

## Instructions for Completion of Form BPO-03

As a commercial or private pesticide applicator, or pesticide applicator business licensed with the New Jersey Pesticide Control Program, you are required pursuant to the provisions of NJAC 7:30, 7.3 and 8.8, to maintain, for each application of pesticides, a record of application containing the information below. Records of applications must be **submitted by November 15<sup>th</sup>** of the actual treatment year. For businesses (or individuals) that enter these records in a computer software program, the records may be e-mailed to either Steven Brown ([steve.brown@dep.state.nj.us](mailto:steve.brown@dep.state.nj.us)) or Hollie Ezze ([hollie.ezze@dep.state.nj.us](mailto:hollie.ezze@dep.state.nj.us)) of the Aquatic Pesticide Permits Unit. Please format the files in a Microsoft supported program, i.e. Microsoft Access or Excel. If you have any questions please feel free to contact Steven Brown at the above e-mail or at 609-984-6993.

**Permit #** - Number of permit approved for the given year.

**Site #** - Site ID number given to specific site on the permit (if a new site write “New”).

**Site Name** – Name of site approved for treatment by the permit.

**Specific Waterbody** – In some cases, more than one waterbody will be approved on the same permit (Example: Green Acres Golf Course, Hole 10, Hole 12, and Hole 18).

**Date Treated** – Date on which the actual treatment occurred.

**Pesticide Brand Name** – Brand name given to pesticide being used.

**Pesticide Active Ingredient** – Active ingredient of pesticide being used, available on the label of the specific pesticide.

**Pesticide EPA Registration #** - Registration number for the specific pesticide assigned by the EPA, again available on the label of the specific pesticide.

**Surfactant Used (if applicable)** – If a surfactant was used in conjunction with a pesticide please list the brand name of the surfactant here.

**Species Treated** – The name of the target species, i.e. the species that the pesticide will be applied to. Please make every effort possible to identify the target to the species level.

**Area Treated** – The area the pesticide will be applied to in acres.

**Average Depth of Treated Area** – The estimated average depth of the **area being treated**, not necessarily the area of the entire aquatic site (if a partial treatment is being performed).

**Product Amount Used** – Total product used in either gallons or pounds, again please make sure to include units.

### Physical Variables (Please take measurements at a depth of approximately 2 feet)

**Temperature** – Temperature of the water at time of application in degrees Fahrenheit.

**Dissolved Oxygen** – Reading taken before each treatment. Please include units (mg/L or % saturation, etc.)

**pH** – Reading taken before each treatment.

**Water Hardness** – Reading taken once each season, before the first application to the waterbody. Include date sample was taken.

**Secchi Depth and Time (only if applying algaecide)** – Secchi measurement in feet and the approximate time the measurement was performed.

**Person Who Made Application** – Name of the person who actually applied the specific pesticide.