

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 15th** 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 Steven Bross (steve.bross@dep.nj.gov) of the Aquatic Pesticide Permits Unit. Please format the files in a Microsoft supported program, i.e. Microsoft Excel. If you have any questions please feel free to contact Steven Bross, at the above e-mail or at 609-984-6953.

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 algacide) – 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.