



Date: October 24, 2016
To: Pesticide Product Registrants and Registration Agents
From: Oregon Department of Agriculture Pesticides Program
Subject: **2017 PESTICIDE PRODUCT REGISTRATIONS AND RENEWALS**

Annual pesticide product registrations with the Oregon Department of Agriculture (ODA) will expire December 31, 2016. We hope the following information will help explain ODA's process for 2017.

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2017 Renewal Notice: As in years past, our ODA Licensing Office will be mailing out official registration renewal notices in mid-November.

The renewal notice will be a postcard*, and will list the ODA pesticide product registration (PPR) license number under which your products are currently registered. The card provides a link to ODA's online registrations system at <https://mylicense.oda.state.or.us>, which will allow you to renew your products online.

* Note: If the address of record for your ODA pesticide registrations license is outside the U.S., you will receive our renewal notice and renewal application in paper form, as in the past.

Time Line for 2017 Oregon Pesticide Registrations:

- November 1-15, 2016: Our online registrations system will be **off line**. No new registrations or labels may be submitted online. During this time period, ODA completes processing of 2016 registrations/label reviews.
- November 15, 2016: Renewal notices mailed to registrants/agents.
- November 16, 2016: Online system will reopen for submitting renewals and new product applications (and revised product labels, supplemental labels, 2(ee) bulletins, etc.)
- February 1, 2017: If ODA has not received your renewal application by this date, a Past-Due notice will be mailed to you.
- March 31, 2017: Online registrations system will NOT accept renewal applications after this date, but will remain available for submissions of new registration applications and revised labels/supplementals/2(ee)s for existing registered products.



Pesticide Registration Fee for 2017: \$320 per product (same as for 2016)

What Products/Labels Need Registration?

- Registration is required by Oregon Revised Statutes - Chapter 634 (ORS 634.016) for each pesticide product delivered, distributed, sold, offered or exposed for sale in Oregon.
- For purposes of registration in Oregon, a pesticide product is considered to be readily distinguishable from any other pesticide by its content, registration number assigned by the United States Environmental Protection Agency, brand name, trade name, manufacturer, registrant, use as specified in labeling, or other distinction, but not including size or quantity of package. Oregon Administrative Rules – Division 57 (OAR 603-057-0001).
- Subject to state registration and \$320 fee: All products to be sold or distributed in Oregon that are registered under FIFRA Section 3, Special Local Need (SLN) registrations under FIFRA Section 24(c), and minimum risk pesticides that are exempt from federal registration under FIFRA Section 25(b).
- There are no fees associated with routine label revisions, federal supplemental labels, or FIFRA Section 2(ee) product bulletins; however, each of these types of labeling must be submitted to ODA for review and approval.
- ODA does not require registration of adjuvants, pesticide devices, or manufacturing use only products (technical products used only to formulate EPA-registered pesticide products).

Online Renewals, Label Uploads, New Product Applications – Reminders for 2017

- Renewals: To renew registrations, submit revised labels (or supplemental labels or 2(ee) bulletins, etc.), and/or apply to register new products, you need the ODA pesticide product registrations (PPR) license number provided above the mail address on your renewal postcard to access your products in our online system (<https://mylicense.oda.state.or.us>). Choose “Renew Licenses Expiring Dec 31st” under the Main Menu, and follow the instructions to prepare and submit your 2017 renewal application and fees.
- **Note**: If you receive a paper renewal notice because your address of record with ODA is outside the U.S., you can still renew online if you have a U.S. bank account (electronic check) or U.S. credit card (Visa, MasterCard, or Discover). However, you will be required to provide a U.S. address when entering your payment information.
- After you submit your renewal application online: You will be unable to access your PPR license in our online system until after we process the renewal.
- After we approve your renewals/registrations: Your PPR license will be activated for 2017, and thereafter you will be able to access your license online for submitting additional products and revised labels, using the “Manage Products” feature under the Main Menu.
- Revised labels: Click the “Load Revised Label” link for the product to open the label upload window. Please ensure that you do not resubmit versions of your label that we already have.
- Supplemental labels: To submit these labels, click the “Load Revised Label” link for the product, and then select the “Load Supplemental Label” button. You must upload both the supplemental label and the supporting EPA stamped/accepted label, and provide both the supplemental label name (as you wish it to display in our online database) and its expiration date. Note: FIFRA Section 24(c) SLN labels are NOT considered supplemental labels.
- FIFRA Sec. 2(ee) bulletins: Click the “Load Revised Label” link for the product, and then select “2(ee) Recommendation” in the Document Type drop-down menu. Please use the File Comments window to provide the bulletin name as you wish it to display in our online database.
- You may contact our Licensing Office at MyLicense-help@oda.state.or.us for questions or assistance with online renewals/registrations.

Paper Renewals, New Registrations on Paper Applications – Special Situations

- If the address of record for your ODA pesticide product registrations (PPR) license is outside the U.S., you will receive our renewal notice and renewal application in paper form, as in the past. In this case, your 2017 renewal notice/renewal application form will include a list of all products currently registered in Oregon.
- **NOTE:** If you receive a paper renewal notice, you can still renew online – if you have a U.S. bank account (electronic check) or U.S. credit card (Visa, MasterCard, or Discover). However, be aware that you will be required to provide a U.S. address when entering your payment information. In this case, go to our website, <https://mylicense.oda.state.or.us>, and refer to directions above for online renewals.
- **Instructions for paper renewals (if you are unable to renew/pay online):**
 1. Mark corrections or updates to contact information directly on the form.
 2. Line out and mark “cancel” next to the name of any pesticide product, supplemental label, or 2(ee) bulletin you do not wish to register for 2017.
 3. Add any new pesticide products or supplemental labels to the bottom of the list. Labels for new registrations added to the paper renewal must be submitted in paper form with the renewal. Submit **two (2)** copies of each product label and one (1) copy of the EPA stamped/accepted label upon which the product label is based, and include EPA notification labels as appropriate.
 4. Revised labels: **DO NOT** submit paper revised labels for products registered in 2016 that you are renewing for 2017. Revised labels must be submitted electronically through our online registrations system, which allows you to manage these existing registrations, even if you cannot renew/pay online. Go to <https://mylicense.oda.state.or.us>
 5. You may contact our Licensing Office at MyLicense-help@oda.state.or.us for questions or assistance.
- **Paper Applications Required in Special Situations:** Our paper application form is available at <http://www.oregon.gov/ODA/programs/Pesticides/PesticideProductInformation/Pages/HowtoRegister.aspx>
 - **New Company:** If you are representing a new company that does not already have an active pesticide product registration (PPR) license, or if you need to establish a new PPR license as a new agent for an existing company, you must submit for the initial registration on a paper application. (After we approve the initial registration, our online system may be used for all other registrations and renewals for the company.)
 - **New FIFRA Section 24(c) SLN:** Paper applications must also be used for new SLN registrations (see below for more information on SLNs).

Registration Information Displayed in Our Online Public Website Database

All pesticide products registered with ODA are listed in our public searchable database website (http://oda.state.or.us/dbs/pest_productsL2K/search.lasso). If there are supplemental labels or 2(ee) product bulletins associated with a product, these are also listed, directly below the product name.

- After December 31, 2016: Products will be shown in Renewal Pending status until the 2017 renewal application has been processed and approved. (If the renewal application has already been processed by this date, the products will immediately show in Registered status.)
- If we have an electronic label for the product, a link to the label will show next to the product name. Only the most recent version of the label that we have reviewed and approved will be posted.
- We are slowly populating the labels links/display as we receive electronic labels in our online system. Display and links for 2(ee) bulletins is a very new feature, so it is possible that some bulletins we approved prior to 2015 are not yet displayed here.
- Please contact one of our team members (shown below) to report errors.

Pesticides for Use on Cannabis

- Cannabis is a legal agricultural crop in Oregon. ODA has developed specific criteria for distinguishing those pesticide products whose labels do not legally prohibit use on cannabis, and we maintain a guidelist of currently registered products that meet these criteria. For more information, see: <http://www.oregon.gov/ODA/programs/Pesticides/Pages/CannabisPesticides.aspx>
- If you have questions about a product with respect to use on cannabis, please contact our team member Grant Jackson (see contact information below).

FIFRA Section 25(b) Minimum Risk Pesticides

- Under Section 25(b) of the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), certain minimum risk pesticide products are exempted from federal registration with the U.S. Environmental Protection Agency (EPA). EPA recently adopted revised guidelines for products that meet this “25(b)” exemption.
- State registration of 25(b) pesticides is required in Oregon. Because of the recent revisions to EPA guidelines, we are currently revising our ODA guidelines for these products. Our revised 25(b) guidelines should be available online by about November 15 on the following web page: <http://www.oregon.gov/ODA/programs/Pesticides/PesticideProductInformation/Pages/HowtoRegister.aspx>

FIFRA Section 24(c) Special Local Need (SLN) Registrations

- Section 24(c) SLN registrations are special registrations that are handled differently from all other state pesticide registrations. SLN labels are not considered supplemental labels.
- Existing SLN registrations may be renewed online, just like all other products listed for renewal.
- Revised SLN labels must be emailed to an ODA registration specialist for approval. Approved revised SLN labels will be uploaded into our online system by an ODA registration specialist.
- Requests/applications for new SLN registrations may not be submitted into our online system, but must instead be submitted to ODA using a paper application (although supporting documentation may be accepted by email).
- Uploading of new and revised SLN labels into our online system may only be done by an ODA registration specialist.
- Requests for canceling or revising labels for existing SLN registrations must be submitted in writing to ODA.
- Contact David Priebe or Rose Kachadoorian of our team (see below) for additional guidance.

ODA Pesticide Registrations Team:

Registration Specialist – David Priebe (503)986-4656, dpriebe@oda.state.or.us

Registration Specialist – Grant Jackson (503)986-4553, gjackson@oda.state.or.us

Registration Specialist (Part-time) – Linda White (503)986-4752, lwhite@oda.state.or.us

Registration Specialist (Part-time) – Beth Myers-Shenai (503)986-4731, smyers@oda.state.or.us

Registration Support – Marta Frias Bedolla (503)986-4637, mfriasbedolla@oda.state.or.us

Regulatory Team Leader - Rose Kachadoorian (503)986-4651, rkachadoorian@oda.state.or.us

ODA Pesticide Program Office – Phone (503)986-4635, Fax (503)986-4735

ODA Licensing Office, Online Registration System Assistance: MyLicense-help@oda.state.or.us