



Pesticide Record Keeping by Schools

For any pesticides applied at a school the school corporation or the pesticide contractor hired by the school must keep written/printed/electronic records of each pesticide application for at least 2 years. Those records must also be made available to anyone for inspection or copying upon request.

The information that must be kept as part of this record includes the following:

- a) name or address of school;
- b) applicator information (*name, license #, name of non-certified helper*);
- c) date & time of pesticide application;
- d) pest(s) being targeted (*i.e. weeds, bedbugs, fleas, roaches, ants...*);
- e) description of application area (*i.e. football field, fence lines, kitchen...*);
- f) pesticide(s) to be used (*brand name, EPA reg. no. & manufacturer*); and
- g) amount of pesticide (*i.e. total oz/lbs/gal of concentrate OR diluted mixture*).

NOTE: The record keeping information above is almost the same as the advance notification registry information found by clicking [HERE](#).