

Greenkeepers

This fact sheet is for greenkeepers who use pesticides to maintain golf courses, sporting fields and bowling greens. It provides guidance on how to comply with record-keeping rules set out in the Pesticides Regulation 2017 (the Regulation).

What pesticide uses do I need to record?

Under the Regulation, you must make a record of all pesticide applications made to golf courses, sporting field or bowling greens. For example, you must make a record if:

- you apply pesticides to a golf course, sporting field or bowling green using powered spray equipment (for example, a tractor-mounted boom spray)
- you apply pesticides to a golf course, sporting field or bowling green using hand-powered and hand-held equipment (such as a backpack and a hand applicator) or if you apply pellets, unless the domestic like use exemption applies.

What is the domestic like use exemption?

The domestic like use exemption allows you to use small quantities of domestic-type pesticides without making a record. Under the exemption you do not need to make a record if **all** of the following conditions are met:

- the pesticide you apply is ordinarily used for domestic purposes (for example, home gardening), and

- it is widely available to the general public at retail outlets (for example, supermarkets or hardware stores), and
- you apply the pesticide by hand or using a hand-held applicator, and
- in the case of outdoor use, you use no more than 20 litres or 20 kilograms of 'ready-to-use' product or 5 litres or 5 kilograms of concentrated product, and/or
- in the case of indoor use, you use no more than 5 litres or 5 kilograms of 'ready-to-use' product or 1 litre or 1 kilogram of concentrated product.

If you do not meet all of these conditions, then you must make a record.

What information do I have to record?

To comply with the record-keeping rules set out in the Regulation you must record:

- the **full product name** of the pesticide applied (for example, 'Kamba M Selective Herbicide', not just 'Kamba')
- the **situation** in which you used the pesticide (for example, to treat a section of the green for broadleaf weeds, bindy-eye and clover)
- the **rate** of application (this is on the product label) and the **quantity** of pesticide applied. (for example, record the total amount of pesticide concentrate you used in a mix, the total amount of mix you made up and the area treated). For example, if spraying a golf tee for bindy-eye, the record could say 'made up 100 millilitres of Kamba M Selective Herbicide concentrate, diluted in 15 litres of water. Sprayed over a 150-square-metre area'.
- the property **address** and a delineation of the **area** where the pesticide was used. This can be recorded on a sketch or a map of the golf course or bowling green, or clearly described in writing, for example, 'No. 8 Fairway' or 'No. 4 Green'.
- the **date** of the application
- the **name, address and contact details** of the person who applied the pesticide. If you applied the pesticide yourself, you must write down your details. If you employed someone to apply the

pesticide, then that person must record **their name** as well as **your name**, address and contact details as their employer. If the pesticide was applied by a contractor, the contractor must record their own name, address and contact details.

- if the pesticide was applied **outdoors** and through the air using **spray equipment** then you **must** make a record of weather conditions such as:
 - an estimate of the **wind speed and direction** at the start, and any significant wind changes during the application. You can use the adapted Beaufort scale at the end of this brochure to help estimate wind speed. Copies of the Beaufort scale are also available from the [Bureau of Meteorology's website](#)
 - if **other weather conditions** are specified on the label as relevant to the proper use of that pesticide (for example, temperature, humidity or rainfall), you **must** record a description of these weather conditions at the start of the application and any significant changes in these conditions during the application. For example, if the label says, 'do not apply when temperatures are above 30°C', then you should record the temperature and any significant temperature changes that occurred during spraying.

What form do I use?

You can use the EPA's sample record-keeping form, or make your record in any format you choose, providing each record includes the information required. If you already make records for other purposes, such as quality assurance purposes, you can simply add to that record any of the requirements listed above that are not already in that record. Information may be stored electronically.

What if I use more than one pesticide in a job?

If you use more than one pesticide in a job, you do not need to create a separate record for every pesticide. You can make one record but you must make sure that it includes details on all the pesticides you used (for example, the full product name of each pesticide, the situation treated with

each pesticide, rate and quantity and equipment used for each pesticide, a delineation of the area treated, and the date and time of each application).

Who makes the record?

In most cases, if you applied the pesticide it is your responsibility to make the record. You can get someone else to write it down for you, but it is up to you to make sure the record is accurate. **The record must be made in English.**

If you apply pesticides as part of a team, to a golf course or a bowling green that is owned by a public authority (for example, a local council), and you apply the pesticides by hand or with hand-held equipment (for example, a hand-operated backpack), the on-site supervisor is responsible for making the record. The on-site supervisor needs to make a single record for the team which includes the names of all pesticides users.

If, as part of a team, you are using non-hand-held equipment (for example, a tractor-mounted boom spray) then everyone in the team (not just the supervisor) who used this equipment needs to make a record.

When do I make the record?

If you need to make a record you must do so within 48 hours of applying the pesticide.

Who keeps the record and for how long?

The owner or manager of the golf course or bowling green must keep a copy of the record for three years. If you, as the manager, are an employee of the golf course or bowling green, you must give the record to your employer to keep.

If you are a contractor you need to keep the record for three years and provide a copy to the owner or the person who manages or controls the golf course or bowling green if they request it.

Where can I get more information?

More information about record keeping is available from the EPA's Environment Line on 131 555 (NSW only) or on the [EPA website](#).

The Pesticides Regulation 2017 has full details of the record keeping requirements. A copy of the *Pesticide Act 1999* and the Regulation can be viewed on the [NSW Government legislation website](#).

Sample pesticide record

Property

Name: Golden Hills Estate Golf Course
 Address: 55-62 Golden Hill Road, Beachford NSW 2999
 Phone: (02) 5599 4466

Applicator contact details

Employees: Jacob Smith (as above)
 Contractors: Benjamin Collins (as above)

Table 1 Pesticide application record keeping

Full product name	Date	Pest (optional)	Area	Rate	Quantity (L)	Size	Applicator	Wind speed/direction (weather conditions)
Kamba M Selective Herbicide	24 Aug 2013	Bindy-eye	Spraying on No. 4, 6 & 8, greens	100 ml in 15 L water per 150 m ²	30	300 m ²	Ben	Scale 0 Cool, approx. 22 degrees
Ozcrop Captan 900WG Fungicide	12 Oct 2013	Brown patch spraying	South-eastern corner of course (3rd tee)	90 g in 25 L water per 100 m ²	25	100 m ²	Jake	SE scale 1 Warm

Note: This is a sample record only. This information can be recorded in other ways, for example, incorporated into industry quality assurance scheme records.

Beaufort scale

Table 2 This modified Beaufort scale is provided to help you determine wind speed for pesticide record-keeping purposes.

Beaufort or force number	Wind speed km/h	Description
0	Less than 1	Calm: Smoke will rise vertically.
1	1–5	Weather vane is inactive, rising smoke drifts.
2	6–11	Leaves rustle, can feel wind on your face, weather vane is inactive.
3	12–19	Leaves and twigs move around. Light-weight flags extend.
4	20–28	Moves thin branches, raises dust and paper.
5	29–38	Small trees move or sway.

Note: This table only includes the lower wind speed portion of the Beaufort scale. The full Beaufort scale also includes higher force numbers, which describe stronger wind speeds.

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