



Department of
Environmental
Conservation

PRL: Reporting Requirements for Pesticide Applicators

**Commercial Applicators, Commercial
Technicians, Anti-Fouling Paint Applicators**

**Pesticide Reporting Law (PRL) Series
2022**

NYS Pesticide Reporting Requirements

New York State's **Pesticide Reporting Law** (Article 33 Title 1205 Paragraph 1 of NYS's Environmental Conservation Law) requires all Certified Commercial Applicators to annually report their pesticide applications made in the calendar year (January 1 – December 31) to the Department of Environmental Conservation (DEC) no later than February 1st.

- **Commercial Applicators who must report annually include:**
 - Certified Commercial Applicators (ID # CXXXXXXXX)
 - Certified Commercial Technicians (ID # TXXXXXXXX)
 - Certified Aquatic Antifouling Paint Applicators (ID # BXXXXXXXX)
- **Any individuals who were certified at any point during the reporting year must report their pesticide activities, even if they did not make any pesticide applications that year.**
- Reports must be submitted in electronic format. Visit www.nysprl.com for more information on how to submit electronically or see DEC's presentation "**PRL Electronic Reporting**".

Those Who Do NOT Report Annually

Private Applicators

- Do NOT submit annual reports to the Department,
- BUT they must still maintain records required by ECL 1205(2)(b), 6 NYCRR 325.25(d), and records required by the federal Worker Protection Standard (WPS).

Pesticide Apprentices

- Do NOT submit annual reports to the Department,
- **BUT their applications must be reported by their supervising Certified Commercial Applicator.**

Commercial Applicators, Technicians, and Anti-Fouling Paint Applicators

- Must report for each commercial pesticide application they make:
 - EPA Registration Number
 - Product name
 - Quantity of each pesticide used (undiluted)
 - Date applied
 - Location of application by address (including 5-digit zip code).
- Although minimum-risk pesticides must be recorded in daily use records, they should not be included in annual reports.
- **Report applications using Form 26**



44-15-26: APPLICATOR/TECHNICIAN PESTICIDE ANNUAL REPORT

Documentation: [User Guide](#)

Report Year Business Name Business Reg. # (if applicable)

(all header fields except Business Name and Number must contain data)

Certification ID # Applicator Name

Did you make Applications? Yes

Use **Save As** to save this form in the **report folder**; the folder location is displayed in the upper left of the Control Center window. The file name must start with the letter "P".

* - Required Column (each cell must contain data - NO ditto marks)

Location of Pesticide Application

COL 1 EPA REG NUMBER *	COL 2 PRODUCT NAME *	COL 3 QUANTITY USED *	COL 4 UNITS *	COL 5 DATE OF APPL. *	COL 6 END DATE OF APPL.	COL 7 COUNTY CODE *	COL 8 ADDRESS *	COL 9 MUNICIPALITY *	COL 10 ZIP CODE *	COL 11 DOSAGE RATE	COL 12 METHOD OF APPL.	COL 13 TARGET ORGANISM(S)	COL 14 PLACE OF APPLICATION
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EPA Registration Number
The EPA Registration Number can be found on the product label, with two or three numeric parts separated by dashes (or spaces or slashes).
Valid EPA numbers DO NOT include alphabetic characters.
DO NOT enter EPA Establishment Number!

Form 26: Pesticide Applications

- Form 26 can be accessed by installing or downloading one of DEC's free reporting options at www.nysprl.com.
- Do NOT change the layout of these forms.

Reporting Multiple Applicators for One Business or Agency

Registered businesses, agencies, or operations with multiple applicators may submit reports in 1 of 2 ways:

1. Have each certified applicator/technician report their own applications on Form 26 using only their own certification number, or
2. The business can combine applications made by multiple applicators on one Form 26 using only one applicator's certification ID number **AND** submit a Form 26A listing all certified applicators in their employ (regardless of if they made applications that year or not).
 - 26A should only list Certified Applicators and Certified Technicians, NOT apprentices.

Communicate With Your Coworkers!

Businesses may report on behalf of their applicators, but if reports are late or not accepted, the applicator will be issued a Notice of Violation, NOT the business.

- **Applicators** - If someone is reporting on your behalf, please verify that they are doing so correctly and before the February 1st due date. If no one is reporting for you, then you must submit your own report.
- **Businesses** - If you are reporting on behalf of your applicators, be sure to include ALL certified applicators employed during the reporting year (January 1st to December 31st) on Form 26A, even if they made no applications. Certified applicators left off a report, who receive a Notice of Violation, will need to be added to the company's existing report with the help of DEC staff.



44-15-26A: LIST of COMMERCIAL APPLICATORS and TECHNICIANS

ATTACHMENT FOR FORM 44-15-26

Documentation: [User Guide](#)

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Report Year

Business Name

Business Reg. Number

CERTIFICATION ID #

APPLICATOR'S FIRST NAME

APPLICATOR'S LAST NAME

APPLICATIONS MADE (Y/N)

Certification Number
Certification ID Number can be found on the certification certificate or the applicator's ID card. It must start with "C", "T" or "B" followed by 7 numeric digit. (For example: C4188107). DO NOT report applicators who do not have their OWN ID numbers.

Form 26A: List of Certified Applicators and Techs

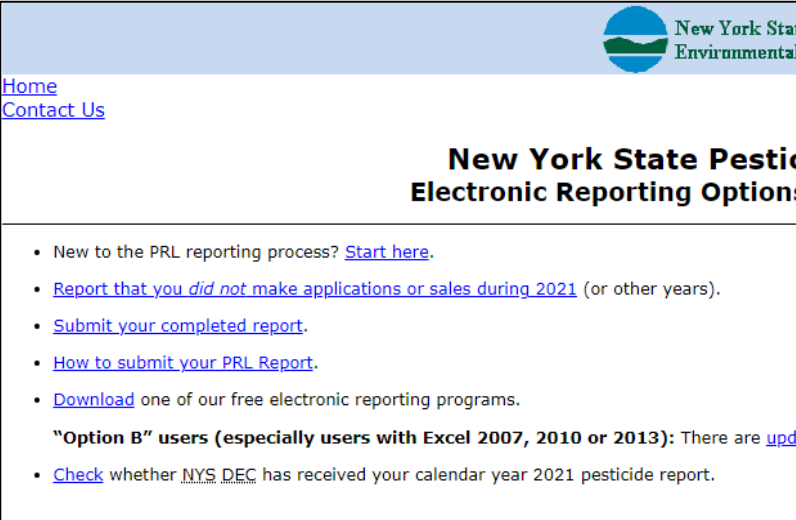
- Form 26A can be accessed by installing or downloading one of DEC's free reporting options at www.nysprl.com.
- Do NOT change the layout of these forms

Retrieving/Submitting Forms 26 and 26A

There are a few ways an applicator or business can create and submit reports electronically.

For more information on how to download free reporting software or forms, and how to submit reports please refer to

- DEC's presentation "**PRL Electronic Reporting**"
- or go to www.nysprl.com.



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New York State Pesticide Electronic Reporting Options

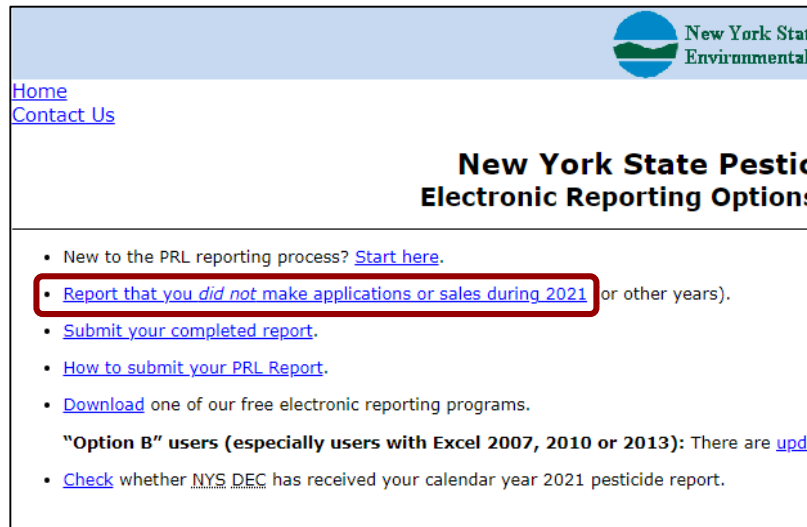
- New to the PRL reporting process? [Start here](#).
- [Report that you did not make applications or sales during 2021](#) (or other years).
- [Submit your completed report](#).
- [How to submit your PRL Report](#).
- [Download](#) one of our free electronic reporting programs.

"Option B" users (especially users with Excel 2007, 2010 or 2013): There are [updates](#) to the reporting process.

- [Check](#) whether [NYS DEC](#) has received your calendar year 2021 pesticide report.

If you made no commercial pesticide applications, submitting your report is quick and easy!

1. If no one is reporting for you, you can report by going to www.nysprl.com
2. Select “**Report that you *did not* make applications**”
3. Choose the selections that pertain to you.
4. After you submit your report, you will receive a confirmation email from prlsupport@cornell.edu
 - It may be hiding in your spam folder!



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New York State Pesticide Electronic Reporting Options

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Get Started!

- You do not have to wait until January to submit reports. You may submit reports as soon as you are finished making applications for the reporting year.
- Fastest and easiest way to file annual reports is by using one of DEC's FREE reporting options at www.nysprl.com.
- For more guidance on how to report electronically see DEC's presentation: "**PRL Electronic Reporting**" or go to www.nysprl.com.

