



# Department of Defense INSTRUCTION

NUMBER 4150.07

May 29, 2008

*Incorporating Change 1, September 15, 2017*

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USD(AT&L)

SUBJECT: DoD Pest Management Program

- References:
- (a) DoD Instruction 4150.7, "DoD Pest Management Program," April 22, 1996 (hereby canceled)
  - (b) DoD Directive 4715.1E, "Environment, Safety, and Occupational Health (ESOH)," March 19, 2005
  - (c) DoD Directive 5134.01, "Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)), " December 9, 2005, *as amended*
  - (d) Sections 10 and 136 of title 7, United States Code
  - (e) through (ar), see Enclosure 1

## 1. PURPOSE

This Instruction:

1.1. Reissues Reference (a) according to the guidance in Reference (b) and the authority in Reference (c).

1.2. Implements policy, assigns responsibilities, and prescribes procedures for the DoD Integrated Pest Management (IPM) Program pursuant to Reference (b); section 136 of title 7, United States Code (U.S.C.) (Reference (d)); section 125 of title 10, U.S.C. (Reference (e)); and Army Regulation (AR) 10-64/Chief of Naval Operations Instruction 6700.2/Air Force Regulation (AFR) 160-29/Marine Corps Order 5420.18A (Reference (f)).

1.3. Continues to authorize the publication of DoD *Manual* 4150.07-~~P~~ (Reference (g)) ~~and DoD 4150.7-M (Reference (h))~~, pursuant to DoD Instruction 5025.01 (Reference (i)).

1.4. Designates the Secretary of the Army as the Support Agent for the Armed Forces Pest Management Board (AFPMB) pursuant to Reference (b).

## 2. APPLICABILITY AND SCOPE

This Instruction:

2.1. Applies to the Office of the Secretary of Defense, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as the “DoD Components”). The term “Military Services,” as used herein, refers to the Army, the Navy, the Air Force, and the Marine Corps.

2.2. Applies to all DoD operations, activities, and installations worldwide, including appropriated fund activities, non-appropriated fund activities, contracted activities, and Government-owned, contractor-operated facilities and housing.

2.3. Applies to all DoD buildings, structures, property (under DoD control by ownership, permit, lease, license, or other land or facility-use agreement), public works, equipment, aircraft, vessels, and vehicles.

2.4. Applies to all DoD vector control and pest management operations performed worldwide during peacetime, wartime, and military deployments, including those performed under formal or informal contract and those procured using the Government Purchase Card (GPC).

2.5. Applies to all Army National Guard and Air National Guard units on property supported with Federally appropriated funds under a cooperative agreement and who are performing training subject to Federal approval under section 113, chapter 1 of title 32, U.S.C. (Reference (j)).

2.6. Outside the continental United States (OCONUS), applies where consistent with applicable international agreements, status of forces agreements, final governing standards (FGS) issued for the host nations, or, where no such FGS have been issued, the criteria in the Overseas Environmental Baseline Guidance document ( Reference (k)).

2.7. Does not apply to:

2.7.1. Civil works activities of the U.S. Army Corps of Engineers.

2.7.2. Facilities used by the Army National Guard or Air National Guard that are both State-owned and State-funded (armories).

2.7.3. Facilities occupied by Military Services and the Defense Logistics Agency (DLA) when real property control is not under the Department of Defense.

2.7.4. Privatized housing, which must comply only with State and local laws and regulations.

### 3. DEFINITIONS

Terms used in this Instruction are defined in Enclosure 2.

### 4. POLICY

It is DoD policy, pursuant to References (b) and (d), to:

4.1. Use IPM techniques in carrying out pest management activities and promote IPM through procurement and regulatory policies, and other activities.

4.2. Use IPM to prevent or control pests and disease vectors that may adversely impact readiness or military operations by affecting the health of personnel, or by damaging structures, materiel, or property.

4.3. Comply with all Executive orders and Federal, State, and local statutory and regulatory requirements that apply to IPM. Although Federal agencies maintain sovereignty under section 136 of Reference (d), the Department of Defense voluntarily complies with the substantive portions of State pesticide and pest management laws and regulations when such compliance does not adversely impact DoD missions.

4.4. Incorporate sustainable IPM philosophy, strategies, and techniques in all aspects of DoD vector control and pest management planning, training, and operations, including in installation pest management plans and other written guidance, to reduce pesticide risk and prevent pollution.

### 5. RESPONSIBILITIES

5.1. The ~~Assistant Deputy Under Deputy Assistant~~ Secretary of Defense (Environment, Safety, and Occupational Health) (~~ADUSD(ESOH)~~ *DASD(ESOH)*), under the authority, direction, and control of the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)), shall:

5.1.1. Oversee the implementation of this Instruction and represent the Secretary of Defense for both internal and interagency matters regarding the DoD Pest Management Program.

5.1.2. Provide operational direction and supervision to the AFPMB.

5.1.3. Coordinate pest management actions that affect human health with the Assistant Secretary of Defense for Health Affairs (ASD(HA)).

5.2. The Director for Defense Research and Engineering, under the authority, direction, and control of the USD(AT&L), shall, in coordination with ~~ADUSD(ESOH)~~ *the DASD(ESOH)*, promote and support research, development, and technology transfer for the DoD IPM program.

5.3. The Director of the AFPMB shall:

5.3.1. Monitor compliance with this Instruction, including Military Service use of the DoD Environmental Security Measures of Merit for Pest Management. (See Enclosure 3.)

5.3.2. Maintain and enforce References (g) ~~and (h)~~.

5.3.3. Recommend policy, provide scientific advice, and enhance coordination among the Military Services on all matters related to disease vector and pest management.

5.3.4. Serve as the coordinating office for the DoD Undesirable Plant Management Program required by section 10 of Reference (d).

5.3.5. Review and update DoD Installations and Environmental Measures of Merit for Pest Management, as outlined in Enclosure 3.

5.3.6. Periodically review and update AFPMB Technical Guides 11, 14, 15 through 18, 20 and 21, 24, 26 and 27, 29, 36, and 39 (References (l) through (y), respectively).

5.3.7. Review and approve DoD Components' recommendations for pest management consultants.

5.4. The Secretaries of the Military Departments and the Director, DLA, shall:

5.4.1. Designate senior pest management consultants as the primary points of contact for the Military Services' and DLA's pest management program and for membership on the AFPMB in support of the Defense Environmental Security Council. Inform the Director of AFPMB, in writing, of these designated consultants for review and approval.

5.4.1.1. Each Military Service's senior pest management consultants shall nominate, in writing, pest management consultants to serve as certifying officials to certify competency of the Military Service's pesticide applicators.

5.4.1.2. Each Military Service nominee's qualifications shall be formally reviewed and, if qualified, approved and acknowledged by the Director of the AFPMB.

5.4.2. Establish and maintain programs that conform to the policy, procedures, and requirements in this Instruction.

5.4.3. Resource and fund IPM programs in ways that protect the health of military personnel, civilians, and dependents; protect real property and natural resources from damage from insects, weeds, and other pests; and promote training and mission readiness with minimum risk to the environment.

5.4.4. Oversee and review IPM programs at the major command and headquarters levels.

5.4.5. Record and permanently archive records of pest management operations and pesticide use on DoD permanent installations using the DoD Integrated Pest Management Information System (IPMIS) or other computer-generated equivalent approved by the designated pest management consultant.

5.4.6. Record and permanently archive all pesticide applications, except skin and clothing arthropod repellents, performed during military deployments using the DoD IPMIS or other computer-generated equivalent approved by the designated pest management consultant. The U.S. Army Center for Health Promotion and Preventive Medicine shall provide program administration and data support services, including permanent archiving for all Military Services, in accordance with DoD Instruction 6490.03 (Reference (z)).

5.4.7. Ensure that actions taken under the policy in section 4 of this Instruction are consistent with Reference (b).

5.4.8. Comply with applicable Federal, State, and local statutory and regulatory requirements for pest management when conducting environmental compliance audits and staff assistance visits.

5.4.9. Incorporate IPM practices and techniques in all disease vector and pest management programs, plans, operations, regulations, publications, pest control contracts, and training programs for installation pest control coordinators, pesticide applicators, pest control contract inspectors, and military personnel who apply pesticides.

5.4.10. Coordinate pest management actions affecting human health with appropriate agencies and officials, including the ASD(HA) and State, local, and host-nation governments.

5.4.11. Ensure a pest management consultant currently certified in the appropriate DoD categories (References (g) ~~or (h)~~) reviews installation IPM programs on-site every 3 years, and annually reviews and technically approves installation IPM plans, including installation pesticide use proposals for the upcoming year. Environmental compliance on-site external reviews may be substituted for on-site reviews to meet DoD program requirements.

5.4.12. Ensure a pest management consultant currently certified in DoD category 11 (Reference (g)) reviews and approves any aerial application of pesticides on DoD installations.

5.4.13. Implement pest management Measures of Merit (see Enclosure 3) and answer data calls for the Measures of Merit from the ~~ADUSD(ESOH)~~ *DASD(ESOH)*. Answer data calls for information required by the Environmental Protection Agency (EPA) pertaining to DoD pesticide applicators.

5.4.14. Monitor pesticides proposed for sale in Defense commissaries and Armed Service Exchanges to ensure they are compatible with the DoD IPM Program and comply with applicable Federal, State, local, and host-nation laws.

5.4.15. Cooperate with State and local government agencies on issues involving pest management and pesticide regulation.

5.4.16. Provide management support, resources, and a professionally qualified pest management staff sufficient to ensure effective implementation of IPM programs at all organizational levels.

5.4.17. Survey potential adverse environmental or public health effects from pesticide use; monitor the health and safety of persons who apply pesticides; ensure workplaces are evaluated to determine personal protective equipment (PPE) requirements by qualified safety and health personnel; and ensure that PPE used conforms to Occupational Safety and Health standards (e.g., DoD, the National Institute for Occupational Safety and Health, or national consensus standards, including any certification and specification requirements) and that personnel required to wear PPE are properly trained. (See DoD Instruction 6055.01 (Reference (aa))).

5.4.18. Ensure commanders of deployed forces use all appropriate personal protection measures, including arthropod skin and clothing repellents, and bed nets, to protect Service members from vector-borne diseases and other arthropod-related health threats. Specific guidance on personal protection measures is found in Reference (x).

5.4.19. Ensure excess pesticides are disposed of in accordance with EPA and Service requirements.

5.4.20. Ensure that installations:

5.4.20.1. Annually update and coordinate the review and approval of their IPM plans; plan the funding for initial and 5-year revisions of IPM plans as necessary, consistent with the program elements in Enclosure 5 and Reference (q).

5.4.20.2. Implement IPM plans approved by designated pest management consultants using trained personnel and certified pesticide applicators, in accordance with the IPM plan written for each installation.

5.4.20.3. Designate in writing an IPM coordinator to oversee all aspects of the installation IPM plan, including in-house, formally contracted, and GPC-contracted operations; housing, engineer, and medical department operations; and pesticide applications for grounds operations, out-leasing, golf course operations, wood preservation, natural resources, forestry operations, self-help, and pesticide sales. Enclosure 4 contains details on the qualifications, training, and responsibilities of IPM coordinators.

5.4.20.4. Establish pest management self-help programs for non-privatized military housing when cost effective and when IPM monitoring justifies a requirement.

5.4.20.5. Require that all pesticide applications on DoD installations be made only by personnel trained and certified in accordance with References (g) ~~or (h)~~ or by State-certified

applicators with equivalent DoD categories for work being performed. State-equivalent certification categories for personnel who require certification as pesticide applicators can be found at <http://aec.army.mil/usaec/pest/pest05.html>.

5.4.20.6. Procure pesticides from the Federal Supply System or commercial sources that are: approved by a pest management consultant who is currently certified in the appropriate DoD categories (see References (g) ~~or (h)~~); documented in the pest management plan; and comply with applicable Federal, State, local, and host-nation requirements.

5.4.20.7. Record and permanently archive pesticide application records as required by section 136 of Reference (d) and host-nation agreements.

5.4.20.8. Use DD Form 1532-1, "Pest Management Maintenance Record," or a computer-generated equivalent such as IPMIS, to produce daily records of all in-house, formally contracted and government GPC-procured pest control activities conducted anywhere on the installation, to include such sites as out-leased land, golf courses, and natural resources. Installation commanders shall ensure these records are archived after 2 years for permanent retention. DD Form 1532-1s may be downloaded at <http://www.dtic.mil/whs/directives/infomgt/forms/forminfo/forminfo2129.html>

5.4.20.9. Use pest management contracts when more cost effective than in-house services. All pest management contractors must use IPM and comply with the certification, licensing, and registration requirements of the State or country where the work is performed. Ensure that the technical portions of contracts involving pest management reflect IPM methodology and that, prior to solicitation, these documents are reviewed and approved by a pest management consultant currently certified in the appropriate DoD categories (References (g) ~~or (h)~~). Follow guidance from the Military Department Heads when GPCs are used to procure limited pest control services in lieu of formal proposals.

5.4.20.10. Inspect contract pest management operations and pesticide applications using DoD Pest Management Quality Assurance Evaluators (PMQAEs) or Pest Management Performance Assessment Representatives (PMPARs) trained in pest management at DoD-sponsored courses.

5.4.20.11. Institute procedures to prevent terrorists from acquiring DoD pesticide dispersal equipment or pesticides. Upon any suspicious theft of pest control equipment, notify the Federal Bureau of Investigation. Ensure that the identity of personnel and pesticide formulations provided by contractors is known and approved by trained PMQAEs and PMPARs or DoD certified pesticide applicators.

5.4.20.12. Implement appropriate portions of the IPM plan in accordance with goals and objectives of the Integrated Natural Resources Management Plan (INRMP) or Integrated Cultural Resources Management Plan (ICRMP) (see DoD Instruction 4715.03 (Reference (ab))), master plan, training and test range management plan, and other support plans, programs, and projects.



5.5. The Secretary of the Air Force, in addition to the responsibilities in paragraph 5.4., shall maintain a large-area, fixed-wing, aerial pesticide application capability, including specially trained air and ground crews, to control disease vectors, pest organisms, and vegetation, and to treat oil spills in combat areas, on DoD installations, or in response to declared emergencies.

5.6. The Secretary of the Army, in addition to the responsibilities in paragraph 5.4 and as Support Agent for the AFPMB, shall provide administrative and logistic support, through the Surgeon General of the Army, for operation of the AFPMB.

5.7. The Surgeon General of the Army, under the Secretary of the Army, shall provide three field grade military entomologists to the AFPMB staff.

5.8. The Surgeon General of the Navy shall:

5.8.1. Provide two field grade military entomologists to the AFPMB staff.

5.8.2. Evaluate the efficacy and military applicability of commercially available equipment.

5.9. The Surgeon General of the Air Force shall provide two field grade military entomologists to the AFPMB staff.

## 6. PROCEDURES

6.1. The Military Services' and DLA IPM programs shall include the elements in Enclosures 3, 4, 5, and 7.

6.2. The AFPMB, established by Reference (b) and consisting of a council and committee structure, directorate, and Defense Pest Management Information Analysis Center (DPMIAC), shall operate as described in Enclosure 6.

## 7. INFORMATION REQUIREMENTS

Report Control Symbol DD-A&T(A&AR)1080 prescribes record-keeping and reporting requirements. Existing data elements shall be used in reporting requirements whenever possible.

## 8. RELEASABILITY

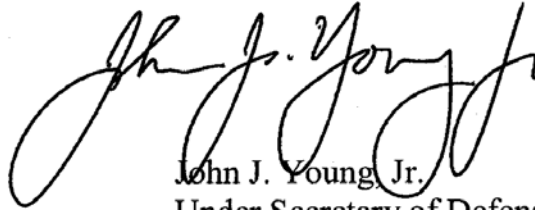
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9. EFFECTIVE DATE

This Instruction is effective ~~immediately~~ *May 29, 2008*.



John J. Young, Jr.  
Under Secretary of Defense  
for Acquisition, Technology and Logistics

Enclosures - 7

- E1. References, continued
- E2. Definitions
- E3. DoD Environmental Security Measures of Merit for Pest Management
- E4. DoD IPM Program Elements
- E5. Content of IPM Plans, Suggested Format
- E6. AFPMB Functions, Organizations, and Management
- E7. Procedures for the Acquisition of Pest Management Materiel (Equipment and Pesticides)

E1. ENCLOSURE 1

REFERENCES, continued

- (e) Section 125 of title 10, United States Code
- (f) Army Regulation 10-64/Chief of Naval Operations Instruction 6700.2/Air Force Regulation 160-29/Marine Corps Order 5420.18A, "Joint Field Operating Agencies of the Office of The Surgeon General of the Army," August 16, 1988
- ~~(g) DoD 4150.7 P, "DoD Plan for the Certification of Pesticide Applicators," September 30, 1996~~
- ~~(g) DoD Manual 4150.07, "DoD Pest Management and Certification Program" May 23, 2013~~
- ~~(h) DoD 4150.7 M, "DoD Pest Management Training and Certification," April 24, 1997~~
- (i) DoD Instruction 5025.01, "DoD ~~Directives System Issuances Program~~," ~~October 28, 2007~~ *August 1, 2016, as amended*
- (j) Section 113, Chapter 1, of title 32, United States Code
- (k) DoD 4715.5G, Overseas Environmental Baseline Guidance Document, ~~+~~ *May 1, 2007*
- (l) AFPMB Technical Guide 11, "Hydrogen Phosphide Fumigation with Aluminum Phosphide," current edition<sup>1</sup>
- (m) AFPMB Technical Guide 14, "Personal Protective Equipment for Pest Management Personnel," current edition
- (n) AFPMB Technical Guide 15, "Pesticide Spill Prevention and Management," current edition
- (o) AFPMB Technical Guide 16, "Pesticide Fires -- Prevention, Control, and Cleanup," current edition
- (p) AFPMB Technical Guide 17, "Military Handbook, Design of Pest Management Facilities," November 1, 1991
- (q) AFPMB Technical Guide 18, "Installation Pest Management Program Guide," March 11, 2003
- (r) AFPMB Technical Guide 20, "Pest Management Operations in Medical Treatment Facilities," current edition
- (s) AFPMB Technical Guide 21, "Pesticide Disposal Guide for Pest Control Shops," current edition
- (t) AFPMB Technical Guide 24, "Contingency Pest Management Guide," current edition
- (u) AFPMB Technical Guide 26, "Tick-borne Diseases: Vector Surveillance and Control," current edition
- (v) AFPMB Technical Guide 27, "Stored-Product Pest Monitoring Methods," current edition
- (w) AFPMB Technical Guide 29, "Integrated Pest Management (IPM) in and Around Buildings," current edition
- (x) AFPMB Technical Guide 36, "Personal Protective Measures Against Insects and Other Arthropods of Military Significance," current edition
- (y) AFPMB Technical Guide 39, "Guidelines for Preparing DoD Pest Control Contracts Using Integrated Pest Management," current edition
- (z) DoD Instruction 6490.03, "Deployment Health," August 11, 2006

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<sup>1</sup> All AFPMB Technical Guides are available at [www.afpmb.org/pubs/tims/tims.htm](http://www.afpmb.org/pubs/tims/tims.htm)

- (aa) DoD Instruction 6055.01, "DoD Safety and Occupational Health (SOH) Program," ~~August 19, 1998~~ *October 14, 2014*
- (ab) DoD Instruction 4715.03, "~~Environmental~~ *Natural Resources* Conservation Program," ~~May 3, 1996~~ *March 18, 2011*
- (ac) Parts 1500-1508 of title 40, Code of Federal Regulations
- (ad) Sections 4321 through 4370a of title 42, United States Code
- (ae) Army Regulation 40-12/Secretary of the Navy Instruction 6210.2A/Air Force Regulation 161-4, "Quarantine Regulations of the Armed Forces," January 24, 1992
- (af) DoD Foreign Clearance Guide, current edition
- (ag) Memorandum of Agreement between the United States Department of Agriculture and the Department of Defense for Conduct of Forest Insect and Disease Suppression on Lands Administered by the U.S. Department of Defense, December 1990<sup>2</sup>
- (ah) Executive Order 13112, "Invasive Species," February 3, 1999
- ~~(ai) DoD 4500.9 R, "Defense Transportation Regulation (DTR), Part V, "Department of Defense Customs and Border Clearance Policies and Procedures," September 2007~~
- (ai) Defense Transportation Regulation 4500.9-R, Part V, "Department of Defense Customs and Border Clearance Policies and Procedures," March 2011, as amended*
- (aj) DLA Regulation 4145.31, "Integrated Stored Products Pest Management," June 20, 2002<sup>3</sup>
- (ak) Department of Defense-Legacy Resource Management Program, "The Green Book - Environmental Guidebook for Military Golf Courses," current edition<sup>4</sup>
- (al) Department of Defense-United States Department of Agriculture/Animal and Plant Health Inspection Service/Animal Damage Control Memorandum of Agreement on Animal Damage Control, April 1990<sup>5</sup>
- (am) Army Regulation 40-905/Secretary of the Navy Instruction 6401.1A/Air Force Instruction 48-131, "Veterinary Health Services," 29 August 2006
- (an) Section 1001 et seq. and section 1531 et seq. of title 16, United States Code
- (ao) Executive Order 11850, "Renunciation of Certain Uses in War of Chemical Herbicides and Riot Control Agents," April 8, 1975
- (ap) Unified Facilities Guide Specifications 31 31 16, "Soil Treatment for Subterranean Termite Control," April 2006<sup>6</sup>
- ~~(aq) DoD Directive 5105.18, "DoD Committee Management Program," February 8, 1999~~
- (aq) DoD Instruction 5105.18, "DoD Intergovernmental and Intragovernmental Committee Management Program," July 10, 2009, as amended*
- (ar) Defense Federal Acquisition Regulation Supplement, Subpart 208.7003-1, "Assignments under integrated materiel management (IMM)," current edition

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<sup>2</sup> Available at [http://www.afpmb.org/pubs/dir\\_inst/Forest%20Pest%20Suppression%20Pkg.pdf](http://www.afpmb.org/pubs/dir_inst/Forest%20Pest%20Suppression%20Pkg.pdf)

<sup>3</sup> Available at <https://www.dscpl.dla.mil/subs/support/qapubs/instructions/4145-31.pdf>

<sup>4</sup> Available at

<https://www.denix.osd.mil/portal/page/portal/denix/environment/NR/conservation/PlanningToolsHandbooksGuidelines/TheGreenBook>

<sup>5</sup> Available at

[http://www.afpmb.org/pubs/dir\\_inst/Animal%20Damage%20Assessment%20and%20Control%20Memo.pdf](http://www.afpmb.org/pubs/dir_inst/Animal%20Damage%20Assessment%20and%20Control%20Memo.pdf)

<sup>6</sup> Available at <http://www.wbdg.org/ccb/DOD/UFGS/UFGS%2031%2031%2016.pdf>

## E2. ENCLOSURE 2

### DEFINITIONS

Unless otherwise noted, the following terms and their definitions are for the purposes of this Instruction only.

E2.1. Certified DoD Pesticide Dispersal Equipment Trainer. A certified DoD pesticide applicator authorized by a Military Service training center to provide hands-on pesticide dispersal equipment training in partial fulfillment of DoD pesticide applicator recertification competency requirements.

E2.2. Certifying Officials. Pest management consultants who certify the competency of DoD pesticide applicators per References (g) ~~or (h)~~. The senior pest management consultants nominate certifying officials in writing to the AFPMB Director for review and approval.

E2.3. Direct Supervision. Supervision that includes being at the specific location where pesticide application is conducted; providing instruction and control; and maintaining a line-of-sight view of the work performed. Certain circumstances may temporarily remove the line-of-sight view. Under these temporary circumstances, the supervisor shall be responsible for the actions of the pesticide applicators. (See paragraph E2.16.4.) Direct supervision is only permitted for DoD applicators who are in training; it is not permitted for contractor applicators.

E2.4. Disease Vector. Any animal capable of transmitting the causative agent of a human disease; serving as an intermediate or reservoir host of a pathogenic organism; or producing human discomfort or injury, including (but not limited to) mosquitoes, flies, ticks, mites, snails, and rodents.

E2.5. Disinsection. The procedure of killing or removing insects from ships or aircraft to prevent their importation into another port or country.

E2.6. DoD Employee. Federal employees of the Department of Defense, to include title 5, U.S.C. civilians, Active Duty military members, Active Guard Reserve (AGR) military members, National Guard and Reserve military members while on unit training assemblies, and Federal technicians. This term does not include employees involved in civil work functions of the Army Corps of Engineers, National Guard military members who are not on AGR (i.e., do not perform 180 days of continuous active service), or state civilians for whom the Federal government pays salaries through cooperative agreements.

E2.7. DoD Integrated Pest Management Program. A single, comprehensive program that encompasses all pest management activities of the Department of Defense.

E2.8. DoD Property. A DoD installation, site, or activity on property that is under control of the Department of Defense by ownership, permit, lease, license, or other land or facility-use agreement.

E2.9. IPM. Pursuant to section 136 of Reference (d), a sustainable approach to managing pests by combining biological, cultural, physical, and chemical tools in a way that minimizes economic, health, and environmental risks.

E2.10. IPM Plan. A long-range, well-defined planning and operational document that describes the IPM program. Written pest management plans are required as a means of establishing and implementing IPM.

E2.11. Installation IPM Coordinator. A DoD employee or contractor officially designated by the installation commander to coordinate and oversee the installation IPM program.

E2.12. Invasive Species. A non-native species whose introduction does or is likely to cause economic harm or harm to human health.

E2.13. Monitoring. Thorough inspections or surveys conducted on a regular basis to determine the presence and abundance of pests or disease vectors.

E2.14. Nuisance Pests. Insects, other arthropods, and other organisms that do not cause economic damage or adversely affect human health but that cause annoyance.

E2.15. Personal Relief. Pest control efforts made by DoD personnel or their family members at their own expense for control of pests consistent with DoD and Military Service pest management policy.

E2.16. Pesticide. Any substance or mixture of substances, including biological control agents, that may prevent, destroy, repel, or mitigate pests and is specifically labeled for use by the EPA. Also, any substance or mixture of substances used as a plant regulator, defoliant, desiccant, disinfectant, or biocide. The AFPMB does not review or approve disinfectants or biocides.

E2.16.1. Certified Pesticide Applicator. Any individual who applies pesticides or, in the case of DoD employees, supervises the use of pesticides during apprenticeship training. A certified applicator has successfully completed an EPA-approved training program that includes written examinations in core and specific application categories. Certification may be by the Department of Defense, a State, or for OCONUS by the provisions of paragraph 2.5. of this Instruction.

E2.16.2. DoD-Certified Applicator. A DoD military or DoD civilian employee, certified in accordance with References (g) ~~or (h)~~, who applies pesticides on DoD installations and property.

E2.16.3. Contractor Applicator. A contract employee, certified by a State or host nation, who applies pesticides on DoD installations and property. The contractor shall be required to provide evidence of certification of applicators in all appropriate pest management categories for which the work is to be done at the time the contract is let.

E2.16.4. Uncertified DoD Applicator. A DoD employee who is not certified and can only apply pesticides under the direct supervision of a DoD-certified applicator during an apprenticeship period not exceeding 2 years.

E2.17. Pest Management. The prevention and control of disease vectors and pests that may adversely affect the DoD mission or military operations; the health and well-being of people; or structures, materiel, or property.

E2.18. Pest Management Consultant. A DoD employee pest management professional who provides technical and management guidance on using IPM to prevent and control pests and disease vectors. The AFPMB Director approves some pest management consultants as certifying officials of pesticide applicators.

E2.19. Pest Management Materiel. Equipment or pesticides used to monitor, prevent, or control pests and disease vectors. Equipment items include, but are not limited to, all pesticide dispersal equipment, traps, nets, and pest-attracting or pest-repelling devices.

E2.20. Pest Management Professional (PMP). A DoD military officer commissioned in the Medical Service or Biomedical Sciences Corps or DoD civilian employee with a college degree in biological, physical, or agricultural sciences whose current job includes pest management responsibilities. A DoD civilian employee must also meet Office of Personnel Management qualification standards. Based on assignment, some pest management professionals are pest management consultants.

E2.21. Pest Management Quality Assurance Evaluator (PMQAE) or Pest Management Performance Assessment Representative (PMPAR). A DoD employee trained in pest management at DoD sponsored courses, who protects the Government's interest through on-site performance evaluation of commercial pest management contracts or other contracts that involve the use of pesticides.

E2.22. Pests. Arthropods, birds, rodents, nematodes, fungi, bacteria, viruses, algae, snails, marine borers, snakes, weeds, and other organisms (except for human or animal disease-causing organisms) that adversely affect readiness, military operations, or the well-being of personnel and animals; attack or damage real property, supplies, equipment, or vegetation; or are otherwise undesirable.

E2.23. Senior Pest Management Consultants. Pest management consultants who are the primary points of contact for their respective IPM programs, providing technical guidance, management oversight, and information requirements. The Military Services designate a senior pest management consultant in writing to the AFPMB Director for review and approval.

E2.24. State. Any one of the 50 United States of America; the District of Columbia; the Commonwealths of Puerto Rico, the Northern Marianas, the Virgin Islands; and the Territories of Guam and American Samoa.

E2.25. Surveillance. Thorough inspections or surveys made before or after pest management treatments to determine the presence and abundance of pests or disease vectors.

E2.26. Technical Guides. Guides (formerly called Technical Information Memoranda) prepared by the AFPMB on specific pest management and disease vector control topics. Technical Guides are available on the AFPMB web site, <http://www.afpmb.org>.

E2.27. Training. Formal or informal instruction in one or more subject areas of IPM and disease vector control to increase the expertise and measurable competence of pest management personnel in performance of specific IPM and disease vector control skills. Training methods include workshops, seminars, conferences, symposia, training courses, apprenticeships, interactive models, distance learning including satellite and video tele-training, correspondence courses, training support packages including video-based products, and other distributive learning products or materials.



E3. ENCLOSURE 3

DoD MEASURES OF MERIT FOR PEST MANAGEMENT

E3.1. MEASURE OF MERIT 1: IPM PLANNING

Through the end of Fiscal Year (FY) 2010, 100 percent of DoD installations will maintain IPM plans that are reviewed and approved by a DoD-certified pest management consultant and annually updated by the installation pest management coordinator.

E3.2. MEASURE OF MERIT 2: PESTICIDE USE REDUCTION

Through the end of FY 2010, the Department of Defense will maintain the reduction goal in annual pesticide use by both government and contractor pesticide applicators on DoD installations. This reduction goal is set at an average of the FY 2002 and 2003 usage, which is 389,000 pounds of active ingredient (45 percent of the original 1993 baseline – a 55 percent reduction).

E3.3. MEASURE OF MERIT 3: PESTICIDE APPLICATOR CERTIFICATION

Through the end of FY 2010, 100 percent of DoD pesticide applicators will be certified. Direct hire employees, certified in accordance with References (g) ~~or (h)~~, have a maximum of 2 years to become certified after initial employment. Contracted employees shall have appropriate State or host-nation certification in the appropriate categories at the time the contract is let.

E4. ENCLOSURE 4

DoD IPM PROGRAM ELEMENTS

E4.1. DoD IPM PROGRAMS. These programs shall include the following elements described in this enclosure:

- E4.1.1. Integrated Pest Management Plans
- E4.1.2. Installation Consultative Support, IPM Program Reviews, and Audits
- E4.1.3. Training and Certification of Pest Management Personnel
- E4.1.4. Pesticide Storage, Handling, and Disposal
- E4.1.5. Contracting for Commercial Pest Management Services
- E4.1.6. Specific Pest Management Operations
- E4.1.7. Pest Management in Sensitive Areas
- E4.1.8. Pest Management and Disease Vector Control in Military Contingency Operations
- E4.1.9. Prohibited Pest Management Practices
- E4.1.10. Reports and Records

E4.2. IPM PLANS. Each installation shall have an IPM plan as described in Enclosure 5. The plan shall list all program objectives according to potential or actual impact on mission and readiness. Upon approval by a DoD-certified pest management consultant, an installation's plan may be included within the scope of another installation or a larger command IPM plan. A pest management consultant shall review and technically approve these plans. IPM coordinators shall ensure compliance with plans.

E4.2.1. Military Departments' and DLA's Role. Major commands and headquarters shall ensure that installations have IPM plans and programs maintained by the appropriate pest management consultants through technical assistance, program review, and program oversight. Installation commanders or other appropriate government authorities shall:

- E4.2.1.1. Plan and budget for the development and maintenance of the IPM plan.
- E4.2.1.2. Direct qualified personnel to develop and update the IPM plan annually.
- E4.2.1.3. Designate in writing an IPM coordinator to oversee the plan.

E4.2.1.4. Direct the IPM coordinator to formally coordinate, as appropriate, portions of the IPM plan as listed in Enclosure 5 and to sign the cover sheet of the IPM plan.

E4.2.1.5. Direct the natural resource program manager to review and cross-reference appropriate portions of the IPM plan for consistency with the goals and objectives of current and planned installation programs, plans, and projects (e.g., INRMP or ICRMP, Reference (ab)); training and test range management, master, endangered species recovery, bird airstrike hazard, golf course management, and grounds maintenance plans; facilities construction site approvals; and other plans, programs, and projects.

E4.2.1.6. Direct the IPM coordinator to forward the IPM plan to the designated pest management consultant for review and technical approval.

E4.2.1.7. Approve, sign, and implement the IPM plan.

E4.2.1.8. Ensure that all pest management operations performed on the installation, except those for personal relief, are recorded, and that all records are properly maintained and reported as defined by the designated pest management consultant.

E4.2.1.9. Ensure that the IPM plan is in compliance with the National Environmental Policy Act (NEPA) as verified by the installation site approval process or special NEPA review pursuant to parts 1500-1508 of title 40, Code of Federal Regulations (Reference (ac)).

E4.2.2. Content. IPM plans shall be well-defined, long-range, narrative documents, as outlined in Enclosure 5, and shall:

E4.2.2.1. As part of the annual IPM plan update, list pesticides for approval. Include EPA registration numbers, target pests, and sites that were approved by a certified pest management consultant for use in the IPM program.

E4.2.2.2. Prior to conducting operations, describe all health and safety measures, including posting and notification, that will be taken to protect both pest management personnel and others from pesticide exposure.

E4.2.2.3. Describe any pest management operation with special environmental considerations, such as those that may adversely affect water, endangered or other protected species or their habitats, or involve the aerial application of pesticides.

E4.2.2.4. Identify vector-borne disease threats and describe medical department collaboration with local and State agencies or host nations for vector surveillance and control.

E4.2.2.5. Include golf course pest management operations where applicable.

### E4.3. INSTALLATION CONSULTATIVE SUPPORT, IPM PROGRAM REVIEWS, AND AUDITS

E4.3.1. Pest management professionals are available on request to provide technical assistance for the pesticide portion of environmental audits, to provide follow-up assistance to audits, or to further evaluate audit findings.

E4.3.2. Installations shall notify the appropriate pest management consultant whenever Federal, State, or local regulators ask to observe pest management operations. Pest management consultants shall ensure that such visits are consistent with Chapter 2, section E of Reference (g).

### E4.4. TRAINING AND CERTIFICATION OF PEST MANAGEMENT PERSONNEL

E4.4.1. Personnel Qualifications. The IPM coordinator shall have the educational background, technical knowledge, and management skills to implement and oversee the pest management program. IPM coordinators shall be trained in accordance with Military Services implementing instructions.

E4.4.2. Training and Certification. All DoD personnel who apply or supervise the application of pesticides shall be trained and certified within 2 years of employment in accordance with References (g) ~~or (h)~~. DoD personnel who are undergoing apprenticeship training but are not yet certified shall apply pesticides only under the direct supervision of a DoD-certified pesticide applicator. Initial certification is valid for up to 3 years. This does not apply to applicators, who must all be certified at the time the contract is let.

E4.4.2.1. In accordance with References (g) ~~or (h)~~, DoD-certified pesticide applicators shall be recertified every 3 years. The recertification interval for State-certified contractor applicators varies from 1 to 5 years, depending on the State. References (g) ~~and (h)~~ permit DoD certifying officials to administratively extend the certifications of DoD civilian applicators for up to 6 months for cause. For military personnel, certification may be extended on a one-time basis only for a period of not more than 12 months.

E4.4.2.2. Contractor employees performing pest management work on a DoD installation shall be certified prior to the beginning of the contract under a State plan accepted in the State in which the work is performed. Additionally, the contractor shall provide evidence of training and experience equivalent to that determined by the Military Services as necessary to satisfy the performance requirements for the particular pest management function to be contracted. Successful bidders for contracts shall be afforded the opportunity to receive initial DoD pest management training on a space-available basis at the contractor's expense.

E4.4.2.3. PMQAEs or PMPARs shall monitor and evaluate contractor performance of pest management services. DoD employees certified in accordance with References (g) ~~or (h)~~ may be available to assist the PMQAE or PMPAR. Small installations requiring minor pest control contracts shall notify the designated pest management consultant prior to award. If an

installation's pest management contract efforts are less than 0.25 work-years, the presence of a trained PMQAE at the installation is recommended, but is not mandatory.

E4.4.2.4. The Military Services shall encourage all pest management professionals to obtain appropriate certification in accordance with References (g) ~~or (h)~~. Pest management professionals shall be currently certified in the appropriate applicator categories if they:

E4.4.2.4.1. Work as pest management consultants and make recommendations for the use of pesticides or approve annual pesticide use proposals.

E4.4.2.4.2. Approve the aerial application of pesticides on DoD installations.

E4.4.2.4.3. Apply pesticides or directly supervise the application of pesticides.

E4.4.2.4.4. Conduct demonstrations on the proper use and techniques of pesticide application or supervise such demonstrations.

E4.4.2.4.5. Conduct field research that includes using or supervising the use of pesticides.

E4.4.2.5. DoD personnel and family members who apply pesticides under DoD installation self-help programs or for their own relief are exempted from the certification requirement. Requirements for operational and deployable military personnel are described in section E4.7 of this enclosure. DoD certification training requirements are exempted (waived) under the following circumstances:

E4.4.2.5.1. For use of pest control products distributed under installation self-help programs.

E4.4.2.5.2. For pesticides procured and used by residents at government quarters assigned to them.

#### E4.5. PESTICIDE STORAGE, HANDLING, AND DISPOSAL

E4.5.1. Pesticide Storage Facilities. The design of pesticide storage facilities shall comply with standards described in Reference (p). Existing facilities shall comply with all applicable regulatory standards and shall, where feasible, be modified to meet the minimum standards for new pesticide storage facilities.

E4.5.2. Pesticide Disposal. The IPM coordinator ensures that excess EPA-registered pesticides are either returned to the DLA Materials Return Program or transferred to the servicing Defense Reutilization and Marketing Office. The designated pest management consultants provide assistance in identifying installations where serviceable excess pesticides can be used. When the EPA publishes a proposed pesticide regulatory action involving pesticide label suspension or cancellation that affects the Department of Defense, the Military Services

and installations comply with administrative procedures developed between the DLA and AFPMB. The Military Services can use Reference (s) for guidance on pesticide disposal.

E4.5.3. Pesticide Safety. To ensure the safe use of pesticides, DoD personnel shall handle and apply pesticides in accordance with the product's label directions and the guidance in References (m), (n), (o), and (s), respectively. To prevent accidental contamination of ducts with termiticides, DoD policy prohibits new construction of buildings with heating, ventilation, and air conditioning (HVAC) ducts located in and below the floor. Similarly, DoD policy prohibits post-construction treatment of existing structures with in-slab HVAC ducts without a waiver from the appropriate pest management consultant.

#### E4.6. CONTRACTING FOR COMMERCIAL PEST MANAGEMENT SERVICES

E4.6.1. Background. The Department of Defense shall use pest management contracts when cost-effective or when advantageous for non-routine, large-scale, or emergency services, especially when specialized equipment or expertise is needed. Contractors shall comply with State regulatory requirements in the State where the work is performed. All contractor personnel who apply pesticides on DoD property shall be certified in that State. This requirement applies even if the State in which the DoD property is located permits uncertified personnel to work under the supervision of a certified person on non-DoD property in that State. Outside the United States, contractors shall comply with paragraph 2.6. of this Instruction.

E4.6.2. Review and Approval. Pest management consultants shall review and technically approve contract documents for pest management operations, including augmentation contracts, to ensure that appropriate pest management standards and IPM are specified. The Military Services shall encourage installations that lack expertise in pest management to request the services of a DoD pest management consultant to develop the technical portions of pest management contracts in accordance with Reference (y). Pest management consultants can act as technical consultants during the performance of contracted work.

E4.6.3. Credit Card Use. GPC and all other forms of procurement for contracts, pesticides, and pesticide equipment must first be reviewed and approved by the Military Services and DLA pest management consultants. Pesticide applications made as the result of GPC procurement shall be reported to the IPM coordinator for inclusion in the monthly pest control report and for documentation, if recurring, in the IPM plan.

#### E4.6.4. Quality Assurance for Pest Management Contracts

E4.6.4.1. The Military Services shall ensure that PMQAEs who inspect the performance of contractor-provided pest management services are DoD PMQAE-trained or hold DoD certification.

E4.6.4.2. Installation commanders shall base PMQAE staffing decisions on the following criteria:

E4.6.4.2.1. The number of pest management operations requiring 100 percent inspection.

E4.6.4.2.2. The number of different functions being performed simultaneously.

E4.6.4.2.3. The scope of the contract, including required productive work-years.

E4.6.4.2.4. The level of monitoring or surveillance required for each operation.

#### E4.7. SPECIFIC PEST MANAGEMENT OPERATIONS

E4.7.1. Aerial Application of Pesticides. Documentation for aerial application projects shall be in accordance with DoD and Military Service environmental requirements, including compliance with sections 4321 through 4370a of title 42, U.S.C. (Reference (ad)). The DoD Military Service shall ensure that a pest management consultant who is certified in the aerial application category validates and approves all proposed aerial applications. Approval shall be obtained before aerial application operations commence. Pest management consultants shall collaborate with the 910th Airlift Wing (910AW) during the review and approval process for aerial spray projects involving the 910AW. IPM coordinators should update project documentation, particularly the associated environmental assessment, if subsequent aerial application operations are planned.

E4.7.2. Disinsection of Military Aircraft. DoD personnel shall disinsect military aircraft for disease vectors and agricultural pests only when:

E4.7.2.1. Required by a foreign nation as a prerequisite to entry as specified in AR 40-12/Secretary of the Navy Instruction (SECNAVINST) 6210.2A/AFR 161-4 (Reference (ae)).

E4.7.2.2. Mandated by the U.S. Department of Health and Human Services or the U.S. Department of Agriculture.

E4.7.2.3. Directed by a command-level or higher authority who, consistent with Reference (ae), has determined that the point of embarkation has active vector-borne disease.

E4.7.2.4. No passengers are on board except when mandated by the DoD Foreign Clearance Guide (Reference (af)).

E4.7.3. Forest Pests. In accordance with the U.S. Department of Agriculture (USDA)/DoD Memorandum of Agreement (MOA) (Reference (ag)), the Military Services shall cooperate with the USDA Forest Service on applicable pest management programs. These include annual USDA funding for forest insect and disease suppression projects on DoD-controlled land.

E4.7.4. Medically Important Pests. The DoD Military Services shall ensure that responsibilities for surveillance and control of medically important pests, including insects and other arthropods, are clearly delineated in installation pest management plans and operational



plans. Specific guidance on the surveillance and control of tick disease vectors is found in Reference (u).

E4.7.5. Nuisance Pests. Installation pest management personnel shall not apply pesticides or perform other control procedures for nuisance pests unless such measures have been approved by the appropriate pest management consultant.

E4.7.6. Invasive Species Management. The Military Services shall comply with regulations, including Executive Order 13112 (Reference (ah)), requiring Federal agencies subject to the availability of appropriations to use relevant programs and authorities to:

E4.7.6.1. Prevent the introduction of invasive species.

E4.7.6.2. Detect and respond rapidly to and control populations of such species using IPM techniques.

E4.7.6.3. Monitor invasive species populations accurately and reliably.

E4.7.6.4. Restore native species and habitat conditions in ecosystems that have been invaded.

E4.7.6.5. Conduct research on invasive species, develop technologies to prevent introduction, and provide the latest IPM techniques for their control.

E4.7.6.6. Promote public education on invasive species.

E4.7.7. Pest Management in Military Quarters and Housing

E4.7.7.1. Background. Installation commanders shall ensure that residents of military quarters and housing practice good sanitation and correct minor nuisance pest problems. Quarters and housing occupants are responsible for controlling pests, such as cockroaches, household infesting ants, and mice not originating in other quarters. Housing occupants shall not be responsible for controlling medically important pests, including venomous arthropods, and structural pests that could damage property. All pest control measures used in housing privatization projects must comply only with State and local laws and regulations.

E4.7.7.2. Installation Role. Installation Commanders shall ensure that installation pest management services are provided in military housing only when the pest threatens Government property or the occupants' health, and the occupants have been unable to control the pests through self-help efforts. Exceptions shall only be made with the concurrence of the appropriate pest management consultant. All pest control measures used in housing privatization projects must comply only with State and local laws and regulations.

E4.7.7.3. Self-Help Program

E4.7.7.3.1. The Military Services shall establish installation self-help pest management for military housing when cost-effective, when IPM monitoring indicates the need for control, and when these facilities are not part of the housing privatization program. The senior pest management consultant may recommend that self-help pest management materials be issued to occupants, including cockroach and ant baits and/or traps, mouse traps, glue boards, and ready-to-use aerosol pesticides. The office designated to manage the installation's self-help program should coordinate procurement and storage of pest management materials with the installation pest management shop, hazardous material manager, and the DLA Supply Center.

E4.7.7.3.2. Installation commanders shall ensure that self-help personnel provide written instructions and appropriate precautions, beyond those on pesticide labels, to qualified military quarters, housing occupants, and building managers to ensure proper pesticide application and safety.

E4.7.7.3.3. If pesticides are issued to occupants, records must be maintained as described in subparagraph 5.4.20.7 of this Instruction. These records should enable installation self-help personnel to validate the occupants' attempts to control target pests before providing installation pest management services. Pest management consultants should review these records during annual reviews to evaluate the efficiency of the installation's self-help program.

E4.7.7.3.4. Pest management consultants may develop non-housing self-help programs by implementing Military Service instructions as documented in IPM plans. For example, programs may be developed for small, detached facilities or for shop personnel at large facilities where frequent wasp problems interfere with operations. Such programs must be documented in pest management plans and must feature ready-to-use, low toxicity pesticides selected by the pest management consultant, as well as training, proper storage, accountability for materials, and reporting.

E4.7.8. Pest Management at Closing Installations. Because pests may cause serious damage to unused facilities, the Military Services shall ensure that pest management consultants provide guidance as needed to protect all closing or closed facilities from pests from the beginning of deactivation until property disposal.

E4.7.9. Quarantinable Pests. Reference (af) contains quarantine policy oriented toward medical pests. Reference (ab) establishes policy and responsibilities for administrating the USDA Agriculture Pre-Clearance Program as part of the Defense Transportation Regulation (Reference (ai)).

E4.7.10. Stored Products Pests. The Military Services shall implement measures to minimize insect and vertebrate pest damage to subsistence, clothing and textiles, medical, and other infestible stored materiel according to References (l) and (v). Reference (l) provides guidance on fumigating subsistence stocks. Guidance for protecting meal, ready-to-eat rations is available from Military Service pest management consultants. DLA Regulation 4145.31 (Reference (aj)) provides pest management guidance on infestible stored products.

E4.7.11. Turf and Ornamental Pests. Installation commanders shall implement measures to prevent unacceptable damage to shade trees, ornamental plantings, and turf by insects, diseases, and weeds. The pest management plan shall identify recurring infestations. Installation commanders shall ensure the IPM plan describes the use of IPM for turf and ornamental pests as well as environmentally and economically beneficial land management practices, such as the use of native plants, to reduce pesticide use. For information regarding pest management on military golf courses consult the Green Book (Reference (ak)).

E4.7.12. Undesirable Plants. The Military Services shall develop programs to comply with section 10 of Reference (d) and the National Invasive Species Management Plan. The Military Services shall:

E4.7.12.1. Designate an office or person adequately trained in the management of undesirable plant species to develop and coordinate the Military Services' undesirable plant management program.

E4.7.12.2. Plan, program, and budget to achieve, maintain, and monitor compliance with section 10 of Reference (d).

E4.7.12.3. Ensure that installations complete and carry out cooperative agreements with State agencies regarding the management of undesirable plant species on installations.

E4.7.12.4. Establish integrated management systems to control or contain undesirable plant species targeted under cooperative agreements. Section 10 of Reference (d) does not require the Military Services to carry out programs on installations unless similar programs are being implemented on State or private lands in the vicinity of the installation.

E4.7.13. Vertebrate Pests. The Military Services shall manage vertebrate pests in accordance with the DoD-USDA/Animal and Plant Health Inspection Service/Animal Damage Control MOA (Reference (al)), and shall:

E4.7.13.1. Implement vertebrate pest management programs, including wildlife aircraft strike hazard reduction programs, to prevent vertebrate pest interference with operations, destruction of real property, and adverse impacts on health and morale.

E4.7.13.2. Cooperate with Federal, State, and local agencies that have implemented animal damage control programs on adjacent public and private lands.

E4.7.13.3. Identify the potential for secondary and non-target effects to other organisms and design programs to preclude or minimize the risks.

E4.7.13.4. Obtain all applicable Federal, State, and local permits.

E4.7.13.5. Use guidance in AR 40-905/SECNAVINST 6401.1A/AFR 48-131 (Reference (an)) for managing feral animal problems.

E4.7.14. Weed Control. Installation commanders shall ensure that weed control is performed according to section 1001 et seq. of title 16, U.S.C. (Reference (an)) on DoD installations. Herbicides will not be used in war except as provided for in Executive Order 11850 (Reference (ao)).

E4.7.15. Wood-Destroying Organisms. The Military Services shall ensure that:

E4.7.15.1. Pest management consultants review contract specifications for construction or repair of wooden structures and for termite control. The purpose is to protect wood where wood-destroying fungi and insects are present and to specify that termiticides, when needed, are applied at the highest EPA-labeled concentration and application rate. Soil treatment for termite prevention will be conducted during building construction in accordance with Unified Facilities Guide Specifications 31 31 16 (Reference (ap)).

E4.7.15.2. DoD-certified pesticide applicators or PMQAEs or PMPARs trained in pest control inspect applications of pesticides by contractors to control termites and other wood-destroying organisms.

E4.7.15.3. Trained personnel inspect wooden buildings and structures at frequencies recommended by the designated pest management professional. Installation commanders shall follow the inspection guidance provided in Reference (x).

#### E4.8. PEST MANAGEMENT IN SENSITIVE AREAS

E4.8.1. Pesticide Applications in the Range of Endangered Species. The Military Services and their facilities shall comply with section 1531 et seq. of Reference (an) (the Endangered Species Act (ESA)) and appropriate sections of Service regulations. This includes the requirement to consult or confer with Fish and Wildlife Service (FWS) or National Marine Fisheries Service (NMFS) on any activities that may affect species that are proposed for listing or listed as threatened or endangered (ESA Section 7(a)(2)). Examples of activities on a military facility that would require consultation with FWS or NMFS are development of installation pest management plans and the application of pesticides in listed species habitat. Label restrictions designed to protect listed species (e.g., regarding application of pesticides adjacent to aquatic habitats) shall be followed. PMPs will coordinate all activities that may affect listed species with the facilities' natural resource management professionals. Installation commanders shall ensure that their installation pest management plans identify areas within their installations that contain ETS, and that personnel using pesticides on the installation understand the potential impact that pesticide applications could have on ETS. OCONUS installations shall comply with paragraph 2.6 of this Instruction.

E4.8.2. Pests in Health Care Facilities. The Military Services shall ensure that pest management in health care facilities is conducted pursuant to Reference (r).

E4.8.3. Pest Management in Child Care and Food Service Facilities. The Military Services shall ensure that responsibilities for surveillance and control of rodents, insects, and other

arthropods in schools, child care, food service, and other sensitive areas are clearly delineated in installation pest management plans and operations.

E4.8.4. Cultural Resources. Installation commanders shall ensure that their installation pest management plans identify areas within their installations that are considered historic properties or cultural sites, and that personnel using pesticides on the installation understand the potential impact that pesticide applications could have on historic properties and cultural sites. DoD pest management plans shall be coordinated with the ICRMP on the limitation of pesticide usage.

#### E4.9. PEST MANAGEMENT AND DISEASE VECTOR CONTROL IN MILITARY CONTINGENCY OPERATIONS

E4.9.1. Military personnel and contractors responsible for pest management and disease vector control during military contingency operations, readiness training exercises, and deployments shall apply pesticides and conduct operations consistent with the policies and procedures in this Instruction and the guidance in Reference (t).

E4.9.2. The application of pesticides for pest management and disease vector control during military contingency operations, readiness training exercises, and deployments shall be under the overall direction of personnel certified in accordance with References (g) ~~or (h)~~. Individuals who apply pesticides in these situations shall be certified in accordance with References (g) ~~or (h)~~ or shall be under the direct or on-site supervision of individuals certified in accordance with References (g) ~~or (h)~~. Shipboard independent duty corpsmen and other military personnel who have received special training for limited site application of pre-selected pesticides during military operations or deployments are exempt from the certification requirement. However, these individuals shall be fully trained, including hands-on training for these specific applications. The Military Services shall develop specific site training programs for these individuals and a means to document training received. At a minimum, the training shall include the safe use and proper application of the limited, pre-selected pesticides for the specific site for which these individuals are trained in accordance with Reference (hg).

E4.9.3. Contract specifications shall be in compliance with the policy in paragraph 2.5 of this Instruction.

E4.9.4. The Military Services shall ensure that pesticide use in these situations is recorded as stated in subparagraph 5.4.5 of this Instruction.

#### E4.10. PROHIBITED PEST MANAGEMENT PRACTICES

E4.10.1. Electrically Operated Devices. Electromagnetic exclusion or control devices, ultrasonic repellent or control devices, and outdoor devices for electrocuting flying insects are not approved for use on DoD installations. However, indoor devices for electrocuting flying insects can be used when selected, purchased, located, and used in accordance with Reference

(x). Pest surveillance traps and monitoring equipment, such as non-electrocuting mosquito light traps, are integral tools for IPM programs.

E4.10.2. Paints and Coatings Containing Pesticides and Other Biocides. Paints containing insecticides are not approved for use on DoD property. This guidance applies to interior and exterior pesticide-containing paints intended for application to structural surfaces, such as walls, ceilings, and siding. It also applies to insecticides formulated and labeled for use as paint additives. Paints containing fungicides as mildew inhibitors may be used when application directions specify no special restrictions due to the fungicide. Approved marine anti-fouling compounds or coatings may be applied to protect surfaces of watercraft.

E4.10.3. Preventive or Scheduled Pesticide Treatments. Regularly scheduled, periodic pesticide applications are not approved for DoD property except in situations where the IPM plan clearly documents that no other technology or approach is available to protect personnel or property of high value. Installations shall not use preventive pesticide treatments, to include automated misting devices, unless the appropriate pest management consultant has given approval based upon current surveillance information or records documenting past disease vector or pest problems that require this approach.

#### E4.11. REPORTS AND RECORDS

E4.11.1. The Military Services shall ensure that all DoD installations maintain complete daily records of pesticide applications, inspections, and non-chemical pest management operations using IPMIS or a computer-generated equivalent as stated in subparagraph 5.4.20.8 of this Instruction. These records shall account for all pest control operations and shall provide a historical record of pest management operations and pesticide applications for each building, structure, or outdoor site.

E4.11.1.1. Records shall include information on the kinds, amounts, uses, dates, and places of pesticide applications as well as applicators' names and certification numbers.

E4.11.1.2. The record shall include all in-house, housing, formally contracted, and Government purchase card-procured pesticide applications performed on the installation, including work done on golf courses, by non-appropriated fund activities, by contract services, and as part of outleases and land management and forestry programs, as well as work performed by installation pest management shops.

E4.11.2. DD Form 1532 , "Pest Management Report," or an equivalent computer product, shall be produced monthly using DD Form 1532-1, "Pest Management Maintenance Record," archived at the installation and distributed to the designated pest management consultant in accordance with Military Service procedures. DD 1532s may be downloaded at <http://www.dtic.mil/whs/directives/infomgt/forms/forminfo/forminfo2130.html>.

E4.11.3. Pest management consultants shall use these data to evaluate the efficiency of the overall installation pest management program and pest management operations.

E4.11.4. Pesticides applied by installation personnel for their own relief are excluded from the record-keeping requirement.



E5. ENCLOSURE 5

CONTENT OF IPM PLANS, SUGGESTED FORMAT

E5.1. IPM PLAN ELEMENTS: GENERAL

IPM plans may include the following elements as appropriate for installation:

E5.1.1. Cover and Signature Pages

E5.1.1.1. Title

E5.1.1.2. Installation Name or Unit Identification Code

E5.1.1.3. Approval and Technical Review

E5.1.1.3.1. Signatures From:

E5.1.1.3.1.1. IPM Coordinator

E5.1.1.3.1.2. Installation Environmental Coordinator

E5.1.1.3.1.3. Installation Medical Officer

E5.1.1.3.1.4. Senior Installation Engineer

E5.1.1.3.1.5. Pest Management Consultant

E5.1.1.3.1.6. Supply Officer (if responsible for Government purchase card procurement of pest control services)

E5.1.1.3.1.7. Natural Resources Program Manager

E5.1.1.3.1.8. Cultural Resource Manager

E5.1.1.3.1.9. Installation Commander or Appropriate Government Authority

E5.1.1.3.2. Dates of Last Annual Review and Technical Approval

E5.1.2. Executive Summary

E5.1.3. Background

E5.1.3.1. Purpose

E5.1.3.2. Authority (include installation instruction, standard operating procedure, etc.), if applicable

E5.1.3.3. Plan Maintenance

E5.1.4. Responsibilities

E5.1.4.1. Commander's Representative

E5.1.4.2. IPM Coordinator

E5.1.4.3. Pest Management Personnel or Contractors

E5.1.5. Integrated Pest Management

E5.1.5.1. Legal Mandate

E5.1.5.2. IPM Operations

E5.1.6. Priority of Pest Management Work

E5.1.6.1. Public Health Pests

E5.1.6.2. Pests Found in and Around Buildings

E5.1.6.3. Structural Pests

E5.1.6.4. Noxious or Invasive Plants and Animals

E5.1.6.5. Undesirable Vegetation

E5.1.6.6. Golf Course Pests

E5.1.6.7. Quarantine and Regulated Pests

E5.1.6.8. Vertebrate Pests

E5.1.7. Health and Safety

E5.1.7.1. Medical Surveillance of Pest Management Personnel

E5.1.7.2. Hazard Communication

E5.1.7.3. Personnel Protective Equipment

E5.1.7.4. Fire Protection

E5.1.7.5. Pest Management Vehicle(s)

E5.1.7.6. Protection of the Public

E5.1.7.7. Pesticide Shop Health, Safety, and Hazard Surveys (including air sampling and ventilation systems)

E5.1.8. Environmental Considerations

E5.1.8.1. Sensitive Areas

E5.1.8.2. Endangered or Protected Species and Critical Habitats

E5.1.8.3. Cultural and Historical Sites

E5.1.8.4. Environmental Documentation

E5.1.8.5. Pesticide Spills and Remediation

E5.1.9. Program Administration

E5.1.9.1. Pest Management Operations

E5.1.9.2. Contracts or Quality Assurance

E5.1.9.3. Outleases (agricultural and housing)

E5.1.9.4. Interservice Support Agreements

E5.1.9.5. Reports and Records

E5.1.9.6. Training and Certification

E5.1.9.7. Pesticide Security

E5.1.9.8. Emergency Disease Vector Surveillance and Control

E5.1.9.9. Coordination (DoD, other Federal, State, and local)

E5.1.10. Sale and Distribution of Pesticides

E5.1.11. IPM References and Links

E5.1.12. Annexes

- E5.1.12.1. IPM Outlines
- E5.1.12.2. Annual Pesticide Use Proposal
- E5.1.12.3. Points of Contact
- E5.1.12.4. Certificates of Training or Competency

E5.2. IPM OUTLINE ELEMENTS

E5.2.1. Outline Number, Installation, and Date

E5.2.2. Target Pest or Disease Vector

E5.2.3. Site

E5.2.4. Surveillance

E5.2.4.1. Responsible organization

E5.2.4.2. Methods

E5.2.4.3. Frequency

E5.2.5. Non-chemical Techniques

E5.2.5.1. Responsible organization

E5.2.5.2. Type (biological, cultural, mechanical, etc.)

E5.2.5.3. Methods

E5.2.6. Chemical Techniques

E5.2.6.1. Responsible organization

E5.2.6.2. Basis for treatment

E5.2.6.3. Control standard

E5.2.6.4. EPA registration number(s) or refer to pesticide use proposal

E5.2.7. Remarks

E5.2.7.1. Sensitive areas

E5.2.7.2. Prohibited practices

E5.2.7.3. Environmental concerns

E5.2.8. Additional Comments (if necessary)

E6. ENCLOSURE 6

AFPMB FUNCTIONS, ORGANIZATION, AND MANAGEMENT

E6.1. FUNCTIONS

The AFPMB, under the authority, direction, and control of the ~~ADUSD(ESOH)~~ *DASD(ESOH)*, shall:

E6.1.1. Develop guidance and recommend policy to the ~~Deputy Under Secretary of Defense for Installations and Environment (DUSD(I&E))~~ *Assistant Secretary of Defense for Energy, Installations, and Environment (ASD(EI&E))* for the DoD IPM Program.

E6.1.2. Coordinate pest management activities throughout the Department of Defense.

E6.1.3. Develop, issue, and maintain manuals and other guidance necessary to implement the technical requirements of section 136 of Reference (d).

E6.1.4. Implement References (g) ~~and (h)~~ and develop comprehensive training guidance for DoD pest management personnel.

E6.1.5. Coordinate DoD contingency disease vector and pest management with the Chairman of the Joint Chiefs of Staff; the Combatant Commands, through the Chairman of the Joint Chiefs of Staff; and other contingency planning organizations.

E6.1.6. Serve as an advisory body to the Military Services and provide timely scientific and professional pest management advice.

E6.1.7. Develop and electronically distribute technical information and guidance on pest management to the Military Services by means of AFPMB Technical Guides, Disease Vector Ecology Profiles, and similar publications, available at [www.afpmb.org](http://www.afpmb.org).

E6.1.8. Review and approve introduction, stockage, and deletion of pest management materiel by the DLA in the DoD supply system. The AFPMB does not review or approve disinfectants or biocides.

E6.1.9. Operate the DPMIAC.

E6.1.10. Coordinate and develop requirements for pest management research, development, and testing in the Department of Defense.

E6.1.10.1. Provide technical coordination for the annual review of USDA pest management research of interest to the Department of Defense.

E6.1.10.2. Provide research requirements and recommendations to the Director of Defense Research Engineering, or his or her designee, and to other organizations performing pest management research, development, and testing for the Department of Defense.

E6.1.11. Establish committees that shall function in accordance with DoD ~~Directive~~ *Instruction* 5105.18 (Reference (aq)) to facilitate the performance of AFPMB functions.

E6.1.12. Support the Defense Environmental Security Council and the Environmental Safety and Occupational Health Policy Board in the area of pest management.

E6.1.13. Perform other functions as assigned.

## E6.2. ORGANIZATION AND MANAGEMENT

The AFPMB, a joint DoD activity consisting of the Council and Committee structure, the Directorate, and the DPMIAC, shall be organized and managed as follows:

E6.2.1. The Council, a part-time approval, coordination, and advisory body of the AFPMB, shall be composed of 13 voting members appointed from the Military Services and DLA. The Army, Navy, and Air Force may each appoint up to four members. The DLA may appoint one member. Federal agencies may be invited by the Council to participate in Council meetings when matters of common interest are under consideration; however, invited participants may not vote.

E6.2.1.1. The Council shall elect from among its membership a Chair of the AFPMB and a Vice Chair who will serve in the absence of the Chair. They shall serve 2-year terms that may be extended once by reelection. The Chair shall preside over meetings of the Council and the Board; establish standing and ad hoc committees and task groups to assist the Council in performing its functions; and call at least two meetings annually to carry out the mission of the Board.

E6.2.1.2. The Council may develop procedural rules as necessary to accomplish its mission.

E6.2.2. The Directorate shall be the full-time administrative and operational body of the Board. It shall be composed of a Director; a Deputy Director; a Contingency Liaison Officer (CLO); a Research Liaison Officer (RLO); the Chief, Defense Pest Management Information Analysis Center; and any professional, technical, and clerical personnel necessary for its operation and administration.

E6.2.2.1. The Director shall be an active duty military medical entomology officer, preferably in the grade O-6, nominated by the respective Surgeon General of the Military Service, and appointed by the ~~DUSD(I&E)~~ *ASD(EI&E)* for a period of 4 years. When practical, appointees shall rotate in the order of the Army, Navy, and Air Force. The Director shall supervise the Directorate, provide assistance to the Council as required, and perform other tasks

the ~~DUSD(I&E)~~ ASD(EI&E) may assign. The Director shall also serve as the Director of Defense Pest Management, Office of the ~~DUSD(I&E)~~ ASD(EI&E).

E6.2.2.2. The Deputy Director shall be an active duty military medical entomology officer, in the minimum grade of O-5. Length of tour, nomination, and appointment procedures shall be the same as for the Director. The Deputy Director shall serve in the absence of the Director.

E6.2.2.3. The CLO shall be an appropriately trained active duty medical entomology officer, with a minimum grade of O-5 and extensive field and staff experience. Length of tour, nomination, and appointment procedures shall be the same as for the Director. The CLO shall serve as the principal contact between the AFPMB and the Chairman of the Joint Chiefs of Staff; the Combatant Commands, through the Chairman of the Joint Chiefs of Staff; and Military Service organizations lacking a staff medical entomologist. The CLO shall support the contingency, readiness, and deployment functions of the AFPMB. The CLO shall provide updated information on specific vector-borne disease threats in any country in the world in coordination with the DPMIAC, shall assist in the development of appropriate sections of operational plan medical annexes, and shall identify resources for surveillance and control of disease vectors for specific operations.

E6.2.2.4. The RLO shall be an active duty military medical entomology officer, with a minimum grade of O-5, with experience in both research and administration. The length of tour, nomination, and appointment procedures shall be the same as for the Director. The RLO shall coordinate the research and evaluation function of the AFPMB and shall serve as the principal contact between the AFPMB and other Federal agencies' pest management research offices.

E6.2.2.5. The DPMIAC shall be the center for collection and analysis of IPM scientific and technical information, including images pertaining to IPM and disease vectors. It shall, upon request, distribute this information to the Military Services, the Chairman of the Joint Chiefs of Staff, and Combatant Commands. It shall also assist committees, task groups, and the AFPMB Council; provide resource material; and develop pest management Technical Guides, bulletins, and other guidance for the Military Services, the Chairman of the Joint Chiefs of Staff, and Combatant Commands. Each of the Military Services shall provide one medical entomology field grade officer to the staff of the DPMIAC. The Army, Navy and Air Force's medical entomology consultants shall nominate personnel for approval by the Director.



E7. ENCLOSURE 7

PROCEDURES FOR THE ACQUISITION OF PEST MANAGEMENT MATERIEL  
(EQUIPMENT AND PESTICIDES)

E7.1. DoD installations may purchase pest management materiel from the Federal Supply System (FSS) or from local sources when local purchase is in the best interest of the Government pursuant to Subpart 208.7003-1 of the Defense Federal Acquisition Regulation Supplement (Reference (ar)).

E7.2. DoD pest management consultants approve the procurement and use of all pesticides on DoD installations. This is normally done during the annual review of the installation's IPM plan.

E7.2.1. The AFPMB reviews and approves the stockage or deletion of pest management materiel into the FSS by the DLA.

E7.2.2. The DLA submits cataloging actions only for pest management materiel that has been approved by the AFPMB. Unapproved materiel shall be referred to the AFPMB for consideration.

E7.2.3. The Services request approval of stocking of pest management materiel through command channels to the AFPMB. Once approved, the AFPMB forwards the request to the DLA for cataloging action. Proposals from the Services recommending revision or deletion of pest management materiel from the supply system are submitted to the AFPMB in the same manner.

E7.2.4. National Stock Numbers (NSNs) are only assigned to pest management materiel for DoD use that has been approved by the AFPMB.

E7.1.5. When approved by the certified pest management consultant concerned, pest management materiel may be procured locally if needed for an emergency, required due to unique local situations, or used in quantities so small that assignment of an NSN is not feasible. Installations shall make every effort to use pest management materiel in the DoD Supply System before requesting local purchase authority. In answer to AFPMB data calls, the Military Services shall provide the AFPMB with memorandums listing all locally procured pest management materiel they have approved. The listings shall include the amount purchased, the proposed use, and any other information needed by the AFPMB. The AFPMB shall monitor the appropriateness of locally procured pest management materiel for use in the Department of Defense. When justified, the AFPMB shall request that an NSN be assigned to pest management materiel.

E7.1.6. The AFPMB's decision to stock pest management materiel will use data from all available government and commercial sources. When additional testing and evaluation is

needed, the U.S. Navy Bureau of Medicine and Surgery will evaluate the efficacy, military applicability, and durability of commercially available equipment.

E7.1.7. During deployment operations, pesticides may be locally procured according to the following instructions:

E7.1.7.1. Only those pesticides listed in the DoD Contingency Pesticide List can be used during contingency operations except where an emergency exists, as determined by the task force commander. During emergency conditions, pesticides may be procured locally with the proper approval. The DoD Contingency Pesticide List is available at <http://www.afpmb.org/pubs/standardlists/dod%20contingency%20pesticides%20list.pdf>.

E7.1.7.2. Individuals designated as PMPs by the task force surgeon approve in writing any local procurement of EPA-registered pesticides.

E7.1.7.3. Obtain approval from the AFPMB, PMPs, and the task force surgeon for local procurement of any pesticides that are not EPA-registered, but that have active ingredients and formulations listed in the DoD Contingency Pesticide List.

E7.1.7.4. Requests for local procurement of pesticides that are not EPA-registered and have active ingredients or formulations that are not listed in the DoD Contingency Pesticide List are forwarded for approval to the AFPMB (CLO), Forest Glen Section, Walter Reed Army Medical Center, Washington, DC 20307. Requests may also be made to <http://www.afpmb.org/forums/sendmessage.php>. Such requests should be forwarded by professional pest management personnel and the task force surgeon.

E7.1.7.5. Under no circumstances will pesticides be procured that contain active ingredients that are not registered by the EPA for use in the United States.