APPENDIX S-17

Pesticide Applicator Certification

Hawaii Department of Agriculture
Division of Plant Industry, Pesticides Branch

Permit Packet Includes:
1. Process Overview
2. Commercial Applicator Certification Form P-17.1
3. Private Applicator Certification Form P-18.1
4. Hawaii Administrative Rules (HAR) §4-66-56

Approval or Permit Required: To use Restricted-Use Pesticides (those that have a greater chance of impacting the environment or human health).

Contact Information:
1428 S. King Street
Honolulu, HI 96814
Oahu Phone: 808-973-9401

Website: http://hawaii.gov/hdoa/pi/pest/pesticide-applicator-certification-recertification
http://hdoa.hawaii.gov/pi/pest/

Updated November 2013
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**Hawaii Department of Agriculture**

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<table>
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<th>Steps</th>
<th>Time</th>
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| 1. Confirm that the pesticide in question is in fact a Restricted-Use Pesticide by contacting the HDOA’s Pesticides Branch.  
  - Note: A dealer will not sell you a Restricted-Use Pesticide unless you are certified. | |
| 2. Applicant completes the appropriate Pesticide Applicator Certification Application and submits to HDOA. There are two possible forms: **Private (Form P-18.1)** and **Commercial (Form P-17.1)**. | |
| 3. HDOA reviews application for completeness and accepts application if complete. | |
| 4. Applicant prepares for the written examination. Study materials are available online ([http://pestworld.stjohn.hawaii.edu/epp/pat.html](http://pestworld.stjohn.hawaii.edu/epp/pat.html)) or by contacting the University of Hawaii Cooperation Extension Services at 808-956-6007. | |
| 5. Applicant takes the core written examination (and the category/subcategory examination if a Commercial applicant) at one of the HDOA district pesticide branch office. | |
| 6. HDOA corrects the test and mails a letter notifying the applicant of their score.  
  - A score of 70% or better is required to pass.  
  - If the applicant receives a failing score, re-examination is allowed no sooner than 14 days after the date of the failed examination. | 3-7 days from Step 5 |
| 7. Upon passing the required written examinations and meeting all other requirements for certification, a certificate is issued subject to compliance with other State agency requirements.  
  - Certification cards may be picked up at the HDOA district office upon receipt of the letter announcing a passing score.  
  - Certifications are good for five years from the date the certification was issued. | |

**Total Time Period:**  
(Dependant upon the applicant’s studying time)  

**Varies**

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<table>
<thead>
<tr>
<th>Fees</th>
<th>Amount</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examination Fee</td>
<td>$25</td>
<td></td>
</tr>
<tr>
<td>Initial Certification Card Issued</td>
<td>$50</td>
<td></td>
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<tr>
<td>Replacement Cards if lost or stolen</td>
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<td>$25</td>
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<tr>
<td><strong>Total Fees:</strong></td>
<td><strong>$75 (minimum)</strong></td>
<td><strong>$100 (maximum)</strong></td>
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