartment, condominium, prison, dormitory, campers, motorhomes, travel trailers and pleasure boats, etc. Includes plant materials indoors.*
facilityin	facility indoor *Includes warehouse, office building, store, manufacturing facility, college, university, etc. Includes plant material indoors.*
foodhandling	food handling and processing
healthcare	health care facility indoor *Includes hospital, clinic, long term care, etc.*
instoredcom	indoor stored commodity
motelhotelin	motel and hotel indoor
otherin	other indoor
parkinfacil	park indoor facility *Includes sports facility, rest area, aquarium, fairground, etc.*
petcarefacil	pet care facility indoor *Includes pets and veterinary and grooming facilities.*
restaurantin	restaurant indoor
schoolin	school indoor (K-12) and day care facility indoor

Code	Site, other (outdoor)
crawlspace	crawl space of dwelling *Includes foundation perimeter treatment.*
dwellingout	dwelling outdoor—lawn and ornamental plantings *Includes house, apartment, condominium, prison, dormitory, etc.*

facilityout	facility outdoor—perimeter and grounds *Includes office building, warehouse, university, college, motel, hotel, restaurant, manufacturing facility, quarries, loading and staging areas, etc. This category also includes outdoor grounds associated with health care and pet care facilities, and transportation facilities.*
golfcourse	golf course
otherout	other outdoor
outstoredcom	outdoor stored commodity
parkoutfacil	park outdoor facility—grounds and picnic areas *Includes fairground, zoo, theme park, campgrounds, camp dwellings, rest areas, etc.*
schoolout	school outdoor (K-12) and day care facility outdoor

Code	Site, right-of-way
ditchbanks	ditchbanks (irrigation) *Does NOT include applications to the water (see site category: "aquatic").*
otherrightof	other right-of-way
railroad	railroad
road	road
utilitylines	utility lines

Code	Site, vector/invasive species control
invasivespec	invasive species control *Japanese beetle, gypsy moth, etc.*
vectorcont	vector control *Includes mosquito or other vector control.*

Code	Site, wood treatment facility
woodtreat	wood treatment facility *Includes pole or lumber treatment.*