



Department of Pesticide Regulation



Mary-Ann Warmerdam
Director

Arnold Schwarzenegger
Governor

November 1, 2007

PML 07-08

TO: County Agricultural Commissioners

SUBJECT: NEW LICENSE AND CERTIFICATE NUMBERS

The Department of Pesticide Regulation (DPR) recently transitioned to a new licensing database. Due to this transition, new license/certificate numbers will be issued for existing individual and business license/certificate holders beginning January 1, 2009.

Problems with the old licensing database

DPR uses a licensing database system to issue, update, renew, and track information on all of its license/certificate holders. Previously, DPR relied on an unstable database that could not adequately handle the high volume of license/certificate holders or generate statistical reports.

Advantages of the new licensing database

The new licensing database has the following advantages:

- Features an unlimited capacity to issue new licenses/certificates
- Issues reports detailing licensing and certification statistics
- Eliminates the need for social security numbers to ensure privacy
- Allows for online applications in the future

Impact on county agricultural commissioners

The county agricultural commissioners have approximately one year to prepare for this change. However, new license/certificate holders will be issued numbers from the new system **effective immediately**. Because these numbers are randomly assigned, they do not indicate the license/certificate type or directly connect the branches to the main business license. Also, the range of the new individual and business license/certificate numbers will vary from five to six digits.

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Solution In December 2007, DPR will provide a reference table connecting old license/certificate numbers to the new license/certificate numbers. It will also include the license/certificate type information. This information will be accessible on DPR's Web site at <<http://www.cdpr.ca.gov/docs/license/liccert.htm>> in Access and Excel format for downloading. The reference table information can be easily imported into existing databases. This information can also be sent by e-mail if needed.

Timeframes DPR will send a letter to all license/certificate holders early next year, informing them of the upcoming change. Because old license/certificate numbers are still used for this current renewal cycle, M – Z license/certificate holders will not be impacted until January 1, 2010. However, A – L license/certificate holders will be assigned new numbers on January 1, 2009.

Contact information If you have questions, please contact the Licensing and Certification Program at (916) 445-4038 or at <licenseemail@cdpr.ca.gov>.

Sincerely,

Original signed by

David Duncan, Chief
Pest Management and Licensing Branch
(916) 445-3870

cc: Mr. Mac Takeda, DPR Agriculture Program Supervisor II