



IPM Council of Canada  
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## **Golf Course IPM Accreditation Ontario Regulation 63/09**

**July 14, 2009**

The IPM Council of Canada is a not-for-profit, multi-sector organization consisting of landscape, green space, tree, sports turf, structural, golf and other industry associations interested in promoting integrated pest management and plant health care through the IPM Accreditation Program (IPMAP). The Council has been working with the Ministry of the Environment (MOE) to formalize recognition of the Council as the accreditation body within Ontario Regulation 63/09 that came into effect on April 22, 2009. There have been some changes to the IPMAP, now that it will be linked to a government regulation and the purpose of this update is to explain the steps golf courses must take to ensure compliance with the regulation.

### **IPM Accreditation**

All golf courses in Ontario wishing to continue to use pesticides must become **fully** IPM accredited by April 22, 2012. This means that the golf facility must achieve Level II Accreditation by that date. Level II Accreditation can take up to three years to achieve, therefore clubs not currently registered in the process should register as soon as possible to meet the 2012 deadline. For new golf courses that are currently under construction or in the planning stages, the clock starts ticking from the first day that pesticides are applied to the property. New golf courses must become fully accredited within two years from that date.

### **How to Get Started**

The IPMAP has two parts – the IPM Agent and the golf facility. The IPM Agent is the individual that must successfully pass an examination on IPM and maintain 8 continuing education credits (CEC) annually to be “certified”. The golf facility must register with the IPM Council of Canada and submit documents for an annual desk review audit, including the Annual Pesticide Usage report that is required under the new regulation; and pass an on-site environmental audit every three years to achieve “accredited” status.

### **Certified IPM Agent**

Each golf course must have at least one certified IPM Agent responsible for the reporting required for the annual desk review audit and the triennial on-site audit. Some exceptions for smaller operations may be considered by the Council by formal written request. To become a certified IPM Agent, applicants must have a valid Ontario landscape exterminator’s license and pass the IPM Examination with a grade of 75% or better.

## **IPM Accreditation Examination**

The application to take the IPM Accreditation Exam and the schedule of examination locations and dates can be found at: [www.ontarioipm.com](http://www.ontarioipm.com)

Applicants are responsible for obtaining their own study material. All applicants must be familiar with Ontario Regulation 63/09 made under the Pesticides Act. It can be downloaded at:

[http://www.e-laws.gov.on.ca/html/source/regs/english/2009/elaws\\_src\\_regs\\_r09063\\_e.htm](http://www.e-laws.gov.on.ca/html/source/regs/english/2009/elaws_src_regs_r09063_e.htm)

Current study materials for the IPM Accreditation exam are:

- OMAFRA Publication #384: "Turfgrass Management Recommendations"
- OMAFRA Publication #162: "Diseases and Insects of Turf in Ontario"
- OMAFRA Publication #816: "Turf IPM Manual"

OMAFRA Publications are available from Publications Ontario, 1-888-466-2372, or on-line at:

[www.publications.serviceontario.ca/ecom](http://www.publications.serviceontario.ca/ecom)

The cost to take the exam is \$250. The examination is currently a 90-minute, closed book exam consisting of 80 questions. Applicants must achieve a passing grade of 75% (60 of 80 questions correct) or better to achieve a certificate. All examinations will be marked by IPMAP at Ridgetown and a numbered certificate will be issued to all applicants who successfully complete the examination, within ten (10) working days.

Ridgetown will send notification to applicants who were unsuccessful in passing the examination within ten (10) working days following the exam date and explain the procedure for re-examination. Unsuccessful applicants may re-write the exam within six months at a reduced charge of \$50.

If an applicant is in the process of taking the exam for their landscape exterminator's license, they may take the IPM Accreditation exam, but the certificate will not be issued until proof of a valid Ontario landscape exterminator's license is presented to Ridgetown.

## **Certified IPM Agent Annual Registration Fee**

There is an annual registration fee for IPM Agents of \$75. Initial registration in the program will be accepted throughout the calendar year following successful completion of the examination. Registration renewal is required by June 1<sup>st</sup> each year. Registration must be updated before the annual desk review audit, signed by the IPM Agent, is accepted. The University of Guelph, Ridgetown Campus (Ridgetown) manages all aspects of the IPM Agent process and this registration fee as well as the exam fee are not subject to GST and are paid directly to Ridgetown at:

IPM Accreditation Program (IPMAP)  
c/o University of Guelph, Ridgetown Campus  
120 Main Street East  
Ridgetown, ON  
N0P 2C0

## **Certified IPM Agent Annual Continuing Education Credits (CEC)**

Starting the year following the successful completion of the exam, all IPM Agents must annually attain 8 Continuing Education Credits (CEC). If 8 CECs are not achieved by Dec. 31<sup>st</sup> of each year, the IPM Agent has the option to write the IPM Accreditation exam at the full cost of \$250, in lieu of achieving the necessary CECs. A list of educational opportunities offering CECs, will be posted on the [www.ontarioipm.com](http://www.ontarioipm.com) website starting summer 2009 and the new [www.ipmcouncilcanada.org](http://www.ipmcouncilcanada.org) website by the end of 2009. There will be a formal process posted to the websites for seminar and event organizers to apply for CEC status and all applications must be submitted at least 6 weeks in advance of the event.

## **Use of Contracted Licensed Exterminators**

If a golf facility has a certified IPM Agent, but wished to contract spraying to an external contractor, the contractor does not need to be a certified IPM Agent, but may apply pesticides under the written supervision of the facility's certified IPM Agent. The facility's certified IPM Agent will be responsible for the submission of all documents for audit. However, if a golf facility does not have a certified IPM Agent and they are using a contractor for pest control applications, the contractor must be a certified IPM Agent and must therefore be responsible for submitting all materials required for the annual desk review audit and be present for the on-site audit. There is also an expectation that the contractor, to be completely familiar with the property, should be on-site weekly, at a minimum, for proper supervision and scouting. Independent contractors may act as the certified IPM Agent for a maximum of three properties.

## **Registered Golf Facilities**

The owner or operator of a golf facility is responsible for maintaining their annual registration in the IPM Accreditation Program. The annual registration fee is submitted to the Council with the name and IPM certificate number of the certified IPM Agent responsible for IPM at the golf course. Should the IPM Agent of record leave their employment, the golf course must replace the IPM Agent within three (3) months or the beginning of the next golf season if the staff change occurs in the fall or winter months.

Annual registration fees cover the cost of administration of the IPM Accreditation program, annual desk review audits and an on-site audit every three years. All fees associated with the golf facility are subject to GST and payable to:

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## Golf Facility Annual Registration Fee Payment Options

### Option A – Discounted Four-Year Pre-paid Plan

**\$1,800 + GST**

Register and pay in full before Aug. 1, 2009. All administration and audit costs covered through 2012.

### Option B – Annual Payment Plan, Early Registration

Register and pay before June 1<sup>st</sup> each year, starting in 2009

First year payment received before August 1, 2009

**\$500 + GST per year**

First Payment received between Aug. 2 and Dec. 31, 2009

**\$600 +GST per year**

### Option C – Annual Payment, Late Registration

**\$800 +GST per year**

Register and pay after December 2009

## Annual Desk Review Audit

The certified IPM Agent is responsible for submitting the required material for the annual desk review audit.

This material includes the following documents:

1. *Scouting Form* – Daily or minimum weekly record of weeds, insect and disease pests, location of pest on the golf course, count or threshold exceeded, associated weather conditions and/or contributing factors for pest occurrence, and actions taken.
2. *Pest Control Product Application Form* – Record of product(s) used, amount of product(s) and active ingredient(s) applied, volume of water used, location and reason for use, climatic conditions, irrigation (if any), and follow up for all pest control product applications.
3. *Annual Hot Spot Management Summary* – Record of nutrient management, mowing regime, and documentation of the type of conditions that may promote disease, insect or weed pest occurrence, their respective locations, and mitigating measures that have or will be implemented.
4. *Equipment Calibration Forms*- Documentation of field boom and handheld/backpack sprayer calibration conducted during the season.
5. *Staff Training Documentation* – Documentation of training received by staff on the compulsory topics (cultural practices, pest identification, equipment operation and IPM fundamentals) and recommended topics (plant and disease identification).
6. *Annual Pest Control Product Usage Report*- Annual report, as required by Ontario Regulation 63/09, summarizing total pesticide usage expressed in kilograms of active ingredients; a map of the golf course indicating locations and reasons for use; and an explanation of how IPM accreditation has reduced pesticide use and how IPM will further reduce pesticide use in the future. Report will also include contact information and must be signed by both the certified IPM Agent and an owner representative.

All these forms may be downloaded in PDF format from the [www.ontarioipm.com](http://www.ontarioipm.com) website.

These documents are submitted to Ridgeway who will check for completeness. Annual desk review submissions will not be forwarded to the auditors until they are deemed complete. The auditors will check the submissions to verify compliance with IPM protocols and will rate the desk review audit. A satisfactory rating or better results in the facility achieving **Level I Accreditation**.

## **On-Site Audit**

Golf facilities that have successfully completed the desk review audit must submit to an on-site audit at least once every three years. The golf facility must have completed at least two desk review audits prior to an on-site audit being performed. Registered or accredited facilities will be given a minimum six (6) weeks notice of an on-site audit. The audit will take place between May and November. The Council will coordinate the scheduling of on-site audits with the certified IPM Agent and the Auditor.

The Auditor will focus on the following criteria during the on-site audit:

1. *Verification of staff training records* – The Auditor will be assessing the level of employee training against the Desk Review Audit submission. A percentage of staff members chosen at random will be required to demonstrate knowledge and expertise in practicing IPM.
2. *Verification of IPM systems delivery* – The Agent must demonstrate to the Auditor the methods he/she uses to deliver IPM. Items can include use of equipment, including calibration, and integration of IPM in maintenance programs and planning.

More frequent on-site audits may take place should the IPM Council have sufficient cause. Cause may include, but not be limited to:

1. written complaints documenting non-compliance
2. unsatisfactory rating during desk review audit
3. previous history of non-compliance

Costs of additional on-site audits may be charged to the golf facility being audited, subject to Council direction. Facilities will be charged for the cost of additional on-site audits resulting from written complaints documenting non-compliance.

The on-site audit is designed to be completed within a three to four-hour time frame. At the conclusion of the on-site audit, the Auditor will provide verbal feedback. This will be followed by a written report indicating compliance or non-compliance. A work order describing deficiencies will be issued in the case of non-compliance. The facility will have three (3) months to correct the deficiency(s) to be eligible for accreditation within that season.

The Auditor is responsible for any required follow-up with the facilities to correct deficiencies. A return site visit by the Auditor, as a result of a deficiency, will be chargeable to the facility at the rate of \$150/hr.

## **Annual Report**

The Annual Pesticide Usage Report that is required by the regulation has been added to the annual desk review audit materials. This report will document all pesticide ingredients used on the golf course from Jan. 1<sup>st</sup> to Dec. 31<sup>st</sup> for each year. This report must be prepared before June 30<sup>th</sup> of the following year. This means that the first report must be ready by June 2011 and will document usage from Jan. 1 – Dec. 31, 2010.

The annual usage report will include the following elements:

- quantity in kilograms of each pesticide ingredient used;
- how this quantity may have varied from previous years;
- how being IPM Accredited has helped to reduce pesticide use and how will it reduce pesticide use going forward;

- a map of the golf course property showing all areas of pesticide application;
- contact information for the club and registered IPM Agent; and
- any other information that the ministry may determine relevant to the use of pesticides and with respect to which the MOE has notified the owner or operator.

### **Public Inspection of the Annual Report**

The annual pesticide usage report must be made available to the public starting in 2012. The most recent annual report must be posted in a prominent place in a building accessible to the public or the membership and guests in the case of a private club. A copy of the report must be provided to any person free of charge, when requested during regular business hours and must be made available for inspection before Dec. 1<sup>st</sup> of the following year. The regulation also requires that this report be posted on the Council website.

At least 15 days before the report is made available for inspection, a notice must be sent to all properties within 100 m. of the golf course and published in a local newspaper that provides the name and address of the golf course, name and phone number of the owner or representative of the owner of the golf course, and the date, time and place at which the annual report will be available for inspection.

All reports must be kept in a publicly accessible building as described above for a period of at least five years. A copy of the reports must be given immediately to the MOE or inspector upon request and also be provided free of charge within 7 days to any person requesting a copy.

### **Future of the Exemption for Golf Courses**

There remains opposition to the golf industry being able to continue to use pesticides, especially while homeowners and lawn care companies no longer have this privilege. Not only must golf courses go through the process of IPM Accreditation, there is an expectation that there will be an overall reduction in the use of pesticides by each golf course. If no reduction is seen over the next few years, the exemption for golf courses may come under pressure once again.