

***INTERGRATED PEST MANAGEMENT-IPM***

**ENVIRONMENTAL MANAGEMENT PROCEDURE (EMP) 4.4.6.12**

**JBLE-EUSTIS**



*25 June 2020*

*(Revised 14 June 2021)*

**INTENTIONALLY LEFT BLANK**



**DEPARTMENT OF THE AIR FORCE**  
**HEADQUARTERS 633D AIR BASE WING**  
**JOINT BASE LANGLEY-EUSTIS VA**

**OFFICE OF THE COMMANDER**

MEMORANDUM FOR ALL 733 MSG UNITS AND FEVA ORGS

SUBJECT: JBLE-Eustis Environmental Management Procedures (EMPs)

1. EMPs apply to all JBLE-Eustis activities (including tenants, associated units, and contractors) that impact any environmental resource area on the installation, to include, but not limited to Air Quality, Water Quality, Hazardous Waste, Hazardous Materials, Natural Resources, Cultural Resources, Solid Waste and Recycling, Inspections, Training, Tanks, Spill Prevention, Pollution Prevention, and Pest Management.
  - a. EMPs enable our compliance with Federal, State, Department of Defense, and Air Force regulations, directives, instructions, and manuals, and are specific to JBLE-Eustis.
  - b. EMPs assign responsibilities, provide instruction and guidance for appropriate management of environmental programs to ensure the installations regulatory compliance.
2. JBLE-Eustis personnel may access these EMPs electronically via the Environmental Management Procedures section of the JBLE-Eustis Environmental website at: <https://www.jble.af.mil/Units/Army/Eustis-Enviromental/> under Environmental Management Procedures (EMPs), EMP Library.
3. The Office of Primary Responsibility for this document is 733d Civil Engineer Squadron Environmental Element (733 CES/CEIE), and will review all EMPs annually, and update as appropriate. Major revisions require concurrence from the JBLE-Eustis Environmental Management System (EMS) Cross-Functional Team (CFT) and approval by the Environmental Safety and Occupational Health Council (ESOHC).
4. All EMPs are unclassified and will be posted in "Read Only" .pdf format, reviewed, revised and rescinded IAW current directives.

**COL HUNG**

Digitally signed by COL HUNG  
Date: 2021.09.15 09:35:07  
-04'00'

HARRY D. HUNG, Colonel, USA  
Vice Commander

**INTENTIONALLY LEFT BLANK**

## Table of Contents

<b>Environmental Management Procedure (EMP) 4.4.6.12</b> .....	1
<b>SUBJECT:</b> .....	1
<b>PURPOSE AND POLICY:</b> .....	1
<b>DOCUMENT CONTROL:</b> .....	1
<b>REFERENCES:</b> .....	1
<b>SCOPE:</b> .....	1
<b>ROLES AND RESPONSIBILITIES:</b> .....	1
<b>PROCEDURES:</b> .....	4
<b>SECTION: 4.4.6.12.1</b> .....	5
<b>SUBJECT: Principles of Integrated Pest Management as per DoD Program</b> .....	5
<b>PURPOSE:</b> .....	5
<b>REFERENCES:</b> .....	6
<b>SCOPE:</b> .....	6
<b>ROLES AND RESPONSIBILITIES:</b> .....	6
<b>PROCEDURES:</b> .....	6
<b>SECTION: 4.4.6.12.2</b> .....	8
<b>SUBJECT: Priorities for Pest Management Operations</b> .....	8
<b>PURPOSE:</b> .....	8
<b>REFERENCES:</b> .....	8
<b>SCOPE:</b> .....	8
<b>ROLES AND RESPONSIBILITIES:</b> .....	8
<b>PROCEDURES:</b> .....	9
<b>SECTION: 4.4.6.12.3</b> .....	10
<b>SUBJECT: Integrated Pest Management Plan</b> .....	10
<b>PURPOSE:</b> .....	10
<b>REFERENCES:</b> .....	10
<b>SCOPE:</b> .....	10
<b>ROLES AND RESPONSIBILITIES:</b> .....	10
<b>PROCEDURES:</b> .....	10
<b>SECTION: 4.4.6.12.4</b> .....	11
<b>SUBJECT: Procedures for accreditation, training, and certification for personnel who perform Installation Pest Management Operations</b> .....	11
<b>PURPOSE:</b> .....	11

<b>REFERENCES:</b> .....	11
<b>SCOPE:</b> .....	12
<b>ROLES AND RESPONSIBILITIES:</b> .....	12
<b>PROCEDURES:</b> .....	12
<b>SECTION: 4.4.6.12.5</b> .....	14
<b>SUBJECT: Approving Pesticides and Pest Management Materials</b> .....	14
<b>PURPOSE:</b> .....	14
<b>REFERENCES:</b> .....	14
<b>SCOPE:</b> .....	14
<b>ROLES AND RESPONSIBILITIES:</b> .....	14
<b>PROCEDURES:</b> .....	14
<b>SECTION: 4.4.6.12.6</b> .....	15
<b>SUBJECT: Reporting Pest Management Operations and Pesticide Use</b> .....	15
<b>PURPOSE:</b> .....	15
<b>REFERENCES:</b> .....	15
<b>SCOPE:</b> .....	15
<b>ROLES AND RESPONSIBILITIES:</b> .....	16
<b>PROCEDURES:</b> .....	16
<b>JBLE-Eustis Pesticide Application Record Report</b> .....	16
<b>SECTION: 4.4.6.12.7</b> .....	17
<b>SUBJECT: Preparation, submission and validation of the Aerial Spray Statement of Need</b> .....	17
<b>PURPOSE:</b> .....	17
<b>REFERNECES:</b> .....	17
<b>SCOPE:</b> .....	17
<b>ROLES AND RESPONSIBILITIES:</b> .....	17
<b>PROCEDURES:</b> .....	18
<b>SECTION: 4.4.6.12.8</b> .....	18
<b>SUBJECT: Monthly and Annual Reporting Requirements for Pest Control</b> .....	18
<b>PURPOSE:</b> .....	18
<b>REFERENCES:</b> .....	18
<b>SCOPE:</b> .....	18
<b>ROLES AND RESPONSIBILITIES:</b> .....	18
<b>PORCEDURES:</b> .....	19
<b>SECTION: 4.4.6.12.9</b> .....	19

<b>SUBJECT: Imported Fire Ant Quarantine and Exclusion from the Installation .....</b>	<b>19</b>
<b>PURPOSE:.....</b>	<b>19</b>
<b>REFERENCES: .....</b>	<b>19</b>
<b>SCOPE: .....</b>	<b>19</b>
<b>ROLES AND RESPONSIBILITIES: .....</b>	<b>20</b>
<b>QUARANTINE REGULATED AREAS: .....</b>	<b>21</b>
<b>MOVEMENT OF REGULATED ARTICLES ARE BASED ON THE FOLLOWING:....</b>	<b>21</b>
<b>EXCLUSION OF IFA FROM THE INSTALLATION:.....</b>	<b>23</b>

## **Environmental Management Procedure (EMP) 4.4.6.12**

**SUBJECT:** Integrated Pest Management

### **PURPOSE AND POLICY:**

- A. Purpose: This EMP establishes the procedures for the implementation of an Integrated Pest Management (IPM) Program.
- B. Policy: Comply with legally applicable Federal, State, and local regulations, both substantive and procedural, for pest management by establishing and maintaining a safe, effective, and environmentally sound Integrated Pest Management (IPM) program to prevent or control undesirable vegetation, invasive plants, invasive animals, arthropod disease vectors and other plant and animal pests that may adversely impact readiness or military operations by affecting the health of personnel or damage structures, material, property, and natural resources.

### **DOCUMENT CONTROL:**

This is a controlled document. Controlled documents are updated as required, reviewed at least annually, and re-dated if changed. Any documents to include blank forms appearing in paper form are not controlled and should be checked against the file version prior to use on the:

JBLE – Eustis Environmental website: <http://www.jble.af.mil/Units/Army/Eustis-Environmental/>

### **REFERENCES:**

- A. JBLE-Eustis Integrated Pest Management Plan (IPMP)
- B. DODI 4150.07 Pest Management Program
- C. AFMAN 32-1053 Integrated Pest Management

### **SCOPE:**

This EMP applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

### **ROLES AND RESPONSIBILITIES:**

- A. 733 Civil Engineer Squadron (CES) Director.
  - (1). Appoints in writing an Installation Pest Management Coordinator (IPMC) within CEIE.



- (2). Provides pest control services to the installation.
- (3). Appoints in writing Pest Management Quality Assurance Evaluators (PMQAE) for all contracts requiring pest control services.

B. Environmental Element.

- (a). Provides staffing for the Installation Pest Management Coordinator (IPMC).
- (b). Designs and manages the installation IPM program.
- (c). Prepares and implements an IPMP.
- (d). PMQAE for invasive species control and habitat management projects.
- (e). Oversees invasive species control operations.
- (f). Conducts annual mosquito species surveillance.
- (g). Develops and implements forest pest surveillance and management.
- (h). Conducts tick and tick-borne pathogen surveillance in wildlife and natural areas.

C. Operations Flight. Provides staffing for a PMQAE(s) for contracts requiring pest control including the Base Operations Support (BOS), rail line maintenance and grounds maintenance contracts. Ensures pest control contract staff maintains DOD/state pesticide certifications and provides pesticide use reports to the IPMC. This includes but not necessarily limited to the Base Operations Support contract, grounds maintenance contract and the rail line maintenance contract.

D. IPMC.

- (1). Prepares and implements the IPMP and annual reviews.
- (2). Requests approvals for use of all pesticides.
- (3). Determines whether an aerial application of pesticides is warranted and prepares the Aerial Application of Pesticides Statement of Need (AAPSON) as applicable.
- (4). Maintains all applicable pest management records.
- (5). Verifies pesticide applicators hold proper certifications.
- (6). Prepares and submits reporting requirements.
- (7). Monitors compliance with the VPDES General Permit No. VAG87 General Permit

for Discharges Resulting from the Application of Pesticides to Surface Waters of Virginia.

- (8). Holds authority to stop or discontinue any unsafe or unauthorized pest control operation or any pest control operation violating label procedures or federal or state laws/regulations.
- (9). Ensures pesticide application records are maintained or entered into Air Force-mandated pest management data bases/applications by respective pest control contractors and other pesticide applicators. Prepares monthly pesticide reports as applicable and annual Measures of Merit reports.
- (10). Establishes pest management priorities and directs pest control/pesticide applicators accordingly.
- (11). Prepares scopes of work for pest control contracts and approves all pest control contracts (or pest control components of contracts).

E. PMQAE. Evaluates all pest control contracts for:

- (1). Compliance with the IPMP (including Base Operations Support (BOS) contract, grounds maintenance contract, railroad maintenance contract, termite control for new construction, invasive species control contracts, etc pertaining to pest control).
- (2). Compliance with the JBLE-Eustis IPMP and general IPM techniques.
- (3). Ensures contract pesticide applicators are fully certified (no Registered Technicians) and apply pesticides in accordance with their respective Virginia Department of Agriculture and Consumer Services (VDACS) Pesticide Applicator Certificate category(ies).
- (4). Ensures all pesticide application reports and PMQAE reports are provided/these reports and findings to the IPMC.
- (5). Ensures IPMC has copies of current VDACS Pesticide Applicator Certificates and Virginia Pesticide Business Licenses.
- (6). Ensures all contractor pesticide application reports are submitted to the IPMC within 5 working days of applications.

F. Installation Activities.

- (1). Monitor its missions and operations to avoid conditions that promote encroachment of pest species to reduce the need for pesticide use.

(2). Request pest control support by submitting service orders through the CES Help Desk.

(3). Ensures its personnel do not procure or use any pesticides.

G. 733 Force Support Squadron Pines Golf Course staff maintains their DOD/state pesticide certifications and provides pesticide application reports and pesticide inventories to the IPMC in accordance with SECTION 4.4.6.12.6 and SECTION 4.4.6.12.8.

**PROCEDURES:**

A. Implement principles of integrated pest management (See SECTION 4.4.6.12.1).

B. Establish priorities for pest management operations (See SECTION 4.4.6.12.2).

C. Prepare and implement an IPMP (See SELECTION 4.4.6.12.3).

D. Ensure all pesticide applicators are trained and certified to perform pesticide application.

E. Ensure only approved pesticides and pest management materials are applied (See SECTION 4.4.6.12.5).

F. Complete applicable reporting requirements for pest management operations and pesticide use (SECTION 4.4.6.12.6).

G. Ensure completion of Environmental Assessment and approval of AAPSON before conducting aerial pesticide spray operations (See SECTION 4.4.6.12.7).

H. Only certified pesticide applicators (as coordinated with the IPMC) will apply pesticides (Registered Technicians are NOT authorized to apply pesticides).

I. No locally-procured or commercially-available pesticides of any sort will be used by persons who do not hold DOD or state pesticide applicator certifications.

J. All requests for pest control support will be made by submitting a service order to the CES Help Desk.

K. All activities will perform their missions in a manner to reduce the need for pest control.

The following procedures will be adhered to at a minimum:

(1). Maintain proper sanitation and avoid attracting pests by maintaining clean orderly work areas that do not contain food items/particles or debris, or promotes pest organism refugia.

(2). Do not leave pet food outside that would otherwise attract wildlife, rodents, or feral/stray domestic cats.

- (3). Avoid intentionally or indirectly feeding wildlife or feral/stray cats.
  - (4). Report feral/stray cats existing near work areas to the CES Help Desk.
  - (5). Keep doors and windows closed, ensure buildings inspected for damage/potential openings, and utilize barrier devices/materials to prevent entry by birds, snakes, other wildlife, and pest insects.
  - (6). Avoid bringing pets to work areas that could contain biting arthropods such as fleas and ticks.
  - (7). Perform thorough checks for ticks on clothing or other materials upon return from areas of potential tick habitat.
  - (8). Use DOD Insect Repellent System and appropriate/applicable personal protective clothing when working or performing tasks outside.
  - (9). Avoid bringing plants or soil containing insect or other arthropod pests to work areas.
  - (10). Keep trash receptacles and dumpsters away from buildings or building entry points.
  - (11). Keep dumpster lids closed.
  - (12). Eliminates artificial breeding conditions for mosquitoes in work areas for which an activity is responsible.
- L. Ensure a current VDACS Imported Fire Ant Compliance Agreement is on file prior to any regulated items being removed from Fort Eustis and comply with all requirements of the agreement on file.
- M. Ensure completion of, review of, and maintenance of the Virginia General Permit for Discharges Resulting from the Application of Pesticides to Surface Waters of Virginia before conducting any Mosquito Control, Invasive Vegetation Control, and or Forest Canopy Pest Control spray operations.

**SECTION: 4.4.6.12.1**

**SUBJECT: Principles of Integrated Pest Management as per DoD Program**

**PURPOSE:**

Establishes the Principals of Integrated Pest Management (IPM) as per DoD Program Objectives safeguarding the environment and human health from injury, disease, and exposure risks from pest, pesticides and other pest management materials.

**REFERENCES:**

- A. EMP 4.4.6.12 Integrated Pest Management (IPM)
- B. DODI 4150.07
- C. AFMAN 32-1053

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

- A. The Installation Pest Management Coordinator (IPMC) and the Pest Management Quality Assurance Evaluators (PMQAE) will ensure the implementation and maximization of IPM.
- B. All Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel will use all appropriate technological and management techniques that bring about an effective degree of pest prevention, and pest control staff/contractors will implement pest suppression in a safe, cost effective, and environmentally sound manner.
- C. IPM will be implemented consisting of the following criteria:
  - (1). Reduce cost of pest control.
  - (2). Reduce risks of pest resistance to pesticides.
  - (3). Reduce need for pesticides by employing physical, mechanical, cultural and biological control techniques where feasible.
  - (4). Limit pest recurrence.
  - (5). Control secondary pests.
  - (6). Reduce hazards to pesticide applicators, installation community and non-target organisms.
  - (7). Reduce the amount of pesticides used.

**PROCEDURES:**

- A. The following considerations will be examined before implementing the control measure:
- (1). What is the pest and is there a pest problem?
  - (2). Where does the problem exist?
  - (3). When did the problem occur?
  - (4). What is the Damage/Economic Threshold of the problem and the proposed control technique?
  - (5). Is the control technique practical or cost effective?
  - (6). Is the pest control technique the least disruptive?
  - (7). What is the ease of implementing the control measure?
  - (8). Will control be temporary or permanent?
- B. The IPM program will consist of the following components:
- (1). Pest identification and potential problem surveillance.
  - (2). Monitor for pest activity.
  - (3). Establish thresholds.
  - (4). Accurate record keeping.
  - (5). Consider all possible non-chemical techniques first before utilizing pesticides.
  - (6). Use pesticides in accordance with product labels when non-chemical techniques will not suffice.
  - (7). Evaluate success.
  - (8). Educate the installation community on preventive techniques and DOD/AF IPM policies.
- C. Surveillance and monitoring will be utilized for all pest control operations and will include the following:
- (1). Interviewing customers/affected parties.
  - (2). Perform physical inspection of area involved.

(3). Use monitoring tools (sticky traps, glue boards, etc.).

D. Control Measures. Consideration of all applicable control measures will be made. The following measures will be considered:

(1). Cultural Control

(2). Physical Control

(3). Mechanical Control

(4). Biological Control

(5). Regulatory Control

(6). Chemical Control

**SECTION: 4.4.6.12.2**

**SUBJECT: Priorities for Pest Management Operations**

**PURPOSE:**

Establishes the Priorities for Pest Management Operations to safeguard the environment and human health from injury, disease, and exposure risks from pests and pesticides.

**REFERENCES:**

A. EMP 4.4.6.12 Integrated Pest Management (IPM)

B. Integrated Pest Management Plan (IPMP)

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

A. The Installation Pest Management Coordinator (IPMC) establishes pest management priorities.

B. The IPMC and the Pest Management Quality Assurance Evaluators (PMQAE) will ensure that pest management operations incorporate Integrated Pest Management (IPM) principles and maintain the priority of pest control techniques. The IPMC and PMQAEs

will monitor and review all pest management records, reports, and work/service orders to adequately identify any trends that do not support the priorities of pest control.

- C. DoD Pest Management Personnel, Pest Control Contractors, and all Pesticide Applicators will ensure that pest control priorities are strictly adhered to and the utilization of IPM is incorporated into each pest management operation.

**PROCEDURES:**

- A. Priorities of pest control will be identified and incorporated into the IPMP and updated as appropriate.
- B. Pest management personnel will accept work/service order requests and prioritize them to replicate the priorities of pest control.
- C. Priorities as articulated in the IPMP:
  - (1) Disease vectoring arthropods.
  - (2) Situations involving mammals posing as risks of rabies exposure.
  - (3) Venomous animals posing immediate health and safety risks.
  - (4) Bats and rodents in occupied or storage buildings
  - (5) Mechanical disease transmitting pests.
  - (6) Nuisance biting arthropods.
  - (7) Poisonous plants (such as poison ivy, poison oak, giant hogweed).
  - (8) Structurally-damaging pests.
  - (9) Stored product pests.
  - (10) Vegetation affecting security fencing and building perimeters.
  - (11) Animal and plant pests affecting land sustainment.
  - (12) Vegetation affecting rights-of-way.
  - (13) Animal and plant pests affecting recreation.
  - (14) Animal and plant pests affecting aesthetics.



**SECTION: 4.4.6.12.3**

**SUBJECT: Integrated Pest Management Plan**

**PURPOSE:**

Establishes the procedures for the update and annual validation of the Integrated Pest Management Plan (IPMP).

**REFERENCES:**

- A. EMP 4.4.6.12 Integrated Pest Management (IPM)
- B. DODI 4150.07
- C. AFMAN 32-1053

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

- A. The Installation Pest Management Coordinator (IPMC) will prepare, coordinate and ensure implementation of the IPMP.
- B. The Pest Management Quality Evaluators (PMQAE) ensure that pest control/pesticide application work is performed in accordance with contract specifications and the IPMP. The PMQAE reports the findings to the IPMC.
- C. All DoD and contract pest control/pesticide applicators. Provide copies of applicator certifications to and obtain authorization to perform pest control from the IPMC and perform all pest control/pesticide applicators in accordance with the IPMP.
- D. Commanders and Directors. All Commanders and Directors ensure units comply with the IPMP.

**PROCEDURES:**

- A. Prepare an integrated pest management plan following format guidance in DODI4150.07 and AFMAN 32-1053. Some unique aspects related to the installation may require additional sections beyond the general format.
- B. The IPMP will be reviewed annually and completely revised and formally staffed every 5 years. Annual reviews and 5-year revisions are staffed with the PMQAEs, all

government pesticide applicators and the Base Operations Support contractor, Contract Officer Representatives (COR) who include pest control/pesticide application work in respective contracts, CEIE natural resource program manager, CEIE cultural resources program manager, 733 Civil Engineer Division (Operations and Engineering Flights), Army Support Activity (ASA), 733 Security Forces Squadron (SFS), 733 Force Support Squadron (FSS), and McDonald Army Health Center Department of Public Health (DPH). Finalized draft plans and annual reviews will be staffed with AFCEC/COSC Command Entomologist/Pest Management Professional. The ABW Commander and AFCEC/COSC will approve the plan.

- C. A separate Invasive Species Management Plan will be included as an annex to the IPMP and the Integrated Natural Resources Management Plan.
- D. The IPMP will comply with 9VAC25-800, Virginia Pollutant Discharge Elimination System (VPDES) General Permit for Discharges Resulting from Application of Pesticides to Surface Waters. This includes compliance with VPDES Pesticide General Permit (VAG87) to include preparation and implementation of Pesticide Discharge Management Plan. A copy of the VAG87, associated regulations and the Pesticide Discharge Management Plan will be annexes to the IPMP.
- E. Annual reviews will be in written form articulating all pest management issues and needed revisions. It will be staffed ASA, 733 CES (Operations and Engineering Flights), SFS, FSS, and DPH. 733 CES Director and AFCEC/COSC Command Entomologist/Pest Management Professional approve the annual review.
- F. DPH is responsible for disease-vectoring arthropod surveillance. A surveillance plan will be provided to the IPMC for inclusion as an annex to the IPMP to meet compliance with DODI4150.07 and AFMAN 32-1053.
- G. The IPMP will be cross-referenced with the Fort Eustis Integrated Natural Resources Management Plan (INRMP) to ensure consistency and mutual operability.

**SECTION: 4.4.6.12.4**

**SUBJECT: Procedures for accreditation, training, and certification for personnel who perform Installation Pest Management Operations**

**PURPOSE:**

Establishes the procedures for accreditation, training, and certification for personnel who perform Installation Pest Management Operations.

**REFERENCES:**

- A. EMP 4.4.6.12 Integrated Pest Management (IPM)

- B. Integrated Pest Management Plan
- C. DODI4150.07 Pest Management Program
- D. AFMAN 32-1053

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

- A. 733 MSG Commander ensures that installation personnel performing pest management operations receive appropriate training, certification, and accreditations.
- B. The Installation Pest Management Coordinator (IPMC) and the Pest Management Quality Assurance Evaluators (PMQAE) will ensure that all personnel, including contractors, performing pest management operations will be accredited, trained, and certified in the appropriate Department of Defense or Virginia Department of Agriculture and Consumer Services (VDACS) categories, as applicable.
- C. DoD Pest Management Personnel, Pest Control Contractors, and all other Pesticide Applicators will ensure that their accreditation, training, and certifications are current for the appropriate DOD/VDACS category of the pest management operations prior to performing the operation.

**PROCEDURES:**

- A. IPMC will successfully complete and possess:
  - (1). DoD Certified Pesticide Applicators Course and certifications that include categories 2 (Forest), 3 (Ornamental & Turf), 5 (Aquatic), 6 (Right-of-Way), 7 (Industrial, Institutional, Structural & Health-related), and 8 (Public Health) to include required refresher training every 3 years.
  - (2). Pest Management Training (Installation Pest Management Coordinator) Course (one time training).
  - (3). DoD Certified in Category 11 Aerial Application of Pesticides (initial training course to include required refresher training every 3 years).
- B. The PMQAE will preferably be a DoD Certified Pesticide Applicator but successfully complete the PMQAE Course at a minimum.

- C. DoD Pesticide applicators must successfully complete the Certified Pesticide Applicators course and refresher training every 3 years.
- D. The IPMC, the PMQAE, and all Certified Pesticide Applicators will notify their supervisor one (1) year prior to the expiration of their certifications and schedule to attend the re-certification course.
- E. Procedure for Contract Personnel:
  - (1). The Contractor must possess a current Virginia Pesticide Business License issued through the Virginia Department of Agriculture and Consumer Services (VDACS) and present to the IPMC and PMQAE.
  - (2). Contract personnel that provide consultations, recommendations, or pesticide applications must be fully certified by possessing a current and valid VDACS Pesticide Applicator Certification for any VDACS Pesticide Categories that they perform (Registered Technicians are NOT approved to perform pesticide applications on Fort Eustis).
    - (a). VDACS Pesticide Applicator Certification must be presented to the IPMC and PMQAE prior to any pesticide applications.
    - (b). Contract personnel must keep VDACS Pesticide Applicator Certification in their possession during all pesticide operations and be willing and able to present it when requested to do so.
  - (3). Contractor and contract personnel must maintain certifications in accordance with Virginia policies.
  - (4). Contractors performing pesticide applications via aerial platforms (ie, aircraft) on the installation must possess VDACS Category 11 Pesticide Applicator Certificate.
  - (5). DoD Pest Management Categories and the State of Virginia Pest Management Category equivalents (See Table 1).

**Table 1: DoD and VDACS Pest Management Certification Categories**

<b>DoD Category</b>	<b>Virginia State Equivalent and Number</b>
2 Forest	Forest Pest Control (2)
3 Ornamental and Turf	Ornamental Pest Control (3A), Turf Pest Control (3B)
5 Aquatic Plant and Animal	Aquatic Pest Control (5A)
6 Right-of-Way	Right-of-Way Pest Control(6)

7 Industrial, Institutional, Structural and Health-Related	General Pest Control (7A), Vertebrate Pest Control (Excluding Structural Invaders) (7D), Wood Destroying Pest Control (7B)
8 Public Health	Public Health Pest Control (8)
11 Aerial	Aerial Pesticide Application (11)

**SECTION: 4.4.6.12.5**

**SUBJECT: Approving Pesticides and Pest Management Materials**

**PURPOSE:**

Establishes the procedures for approving pesticides and pest management materials intended to be applied on Fort Eustis.

**REFERENCES:**

- E. EMP 4.4.6.12 Integrated Pest Management (IPM)
- F. Integrated Pest Management Plan (IPMP)

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

- A. The Installation Pest Management Coordinator (IPMC) is responsible for obtaining approval for all pesticides applied on Fort Eustis. The IPMC will gather information on the purpose/intent of the proposed pesticide and all other information needed to prepare a “REQUEST FOR APPROVAL OF NON-STANDARD PESTICIDE” electronic form. The IPMC forwards this form along with a label and Safety Data Sheet to AFCEC/COSC Command Entomologist/Pest Management Professional for ultimate approval once confirmed the pesticide is authorized for use in Virginia and does not pose a unique issue for the installation.
- B. The IPMC and Pest Management Quality Assurance Evaluators (PMQAE) will ensure only approved pesticides are applied on FE.

**PROCEDURES:**

- A. IPMC obtains a request from an authorized VDACS Pesticide Applicator who provides the following information:

- (1). Pesticide Trade Name
- (2). Pesticide Active Ingredients (AI) and % AI
- (3). EPA Registration Number
- (4). Formulation
- (5). Target pest(s)
- (6). Site of Application
- (7). Signal Word
- (8). Container size
- (9). Quantity requested
- (10). Justification statement
- (11). Obtains label and safety data sheet from Pesticide Applicator.

B. IPMC attaches label and safety data sheet to the “REQUEST FOR APPROVAL OF NON-STANDARD PESTICIDE” form and forwards electronically to the AFCEC/COSC Command Entomologist/Pest Management Professional.

C. IPMC maintains a list of pesticides authorized for use at JBLE-E, updates this list at least quarterly and distributes to pesticide applicators authorized to work on the installation.

**SECTION: 4.4.6.12.6**

**SUBJECT: Reporting Pest Management Operations and Pesticide Use**

**PURPOSE:**

Establishes the procedures reporting pest management operations and pesticide use.

**REFERENCES:**

- A. EMP 4.4.6.12 Integrated Pest Management (IPM)
- B. Integrated Pest Management Plan (IPMP)

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

- A. The Installation Pest Management Coordinator (IPMC) will coordinate with all installation activities conducting pest management surveillance and pesticide applications to ensure all applicable information is recorded and is responsible for compiling, summarizing and report of all pest management operations to the AFCEC/COSC Command Entomologist/Pest Management Professional.
- B. Pest management/pesticide applicators will prepare a JBLE-Eustis Pesticide Application Record Report for each pesticide application and submit to the IPMC within 5 working days of each application. The information required for this report is articulated in section 7 below.

**PROCEDURES:**

- A. All DoD, contract and golf course (733 FSS) pest control/pesticide applicators will record each pest control action/pesticide application by preparing JBLE-Eustis Pesticide Application Record Report and submitting to the IPMC by the 5<sup>th</sup> working day following the application.
- B. The pest management component of the Base Operations Support (BOS) contractor will complete a Daily Pest Management Report Log.
- C. Other contractors will prepare a JBLE-Eustis Pesticide Application Record Report. The JBLE-Eustis Pesticide Application Record Report will be provided to the IPMC by the 5th working day following the application.

**JBLE-Eustis Pesticide Application Record Report.** The following information will be included in this report:

- A. Description and Location of Area, and Acres Treated.
- B. Day/Month/Year of Application.
- C. Applicator Name, Certified Applicator #, Certified Categories, License Expiration Date.
- D. Business/Business License#.
- E. Name/Address/Phone # of Customer.
- F. Name of the pesticide product concentrate (complete trade name) used (include active ingredients and EPA REG #):

- G. Type of Plants, Crops, Animals or Sites treated; and target pest(s) to be controlled:
- H. Amount of pesticide product concentrate applied.
- I. Amount of diluent used (by weight or volume), in mixture applied.
- J. Total Pounds of Active Ingredient (AI) applied this application.
- K. Hours spent applying pesticide for this application.
- L. Hours spent using non-chemical techniques.
- M. Type of application equipment used.

**SECTION: 4.4.6.12.7**

**SUBJECT: Preparation, submission and validation of the Aerial Application of Pesticide Statement of Need**

**PURPOSE:**

Establishes the procedures for the preparation, submission and validation of the Aerial Application of Pesticide Statement of Need (AAPSON).

**REFERNECES:**

- C. EMP 4.4.6.12 Integrated Pest Management (IPM)
- D. JBLE-Eustis Integrated Pest Management Plan (IPMP)
- E. AFMAN 32-1053 Integrated Pest Management
- F. Dodi 4150.07 Pest Management Program

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

- A. The Installation Pest Management Coordinator (IPMC) will identify and determine if an aerial application of pesticides is justified. Once justification has been determined the IPMC will prepare, submit and ensure validation of the Aerial Application of Pesticide Statement of Need (AAPSON).



**PROCEDURES:**

- A. Installation personnel will identify the potential for using aerial application of pesticides. The IPMC will determine if justification is valid.
- B. IPMC (who must be certified in category 11, Aerial Application of Pesticides) consults with AFCEC/COSC in drafting an AAPSON which is approved by AFCEC/COSC Command Entomologist/Pest Management Professional.
- C. The AFCEC/COSC Command Entomologist/Pest Management Professional reviews the AAPSON and either approves or disapproves following the completion of an Environmental Assessment by JBLE-Eustis.
- D. Validation remains in effect until changes in mission, affected non-target organisms, the pesticide, application rate, or the target site occur.

**SECTION: 4.4.6.12.8**

**SUBJECT: Monthly and Annual Reporting Requirements for Pest Control**

**PURPOSE:**

Establishes the monthly and annual reporting requirements for pest control.

**REFERENCES:**

- G. EMP 4.4.6.12 Integrated Pest Management (IPM)
- H. Integrated Pest Management Plan (IPMP)

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

- A. The Installation Pest Management Coordinator (IPMC) prepares the annual Measures of Merit EPA Data Call report for pest control operations occurring during the given FY and submits to AFCEC/COSC Command Entomologist/Pest Management Professional.
- B. Pest Management Quality Assurance Evaluators (PMQAE) will ensure all contractor pesticide applicators provide the IPMC with information needed to complete the annual report by submitting this information in accordance with this EMP.

- C. Operations Flight, CED (contract pest control) provides the IPMC/PMQAE with pesticide application information in accordance with Section 4.4.6.12.6.
- D. 733 Force Support Squadron - Pines Golf Course manager will ensure all pesticide application information is submitted to the IPMC in accordance with Section 4.4.6.12.6.
- E. Engineering Flight, CEN. Ensures termite control contractors employed during new construction obtain approval of their termite control plan from the IPMC, comply with the IPMP and ensure all application reports are completed and submitted to the IPMC.

**PROCEDURES:**

- A. All DoD and contractor pest control/pesticide applicator personnel provide pesticide application information to the IPMC in accordance with Section 4.4.6.12.6.
- B. PMQAE monitors contractor pest control/pesticide applicators to ensure all application information is recorded and reported to the IPMC in accordance with Section 4.4.6.12.6.
- C. IPMC reviews Daily Pest Management Report Log (Base Operating Services contract) and JBLE-Fort Eustis Pesticide Application Record Reports. IPMC prepares monthly pesticide reports and forwards to AFCEC/COSC. IPMC then prepares annual reports including the FY Pest Management Measures of Merit EPA Data Call report based on this information and forwards to AFCEC/COSC Command Entomologist/Pest Management Professional.

**SECTION: 4.4.6.12.9**

**SUBJECT: Red Imported Fire Ant Quarantine and Exclusion from the Installation**

**PURPOSE:**

Establishes the procedures for implementation of the Compliance Agreement (ref D of this EMP) Red Imported Fire Ant (RIFA) Quarantine, reducing the risk of introducing the RIFA into areas outside of the Quarantine area, and reducing the risk of establishment on JBLE-Eustis. The Quarantine has been established to restrict the movement of articles that may harbor and transport Red Imported Fire Ants into non-infested areas.

**REFERENCES:**

- I. EMP 4.4.6.12 Integrated Pest Management (IPM)
- J. JBLE-Eustis Integrated Pest Management Plan (IPMP)

**SCOPE:**

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, visitors, military dependents, and contractor personnel who enter JBLE-Eustis.

**ROLES AND RESPONSIBILITIES:**

- A. The Installation Pest Management Coordinator (IPMC) receives surveillance reports from the Base Operations Support (BOS) Contractor, CEIE surveillance operations, and reports from Activities, and directs control actions as appropriate. Assists in ensuring compliance of the federal quarantine by advising the chain of command on criteria in the quarantine.
- B. CEO Operations Flight BOS Contractor conducts surveillance for Red Imported Fire Ants in accordance with the BOS contract and the JBLE-Eustis Integrated Pest Management Plan.
- C. The Pest Management Quality Assurance Evaluator (PMQAE) will ensure the BOS Contractor performs Red Imported Fire Ant surveillance, documented and results reported to the IPMC in accordance with BOS contract and the JBLE-Eustis Integrated Pest Management Plan.
- D. Army Support Activity (ASA), CEN Engineering Flight and CEO Operation Flight staff whose projects require movement of regulated articles (such as soil) will determine the destination of soil and other regulated articles to be removed for their projects and include the name and address of the receiving facility in related Environmental Impact Assessment Process documents. In cases where the soil will be transported to a location outside of the quarantine area, ASA/ Engineering/Operations Flight will ensure the responsible contractor is in a cooperative agreement with Virginia Department of Agriculture and Consumer Services (VDACS) to transport the soil to this location. A copy of the VDACS certificate clearing removal of the soil will be maintained and a copy forwarded to the Environmental Element/IPMC.
- E. All DoD staff and civilian contractors will adhere to the requirements of the USDA/VDACS Red Imported Fire Ant Quarantine.
- F. RCI will notify occupants prior to vacating quarters of this quarantine and ensure restricted articles are not transported outside of the quarantine area. RCI will ensure soil is not transported outside of the quarantine area unless Balfour Beatty Communities is in a cooperative agreement with VDACS to transport the soil to such locations.
- G. Regulated articles restricted under the quarantine:
  - (1). Any life stage of red imported fire ant.
  - (2). Soil, except potting soil that is shipped in original containers after commercial preparation, and soil samples shipped to approved labs.

- (3). Plants with roots, rhizomes, and plants roots and rhizomes with soil attached.
- (4). Grass sod.
- (5). Used soil moving equipment, unless free of all non-compacted soil (earth moving equipment such as hand shovels, backhoes, bulldozers, etc.).
- (6). Used farm equipment, unless free of all non-compacted soil.
- (7). Hay and straw, including pine straw that has been stored in direct contact with soil
- (8). Honey bee hives and honey bee stands that have been in direct contact with the soil
- (9). Logs, pulpwood, mulch, and stump wood with soil attached
- (10). Any other article or means of conveyance when determined that it presents a risk of spreading the imported fire ant

#### **QUARANTINE REGULATED AREAS:**

The 9 Cities and 2 Counties listed to include all military installations within those cities and counties

##### Counties

1. Brunswick
2. Greenville
3. Isle of Wight
4. James City County
5. Mecklenburg
6. South Hampton
7. York

##### Cities

1. Chesapeake
2. Emporia
3. Franklin
4. Hampton
5. Newport News
6. Norfolk
7. Poquoson
8. Portsmouth
9. Suffolk
10. Virginia Beach
11. Williamsburg

#### **MOVEMENT OF REGULATED ARTICLES ARE BASED ON THE FOLLOWING:**

- A. Movement within regulated area – movement of regulated articles solely within the quarantine area is allowed without restriction. However, two RIFA colonies have been documented on the installation and additional colonies may exist. JBLE-E will ensure regulated articles transported off-post are free of RIFA. In general, regulated article transport from the installation should be avoided.
- B. Movement from quarantine area to non-quarantine area – only allowed if regulated article is accompanied by a certificate or limited permit issued only by Virginia Department of Agriculture and Consumer Services IAW this quarantine.
- C. Movement from non-regulated area through regulated area – regulated articles that originate outside the quarantine area may move through the quarantine area if:
  - (1) Accompanied by a certificate or limited permit.
  - (2) Accompanied by a waybill that indicates point of origin.
  - (3) Regulated article moves directly through regulated area without stopping.
  - (4) Regulated article has not been commingled or combined with other articles.
- D. Movement from quarantined area through non-quarantined area:
  - (1) Accompanied by a certificate or limited permit or
  - (2) Accompanied by a waybill that indicates point of origin
  - (3) Regulated article that moves direct through regulated area without stopping
  - (4) Regulated article has not been commingled or combined with other articles
- E. Permits and certificates by Virginia Department of Agriculture and Consumer Services
  - (1) Once criteria has been met may be issued by an inspector
  - (2) Issued by any person operating under a compliance agreement
- F. Compliance agreements
  - (1) Any person or organization growing, handling or moving regulated articles may enter into a compliance agreement when a VDACS inspector determines that the person understands the requirements and obligations of the quarantine
  - (2) Failure to comply with the quarantine will result in cancellation of compliance agreement
  - (3) To enter into compliance agreement contact the Virginia Department of Agriculture and Consumer Services
- G. Assembly and Inspection of regulated articles
  - (1). Persons who desire to move regulated article intrastate shall apply for VDACS inspection as far in advance as practical but no less than 5 business days before regulated article is to be moved

- (2). Regulated articles must be assembled at the place and in a manner the VDACS inspector designates as necessary to facilitate inspection and shall be safeguarded from infestation

H. Attachment and disposition of certificates and limited permits

- (1). Certificate or limited permit must be attached at all times during intrastate movement to the outside of the container which contains the regulated article or to the regulated article itself. May also be attached to the consignee's copy of waybill as long as the regulated article is sufficiently described on the certificate or limited permit
- (2). Certificate or limited permit must be furnished by the carrier to consignee at the destination point. In addition a copy of the certificate or limited permit must be retained by the sender at place of shipment.

I. Inspection and disposal

- (1). Upon presentation of official credentials, a VDACS inspector is authorized to stop and inspect, and to seize, destroy, or otherwise dispose of, or require disposal of regulated articles as provided within the Virginia Pest law.

**EXCLUSION OF RIFA FROM THE INSTALLATION:**

- A. Establishment of RIFA on the installation creates serious health and safety implications as well as damage to athletic and parade fields and natural habitats, and adverse impacts on wildlife and other fauna. Disturbed colonies aggressively bite and sting. Control will be expensive and labor-intensive. Colonies may consist nest mounds above the ground; however, colonies may also exist below ground without an obvious mound. They more typically nest in more open warmer or sunny locations including (but not limited to) landscape beds/mulch, lawns, around trees and shrubs, along sidewalk cracks, against buildings and mowed/open fields.
- B. The following preventive actions will be taken:
  - (1). All Activities will report any suspected RIFA colony to the IPMC immediately or call the CES Help Desk at 878-HELP.
  - (2). No regulated article will be brought onto the installation without prior approval by the Environmental Element and is accompanied with a written, signed document describes the article(s), the amount(s), its source and confirmation that no life stages of imported fire ant (including eggs) exist. All documentation must be approved by a VDACS inspector or qualified representative. This pertains to any construction or maintenance project or intension by individuals to bring regulated articles onto the installation regardless of amount.
  - (3). All control actions will be directed by the IPMC.

(4). Refer to EMP 4.4.6.16 Contracting Environmental Special Conditions - JBLE-Eustis for additional guidance.