



West Virginia Department of Agriculture

Regulatory and Environmental Affairs Division/Pesticide Regulatory Programs Unit

Prerequisites for Regulated Pesticide Application Business (RPAB) licensing:

A business whose employees will only be applying pesticides or herbicides as part of their job duties to the property or grounds of the business that they are employed by in the state of West Virginia (WV) (not for hire) would be classified as a Regulated Pesticide Application Business (RPAB). Employees working for an RPAB (non-government entity) that will need to apply pesticides/herbicides as part of their job duties are required to become licensed as a Commercial Applicator with the West Virginia Department of Agriculture (WVDA). Employees working for an RPAB that is a government entity and will need to apply pesticides/herbicides as part of their job duties, are required to become licensed as a Public Applicator with the WVDA.

If a business/government entity is not already registered with the WVDA as an RPAB, the business/government entity will need to register via submitting an RPAB license application to the Pesticide Regulatory Programs office when at least one employee with the business/government entity applies for their Commercial or Public Applicator license. A business examination is not required to be taken to register an RPAB with the WVDA, but the business must have at least one employee working for the business/government entity that can be named as a Commercial or Public Applicator. If this employee does not have a current Commercial/Public Applicator license with the WVDA, they must schedule to take the pesticide examinations.

One must take and pass the General Standards (Core) pesticide examination and the category examinations, depending on what type of pesticide or herbicide applications they need to make for the business/government entity that they work for in the state of WV. Employees working for businesses/government entities that are classified as RPABs are not required to have one year of pesticide or herbicide application experience or a degree in a related field to be eligible to take the WVDA pesticide examinations. To schedule a pesticide examination session for employees of non-government businesses that are classified as RPABs, the employees will need to complete the simple exam application and mail this to the WVDA with a copy of a valid government issued photo identification for the applicant, and the \$20 examination fee (check or money order made payable to the West Virginia Department of Agriculture). Government employees will need to complete the simple exam application and mail this to the WVDA with a copy of a valid government issued photo identification for the applicant. Examination fees are waived for government employees. There are currently six locations where one may schedule to take their pesticide examinations and each location tests once a month. The one testing should receive an exam admission ticket via email, notifying them of the date they are scheduled to test at the exam location they selected.

To request an exam application and study packet, please contact the Pesticide Regulatory Programs office at 304-558-2209. Once the pesticide examinations have been taken and graded, exam results and follow-up paperwork will be mailed to the one who passed their examinations. If the proper examinations are passed, this would include the application for a Commercial/Public Applicator's license, as well as an application to register the business as an RPAB, if the business is not already registered with the WVDA as such.

The Commercial Applicator license application would need to be completed and returned with a valid government issued photo identification copy for the applicant, and the \$20 licensing fee (check or money order made payable to the West Virginia Department of Agriculture) for processing. The Public Applicator application (government employee) needs to be completed and returned to our office with a valid government issued photo identification copy for the applicant for processing (licensing fees are waived for government employees). If initially registering a business as an RPAB in the state of WV, the RPAB license application would need to be completed and submitted with the Commercial/Public Applicator license application information for processing. There is no fee required to register an RPAB.