

Pest management technicians

This fact sheet is for pest management technicians and people employed by pest management businesses who undertake pest control and fumigation activities. It provides guidance on how to comply with the notification and record-keeping requirements of the NSW Pesticide Regulation 2017 (the Regulation) and ensure work practices minimise risk of harm to the community and the environment.

Notification of pesticide use

Sensitive places

Sensitive places are schools or preschools, kindergartens, childcare centres, community health centres and nursing homes.

A pest management technician is required to provide at least five working days' notice to any neighbouring sensitive place when a job requires the spraying or ground injection of liquid pesticides, or fumigation in an outdoor situation, within 20 metres of a common boundary with the sensitive place. Less notice may be required in emergency situations.

Notices regarding the treatment should be directed towards the person in charge of the neighbouring sensitive place (such as the school principal, director or manager). It can be given in person, by phone, email, fax, post or letter-box drop. Information resources to help you identify sensitive places are available on the [NSW Environment Protection Authority \(EPA\) website](http://www.epa.nsw.gov.au).

Multiple-occupancy residential complexes

Multiple-occupancy residential complexes include units, flats, townhouses, villas, and long-stay caravan parks with three or more residences. Before applying pesticide treatments to common areas of these complexes (such as pathways, gardens, lawns, foyers, hallways, share laundries, car parks, roof cavities and sub-floor areas) the technician must provide the person responsible for arranging the pesticide application (usually the owner, strata or property manager) with details of the forthcoming treatment so they can notify residents. The person responsible for organising the job must give notice either in person or by email, fax, letter-box drop or post to all residents at least five working days before the job is to commence. The technician must provide details of the treatment while the job is being done.

Notices to both sensitive places and multiple-occupancy residential complexes should include:

- the full name of the pesticide
- the reason why the pesticide is being used (for example, what pest is being treated)
- the proposed date(s), or range of dates
- where the pesticide will be used
- any re-entry requirements that are on the pesticide label or permit
- the contact details of the pest management technician applying the pesticide, or their office.

See the sample notice at the end of this fact sheet.

Before starting the pest treatment, the technician should receive confirmation, preferably in writing (for example, by email, fax or letter) that the residents have been given five working days' notice. Less notice may be required in emergency situations

The relevant safety data sheets must be provided as soon as practicable, if any person provided with the notification requests them.

If the treatment is postponed beyond the notification date(s) or date range, a new notice must be issued.

Day of treatment

When treating common areas of multiple-occupancy residential complexes, notice is required on the day of treatment. Before commencing the job, the technician must put up notices describing the pesticide application. These notices need to be placed at all exit and entry points to the common areas being treated and on the complex's main notice board. This notice must contain the same details as the pre-treatment notice.

The notice must be put up before starting the pesticide treatment and remain there until the area is safe to use again. The relevant safety data sheets must be provided as soon as practicable, if the person provided with the notification requests them. It is recommended that the technician has copies available if required.

Notice of baiting programs

When a baiting program (for example, for termites or rodents) is due to commence in the common areas of multi-dwelling residential complexes the technician is only required to give notice the first time they place pesticides in one or more baiting stations. There is no need to give notice of subsequent visits. However, the technician must provide the person responsible for arranging the service information about the duration and location of baits, so this information can be included when they give prior notice to residents.

Emergency situations

An emergency situation is when there is an infestation of biting or dangerous pests such as wasps, bees, venomous spiders, rodents or bird mites that may pose immediate health or safety risks. The pest technician will not need to provide five days' notice, but is required to provide notice before commencing the pesticide application and to record the specific circumstances of the emergency in their records.

Record keeping

As part of the Regulation, if you use pesticides or engage in pest control as part of your job or business, you must make a record of every pesticide application you make.

You do not need to keep records if:

- you apply pesticides to treat water in a swimming pool or spa
- you use non-chemical means to control pests (for example, physical termite barriers or glue traps)
- the domestic like use exemption applies (please see cl.4 of the Regulation).

You must make your records within 48 hours of application, and retain them for three years.

Information you need to record:

- the full product name of the pesticide applied
- the situation in which you used the pesticide, the rate of application, and quantity of the pesticide applied
- a description of the equipment used to apply the pesticide
- the property address and the area where the pesticide was used (for example, interior, exterior, subfloor, roof cavity)
- the date and the time of the application
- the name, address and contact details of the person who applied the pesticide. (If you applied the pesticide yourself, write down your own details. If you employed someone to apply the pesticide, then that person must record their name, as well as your name, address and the contact details as their employer)
- the name, address and contact details of the owner or the person who manages or controls the property where the pesticide was applied
 - weather conditions, including wind speed and any other relevant conditions, if the pesticide was applied outdoors and through the air using spray equipment.

If requested, you must provide a copy of the record to the owner or occupier of the property where the job took place.

What happens if I do not comply?

Strict penalties may apply if you are unable to show evidence that notification was provided when applying pesticides in circumstances required by the Regulation, or if you fail to keep the required records. On-the-spot fines of \$1000 for corporations or \$500 for individuals may apply for failing to give the required notification. On-the-spot fines for

record-keeping offences range from \$250 to \$500 for individuals and \$500 to \$1000 for corporations. Court-imposed fines of up to \$44,000 may also apply for more serious offences.

Licensing

Pest management technicians must have a licence issued by the EPA and this licence must be

renewed every five years. Pest management businesses who undertake pest control and fumigation activities also have a responsibility under work health and safety laws to ensure their staff and the people who use their services are not adversely affected by pesticides.

Sample pesticide notification

A pesticide application will take place on 9 November 2017

Full name of pesticide product:	Biflex Duo 200 Termiticide & Insecticide
This pesticide is being used to treat:	Webbing spiders
This pesticide will be applied to:	All eaves, external walls and fencing
Re-entry periods:	In accordance with Biflex Termiticide & Insecticide label, residents (including pets) are advised not to enter the premises through any treated areas until pesticide has dried.
The pesticide is being applied by:	Rob Jones, Responsible Pest Services, contactable on Phone: (02) 8626 6556 or 0444 222 111

Information about this notice:

The NSW Pesticide Regulation 2017 requires that advance notice be given when pesticides are applied in common areas of multiple-occupancy residential complexes or on properties adjacent to a school, kindergarten, childcare centre, nursing home or community health centre.

Date of notice: 02 November 2017

Where can I get more information?

For more information about notification procedures and record keeping:

- call the Environment line on 131 555 (NSW only)
- [visit the EPA website.](#)

See the Pesticide Regulation 2017 for full details of notification requirements. A copy of the *Pesticide Act 1999* and the Regulation can be viewed on the [NSW Government legislation website.](#)

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