

Pesticide Use Enforcement Program Standards

Volume # 5

Investigation Procedures



PESTICIDE USE ENFORCEMENT PROGRAM STANDARDS COMPENDIUM

Regulating pesticides in California is a joint responsibility of the Director of the Department of Pesticide Regulation (DPR) and county agricultural commissioners (CACs). Section 2281 of the Food and Agricultural Code (FAC) provides that DPR is responsible for overall statewide enforcement and for issuing instructions and making recommendations to the CACs. The CACs are responsible for local administration of the pesticide use enforcement program. Several other sections of the FAC (11501.5, 12977, 12982, 14004.5, and 15201) state that the CACs work under the direction and supervision of the Director.

The contents of this volume supercede any position or direction on these subjects contained in previous letters to CACs or earlier manuals. Omitted items not in conflict with directions or positions contained in the compendium may, however, continue to be used for interim guidance. DPR reserves the right to re-examine omitted topics and may readopt them or develop a new position or direction when necessary.

It should be noted that the procedures described in this document are intended solely for the guidance of employees of DPR and CACs. They do not constitute rule making by DPR. DPR and CACs may deviate from these procedures provided the deviation does not adversely impact the effectiveness of the county pesticide enforcement program or hinder effectiveness of DPR in fulfilling its responsibilities for the overall statewide enforcement program oversight

New and updated procedures, policies, and interpretations will be issued in the form of updates to the Compendium. Suggestions for changes, additions, or deletions to the Compendium should be made to DPR. The Compendium will be the reference against which county programs are evaluated. County performance can impact the mil assessment distribution money it receives.

PESTICIDE EPISODE INVESTIGATION PROCEDURES

TABLE OF CONTENTS

	Page
I. GENERAL INFORMATION	1
A. Legal Authority	1
B. Responsibility	1
C. Pesticide Episode/Complaint Tracking Log	2
D. Episode Notification	2
E. Jurisdiction	3
1. Human Effects Episodes	3
2. Non-Human Effects Episodes	5
3. Federal Facilities	6
4. Tribal Lands	6
5. Cross Jurisdictional Episodes	6
F. Investigative Plan	7
G. Timely Submission of Episode Investigation Reports	8
II. INVESTIGATION OBJECTIVES AND PROCEDURES	9
A. General Procedures	9
1. Human Effects Episodes (General)	9
a. Objectives	9
b. Assistance	9
c. Specific Information to Collect	9
d. Worker's Compensation	13
2. Human Effects Episodes (Specific)	13
a. Field Worker Cluster Episodes	13
b. Public Exposure Episodes Involving Large Numbers of People	14
c. Episodes Involving Antimicrobial Pesticides	15
d. Illnesses Alleged to be caused by Pesticide Residues on Produce	15
e. Suicide/Attempted Suicide	16
f. Fatalities	16.1
g. Pest Control Equipment Accidents	17
3. Complaints/Illnesses Related to Odor	17
4. Employee/Citizen Complaints	18
a. General Information	18
b. Citizen Complaints	19
c. Employee Complaints	19
d. Employee Complaints of Retaliation	20
5. Environmental Effects Episodes	21
a. Illegal Residue Detection	21
b. Fish and Wildlife Effects	22
c. Emergency Hazardous Materials (Pesticides) Incidents	23
6. Property Damage or Loss	24

7.	Drift.....	24
a.	General Information.....	24
b.	Investigation.....	25
c.	Establishing Due Care.....	26
d.	Applicator Responsibility to Prevent Adverse Effects	26
B.	Priority Episode Investigations	27
C.	Conducting Witness Interviews	29
III.	EVIDENCE COLLECTION	31
A.	Sample Collection.....	31
1.	Purpose and Goals.....	31
2.	Formulate a Sampling Plan.....	31
3.	Communication Protocol for Samples	32
4.	Sample Types, Sample Units, and Sampling Patterns	32
a.	Sample Types.....	32
b.	Sample Units.....	33
c.	Sampling Patterns	34
i.	Gradient.....	34
ii.	Grid	35
5.	Sampling Equipment.....	36
a.	Equipment Checklist.....	36
b.	Equipment Maintenance	37
6.	Sample Site	38
a.	Evaluate the Site	38
b.	Diagrams.....	38
7.	Sampling Procedures	38
a.	General Information.....	38
b.	Sampling Directions.....	39
i.	Foliage Samples	39
a.	Whole Leaf Foliage Sampling	39
b.	Dislodgeable Foliage Sampling	40
ii.	Surface (Swab) Samples	41
iii.	Clothing Samples	42
iv.	Soil Samples.....	43
a.	Surface Soil Sampling.....	43
b.	Soil Samples at a Known Depth	44
c.	Soil Sampling (Known Depth, Furrowed Field).....	45
v.	Water Samples	45
vi.	Sediment Samples.....	46
vii.	Honeybee, Animal, Bird and Fish Samples	47
viii.	Commodity Samples.....	47
a.	Field Sampling.....	47
b.	Packed Sampling.....	48
ix.	Tank Mix Samples	48
8.	Outsourced Sampling Techniques	49
a.	Air Samples.....	49
b.	Feed, Milk & Dairy Foods and Egg Samples	50
c.	Pesticide Formulation Samples.....	50

9.	Sample Preservation, Storage, and Shipping	50
a.	Storage	50
b.	Preservation.....	51
c.	Shipping.....	51
10.	Completing the Sample Analysis Report and Sample Analysis Report Evidence Record	53
a.	Sample Analysis Report.....	53
b.	Sample Analysis Report Evidence Record	55
B.	Documentary Evidence Collection	56
1.	Diagrams	56
2.	Photographs.....	57
3.	Field Notes.....	57
IV.	THE INVESTIGATIVE REPORT	58
A.	General Comments.....	58
B.	Report Writing:	58
C.	Standard Narrative Format.....	59
D.	Investigation Report Forms - Overview	60
E.	Investigation Report Forms: Completing the Forms	61
1.	Pesticide Episode Investigation Report (PR-ENF-127).....	61
2.	Pesticide Episode Investigation Supplemental Report (PR-ENF-127A).....	66
3.	Episode Witness/Injured/Complainant Report (PR-ENF-127B).....	67
4.	Episode Site Diagram (PR-ENF-127C).....	67
5.	Field Worker Dermatitis Supplemental Report (PR-ENF-127D).....	68
6.	Antimicrobial Exposure Episode Report (PR-ENF-182)	69
V.	DISPOSITION OF THE EPISODE INVESTIGATION REPORT	71
A.	Priority Episode Investigations	71
B.	Non-Priority Human Effects Episodes.....	71
C.	Employee/Citizen Complaints	71
D.	Illegal Residue	71
E.	Non-Priority Environmental Effects, Property Loss or Damage	71
F.	Records Requests	72

VI. APPENDICES	76
A. Acronym Index	77
B. Department of Industrial Relations, Division of Workers' Compensation (DWC)	78
C. Division of Labor Standards Enforcement – District Offices.....	79
D. Department of Fish and Game Office map.....	80
E. Interview Questions for Exposure and Illnesses	
1. Suggested Interview Questions for Exposures and Illnesses - English	81
a. Pesticide Handler – Employee.....	81
b. Pesticide Handler -- Employer.....	83
c. Field Worker Exposed to Pesticide (Drift or Residue)	84
d. Private Citizen Exposed to Pesticide Drift.....	86
e. Private Citizen Exposed to Pesticide Residue	86
2. Suggested Interview Questions for Exposures and Illnesses - Spanish.....	87
a. Manipulador de Pesticidas - Empleado.....	87
b. Manipulador de Pesticidas - Empleador	89
c. Trabajador del Campo Expuesto a Pesticida (por Deriva o Residuo)	90
d. Público Expuesto a Deriva de Pesticida.....	92
e. Público Expuesto a Residuo de Pesticida.....	92
F. Public Exposure Episodes Involving Large Numbers of People	93
Pesticide Exposure Episode Questionnaire.....	102
Pesticide Episode Investigation Non-Occupational Exposure Supplement.....	103
G. CEQA Functional Equivalency Program Effectiveness	105
H. Investigations on Federal Facilities	106
I. Sample Letter About Withholding Specific Documents	110

VII. ASSOCIATED FORMS

Form #	Form Title	Page
PR-ENF-008	Report of Loss, Nonperformance or Damage	111
PR-ENF-030	Sample Analysis Report/Sample Analysis Report Evidence Record	112
	Sample Analysis Report Evidence Record	113
PR-ENF-046	Enforcement/Compliance Action Summary	114
PR-ENF-074	Complaint Of Human Exposure Or Unsafe Condition	115
PR-ENF-097	Pesticide Illness Investigation Request for Time Extension	116
PR-ENF-127	Pesticide Episode Investigation Report	117
PR-ENF-127A	Pesticide Episode Investigation Supplemental Report	118
PR-ENF-127B	Episode Witness/Injured/Complainant Report	119
PR-ENF-127C	Episode Site Diagram	120
PR-ENF-127D	Field Worker Dermatitis Supplemental Report	121
PR-ENF-133	Medical Information Authorization	122
PR-ENF-133X	Autorización De Información Médica	123
PR-ENF-182	Antimicrobial Exposure Episode Report	124
DPR-071	Release of Clothing	125

I. GENERAL INFORMATION

A. Legal Authority

Federal Authority. Title 7, United States Code section 136, et seq., established the United States Environmental Protection Agency (US EPA) as responsible for administering and enforcing the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA). Section 26 of FIFRA specifies that for the purposes of this Act, a state shall have primary enforcement responsibility for pesticide use violations.

State Authority. Sections 11501.5, 12977, 12982, 14004, and 15201 of the California Food and Agricultural Code (FAC) specifies that the County Agricultural Commissioners (CAC) enforce the pesticide use enforcement program under the direction and supervision of the California Department of Pesticide Regulation (DPR). FAC section 2281 outlines the responsibilities of each party in joint programs. Section 11454 specifies that DPR is the successor to CDFR in enforcing pesticide laws and regulations. Title 3, California Code of Regulations (3CCR) sections 6140 and 6141 specify that DPR or the CAC may at any reasonable time, enter and inspect, interview employees and/or sample items in order to determine compliance.

Regulatory websites:

FAC: <http://www.leginfo.ca.gov/cgi-bin/calawquery?codesection=fac&codebody=&hits=20>

3CCR: http://www.cdpr.ca.gov/docs/inhouse/calcode/chapter_.htm

B. Responsibility

DPR and the CACs have responsibility and authority to investigate episodes that may involve potential or actual human illness or injury, property damage, loss or contamination, and environmental effects alleged to be the result of the use or presence of a pesticide (*FAC sections 408, 11501.5, 12977 and 12982* and the US EPA/DPR/County Agricultural Commissioners and Sealers Association (CACASA) Cooperative Agreement). The local CAC usually conducts these investigations. Contact the Enforcement Branch (EB) regional office for assistance in determining the appropriate investigative agency when there are: (1) Episodes involving more than one county; or (2) Conflict of interest issues such as illness of CAC staff or a complaint of county operations.

Upon request, DPR staff will provide guidance to the CAC during an investigation. DPR may also choose to be actively involved in an investigation to more closely evaluate the human health aspects of some incidents. Complete, well-documented episode investigations form the basis for taking proper enforcement actions. DPR reviews the quality of episode investigations to evaluate the effectiveness of the compliance monitoring aspect of a CAC's core enforcement program.

DPR relies upon the CAC to provide sound, factual information in the investigative report. Investigative reports are used to evaluate pesticide use patterns and are often the major avenue toward identifying broader statewide or national issues. In addition to use by the CAC and DPR,

these investigative reports receive close review and scrutiny from the Legislature, US EPA, other government agencies, and special interest groups reflecting vastly different points of view.

C. Pesticide Episode/Complaint Tracking Log

DPR assigns, numbers, and tracks all alleged pesticide related episodes that meet priority investigation criteria and all reported human effects (illness) episodes. Each year, CACs conduct, track, and file investigations of other kinds of pesticide episodes using their own unique systems. Pesticide episode investigation records provide an important source of information and access to this information is often critical to the support of our program at all levels. CACs are expected to prepare and maintain a log of their handling of those episodes/complaints that are not numbered and tracked by DPR [priority and (WH&S) reported human effects]. The format for the log is flexible (either a spread sheet or separate pages) as long as the following information is included.

- Date opened (uncovered or reported)
- Unique identification (number or name)
- Type of episode (for consistency please use effects categories similar to those used for priority investigations, use a word or two on cause or identification of property impacted if necessary, such as drift, offsite movement, spill, grapes, water, etc.)
- Pesticide(s) involved
- Location
- Violations (if any)
- Date closed.

The need for investigation data by DPR, other agencies, outside organizations, the Legislature, or the media is unpredictable in terms of scope and frequency. Unless we are prepared to recover this information, DPR and CACs, can spend large amounts of time searching individual files in an attempt to determine if investigations were conducted that involve certain pesticides, exposure scenarios, environmental effects, or situations. Enforcement Branch Liaisons (EBLs) have been requested to monitor these logs to check for regional issues that may indicate emerging issues that require DPR action.

D. Episode Notification

DPR and the CAC may receive episode notification by any of the following routes: Pesticide Illness Report (PIR); Doctor's First Report of Occupational Injury or Illness (DFROII); Citizen or Employee Complaint of Human Exposure or Unsafe Condition, either oral or written (form PR-ENF-074); other government agency referrals; notification from pest control businesses (PCB), growers, or labor contractors; Report of Loss, Nonperformance or Damage

(form PR-ENF-008); a news media account; or by observation. Health and Safety Code section 105200 (see website: <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=hsc&group=105001-106000&file=105200-105225>) requires the physician to report pesticide illnesses to the local health officer within 24 hours. The local health officer must immediately notify the CAC of each reported illness. The CAC should establish contact with the local health department to ensure prompt receipt of these reports.

DPR routinely forwards episode reports to the CAC for investigation, unless the episode lies outside DPR/CAC jurisdiction or pertains to a situation where the FAC places primary responsibility on the Director (pesticide registration, labeling, and produce with pesticide residue). Any person alleging property loss, nonperformance or other damage as a result of a pesticide application should file a report of the damage or loss (form PR-ENF-008) with the CAC within 30 days of the occurrence or discovery of the loss (*FAC sections 11761 - 11764*).

E. Jurisdiction

1. Human Effects Episodes

DPR categorizes pesticide-related human effects exposures into two major groups, use-related and not use-related. The use pattern (such as structural, institutional, industrial, home, or agricultural), or the kind of pesticide (fungicide, antimicrobial, insecticide, or herbicide) does not affect jurisdiction or investigative responsibility (see page 4 for exceptions). Figure 1 will assist the investigator in determining jurisdiction and investigative responsibility.

Use-related (*3CCR section 6000 definition of "Use"*) pesticide exposures result from pre-application, application, and post-application activities. Examples of such activities are mixing, loading and applying pesticides (including antimicrobials), operating fork-lifts and other equipment to move fumigated commodities, workers exposed to pesticide residue in fields and offices, exposure to pesticide drift, cleaning spray equipment, etc. **The determining factor is that a pesticide use resulted in a direct or indirect exposure.**

Non-Occupational pesticide-related episodes: CAC/DPR maintain jurisdiction and investigative responsibility for all non-occupational pesticide use-related exposures. These include exposure to homeowners, bystanders, school children, etc.

Occupational pesticide use-related episodes: CAC/DPR maintain jurisdiction and investigative responsibility for occupational pesticide use-related exposures. In general, the following worker activities fall under the jurisdiction of the CAC/DPR (see Figure 1 on page 4):

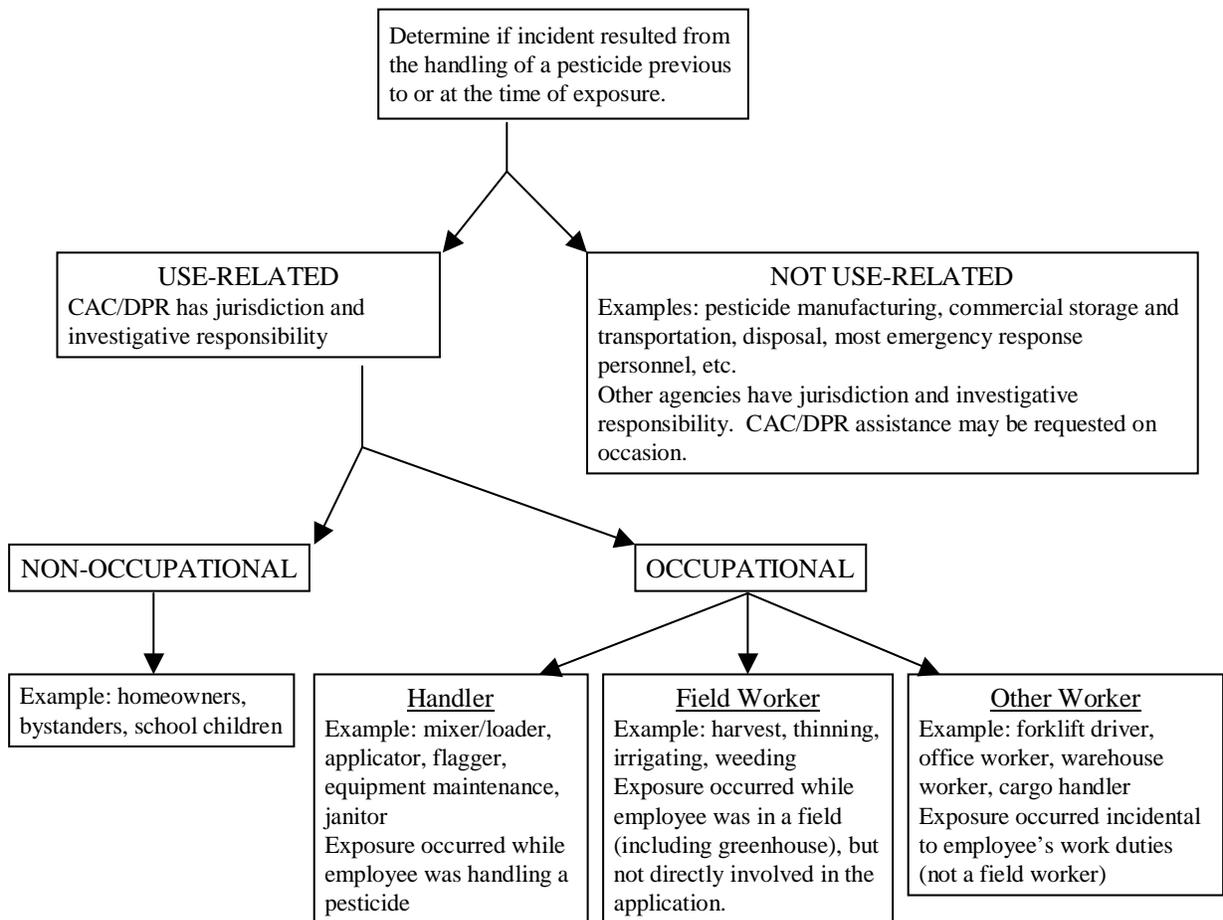
- a. Handler - Exposure occurred while an employee performed work considered to involve the handling of a pesticide (*3CCR section 6000* definition for "Handle") for either agricultural or nonagricultural purposes. Work activities include mixing, loading, flagging, applying, servicing, maintaining, or cleaning contaminated equipment, incorporating pesticides into the soil, handling unrinsed containers, removing tarps, and

performing the duties of a crop advisor during an application or restricted entry interval (REI).

- b. Field Worker - Exposure occurred while the employee worked in a field (including greenhouses) and was not directly involved in the handling of a pesticide. Work activities include picking, thinning, pruning, irrigating, weeding, etc. The exposure can be either to pesticide residue or drift from a pesticide application.
- c. Other Worker (Incidental Exposure) - Exposure occurred incidental to the employee's job, but resulted from someone handling a pesticide previous to, or at the time of, exposure. These work activities include office workers exposed to pesticide residue and drift from a pesticide application.

The DIR/DPR/CACASA MOU provides DIR jurisdiction for certain use situations. These are: 1) Ethylene oxide uses; 2) Inorganic arsenic used as a wood treatment; and 3) Ethylene glycol monomethyl ether uses.

Figure 1: DPR/CAC Pesticide Exposure Investigation and Jurisdiction



Non use-related pesticide exposures result from pesticide activities incidental to other tasks. Examples include pesticide manufacturing, formulating and packaging, commercial transportation and storage, emergency response situations such as fires and spills, disposal sites, etc. These exposures come under the jurisdiction of the Department of Industrial Relations (DIR) as agreed upon in the DIR/DPR/CACASA “Memorandum of Understanding (MOU) For Employee Protection at the Pesticide Workplace.” Although outside DPR/CAC jurisdiction, our involvement may be requested due to our general knowledge about pesticide hazards and overall lead agency responsibility for pesticide regulation.

DPR's Worker Health and Safety Branch (WH&S) forwards reports of illness or injury that appear to be pesticide use-related to the CAC for investigation of the circumstances of exposure. This excludes reports involving pesticides that are specifically addressed by the DIR/DPR/CACASA MOU (e.g., inorganic arsenic wood treatments, ethylene oxide and ethylene glycol monomethyl ether). **For an episode referred to a CAC and determined not to be within DPR/CAC jurisdiction, the CAC must still file a Pesticide Episode Investigation Report (PEIR) with DPR. The PEIR must include adequate information to show that the episode lies outside DPR/CAC jurisdiction.** The CAC should refer these episodes to the proper agency.

2. Non-Human Effects Episodes

Illegal Residues: DPR and the CAC hold joint responsibility for investigating pesticide residues on produce. DPR focuses on the produce in the channels of trade while the CAC focuses on how the illegal residue occurred.

Property Damage or Loss: The CAC is responsible for investigating property damage or loss resulting from the use of a pesticide. If the loss or damage is determined to be the result of contaminated or mislabeled pesticides or pesticides that contain concentrations of an active ingredient(s) that is not accurately represented by the labeling, the investigation will be conducted by DPR.

Fish and Wildlife Episodes: DPR, CACASA, and the Department of Fish and Game (DFG) through an MOU outline notification and coordination procedures to fulfill their shared responsibilities relating to the protection of fish and wildlife resources from the potentially adverse effects of pesticides.

Emergency Hazardous Materials (Pesticides) Incidents: These incidents often involve a multi-agency response. The CAC should contact the lead agency for hazardous materials within the county for direction. Although the CAC may not have any jurisdiction, the county emergency response plan may include the CAC to assist other agencies in a coordinated response.

3. Federal Facilities

Presidential Executive Order 12088 requires federal employees performing pest control on federal facilities to comply with federal, state, and local pollution control standards established pursuant to FIFRA. Federal employees must demonstrate applicator certification prior to the purchase and use of restricted use pesticides. Certification may be by the federal agency pursuant to a U. S. EPA approved program. Federal agencies must also comply with requirements on the registered pesticide label.

DPR and CACs cannot assess penalties against federal agencies or their employees for violations of state or federal law on federal facilities. Executive Order 12088 provides that U.S. EPA is responsible for dispute resolution between a federal facility and a federal, state, or local regulatory agency. The CAC should inform DPR when they find that a federal agency violated a pollution control standard (pesticide law or regulation) and fails to cooperate in the investigation or correct the problem. DPR will work with the CAC and the federal agency to resolve the problem or will forward the information to U.S. EPA for resolution.

State laws and regulations (including licensing) apply to persons who are NOT federal employees and who are hired by or under contract to a federal agency to perform pest control on a federal facility and private persons who lease or contract for the use of federal land or facilities for private activities. DPR and CACs can take action for violations of state laws against these private persons. See Appendix H for a more in depth discussion of authority on federal facilities.

4. Tribal Lands

While federal and state courts have declined to allow states to assert civil regulatory jurisdiction in a variety of areas, there is no direct case law addressing whether DPR would have jurisdiction to enforce pesticide laws on tribal lands. For this reason, historically the department has not attempted to enforce pesticide laws with regard to tribal activity. A serious incident may warrant a reconsideration of this policy.

5. Cross Jurisdictional Episodes

When the cause (application) and the effects (exposure, illness, or damage) occurs in different jurisdictions (state, country, or tribal land), follow these guidelines during the investigation as each jurisdiction has partial investigative responsibility:

- The jurisdiction suffering the effects is responsible to document the extent and seriousness of the effects and transmit that information to the jurisdiction where the application originated.
- The jurisdiction where the cause originated is responsible to investigate the circumstances of the application to determine if any laws or regulations were violated and to take appropriate enforcement action.

Communication and cooperation between the two jurisdictions is critical. DPR and US EPA should be involved whenever appropriate. Consult with your EBL whenever there is a cross jurisdictional episode.

F. Investigative Plan

Start Promptly

Initiate investigations promptly upon notification of an episode. Do not wait for a physician's report or written complaint. The physician may not file a report even though Health and Safety Code section 105200 requires it. Prompt initiation reduces the amount of investigative time needed to locate and interview people directly or indirectly involved in the episode, especially when the episode involves migratory/seasonal workers. Early witness contact improves the factual information obtained for the investigative report.

Formulate Plan

Before starting the investigation, the investigator should formulate a general investigative plan based upon the initial information provided in documents such as the PIR, DFROII, and Pesticide Episode Notification Record, or the complaint referral. **The investigative plan should focus on the circumstances of the episode and any potential violations, as well as the kinds of evidence needed to prove the violations.** In developing the plan, the investigator must consider such things as type of episode, priority status, elapsed time since occurrence, collection of evidence, and resources needed.

The investigative plan should briefly:

1. List the potential violations by element.
2. List persons who need to be interviewed (by role, e.g., applicator, supervisor, injured person, bystander, etc.).
3. List the type and number of samples to be collected.
4. List other evidence necessary to prove particular elements of violations (e.g., Restricted Materials Permit, Notice(s) of Intent (NOI), and Pesticide Use Report(s), training records, diagrams, photographs, etc.).
5. List probable inspection activities (e.g., headquarters inspection).
6. Summarize the findings of fact to date, and planned activities.
7. List of persons who need to be provided with periodic updates.
8. Address agreements with other agencies and legal mandates.

Amend the Plan

As the investigation proceeds, amend the plan as you gather new evidence. An up-to-date plan usually has all of the information necessary to provide preliminary findings of the priority episode investigation to the regional offices within 15 days of notification.

To determine current safety conditions, consider performing appropriate inspections in conjunction with the investigation.

G. Timely Submission of Episode Investigation Reports

For non-priority illness investigations, DPR requires the CAC to submit the completed PEIR to WH&S within 120 calendar days of WH&S assigning a case number. For priority investigations, the US EPA/DPR/CACASA Cooperative Agreement allows the CAC to establish the completion date. DPR recognizes that a small number of episodes cannot be completed within the established time frames due to circumstances beyond the control of the investigator. For these episodes, the CAC must notify the EBL on form PR-ENF-097 explaining why the non-priority episode investigation cannot be completed within 120 days or the priority episode investigation cannot be completed by the CAC established date. The CAC must also specify the additional length of time needed to complete the investigation. The EBL must approve the extension. Criteria for obtaining an extension include:

1. The injured person is unavailable for an extended period, but is expected to be available for an interview at a later date. Specify the approximate date on the form.
2. Samples have been sent to an analytical laboratory that is unable to return the results for an extended period of time.
3. There is a delay in obtaining medical records or coroner reports.

Do not delay the submission of the investigative report because of pending enforcement action. Provide the status and nature of the proposed action in the investigative report and submit a Pesticide Enforcement Compliance Action Summary (PR-ENF-046) with the Pesticide Regulatory Activities monthly reports (PRAMR) to the Enforcement Branch after completing the action. Be sure to include the DPR priority investigation number (if applicable) and the WH&S case number on the form.

WH&S receives medical reports (PIRs and DFROIIs), enters them into a computer database within two working days, and sends them to the appropriate CAC. Upon receipt of the completed PEIR from the CAC, WH&S records the received date in the database. WH&S sends a monthly printout of episodes logged to each county. The printout includes all assigned cases for the year, including cases with completed investigative reports. DPR uses these dates to determine the length of time the CAC took to complete the episode investigation. The EBL will use this information when preparing the CAC's evaluation.

Prior to forwarding an episode to another CAC for investigation, please notify WH&S. The database record will be updated to reflect the change in the investigating CAC.

DPR reviews the investigative reports for completeness and appropriate enforcement action. DPR will request the CAC provide additional information for any report submitted with inadequate information. The time clock stops upon receipt of the investigative report by DPR. The time clock starts again when DPR returns the investigative report to the CAC for additional information.

II. INVESTIGATION OBJECTIVES AND PROCEDURES

A. General Procedures

1. Human Effects Episodes (General)

a. Objectives

During the investigation of human effects episodes, the primary objective is to **document the exposure and determine the circumstances (including any violations) contributing to the exposure event** in order to evaluate the effectiveness of the label directions, laws, regulations, policies, and practices.

b. Assistance

WH&S can provide technical assistance to the CACs on pesticide-related human effects episodes. WH&S staff is available to answer questions dealing with WH&S issues related to the investigation. Although limited, additional assistance is available for collecting dislodgeable residue samples, coordinating the collection of clothing, urine and blood samples, assisting CAC investigators in interviewing persons exposed to pesticides, and physician consultation services. Contact WH&S directly when requesting assistance. Since these services are limited, WH&S staff evaluates each request and will determine the level of assistance available.

WH&S contracts with the University of California, Davis (UCD) for physician consultation services. The UCD physician provides these services one day a week in the office and is on-call during the rest of the week during business hours to assist CACs and healthcare providers. To obtain assistance from the UCD physician, contact the WH&S Pesticide Illness Surveillance Program staff. The staff screen the requests to determine whether it requires immediate attention, or further research and will contact the UCD physician when appropriate.

c. Specific Information to Collect

The following information is required (when relevant) in every investigative report:

Specific activity. Identify the exposed person's specific activity (e.g., harvesting grapes, mixing for an aerial application) at the time of exposure. Also, include information on the length of time the employee spent at this activity. Avoid using "laborer", "farm worker", and other general terms because they do not provide activity-specific information.

Toxic agent. Specify the chemical product(s) involved. Was the chemical a pesticide or used as a pesticide? Record the full product name (example: Roundup Pro Herbicide instead of Roundup) and EPA registration number (including the alpha code). Describe how the chemical was used. Was the chemical properly used (i.e., according to label directions)? Is it a restricted material? Was anything different in the pattern of usage (i.e., first time use on a particular crop, different timing or method than in the past)? Accurately record all information.

Labeling. Include a copy of the pertinent pages of the labeling and section 18 directions with the investigation. Exclude pages that have no bearing on the episode (i.e., use directions for crops/sites other than the one(s) related to the episode). Whenever possible, obtain labeling from the product at the episode site or identify the source of the labeling. Take close-up photographs of the labeling when it cannot easily be removed from the container. Request a copy of the registered label from DPR's Pesticide Registration Branch. Do not include a copy of the Material Safety Data Sheet (MSDS) with the investigation, unless the MSDS is presented as evidence of the product used.

Exposure. Describe the exposure event in detail. Was there anything unusual about the individual's activity? Was the individual recently hired or recently assigned to pesticide use activities? Was there any potential exposure from prior activities? For employees, was there any potential exposure from non-work activities? If no specific exposure event can be identified, include a detailed history of activities and possible exposure situations for at least three days prior to the illness. Incidents where the exposure event cannot be determined may suggest that additional mitigation measures are needed to reduce overall exposure. In certain situations, use photographs to supplement the exposure event description, such as photographs showing drift spots on a vehicle. (NOTE: The determination of the exposure/illness relationship relies on specific and detailed information of the exposure situation and symptoms experienced. Specific and detailed information increases the accuracy of the exposure/illness relationship.)

Pesticide Application History. For incidents involving potential exposure to pesticide residue, provide a pesticide application history (at least 30 days) prior to the date of exposure for all fields worked. If no pesticide applications occurred in the previous 30 days, provide the information for the last pesticide application made to the field(s).

Cultural practices. Note any crop cultural practices that may contribute to the exposure (e.g., type of trellising, irrigation methods, clean vs. weedy fields, etc.).

Training.

Handlers: Was the employee involved in the episode properly trained? Does the employers' and employee's description of the training program coincide? Evaluate the quality of the training, as well as the training records. For priority episodes, include a copy of training records only for employees involved in the episode.

Field Workers: If field workers are involved, did an REI expire within the previous 30 days? If so, have the workers been properly trained? Do they have EPA Worker Protection Standard Training Worker Verification cards (blue cards)? Can the workers explain the type of training they received? Ask the employer how the field workers are trained.

Supervision. How closely was the employee(s) supervised? Was the supervisor aware of the conditions at the use site (*3CCR section 6702*)? Did the supervisor provide the required personal protective equipment (PPE)? Was the supervisor certified (generally limited to restricted materials)? Was there a plan to contact a supervisor (or his/her backup)?

Symptoms. Do not assume the information given in the PIR/DFROII is accurate. Ask the affected person what symptoms he/she experienced. How much time elapsed between exposure and the onset of symptoms? When more than one person is involved in an episode, record each individual's symptoms separately. Each person may react differently to similar exposures.

Medical care. Determine if the employer or supervisor had the employee taken to an appropriate medical care facility in a timely manner as required by 3CCR section 6726. Did the employee refuse to be taken for medical care? How much time elapsed between onset of symptoms and medical treatment? What treatment was provided to the victim? Were medical tests completed? If so, what were the results?

Was medical supervision required? If so, were the regulatory requirements and physician's recommendations followed? If not, document what tests were required, but not performed and/or what recommendations were not followed. For cases involving lowered cholinesterase levels, was the employer required to investigate the employee's work practices pursuant to 3CCR section 6728(d)? If the employer conducted a work practices investigation, include a copy of the report with your investigation.

Medical Records. For all priority human effects episodes, obtain the medical records and attach them to the investigative report. For non-priority human episodes, obtain the medical records if you believe they may provide necessary information relevant to the episode. Medical records, especially relevant test results, often play a critical role in evaluating the illness. To obtain medical records, take a Medical Information Authorization form (PR-ENF-133 (English) or PR-ENF-133x (Spanish)) for release of medical records and get it signed, by the victim, at the time of the interview. If you are unable to obtain the medical records, contact WH&S for assistance. If the records are not attached, document the reason(s) in the investigative report.

For episodes involving cholinesterase-inhibiting pesticides where the physician requested cholinesterase testing, obtain a copy of the laboratory test results, including the laboratory normal range for each test, and any baseline or prior cholinesterase tests available.

Application method and application equipment. Describe how the pesticide(s) was applied. What type of equipment (be specific) was used? Note items such as air or ground equipment, boom placement on the spray rig, type and effectiveness of closed system used, type of cab on the tractor, air conditioning or filtering system in use on enclosed cabs, type of hand-held application device, use of electrostatic spray equipment, etc. Is the equipment well-maintained and has it been calibrated? What is the size of the nozzle orifice? Evaluation of drift and residue (field and structural) episodes especially benefit from this type of information.

Protective measures. List the protective measures (engineering controls or PPE) provided and in use at the time of the episode. What engineering controls and PPE do the product labeling and regulations require? To effectively evaluate the episode and its effect on the regulatory program, WH&S needs to know the specific protective measures used (including leather vs. cotton gloves, long vs. short sleeves, chemical-resistant vs. cloth coveralls vs. normal clothes, goggles vs. sunglasses). For half face respirators, specify whether it is an organic vapor or particulate respirator (such as respirators designated as N95). Statements such as "All required protective clothing was worn" are not useful, unless combined with specific items worn. When possible, note the manufacturer and model of any engineering controls. Is the protective equipment in good repair (clean respirator filters, torn coveralls, holes in the gloves, etc.)? In all cases, indicate something in all the protective measures categories, even if none or unknown.

Decontamination. Were sufficient water (including for emergency eye flushing), soap, single use towels and clean change of coveralls available at the work site as specified in 3CCR sections 6734 and 6768? Were they used? Are clean coveralls provided daily (if required)? Does personal hygiene appear to be a factor in the incident?

Others involved. Were other individuals exposed? Did they have symptoms? Often, this cannot be determined accurately without interviewing these individuals. Include an interview summary for each individual interviewed. Do not state the affected individual was the only one in the crew to become sick/injured unless the entire crew is interviewed. Lack of a doctor's report (PIR or DFROII) does not mean that no other individuals suffered symptoms.

Notification. Describe the method the operator of the property used to give advanced notice of a planned application to appropriate people who may enter the field to be treated (*3CCR section 6618*). Remember employees who walk within ¼ mile are presumed to likely enter the treated field and require notification. This includes employees of licensed pest control business and licensed labor contractors hired by the operator of the property. Was the method adequate? Did the notice include all required information? Did a lack of adequate notice appear to have a role in the incident?

Hazard Communication/Application Specific Information. Did the employer (property operator or farm labor contractor) display a copy of an appropriate and filled out Pesticide Safety Information Series (PSIS) (A-8, N-8, A-9) (*3CCR sections 6723 and 6761*)? Did the property operator maintain pesticide use records, other applicable PSIS leaflets, and MSDSs for pesticides used? Did the employer keep employees informed as to where these records are kept and grant access to other required records? Describe the method the production agriculture property operator uses to display application-specific information (*3CCR sections 6723.1 and 6761.1*). Did it contain all required information? Was it timely?

Generally, these requirements would not be a causal factor in an illness incident. However, if it appears that either the failure to display or provide access to such information played a role in the incident, explain this in the investigative report. Regardless of the role this information played in the incident, these requirements should be evaluated during the investigation to determine whether such violations occurred.

d. Worker's Compensation

Worker's Compensation requires medical treatment for all workers made ill at the workplace. Workers are entitled to Worker's Compensation disability income if they become unable to work due to the effects of the pesticide exposure in the workplace. If a worker asks about worker's compensation, advise the worker to contact the Information and Assistance Officer of the closest district office of the DIR, Division of Workers' Compensation, for questions about the rights of the employee and worker's compensation coverage/benefits (For addresses and telephone numbers, see Appendix B or website <http://www.dir.ca.gov/dwc/IandA.html>)

2. Human Effects Episodes (Specific)

a. Field Worker Cluster Episodes

When investigating any illness/injury involving a member of an agricultural field crew, never assume the worker is the only crewmember affected. DPR may not have additional reports of illness or injury for several reasons: (1) the doctor's reports may not have made it through the system; (2) the doctor may not report the episode (even though required); or (3) the other crew members may not have sought medical care. If more than one illness/injury occurs at one location within a short period of time, be alert to the possibility of a cluster illness/injury situation. Early identification of this situation may actually prevent a serious cluster episode.

A field worker cluster episode may be the most volatile situation for an investigator. At least five issues must be considered:

1. Is there a continuing human health hazard?
2. What is the health status of the affected crew?
3. Is there a possibility of illegal residues on produce?
4. What exposure conditions led to the illness?
5. Were any violations identified?

The health of the exposed individuals must be the primary concern. The CAC should involve DPR (WH&S and EB) and the County Health Officer early in the episode. A conference call involving EB, WH&S, and possibly the health officer can help the county form a comprehensive investigation plan. The Health Officer has authority (*Health and Safety Code section 105200*) to become involved in this type of situation. The Health Officer has the expertise to provide valuable assistance in determining the presence of an ongoing health hazard and in communicating with physicians. Check with your county Health Officer for existing county policies.

When there is the possibility of an ongoing health hazard due to pesticides, the CAC can take the necessary steps to protect the workers. Pursuant to 3CCR section 6706, the CAC can issue an order to: (1) prohibit all entry by employees into the area; (2) require the employer to obtain medical supervision and an evaluation of workers by the medical supervisor; and/or (3) specify exposure time limits or PPE to be worn by employees

entering the area. The medical supervisor would monitor the health status of the workers. The medical supervisor's worker health recommendations must be followed. Inform WH&S of the identity of the medical supervisor.

Conduct individual interviews with each worker soon after the incident. Conduct the interviews privately, without the employer or an employer representative present. DPR recommends the CAC develop a short questionnaire to use during the interviews. Each questionnaire can take no more than five to ten minutes to administer. Concentrate the questions on worker specific information (e.g., medical symptoms, including prior history of dermatitis, asthma and allergies if pertinent, work location, and specific activity at time of exposure, personal hygiene, and living conditions).

The investigator must collect complete work histories to determine where the crew previously worked. Obtain a two-week work history prior to the episode. Work histories include time worked, activity, location of fields worked, crop, variety, crew assignments, etc. Collect pesticide application histories (at least 30 days) for all fields noted in the work histories.

People with appropriate expertise (toxicologists, physicians) evaluate these episodes (hazards of residue present, medical tests, etc.). Involve them early in the investigation. Contact WH&S for assistance in this area.

b. Public Exposure Episodes Involving Large Numbers of People

DPR and CACs are responsible for investigating any episode involving people exposed to pesticides while they are not working, including episodes involving large numbers of exposed people. These episodes often involve the off-site movement of pesticides (or their breakdown products) into non-agricultural areas. The affected people may not seek medical attention and thus PIRs are not filed.

For public exposure episodes possibly caused by the use of a pesticide on an agricultural commodity and where the resulting illness or injury resulted in medical attention, special procedures apply to the investigation. [FAC section 12997.7 outlines these special procedures.] Exposed individuals may be entitled to medical cost reimbursement.

In response to the requirements in FAC 12997.7, DPR developed a set of tools to provide guidance to the CAC in responding to these episodes. These guidelines can be found in Appendix F. The guidelines include two forms designed to assist the investigator in quickly collecting information on all exposed individuals within a household at the same time. These are: 1) Pesticide Exposure Incident Questionnaire; and 2) Pesticide Episode Investigation Non-Occupational Exposure Supplement (PR-ENF-128).

The Pesticide Exposure Incident Questionnaire is designed for the CAC to distribute to individuals within the affected area, to provide the individuals with the essential information concerning the episode, and to give affected individuals the opportunity to self-report their exposure situation and associated symptoms. The Pesticide Episode Investigation Non-Occupational Exposure Supplement (PR-ENF-128) is designed to

assist the CAC staff in collecting information during interviews. Both forms allow the collection of information for all members of an affected household (up to 15 people).

c. Episodes Involving Antimicrobial Pesticides

Conduct an investigation to determine the circumstances of exposure. Depending upon the circumstances, the investigator may choose to conduct the investigation by telephone, but must obtain the required information to complete the PEIR or Antimicrobial Exposure Episode Report form. **Be aware that many antimicrobial pesticides are “DANGER” materials and require the user to wear eye and hand protection.** The investigator should document any violations uncovered during the investigation and the enforcement action taken or proposed. In addition, the investigator should send to the employer DPR's “What You Need to Know About Using Disinfectants, Sanitizers, Medical Sterilants, and Other Antimicrobials in the Workplace.” (See website <http://www.cdpr.ca.gov/docs/enfcmpli/cmpliaast/antimic.pdf> for a copy of the leaflet.) DPR regulations refer to Title 8 CCR requirements for antimicrobial handlers [See 3CCR section 6720(c)]. However, the law (FAC section 12973) supercedes regulations and still requires compliance with the labeling use requirements.

d. Illnesses Alleged to be caused by Pesticide Residues on Produce

Whenever you are called about a (raw agricultural commodity) produce-related illness, take the name, address, and telephone number from the person making the complaint. Record the type of produce involved and when and where it was purchased. Also record the date and time of the call.

Inform the caller that these situations are handled jointly by the County Health Department, the CAC, and DPR. Follow the procedures below when investigating these complaints:

- Forward the complaint information to the County Health officer and request that he/she evaluate the complaint and determine if the illness is possibly pesticide related.
- Samples of produce related to “alleged illnesses” should not be collected or submitted to the California Department of Food and Agriculture (CDFA) laboratory for analysis until the county health department confirms the illness is, at least, “possibly pesticide related”.
- If the county health department determines the illness to be possibly pesticide related, your investigation must be initiated immediately. Samples should be collected, if available, of any remaining portions of the suspect produce, or of any of the same lot at the location of purchase. Contact the EBL or the EB regional office for arrangements for sample analysis.
- If the county health department determines that the illness is unlikely to be pesticide related, no further action should be taken by the CAC.

e. Suicide/Attempted Suicide

When a pesticide(s) is implicated in a suicide or suicide attempt that results in hospitalization, the event is designated a Priority Episode and WH&S will assign it a PISP case number. Although these are Priority Episodes, due to the sensitive nature of these situations, WH&S will request the CAC to follow-up and write a Pesticide Episode Investigation Report (PEIR) only for those cases WH&S identifies as warranting further investigation.

The following are examples of cases where WH&S will specifically ask CACs to investigate with the intent of uncovering information of benefit or importance in DPR's overarching efforts to protect human health and the environment.

- Incidents involving Restricted Use Pesticides (RUP). The investigator should determine how the person who committed or attempted to commit suicide obtained the RUP.
- Incidents involving a response by a local agency such as the local police or fire department and/or HazMat and there may be a reasonable public health concern.
- Other, as determined by WH&S.

When investigating cases of suicides and attempted suicides, the CAC investigator should:

- Strive to **determine the identity and source of the pesticide, the extent of exposure, the signs and symptoms of illness/injury, and possible violations.** If the medical information cannot be obtained, identify the treating physician (name, address, telephone number) and forward to WH&S. WH&S may be able to obtain more information, if necessary.
- In the case of a suicide, obtain copies of the coroner's report and use it as the basis for the PEIR.
- In the case of an attempted suicide, avoid direct contact or communication with the individual as this might aggravate his or her mental state. Obtain details and other information from police records, hospital staff, paramedics and HazMat.

If a CAC independently learns of a suicide/suicide attempt through an agency or venue other than DPR, the CAC should contact WH&S as soon as possible to ensure the event is recorded, a case number is assigned and the incident is investigated appropriately.

f. Fatalities

Upon learning of a fatality, the investigator must obtain as much information about the circumstances as quickly as possible. Information such as the person's activity, potential pesticide(s) involved, exposure scenarios, work history, and episode location are needed for decisions concerning environmental and biological sample collection. Interview the employer, supervisor, and co-workers to obtain this information. Based on this initial information, the investigator may need to collect clothing, PPE, DFR, and tank mix samples, if the local law enforcement officials allow it. These are generally time-sensitive samples and must be shipped on ice, blue ice, or dry ice by next-day delivery. If shipping on ice, take the necessary precautions to make sure the samples stay dry (and the labels stay on the sample containers). Leakage from the package must also be controlled. Prompt sample analysis will provide the investigator with valuable information he/she can use in further investigating the episode. Be sure to discuss sample collection with your EBL. The EBL may need to coordinate the sample analysis with WH&S.

Since the county coroner may perform the autopsy within a short period after receiving the body, please notify WH&S promptly with the name and telephone number of the county coroner. WH&S may ask the coroner to collect tissue and fluid samples (such as blood for cholinesterase inhibition or analysis of chemicals, urine for pesticide metabolites, skin wipes, stomach contents, and tissue samples). WH&S will coordinate with the county coroner for sample collection during the autopsy and for the transport and analysis of these samples.

This page intentionally left blank.

g. Pest Control Equipment Accidents

Investigate pest control equipment accidents (fatal or nonfatal) to determine if a pesticide exposure possibly affected the handler's judgment or abilities. An investigation of a pest control equipment accident should include:

- A work history for 14 days prior to the accident to evaluate possible pesticide exposure;
- A determination of the need for medical supervision;
- Copies of relevant medical tests (e.g., cholinesterase baseline and follow-up tests);
- Evaluate employer supervision;
- The most likely cause of the accident based upon the statement of the handler, employer, and any eye witnesses

For pest control aircraft accidents, obtain, if available, the most likely cause of the incident according to the National Transportation Safety Board (NTSB aircraft accident information can be found at: <http://www.nts.gov/NTSB/query.asp>). If a fatality occurred, refer to the section on pesticide-related fatalities. Review the priority episode investigation criteria to determine if the episode warrants a designation as a priority episode.

3. Complaints/Illnesses Related to Odor

All odors represent an exposure to a chemical. For pesticides, odors may be associated with any component of the pesticide product including the active ingredients, inert ingredients, impurities, and breakdown products. Odors elicit various responses, pleasant and unpleasant, in people. Many pesticide products have unpleasant odors associated with them. When released into the environment, these odors can trigger health-related effects in humans. Reports of odors can help clarify the exposure situation. In order for DPR to thoroughly evaluate the exposure, specific information should be collected concerning odors. These are:

- What did the odor smell like?
- When did you smell the odor?
- Where did you smell the odor?
- How long did you smell the odor?
- Describe the intensity of the odor.

Each year, the CACs receive a significant number of odor complaints possibly related to pesticides and investigate these complaints according to DPR's policy and expectations. A complaint investigation becomes an illness investigation when the investigator discovers either: 1) The complainant and/or others allegedly suffered illness symptoms from a pesticide exposure and sought medical attention; or 2) Five or more people reported symptoms, but did not seek medical attention.

4. Employee/Citizen Complaints

a. General Information

DPR and the CACs receive complaints alleging misuse of pesticides, human or animal health effects, environmental damage, or pesticide injury or damage to crops or property. According to DPR's policy and expectations, all complaints are investigated. However, the CAC has discretion to consider availability of resources and other priorities in determining the extent of the investigation and level of effort to invest.

When DPR staff receives a complaint, they refer the complainant to the responsible agency for investigation. DPR does not normally ask the investigating agency for a follow-up report on routine complaints except for complaint referrals from the US EPA where it has requested a report and complaints received from the DPR Executive Office with an assignment to respond.

DPR refers pesticide use-related complaints to the CAC and does not normally conduct its own investigation except where a possible conflict of interest may be involved. For complaints involving CAC performance, DPR reviews the CAC action and determines whether the CAC responded in an acceptable manner. If DPR determines the CAC performance is acceptable, DPR informs the complainant of the findings and closes the case. If DPR determines the CAC should have conducted a more in-depth investigation, DPR will discuss the case with the CAC and inform the complainant that DPR requested the CAC to pursue the issue further.

Normally, DPR investigates complaints of pesticide product compliance or pesticide residues on produce in the channels of trade. DPR expects the CACs to conduct a follow-up investigation of residues found on crops grown in their county to determine if the residue was the result of pesticide misuse.

A complaint investigation becomes an illness investigation if the investigator discovers either: 1) The complainant and/or others allegedly suffered illness symptoms from a pesticide exposure and sought medical attention; or 2) Five or more people reported symptoms, but did not seek medical attention. Upon completion, submit the investigative report to DPR. WH&S will assign a case number to the individual(s).

b. Citizen Complaints

Citizens should complete and sign the appropriate complaint form, **but an investigation must be conducted** even if the complaint is oral. For complaints of exposure/effects, use the Report of Human Exposure or Unsafe Condition form (PR-ENF-074). Even if the complainant does not wish to sign the complaint form, the forms still serve as the basis for the interview and to record the information received. For these types of episodes, determine the following:

- Did the exposed person(s) seek medical attention?
- Has the hazardous situation been resolved?
- Is pesticide misuse alleged?
- Are there any violations? Attempt to obtain as much information as possible from the complainant at the time of the initial contact (signed statement, medical records release, etc.).
- Do you have any recommended changes in the pesticide regulatory program as a result of this investigation?

c. Employee Complaints

An employee has a right to a safe workplace (*3CCR section 6702*). The employer has the responsibility to remove unnecessary hazards from the workplace and to provide protective devices for hazards to which the employee may be exposed.

The employee has the right to file a confidential complaint alleging unsafe working conditions. The employee's legal rights must be protected at all times during the investigation of a complaint (*Labor Code sections 6309 and 6310*; website: <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=lab&group=06001-07000&file=6300-6332>). The name of the complainant must be kept confidential unless that person specifically requests otherwise (*Labor Code section 6309*).

Employee complaints may be formal or informal. A formal complaint is an oral or written allegation by an employee, union representative, or other employee representative (with or without a contract). If the complaint is a formal complaint, Labor Code section 6309 and the DIR/DPR/CACASA MOU (website: <http://www.cdpr.ca.gov/docs/enfcmpli/penfltrs/penf1993/1993009.pdf>) requires an investigation begin as soon as possible, but not later than three working days if a serious violation is alleged or 14 days for other complaints. The CAC must inform the complainant of any action taken or the reasons for not taking action. If there is no reasonable basis for the complaint, include the supporting evidence in the episode investigation report. Employee complaints from other sources (e.g., friends, spouses, or special interest groups) are informal complaints and are not limited by the three working day response; otherwise, they are handled in the same manner as formal complaints. Interviews should be conducted in private without employer representation. This interview should cover the conditions of the workplace. Do not give advance notice to the employer that an interview or inspection pursuant to an employee complaint is to be made.

For employees filing complaints involving human exposure/effects due to pesticides, use the Report of Human Exposure or Unsafe Condition form (PR-ENF-074). The CAC may also receive written complaints on referral from Cal/OSHA as well as by letter from the employee or employee representative.

Conduct the basic investigation of an employee complaint of a hazardous workplace in the same manner as complaints received from other sources. Give special attention to the allegations included in the complaint. Determine the following:

- Is there any evidence to support the allegation?
- Has the hazard been removed or are protective devices available to control employee exposure?
- Did violations occur?
- Should other agencies be involved in the investigation (e.g. Cal/OSHA)? If the employee or coworkers reported suffering illness symptoms, recommend they seek medical attention.

Normally, an employee complaint triggers one or more types of inspections using the Field Worker Safety Inspection form (PR-ENF-103), Pesticide Use Monitoring Inspection forms (PR-ENF-104 through 108), or the Pest Control Records Inspection forms (PR-ENF-109 or 110).

The DIR/DPR/CACASA MOU requires DIR to refer complaints of unsafe practices involving agricultural, as well as nonagricultural use of pesticides to the CAC. The CAC refers complaints of unsafe workplaces involving manufacturing or formulation plants and commercial (i.e., marketing or distribution, not user) storage, transportation or disposal of pesticides or pesticide containers to DIR for investigation. The CAC should contact the local DIR representative to determine if a joint investigation is necessary when questions arise about the jurisdiction of an employee complaint. Labor Code section 6313 requires DIR to investigate the causes of any employment accident that results in a fatality or involves hospitalization of five or more people for 24 hours. (NOTE: This is different than the priority episode investigation criteria.) These types of episodes are likely to result in joint investigation.

d. Employee Complaints of Retaliation

The employee has the right to protection against retaliation by the employer when he/she files a complaint (*3CCR Section 6704*). If you receive a complaint from an employee regarding any incidents of retaliation (including threats of retaliation), inform the employee that the Department of Industrial Relations, Division of Labor Standards Enforcement (DLSE) handles retaliation cases. See Appendix C or the DSLE web site (<http://www.dir.ca.gov/dlse/DistrictOffices.htm>) for a list of DSLE district offices. Provide the employee with the telephone number and address of the nearest DLSE office. DPR recommends that the investigator tell the complainant to provide the DLSE representative with the investigator's name. This will allow the DIR investigator to contact the CAC investigator.

Information regarding retaliation is CONFIDENTIAL. DO NOT document *any* information regarding retaliation on an inspection report or on any document that will be received by the employer. DO NOT discuss any information regarding retaliation with the employer.

5. Environmental Effects Episodes

Since non-human effects episodes cover a wide range of types, the specific objectives vary. In general, the objectives are to identify continuing hazards or any violations and gather evidence to support a corrective or enforcement action. More specific objectives are listed under each heading.

a. Illegal Residue Detection

The CAC responds to illegal residues on produce in the field when notified by the DPR EB regional office or when their own observations or record reviews indicate a crop may contain an illegal residue. Information regarding illegal residue cases initiated by the CAC should be given to the DPR EB regional office as soon as possible.

The CAC has three areas of responsibility regarding illegal residues:

- 1) Locate, contain and control suspected crops in the field;
- 2) Investigate illegal residue episodes to determine if they resulted from violations of pesticide laws or regulations; and
- 3) Notify DPR if commodities suspected of containing illegal residues have entered the channels of trade.

The grower and source field(s) should be identified quickly. Fields suspected of contamination can be held by DPR if it is within one week of harvest. DPR may delegate this authority to the CAC or may request that the CAC deliver a faxed order issued by DPR. FAC section 12601 allows a field to be held for only 24 hours unless sample analysis shows it to contain an illegal residue. DPR may request that the CAC collect a representative sample of the held field. [See section III (A) (8) (b) (viii), page 49 for commodity sampling directions.]

If the suspect field is found to contain an illegal residue, DPR or the CAC will issue a **Stop Harvest Order** pursuant to FAC section 12673.

If the suspect field is more than one week of harvest DPR will issue (or request the CAC to issue) a pack, ship, and sell letter pursuant to FAC section 12671. A "**Pack, Ship, and Sell**" letter is a compliance action with several purposes. It informs a person that he/she is suspected of being in violation of pesticide residue laws. It explains the violation and how it was discovered and it warns the person of the possible consequences of harvesting the suspected field. It is then up to the grower to demonstrate, via private lab sampling, the crop does not carry an illegal residue prior to harvest or destroy the crop.

If it is determined a grower is in violation of a pre-harvest interval, no sampling is required. In these cases the field should be held by the CAC using FAC section 12672 until the interval has expired.

Once the contaminated field has been identified and harvest has been stopped, the episode should be investigated in the same manner as other types of episodes. Residue cases are categorized as either over tolerance or no tolerance established (NTE).

Over-tolerances are commonly caused by violation of the pre-harvest interval, use at too high a rate, too frequent use, or other label violations. NTE residues are commonly caused by use of a pesticide not registered for that commodity, drift, spray rig contamination or violation of a plantback restriction. Investigations should include an evaluation of applications made to the suspect field, application equipment work histories, and applications made to adjacent fields.

b. Fish and Wildlife Effects

The Memorandum of Understanding between DPR/CACASA/DFG (see website: <http://www.cdpr.ca.gov/docs/enfcmpli/penfltrs/penf2000/2000atch/attach30.pdf>) establishes procedures for coordinating investigations of episodes involving injury or death of non-target fish and wildlife, coordinating laboratory analyses, and coordinating enforcement actions. The Pesticide Wildlife Incident Response Plan Agreement established a formal notification system of pesticide incident monitoring to ensure mutual awareness of injuries or death of non-target fish and wildlife attributable to pesticides.

A fish or wildlife episode investigation (need not be a priority episode) requires immediate notification of DPR (Regional Office) and DFG central dispatch (1-888-334-2258). Appendix D shows the DFG regional office map.

A fish or wildlife investigation requires determination of the circumstances, what and/or who is responsible. Some of the circumstances to consider are:

- What kind of wildlife/fish are involved? How many are affected?
This is an area that may be more appropriately determined by a DFG Biologist.
- The causative agent or condition.
The laboratory may be able to help determine the causative agent or condition, but not always. Extremely decomposed biological samples make analysis difficult, if not impossible. Moving water may dilute the pesticide to levels below the limits of detection. In these cases, the investigator must rely on circumstantial evidence. See section III (A) (8) (b) (v), page 48 for water sampling techniques.
- How and when was the pesticide introduced?
Review the NOIs and pesticide use reports for the subject field and related fields (fields that could have contributed to the contamination). Pesticide releases from temporary flight strips or field drainage can be a cause. A map of the canal or watercourse showing direction of flow and extent of kill may reveal a pattern to

the kill. Do not overlook applications of aquatic herbicides; large volumes of decaying vegetation depletes oxygen and causes fish kills, even though the herbicide itself is not toxic to the fish. If a wildlife loss, consider whether secondary poisoning may be involved.

For more information on how to investigate fish and wildlife kills, consult DPR's Pesticide Wildlife Incident Response Plan (<http://www.cdpr.ca.gov/docs/county/training/trngmenu.htm> - pestwild).

c. Emergency Hazardous Materials (Pesticides) Incidents

Hazardous materials incidents (i.e., pesticide spill or fire) often involve response from multiple agencies, such as fire, law enforcement, emergency medical services, environmental health, and the State of California Office of Emergency Services.

The County Emergency Response Plan will designate lines of communication. In most cases, the CAC should contact the lead agency designated for that county. This is necessary to avoid confusion and duplication of effort during an emergency situation.

Specialized techniques, equipment, and organizational concepts are often required for adequate incident response. There are times when a defensive, rather than an offensive, posture is the appropriate response to a hazardous material incident. An offensive posture usually entails immediate aggressive action in a situation where the consequences of abating the hazard are known and the means to respond appropriately are available. A defensive posture is appropriate when the consequences of the responder's action are not clearly understood.

Do not leave a hazardous area unattended under any circumstances. Do not approach a spill or fire site that may involve toxic substances unless thoroughly trained and equipped with adequate protective devices. Any approach, especially of fires, must be from the upwind side. Call the appropriate response agency and your supervisor (or have someone else make these calls) as soon as possible.

Consider two things in securing the site: (1) remove unauthorized people and/or keep them away from the area; and (2) prevent the spread of the material insofar as possible. If possible, safely prevent spilled material from entering drainage systems. Liquids may be contained by diking with readily accessible materials.

If there is an injured person needing assistance, use good judgment before approaching the site, as you risk the possibility of contaminating or injuring yourself. This is especially important if you are alone at the site.

If contaminated people are accessible, speed is essential. One person should begin first aid treatment while another, if available, calls for assistance. Take precautions such as wearing necessary PPE to avoid contamination during this process. Decontaminate the victim immediately to stop pesticide exposure. Arrange for or provide transportation of the victim to a medical facility as soon as possible. Save the pesticide container and material, if any remains, or get a readable label to identify the chemical for a physician.

6. Property Damage or Loss

Many circumstances may result in property damage or loss episodes. The most common episodes include drift of herbicides, contamination of a commodity with unregistered pesticides, poisonings of domestic animals, and bee kills. The complainant may want the investigator to assist in securing monetary compensation either directly or through findings that can be used in civil court. As the investigator, collect unbiased information useful in determining if pesticide laws or regulations were violated. Do not allow influence by possible civil action. Investigations are conducted regardless of compensation to the affected party.

If crop reduction or total loss is involved, obtain production history for the field in question or for similar fields. The damage pattern may give clues as to the cause and/or direction of the source. Plan your sampling so it provides useful information. Refer to the **Sample Collection** section (section IIIA) of this manual for direction. For example in drift cases, perform gradient sampling, a series of 5 samples taken at varying distances between the suspected source of the drift and the alleged site of the property damage or loss. If drift occurred, the residue level will generally decrease in proportion to the distance from the application site. Consider local topography, especially when investigating episodes involving the fumigants. Always prepare a map showing the affected areas and sampling locations. Photographs may also prove useful, if effects are visible.

If the problem appears to be connected to the efficacy or performance of a pesticide product, gather complete information about the application site (including soil types) and the application. This includes all chemicals (including adjuvants) in the mix, pH of the water, and variety of the plant/animal injured. When possible, obtain samples of the suspected pesticides from the tank or container for laboratory analysis. Contact your DPR EBL when investigating episodes involving pesticide performance.

7. Drift

a. General Information

- Background:

Some pesticide drift is expected from all aerial and other above ground pesticide applications. Recognizing this, California's Legislature established as the legal standard that pesticides be used in a manner that prevents substantial drift to nontarget areas (*FAC section 12972*).

Even though the 3CCR section 6000 definition of substantial drift includes the phrase "quantity of pesticide," a determination that drift was substantial is NOT dependent on the amount of pesticide that was deposited outside the target area, but, rather, by a determination that the applicator did not use due care. Pesticide drift is substantial if it exceeds what would have occurred if the applicator had used due care.

- Definitions:

Drift: Pesticide movement through the air that is not deposited on the target area at the time of application. Drift does not include the movement of pesticide and associated degradation compounds off the target area after the application, such as by translocation, volatilization, flux, evaporation, or other forms of “lift off”. Drift also does not include the movement of pesticide dusts or pesticide residues on soil particles that are windblown off the site after the application.

Substantial drift: The quantity of pesticide outside of the area treated is greater than that which would have resulted had the applicator used due care (3CCR section 6000).

Due Care: The degree of care a prudent and competent person engaged in the same line of business or endeavor would exercise under the same or similar circumstances. When a person does not exercise due care, the person is said to be negligent.

b. Investigation

When the CAC becomes aware of an incident involving pesticide drift, the CAC must promptly investigate the episode. This includes complaints made anonymously and/or not in writing. Some episodes may meet the criteria for initiating a priority investigation.

The CAC must complete the investigation even if the complaint is withdrawn or the complainant receives compensation for any alleged damages.

When conducting an investigation involving pesticide drift, the CAC should determine whether the applicator violated FAC section 12972, 3CCR section 6614, or other regulations.

If an application results in a pesticide contaminating the bodies or clothing of persons not involved in the application process, damaging nontarget crops or other property, or contaminating property that prevents normal use of the property, then, generally, the CAC will be able to show that the applicator applied the pesticide when a *reasonable* possibility existed that the consequence would happen and the applicator violated 3CCR section 6614.

However, occasionally there could be a case where an application caused the consequence described in 3CCR section 6614, but the evidence presented by the defense shows the resulting consequence was not a reasonable possibility.

For a discussion of what is required to prove issues related to substantial drift at a hearing, refer to section 7.2 in the hearing officer Roundtable Project (<http://www.cdpr.ca.gov/docs/county/training/hrngofcr/hearofficer.htm>).

c. Establishing Due Care

To prove that an applicator failed to use due care in making a pesticide application, the CAC must present sufficient evidence to show that the applicator failed to do what a reasonable applicator would or would not have done under the same or similar circumstances.

To determine whether an applicator used the care that was due, it is essential to determine what the weather and other conditions were at the time of the application, what the conditions were at and near the target area, what decisions were made, and what actions were taken by the applicator. The applicator's actions, or lack of actions, will be the deciding factors in determining whether the applicator used due care under the circumstances that existed at the time of application, and thus, whether the pesticide was or was not used in a manner to prevent substantial drift to nontarget areas. This determination may involve referencing published good established practices.

d. Applicator Responsibility to Prevent Adverse Effects

Title 3, CCR section 6614 places responsibility on the applicator *prior* to making a pesticide application to evaluate the surrounding properties and other conditions (e.g., application equipment, meteorological conditions, the property to be treated, etc.) and determine the likelihood of harm or damage in order to decide whether the application should be made.

Title 3, CCR section 6614 also requires the applicator, *during* the application, to continually monitor these conditions to determine if a likelihood of harm or damage has arisen during the application in order to further decide if the application must be discontinued.

Basically, 3CCR section 6614 states that even though the applicator will use the same care that reasonable applicators would use under the same or similar circumstances to minimize drift to nontarget areas, there still are certain situations where the application cannot be made, or, once started, cannot be continued. These situations involve possibilities that are *reasonable* ones under the circumstances of the particular application, i.e., possibilities of which the applicator *reasonably* should have known.

B. Priority Episode Investigations

The investigator must consider the priority episode investigation criteria contained in the US EPA/DPR/CACASA Cooperative Agreement for each episode (<http://www.cdpr.ca.gov/docs/enfcmpli/penfltrs/penf2003/2003atch/attach39.pdf>). When the investigator learns of an episode that **appears** to meet one or more of the effects listed in Figure 2 and where there is a reasonable possibility that it could have resulted from the use or presence of a pesticide, he/she must promptly report the episode to an EBL or the EB regional office.

For priority episode investigations, the US EPA/DPR/CACASA Cooperative Agreement makes no distinction between use-related and non-use-related episodes. DPR reports all priority episodes to the US EPA irrespective of the agency with lead investigative responsibility. For episodes that fall outside of DPR/CAC jurisdiction, DPR will notify the agency with the lead investigative responsibility. For episodes that occur outside of California with any of the listed effects criteria occurring in California, DPR will refer the episode to US EPA.

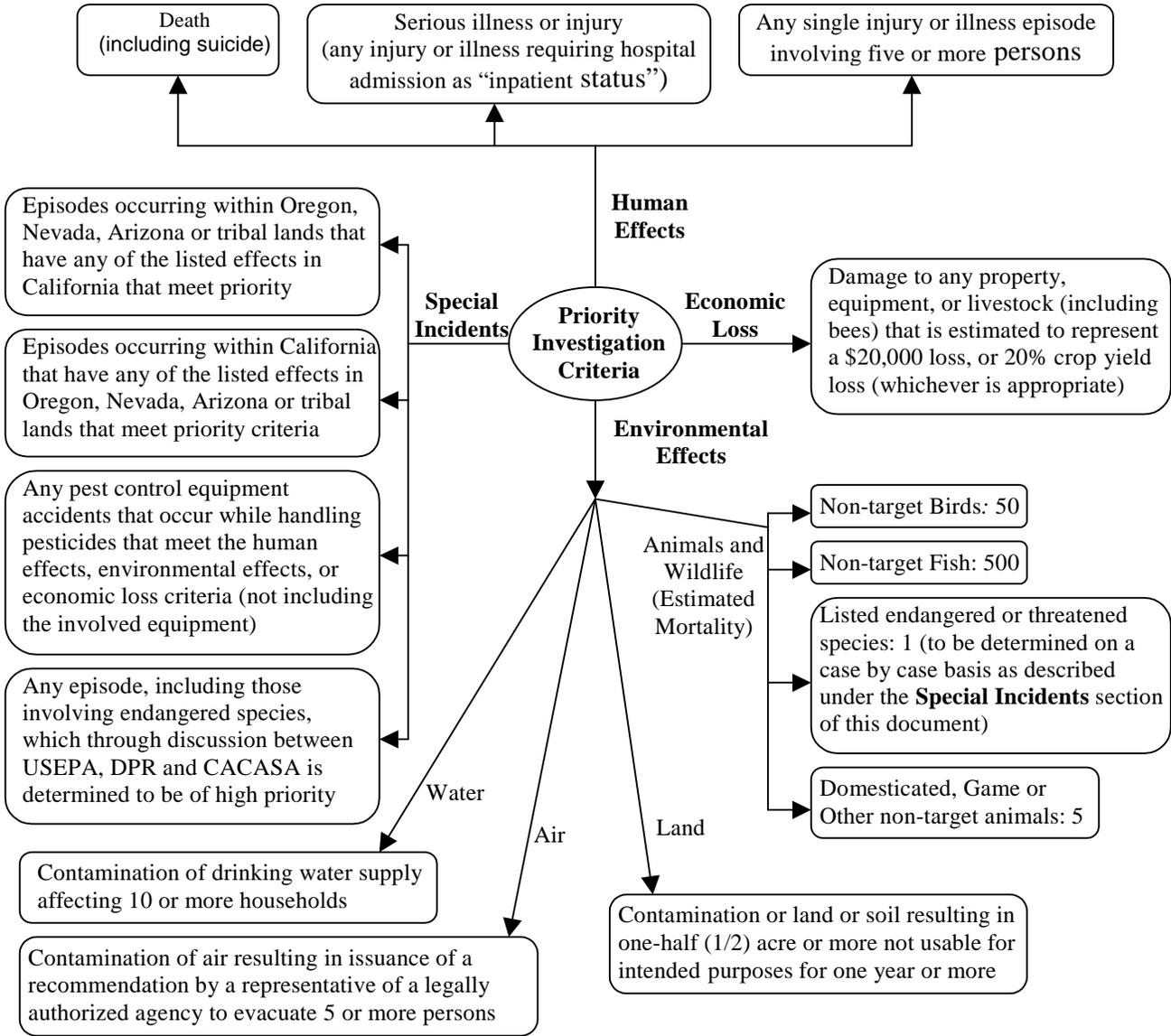
DPR's EB assigns a priority episode number and sends a Pesticide Episode Notification Record (PENR) to all agencies with responsibility. The EBL works with the CAC during the investigation to ensure State and US EPA concerns are met. This includes investigating all possible violations and taking appropriate enforcement action. View these episodes as an opportunity to examine the entire regulatory process.

According to the US EPA/DPR/CACASA Cooperative Agreement, a priority episode investigation must commence immediately whenever possible, but no later than 3 working days from referral to the CAC. The CAC will conduct a full investigation on all priority episodes within their jurisdiction. Based on preliminary information from the CAC investigation, the EBL submits an updated report of the priority episode to the DPR EB headquarters office no later than 15 days following the issuance of the PENR. This updated report should include the CAC's initial findings, suspected violations, projected completion date and contemplated enforcement actions. The CAC must submit to DPR the completed investigative report within 45 days of completing the investigation. The DPR final report must be submitted to US EPA within 75 days of the CAC completing the investigation. If the investigation cannot be completed by the date set by the CAC, the CAC must notify the EBL on Form PR-ENF-097 explaining why the priority investigation cannot be completed by the set date. The CAC must also specify the length of time needed to complete the investigation.

In the CAC investigative report, the investigator should cover all aspects of the incident (including those not directly contributory). The final CAC report must contain all relevant evidence that might contribute to an evaluation of the cause, effect, and responsibility. During the investigation, examine the activities of all persons involved in making the decision to use a pesticide (including the pest control dealer or agricultural pest control adviser), those who applied it, and when applicable, those involved in deciding when to send a field crew into the field to perform cultural activities.

Figure 2

Priority Episode Investigation Criteria



Restricted Materials Used During a Priority Episode
(CEQA functional equivalency program effectiveness)

The EBL assigned to the county responsible for each priority investigation that involves a restricted material is expected to complete a report that responds to each of the issues listed in Appendix G (registration, labeling, permit, NOI, pre-application site evaluation, recommendation, and certification). This report will be forwarded to headquarters via the RO supervisor and placed in the investigative file folder for that episode. The CACs are requested to assist the EBL by providing information needed to complete the report.

Due to the nature of events resulting in priority episode investigations, other agencies, including US EPA, commonly review these reports. Often, these episodes attract media, public, and/or legislative attention.

C. Conducting Witness Interviews

The purpose of an interview is to gather information or evidence directly related to the episode. Interviewing individuals associated with a pesticide episode is an integral part of an investigation. The circumstances of the episode dictate the individuals who should be interviewed. For episodes involving drift, structural applications, etc., obtain information from the applicator. If the investigator cannot interview an individual, he/she should state the reason in the episode narrative.

Before beginning your interview, introduce yourself by full name, title and your employer. Tell the interviewee the purpose of the interview. Allow the interviewee to tell his story. Fill in any gaps in the story by asking simple direct questions. Maintain a patient demeanor throughout the interview. Do not use jargon, technical terms, or codes that the interviewee may not understand.

As part of the interview, make sure these five questions are answered:

1. What happened?
2. Where did it happen?
3. When did it happen?
4. Who did it?
5. Why did it happen?

Who should be interviewed: Individuals directly involved in the episode must be interviewed whenever possible. These individuals include the injured individual(s), employer and/or supervisor, applicator, and any eyewitnesses to the episode. In episodes involving two or more ill workers, interview each worker individually. Write an interview summary for each individual interviewed.

Who should be present at the interview: Consider an interview as a private conversation so keep the number of people present to a minimum. Limit the interview to the investigator(s), interviewee, and an interpreter (if needed). For employees, do not conduct the interview in the presence of the employer/supervisor, as this creates the potential for intimidation and/or retaliation against the employee.

Interview Locations: Choose the interview location to afford a private conversation. The location needs to make the interviewee feel comfortable. Government offices, as well as the individual's home, make excellent interview locations. When these locations are not available, choose a less desirable, but still acceptable, location to conduct the interview. Such locations include an employer's office (without the employer present) and outdoor work areas such as agricultural fields. The interviewee may feel uncomfortable talking to the investigator because of the proximity to the employer and/or supervisor. When interviewing a worker in a field setting, conduct the interview at a suitable distance from the crew and crew foreman so as to ensure privacy and confidentiality.

Interpreters: When dealing with non-English speaking workers, ensure adequate interpreters are available. Prior planning will establish a network of interpreters who can be contacted and retained on short notice in an emergency.

Using the right interpreter is extremely important. The key is to make the interviewee feel comfortable with the interpreter so he/she provides accurate information pertaining to the episode. Do not use the employer, supervisor, foreman, or other company employees unless specifically requested by the employee. Using such people creates the potential atmosphere for intimidation and threats of reprisal, and can result in the employee providing less or inaccurate information.

Documentation of Interviews in the Investigative Report: Write a separate narrative summary for each individual interviewed. For each interview, state whom you interviewed, who was present at the interview, the date and time the interview took place, where the interview took place, and what the interviewee said.

Contact Log: Keep a contact log for each investigation. Record all attempts to contact individuals involved in the episode and record the results of each attempt. The contact log provides written evidence of the investigator's efforts to conduct an investigation and the results of that effort. Attach the contact log, if appropriate, to the investigative report. The log substantiates an investigator's effort to conduct a thorough investigation, especially when crucial individuals can't be located or refuse to cooperate with the investigator.

Interview Questions: To assist investigators, a series of interview questions in English and Spanish can be found in Appendix E for the following types of episodes:

- a. Pesticide Handler, Employee
- b. Pesticide Handler, Employer
- c. Field Worker Exposed to Pesticide (Drift or Residue)
- d. Private Citizen Exposed to Pesticide Drift
- e. Private Citizen Exposed to Pesticide Residue

Investigators may develop additional questions, as needed, depending upon the circumstances of the episode.

III. EVIDENCE COLLECTION

A. Sample Collection

1. Purpose and Goals

The purpose of collecting samples is to provide physical evidence to prove violations of pesticide laws, to assess the nature and degree of exposure, and/or to guide mitigation strategies.

The goal of the sampling is to prove or disprove an element of a violation or establish the cause of a pesticide-related episode. Determine the goal of the sampling and the appropriate sampling methods to use to meet that goal. Decide what evidence the samples will provide and make a sampling plan to establish that evidence. When seeking approval from DPR for the samples, be prepared to show how the information will meet DPR's purpose for collecting samples. The information should fall within the DPR's purpose for collecting samples.

2. Formulate a Sampling Plan

Assess the situation in the field and determine what kinds of samples will achieve your determined goal. The nature of the incident will largely determine the types of samples and the way to collect the samples. Identify the type and pattern of samples to collect, the sampling equipment required to collect the samples, and the equipment needed to store and ship the samples to a laboratory. Determine the elapsed time since the pesticide application, as pesticide degradation may limit the value of collecting samples. Collect samples as soon as possible in the investigation to provide the most meaningful results.

The sampling plan should include the number, type, and location of the samples as well as safety precautions, quality assurance requirements, chain of custody, storage, and preservation requirements for the samples. Samples must accurately represent the problem area to justify the effort and expense of analysis. Remember that simply showing the presence of a pesticide at the episode site will usually not provide you with the necessary evidence to prosecute a violation or prove the pesticide caused a pesticide-related effect. To the extent possible, the sample evidence should show how the residue got to the episode site and the source of the contamination. Additional sample evidence should also rule out any other possible sources of the contamination. Consider these when determining the number and pattern of the samples to collect.

Good sampling procedures and careful investigative techniques will enable you to report your findings with confidence.

3. Communication Protocol for Samples

This protocol will help avoid delays, unnecessary sampling, and improve tracking. Where possible, consult with your EBL or regional office supervisor before taking samples in order to discuss the sampling strategy to be used, and to identify any possible laboratory requirements. If prior contact is not possible, follow the protocols in this manual, noting any deviation from the protocol in the case notes. Fax a diagram of the sample sites and the **Sample Analysis Reports** (PR-ENF-030) to your EBL.

The EBL will consult with the CDFA laboratory staff or with WH&S staff (depending on which lab is analyzing the samples) to determine the appropriate sampling, storage, and shipping procedures. This process also alerts the chemists to any special methods or reference standards that may be required.

Contact your EBL or the EB regional office supervisor prior to shipping the samples in order to verify which laboratory will perform the analyses. Be prepared to provide the following information when you call:

- a) The number and type of samples.
- b) The pesticides for which analyses are being requested.
- c) The circumstances of the investigation such as illness, injury, or damage involved or alleged; any relevant factors; and the enforcement potential.

After receiving approval from your EBL, ship samples to the assigned laboratory (see section III (A) (10) (c), page 54 for shipping directions). The laboratory will hold samples arriving at the laboratory without prior DPR approval until the laboratory receives the appropriate approval to analyze the samples.

4. Sample Types, Sample Units, and Sampling Patterns

Before putting together the sampling equipment, determine the types and units of samples to collect and the sampling pattern to use.

a. Sample Types

- **Total Residue:** Total Residue samples are used to determine the presence of pesticides and the amount detected. The analytical results are expressed as weight of the pesticide/total weight of the sample (ppm).
- **Dislodgeable Foliage:** Dislodgeable foliage samples are collected to determine the amount residual pesticides on foliage surfaces. The samples help determine the potential for exposure of workers through contact with the foliage. The analytical results are expressed in amount per sample ($\mu\text{g}/\text{sample}$) and later converted to weight-to-surface area ratio ($\mu\text{g}/\text{cm}^2$) based on the surface area of the known number of leaf punches.
- **Surface or swab:** Swab samples are used to detect pesticide contamination of or drift onto such surfaces as cars and windows. The analytical results are expressed as weight of the pesticide/sample area ($\mu\text{g}/\text{cm}^2$).

- Volume: Volume samples are used to test for pesticides in air and water. The analytical results are expressed as weight of the pesticide/volume ($\mu\text{g}/\text{m}^3$ or $\mu\text{g}/\text{l}$).

b. Sample Units

There are four different kinds of sample units: single, duplicate, composite, and split.

- Single sample: A single sample provides separate results for an individual sample site.
- Duplicate samples: Duplicate samples are collected under identical conditions, when an affected party requests samples. Collect duplicate samples (two or more) in the same manner as a single or a composite sample from the same site.
- Composite samples: Composite samples are two or more subsamples of equal size that are combined to represent a field or site. Composite samples are taken to determine whether or not an area is contaminated, to determine if other samples should be analyzed, and to identify specific chemicals in the sample. Designate the sample as a composite on the *Sample Analysis Report*. The most common reason for taking a composite sample is to obtain fast laboratory analysis and enable you to take crop disposition action on a field suspected of carrying an illegal residue.

Another example of when to collect a composite sample is during an investigation of a reported illegal residue and the source only tracked to a group of fields. In this case, take a composite sample from each of the suspected fields by collecting the commodity from each of the corners and from the center of each field. Once the contaminated field is identified and a cease and desist stop harvest order issued, determine the appropriate sample pattern to use in pursuit of a misuse investigation. If possible, discuss the reasons for collecting a composite sample with your EBL prior to collection.

- Split samples: Created by dividing one sample into two equal and identical portions for the purpose of repeating or verifying tests. Collect twice as much material for a sample that will be split as for a single sample.

c. Sampling Patterns

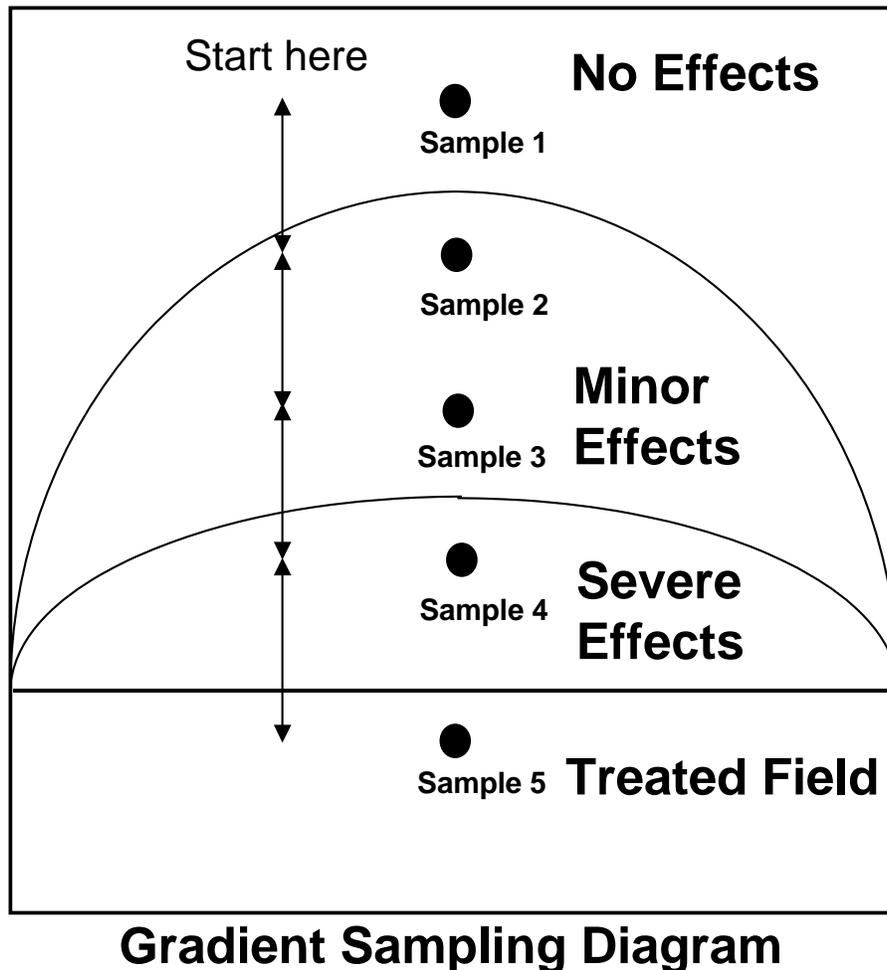
Collect investigative samples in 5-point gradient or 9-point grid patterns. Single point samples are generally inadequate for enforcement purposes and for assessing the nature and degree of exposure. Sampling plans, other than gradient or grid, must be discussed with the EBL prior to collection.

Take precautions to prevent cross contamination. Even walking through an area could contaminate footwear or clothing, so great care should be taken not to sample from areas that have been stepped on or brushed against. When sampling, always sample the area of suspected least contamination and work towards the treatment area. Wash or change tools and gloves between samples.

i. Gradient

Gradient samples establish drift of a pesticide. If more than one source of contamination is suspected, collect gradient samples towards each suspected source or use the 9-point grid pattern. Do not composite samples.

Figure 3



When circumstances allow, collect five samples in a gradient pattern at an approximately equal distance apart. Certain sampling situations do not allow for the collection of five samples (for example, a drift into a small residential yard, or lack of sufficient quantity of sample material). In such cases, collect a minimum of three samples: one from outside of the suspected contaminated area, one (or more) from the contaminated area, and one from the suspected source area of contamination. The gradient pattern should be in a straight line. Start collecting samples from the area that is suspected of containing the least amount of contaminant. Number the samples in the order they are taken. Document in your report the basis for any variation from the standard.

ii. Grid

Grid samples establish the distribution of a pesticide residue at the episode site. The sampling pattern should represent the entire field or site. Each point on the grid represents a single sample and should be kept separate from the others. An episode site may be partially contaminated when an applicator does not substantially confine a pesticide to the treatment site. (If pesticide drift is suspected from adjacent fields, and the source or sources of contamination are unknown, a grid pattern may be used in place of the gradient pattern. This reduces the number of samples to be taken). If misapplication to part of a field is suspected (tank contamination or partial application), but the treated area is unknown, this type of sampling pattern should be used to isolate the area.

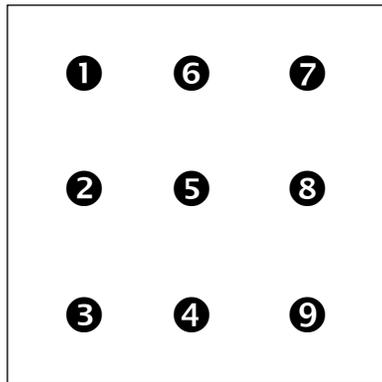
The sampling grid pattern in the episode site should start approximately 100 feet from the edge of the field, depending on the field size. As a rule of thumb, the distance from the edges should represent approximately 10 percent of the width and length of the field or site. For example, a 46-acre site 1,000 feet wide and 2,000 feet long has a starting point 100 feet in from the length and 200 feet in from the width.

If using the grid pattern to establish drift, collect one additional sample from each of the adjacent fields that are suspected of being the source of contamination. Samples should be in line with, and at an equal distance apart from, one another in the grid pattern. Record the sample locations in your investigative notes and diagram(s).

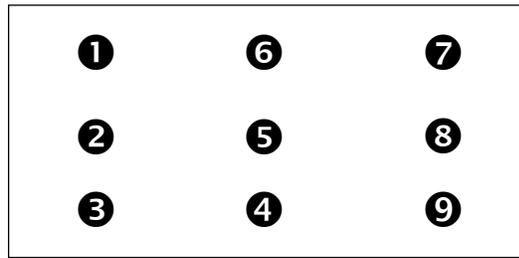
If the field or site is suspected of being partially contaminated, start collecting samples from the area that is suspected of containing the least amount of contaminant. Number the samples in the order they are taken.

Figure 4

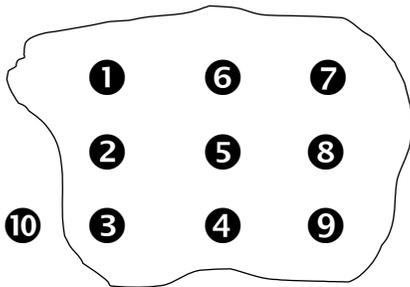
Grid Sampling Patterns



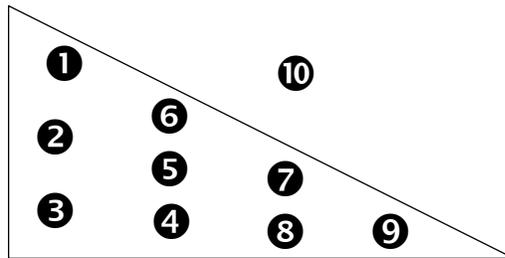
Pattern for a square field



Pattern for a rectangular field



Pattern for an irregular field



Pattern for a triangular field

5. Sampling Equipment

a. Equipment Checklist

Use this checklist to assemble the necessary sampling equipment.

1. Office supplies and forms

- a. Sample Analysis Report and Sample Analysis Report Evidence Record. (PR-ENF-030)
- b. Stapler and staples
- c. Templates for swab samples - precut from heavy weight paper or card stock
- d. Pens, pencils, permanent markers, note pad
- e. Maps, grower's file, PCO's file
- f. Tape
- g. Release of clothing form (DPR-071)

2. Instruments and tools
 - a. Shovel, trowel
 - b. Soil probe, disposable core tube
 - c. Knife
 - d. Pruning shears
 - e. Leaf punch
 - f. Measuring tape, land measuring wheel
 - g. Surveyor markers or stakes
 - h. Scale
 - i. Pole with grasping attachment, ladder, net,
 - j. Siphon tubes
 - k. Camera, film (or digital card), flash attachment, camera accessories, batteries

3. Personal Protective Equipment
 - a. Gloves - chemical resistant and disposable (shoulder high for water samples)
 - b. Coveralls
 - c. Respirator
 - d. Goggles
 - e. Hard hat
 - f. Rubber boots (waders for water samples)
 - g. Soap, water and disposable towels

4. Containers
 - a. Bags - clean, unused paper (double-strength) and plastic of various sizes
 - b. Jars - glass, new or clean, various sizes; Teflon[®] lined lids and/or foil to seal the lids
 - c. Labels
 - d. Ice chest

5. Collection supplies
 - a. Isopropyl alcohol
 - b. Distilled water
 - c. "3-in-1 oil"
 - d. Sterile pads, Sharkskin paper
 - e. Blue ice
 - f. Paper towels

b. Equipment Maintenance

To decontaminate the equipment (except leaf punches, see directions under section III (A) (8) (b) (i) (b), page 40 under dislodgeable foliage sampling), wash with soap and rinse with distilled water. The equipment should be stored in the office or car, in an uncontaminated location. For smaller equipment, an enclosed, airtight container is recommended. The larger equipment should be decontaminated after each use and prior to sampling. All tools that come into contact with vegetation should be washed, rinsed in distilled water, and rinsed with isopropyl alcohol prior to collecting each sample.

6. Sample Site

a. Evaluate the Site

Along with your review of interview notes and records, evaluate the episode site to provide a better picture of what happened. Get a complete view of the episode site. This will be the basis for the episode site diagram. Remember not to contaminate yourself walking through the treated area.

b. Diagrams

Record the following on the episode diagram: episode site, treatment site, landmarks such as buildings and roads, crops and their acreages, location of witnesses, sample sites and numbers, and the site and direction of photographs. Diagrams should indicate the dimensions and orientation. Other useful information is row orientation of the field, wind direction, application pattern and direction. **Remember, the person reading your report may not be familiar with the situation. Diagrams and photographs are a great help in understanding local conditions.**

7. Sampling Procedures

a. General Information

Different types of sample analyses (such as soil to grass) are difficult to compare. Similar materials should be used for comparison samples, such as in cases where treated and untreated areas are to be compared. In drift cases, swab samples will yield a cleaner sample than foliage samples.

Before entering a treated area, the inspector should determine what has been sprayed, whether a restricted entry interval or other reentry restriction is in effect and what PPE should be used.

Always wear new disposable gloves, the required PPE, and use uncontaminated tools for each sample. For multiple samples, wear new disposable gloves for each sample, and decontaminate the tools between sampling.

Collect samples in previously unused paper bags or clean glass jars. New jars do not need to be cleaned. Sample material should never come in contact with metal or plastic. Metal lids for glass jars should be lined with aluminum foil or Teflon[®].

Generally, for each sample, collect a minimum of one pound¹ of material per chemical or screen for the laboratory to analyze. If samples are underweight, they may not be analyzed, or analyzed for fewer chemicals than requested. (Exceptions:

¹ The laboratory needs one pound of material for a 50-gram test for the following reason: One pound or somewhat less than 500 grams (454.5 grams). The initial screening takes 50 grams. The confirmation check takes 50 more grams for a total of 100 grams. The split samples for other laboratories to check (if requested) doubles that to 200 grams. Approximately 200 additional grams are needed for the “Spiked for validation” tests. Spiking tests are a further method of assuring the validity of laboratory practices by spiking the sample with a known amount of the pesticide in question.

swab and dislodgeable samples). Measure the sample area and record it in your investigative notes.

Samples must be identified immediately after they are taken. Write the identification number on the paper bag or label the glass jar using a permanent marker. Samples in paper bags should be placed in a plastic bag. This should prevent moisture from coming in contact with the paper bag or label and its contents. Chill the samples as soon as possible. Be prepared by taking an ice chest with blue ice into the field for this purpose.

b. Sampling Directions

i. Foliage Samples

Foliage samples can be collected in a grid or gradient pattern. Try to collect foliage of similar type such as grasses or broad leaves throughout the sampling area if possible. It will make it easier to extrapolate the data.

a. Whole Leaf Foliage Sampling

Collect foliage from locations with a specific reference point in the field to identify the residue delineation between the sample areas, and to maintain sampling uniformity. It is important to identify the location of each sampling site within the field, because it makes the evidence more credible in an enforcement action. Collect at least **one pound** of plant material per sample per analysis or screen. Be sure to collect enough plant material to accommodate the chemistry laboratory if several analyses are requested. The size of the sample area will vary with the type of location. For example:

Location	Sample Area
Field and non-crop	25' by 25'
Orchards and vineyards	4 mature trees or vines in a rectangle
Small plants, seedlings, bud-leaf stage or other minimal foliage condition, or for multiple analysis	Sample a sufficient area to produce a 1 pound sample

Select foliage from all sides of the plant/tree unless drift is suspected. In drift cases, collect the foliage from the side of the plants allegedly exposed to the drift. For most situations, collect the foliage from the outer leaves of the plant/tree. It may be necessary to uproot the whole plant if systemic pesticide absorption is suspected. **Do not** select foliage in contact with soil. New growth may not have been exposed to chemical applications so consider the impact new growth may have on the analytical results.

b. Dislodgeable Foliage Sampling

Collect dislodgeable foliage samples to determine the potential for human dermal exposure to a pesticide(s). In order to properly evaluate exposure of workers, WH&S requires data from dislodgeable foliar residue (DFR) samples, not total residue samples. Due to degradation, prompt collection of DFR samples is necessary.

If your investigation indicates that dislodgeable foliage samples may provide relevant data for determining how the worker(s) was exposed to a pesticide or evidence for an enforcement action, contact your EBL or EB regional office. Your EBL will contact WH&S and assist you in developing a sampling plan and in providing the specialized equipment needed to collect dislodgeable foliage samples. Conduct dislodgeable foliage sampling only on broadleaf trees and plants, not on grasses or other thin or small leafed trees and plants. **Do not collect whole leaves** for dislodgeable residue analysis. Place the DFR samples in an ice chest with ice or blue ice; **do not freeze or use dry ice**. Samples must be shipped for overnight direct delivery to the laboratory. Extraction of the samples should take place within 24 hours of collection.

Dislodgeable foliar residue is reported in amount per sample ($\mu\text{g}/\text{sample}$) and later converted to weight-to-surface area ratio ($\mu\text{g}/\text{cm}^2$) based on the surface area of the known number of leaf punches. Dislodgeable samples are taken with a leaf punch device that deposits measured leaf punches in an attached clean jar. A sample should consist of 40 punches taken with a five-square centimeter punch or 60 punches taken with a 2.5 square centimeter punch. Clean the leaf punch equipment between each sample using water and a paper towel, then rinse clean with distilled water.

When punching the leaf, make sure the leaf surface covers the entire cylinder punch area. A partial leaf punch will give an inaccurate result because the total leaf area is less than calculated.

Select a site where people were working or are likely to come into contact with foliage, but where there has been no actual contact with people because the pesticide residues may have been dislodged. The punches should be equally divided between the north, south, east, and west sides of the plant to eliminate any effects from differential breakdown. Avoid taking punches from outside rows, as they may not represent the total area being sampled.

Punches should represent all areas of the foliage normally contacted and reachable. This could include the interior as well as the exterior of the plant. **Do not** sample from new growth or leaves contacting the soil unless you suspect they are the source of contamination. If they are the suspected source, be sure to keep soil-contaminated foliage separate from other foliage samples.

When collecting DFR samples, always collect two to four samples from each field or sample site. DFR can be quite variable throughout a field or sample site. Therefore, more than one sample from the site is required to get a good estimate of the residue. Collect the DFR samples from different areas of the sample site, noting the location of each sample on the **Sample Analysis Report**.

For multiple analyses, sampling should be repeated as described above for each analysis or screen requested. Because you cannot sample from the same area, collect duplicate samples adjacent to each other. The locations should always be the same size and of the same material. Use a separate jar for each duplicate sample per analysis and identify with consecutive numbers. The duplicate samples should represent one sample site. Contact your EBL to determine if duplicate samples are necessary.

ii. Surface (Swab) Samples

Conduct surface or swab sampling to establish drift, uniform or partial contamination, or the presence of a pesticide on a surface. Surface samples can be taken indoors or out and in patterns, such as a grid or gradient, or in groups to support other sample analyses. Surface sampling should not be used to determine whether or not a hazard exists.

Sample areas may vary in size depending upon the estimated concentration of the contaminant. Direct application to a surface would require a smaller sample area than drift from greater distances. As a general rule, sample a 500 cm square area (20 cm x 25 cm). Smooth “inert” surfaces, such as a windshield, are the preferred area to sample. However, follow the same methods for sampling uneven surfaces such as rugs, furniture, walls, walkways, or counters.

Prepare ahead of time several same sized disposable templates from manila folders to use to delimit the area to be sampled. In situations where a template cannot be used, string, pins, or tape can be used for outlining the sample areas.

Sample each surface area using two sterile gauze pads or sheets of sharkskin paper² moistened with a solvent. Use gauze pads that are no larger than two inches square. Fold the sharkskin sheets into quarters. To prevent contamination of the sharkskin sheets, store two sheets in each of several sealed sandwich bags or within folded aluminum foil in your sampling equipment.

² Sharkskin paper is used in the laboratory as filtering material during the analysis process. It can be used as an alternative to cotton gauze when sampling for residues of chlorpyrifos or other organophosphate pesticides to reduce the likelihood of false positives from residues found in the cotton itself. There are various sizes of sharkskin paper, 15 cm, 16.3 cm, and 18.5 cm. The sharkskin paper comes in boxes of 100 sheets. It can be purchased from E & K Scientific 1085 Florence Way, Campbell, CA 95008 (telephone 408-378-2013) or other laboratory supply companies.

Isopropyl alcohol is typically used as the solvent, however, distilled water may be used when sampling for some water-soluble pesticides such as glyphosate or paraquat. Do not contaminate the solvent by placing the gauze pad over the mouth of the solvent bottle. While wearing clean or disposable gloves, pour the solvent over the gauze/paper without touching the bottle.

A control sample must always accompany swab samples. **Take the control sample before entering the episode site.** For the control sample, moisten two sterile gauze pads or sharkskin sheets as above with the same solvent to be used for the actual sample and place them in a foil-sealed glass jar.

Select a sample site. Try to avoid areas known to contain waxes, as these may interfere with the analysis. Tape the template to the surface area or carefully measure and outline the area to be sampled. Record the surface area and sample location on the **Sample Analysis Report**, on the incident diagram, and in your investigative notes. Use a new disposable template for each sample area. If string, pins, or tape are used instead of a disposable template, they should be discarded before another use.

Use two sterile gauze pads or sheets of folded sharkskin per sample. Moisten one pad or sheet with solvent as described above. Wipe lightly horizontally across the measured area with the first pad or sheet, folding the contaminated portion, so that a clean surface of the pad or sheet is exposed to make another wipe of the area, and continuing until the whole area has been wiped horizontally. Place that pad/sheet in a glass jar. Moisten the second pad/sheet with solvent and wipe the entire area again vertically with a clean surface. Place the second pad/sheet in the same jar as the first.

If multiple analyses are required, the sampling should be repeated on samples from adjacent areas as described above for each analysis or screen requested. The locations should always be the same size and of the same surface material. Use a separate jar for each duplicate sample per analysis and identify with consecutive numbers. The duplicate samples should represent one sample site.

Store the samples in the refrigerator and ship them, including the control, on “blue ice.”

iii. Clothing Samples

Be selective when collecting clothing samples. Be sure the resulting data will be useful in the investigation or for exposure assessment purposes. Coordinate with your EBL and WH&S for clothing samples collected for exposure assessment purposes. Generally, clothing samples only tell the investigator that a pesticide exposure occurred and possibly the extent of the exposure, not whether the exposure resulted in a health hazard. Generally, foliage or other samples are collected in conjunction with clothing samples.

Inform the people involved that the clothing will not be returned. To show consent, have them sign a **Release of Clothing** form (see form DPR-071 in the Associated Forms section).

Collect clothing only from people who were allegedly contaminated. Consideration must be given to the type of incident involved. Garments, such as shoes, could be collected if an applicator was allegedly exposed to a pesticide because of failure to wear protective equipment. Shirts, scarves, or jackets could be collected if they were exposed to pesticide drift.

Clothing samples are usually collected away from the episode site. The best results are obtained when the clothing is clean at the start of the day and should be collected the day of the episode (or the next day and ensure it was not washed). Document what is known about the clothing. Do not collect the clothing if it has been washed unless special circumstances dictate sampling.

If the affected area of the clothing is known, the investigator should note that on the **Sample Analysis Report**.

Place each sample in a clean, unused paper bag to prevent cross-contamination, then place the bagged samples in properly sealed plastic bags for shipment. Chill the samples as they are collected. If the samples cannot be shipped immediately, store the samples in the freezer. See section page 54 for shipping directions.

iv. Soil Samples

Some pesticides are difficult to detect in the soil, and oftentimes other sample types yield more useful information. Contact your EBL regarding the appropriateness of taking soil samples. If soil samples are appropriate, usually one or two soil samples from the most affected area are sufficient, in conjunction with other sample types. Soil samples, however, may be taken in a grid or gradient pattern when other sample types are not possible or appropriate.

a. Surface Soil Sampling

Surface soil samples are best for misapplication of herbicides and soil-applied insecticides and can be used to prove an area was contaminated. For pesticides incorporated or otherwise located below the soil surface, take subsurface samples, as described later.

Use a clean spatula, trowel, or other tool to scrape the surface soil down to a depth of one-half inch. Each sample site should represent approximately a two to four-foot square (i.e., 4 to 16 ft.² area), depending on the size of the episode site, the concentration of the pesticide residues, and the number of analyses required. Collect approximately one pound of soil per analysis or screen from the top half inch of soil and place in a clean, labeled one-quart glass jar sealed with a Teflon[®] or foil-lined lid. If the episode site is large, the suspected pesticide concentration is relatively low, or if several pesticide analyses are requested, you may want to enlarge the sample area. Measure the sample area and depth and record it on the

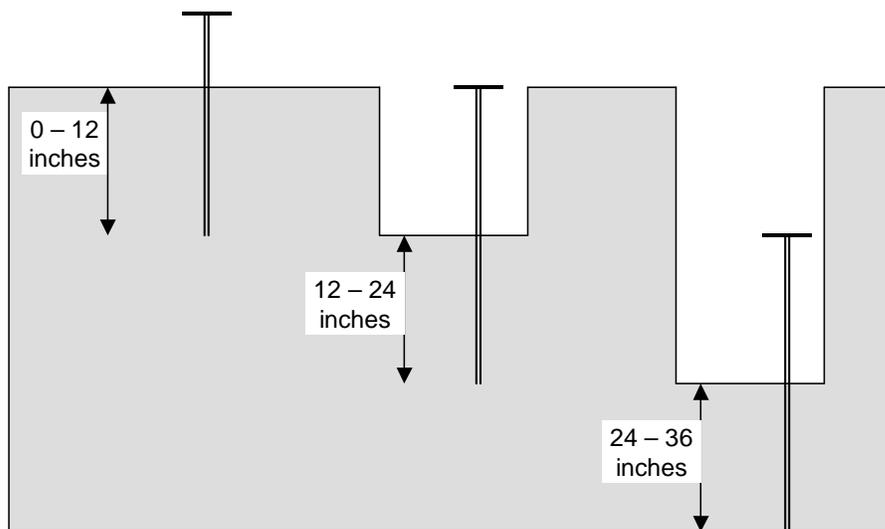
Sample Analysis Report. Fill out a Chain of Custody for each sample. Chill the sample(s) and ship on blue ice.

b. Soil Samples at a Known Depth

Collect soil samples at a known depth when the pesticide is suspected of being incorporated, band or rod treated, shanked, trenched, or moved below the soil surface by leaching. If the samples are not collected at the proper depth, the sample analyses will be misleading. This type of sampling will generally be collected in a grid pattern within a field or site. Based on your knowledge of the application method, determine the appropriate depth to sample. For example, the sampling depth could be 0"-3", 3"-6", or 6"-12". Measure the sample area, and record it on the **Sample Analysis Report**. Record the measurements of the sample area in your investigative notes.

Select an individual sample location and measure an area of approximately one-square foot. The sample area can be changed depending on the specifics of the investigation. Using a spatula, trowel, or shovel, remove the soil to the beginning depth you wish to sample. From that point, use clean or decontaminated sampling equipment to collect the soil to the desired depth. Collect approximately one pound of soil per analysis or screen from the sample area and place in a clean, labeled, one-quart glass jar sealed with a Teflon[®] or foil-lined lid. Fill out a Chain of Custody for each sample. Chill samples and ship on blue ice.

Figure 5



Sampling Various Depths Using A Soil Sampling Tube

A soil probe (e.g., Veihmeyer), tube or auger may be used in lieu of a spatula trowel or shovel. After reaching the desired depth, take several core samples to the desired depth using the probe or auger. You may contact your EBL if you need assistance or soil sampling equipment. NOTE: It is not recommended to

use the probe when a band or side dress treatment was made, as it is difficult to determine where the band treatment is located. You could get misleading results.

c. Soil Sampling (Known Depth, Furrowed Field)

Chemicals may have been applied in bands or side dressed in furrowed fields. In order to sample from the appropriate area, use a shovel to cut across sections perpendicular to the direction of furrow at each sample site. For single rows, start at the center of the furrow and sample across the bed to the center of the opposite furrow. For double row beds, sample from the center of the furrow to the center of the bed.

Collect soil from an area 3 to 6 inches wide, and 12 to 14 inches deep (or less if the application depth is known to be less), as measured from the top of the bed. Place the soil in a stainless steel bucket and mix thoroughly. Collect approximately one pound of soil per analysis or screen from the mixed soil and place in a clean, labeled, one-quart glass jar sealed with a Teflon[®] or foil-lined lid. Clean the bucket with soapy water, rinse with distilled water, and give a final rinse with isopropyl alcohol. Fill out a Chain of Custody for each sample. Chill samples and ship on blue ice.

v. **Water Samples**

For collecting samples of surface water, use the following guidelines, which are designed to detect pesticide residues resulting from the misapplication of a pesticide to surface water. If you suspect pesticide contamination of ground water, contact your supervisor to determine the appropriate local, State, or federal agency for follow-up.

Wear shoulder-length gloves and clean chest-high waders whenever contact is made with potentially contaminated water. Use clean, one-gallon amber glass containers with an aluminum foil or Teflon[®] seal under lid. Do a native rinse of the bottle before collecting any sample. Fill bottles to the top, leaving no air space for pesticides to volatilize. Sample as close as possible to the apparent source of contamination. Avoid areas where water has been isolated from the main body of the stream, lake, or pond. In a flowing water body, sample facing upstream.

Wade out as far as possible into the body of water. Avoid sampling water that is disturbed by your movement. If the suspected pesticide is water soluble, then draw the sample from any depth below 18 inches. If the pesticide is oil-based, or if oil is a part of the tank mix and the alleged misapplication was made across the surface, then draw the sample from the surface layer. For samples below the surface of the water, lower the glass bottle to the desired depth before removing the cap. Allow the bottle to fill, replace the foil-lined cap, and lift the bottle out of the water. For surface samples, remove the cap and dip the bottle into the water surface. Allow it to fill completely, then put on the foil-lined cap. Take several samples distributed around ponds or lakes instead of only one sample. If only one sample is taken, draw several sub-samples from different locations around the body of water and combine in a

clean, one-gallon container. If the water is too shallow to immerse a jar, use another clean jar to fill the sample jar.

Refrigerate or place the sample on blue ice immediately. In some cases, other chemicals may be added to the water to aid in preserving the sample. Contact your EBL for instructions. Document the additives (i.e., preservatives) on the **Sample Analysis Report**.

vi. Sediment Samples

Pesticide residues can accumulate in the bottom sediment of lakes and streams, but generally sediment samples are of limited value and other sampling types are preferred. Check with your EBL prior to taking sediment samples to determine the appropriateness and to obtain additional equipment or assistance, if needed.

Wear shoulder-length gloves and clean chest-high waders whenever contact is made with potentially contaminated water or soil. In shallow water (< 2 feet), gently scoop the top 3 cm of sediment into a clean one-pint, wide-mouth clear glass jar using a trowel.

As equipment is lowered or retrieved through water exceeding a few feet in depth, sediment contents can be flushed or diluted. Disruption may cause mixing of surface layers with lower layers in the sample, and may lead to dilution or concentration of the contaminants of concern. Therefore a disposable tube is recommended for unconsolidated sediment. DPR's Environmental Monitoring Branch can provide disposable tubes (36 inches long by 2 inches in diameter Teflon[®] clear cylindrical tube). For firm bottom deposits, a commercial sediment-collection device is recommended, however, these devices often require extensive cleaning between sampling to prevent cross-contamination. Sample with the flow for shallow, flowing streams.

Carefully lower the disposable core tube, or other sampling device through the water and into the sediment. Minimize rolling the sediment. Retain the top 3 cm from each core and take care to minimize disturbance of the top sediment layer during the sampling process. Remove rocks, leaves, and other debris from the sediment before transferring it to a wide-mouth glass jar. Repeat this process several times within the same general area until one pint (or one pound) of sediment is collected. Seal the jar with an aluminum foil or Teflon[®] seal under lid; chill the sample and ship on blue ice.

vii. Honeybee, Animal, Bird and Fish Samples

Collect samples of dead honeybees, animals, birds, and fish immediately, before decomposition, if possible. Prior to collecting dead animals, contact a governmental veterinarian for proper dissection techniques and appropriate tissue samples. If wildlife is involved, contact a Fish and Game biologist. In some situations, a governmental veterinarian or Fish and Game biologist will collect the samples. Use disposable gloves when handling animal samples because of the possibility of disease transmission.

Collect small animals and fish whole and place in plastic bags. Collect a minimum of **250 grams (about ½ lb.)** of fresh dead bees or honey and a minimum of one ounce of pollen. Remember to collect enough for each analysis requested.

Chill all honeybee, animal, and fish samples immediately to prevent further degradation. If fish decomposition is evident upon collection, indicate so on the **Sample Analysis Report**. Freeze as soon as possible and ship all tissue samples as quickly as possible.

viii. Commodity Samples

Collect commodity samples to determine if pesticide residues are in excess of the EPA food tolerance. This information is sometimes used to prohibit the harvest of a field, or seize a packed commodity. Do not collect samples to “clear” a grower's field or for informational purposes for a grower.

Be careful to select individual fruits and vegetables that are without decay. If the commodity is not cut, refrigerate the sample using blue ice before shipping. Avoid freezing because of the problems dealing with thawed and partially thawed commodities and estimating the water weight in the samples. If the commodity is cut, freezing may be necessary to preserve the sample during a lengthy storage period.

a. Field Sampling

Collect field samples that are representative of the whole commodity. Do not remove wrapper leaves, hulls, shells, pods, etc. Do not wash or clean the commodity.

If the entire field is suspected of carrying pesticide residues in excess of the tolerance, collect samples in a grid pattern in the same manner as foliage samples.

Collect at least one pound of commodity per sample, per analysis, or screen. Place the sample in a clean, unused double-strength paper bag.

b. Packed Sampling

If pesticide contamination of a packed or processed commodity is suspected, contact your EBL because DPR is the lead agency for illegal residues on produce in the channels of trade. However, there are some basic points to consider when collecting this kind of sample.

Samples collected at packing sheds should be representative of the produce as shipped in the channels of trade.

Sample size is determined by the number of containers in the lot. Use the following table as a guideline for determining a “representative” sample size:

Number of Containers in the Lot	Number of Containers to Sample From
1 – 5	All
6 – 100	5
Over 101	10

NOTE: Unless otherwise instructed, the minimum sample size should be **two** pounds.

Do not strip outer leaves before sampling commodity from bulk lots at a packing shed, unless removal of the outer leaves is the practice at the packing shed prior to shipping. Place the sample in a clean, unused double-strength paper bag.

ix. Tank Mix Samples

Tank mixes may be highly toxic. Refer to the pesticide labels for precautionary statements. If the tank mix ingredients are unknown, assume they are highly hazardous and wear maximum PPE. Be careful when working around machinery and at busy mixing/loading sites. Be aware of hoses and fittings that may be under pressure, or show signs of leakage. Inspectors should be trained according to an Illness Injury Prevention Program including training on the symptoms of exposure, PPE to be worn and direction on how to obtain emergency medical care.

If any other samples are to be collected at the site, collect the tank mix sample last after all other work has been complete, or have a separate person collect the tank mix samples.

Laboratory analysis of tank mix samples identifies the active ingredient and any possible contaminants in the tank mixture. The Formulations Laboratory analyzes active ingredients only, not inert materials. Biological pesticides, such as *Bacillus Thuringiensis*, and petroleum distillates cannot be analyzed.

Thoroughly agitate the liquid in the service container or tank. If the solution is adequately mixed to ensure uniformity, collect a sample from the drain system. Use a catch basin to avoid spills onto the soil. Application rigs can sometimes be sampled at the spray nozzles. After an application, loosen a nozzle and drain the pesticide mix

into a glass sample jar. Be sure to tighten the nozzle after taking the sample. If the tank mix cannot be agitated, use a siphon tube and syringe to collect a composite sample from three depths: near the tank bottom, middle, and near the top of the liquid level.

Do not allow tank mix solutions to contact rubber or plastic, as these materials may affect the analytical results. If the pesticide reacts with metal, use glass jars capped with Teflon[®] lids, not foil-lined lids. Do not fill the jar above the bottom of the thread line to avoid spills when the sample is opened. Any contamination of the sample container should be rinsed off onto the application site. After collecting the samples, wash yourself thoroughly with soap and water.

If possible, include a copy of the pesticide label with the sample. If the label cannot be obtained, include the ingredient statement and other pertinent label information on the **Sample Analysis Report**. The Sample Analysis Report should also include dilution and mixing directions. Write “**Formulations Laboratory only**” on the Sample Analysis Report.

Chill all tank mix samples to prevent degradation. An ice chest with blue ice will maintain the samples below 40°F. Ship by the fastest means available, taking into consideration Department of Transportation (DOT) regulations. To avoid cross-contamination, **do not** store or ship tank mix samples with or near other sample types (foliage, soil, etc.).

8. Outsourced Sampling Techniques

a. Air Samples

Due to the knowledge and experience needed to operate air sampling equipment, contact your EBL for assistance in contacting an environmental or occupational health agency or DPR’s Environmental Monitoring staff to conduct the sampling.

Two types of air samplers are used. High Volume samplers for measuring low concentrations of pesticides over long periods of time; and Low Volume samplers for measuring higher concentrations of pesticides over shorter periods of time. Either high or low volume samplers can be used indoors or outdoors.

- **Indoor Air Sampling:** Hi-Vol samplers must be vented out of the dwelling to ensure that air will not be recycled through the machine. Rooms with cigarette smoke or gas appliances must be avoided; any gases or suspended smoke particles in the area will contaminate the sample.
- **Outdoor Air Sampling:** Position sampling equipment to avoid exposure to engine exhausts, running motors, cigarette smoke, or any other nontarget air contaminants. Protect sampling equipment from rain and direct sprays from application machinery. Use shelter hoods to protect the equipment in such situations.

b. Feed, Milk & Dairy Foods and Egg Samples

Use the sampling protocol of the United States FDA's **Investigations Operations Manual** (see website http://www.fda.gov/ora/inspect_ref/iom/contents/ch4_toc.html) for proper sample collection of these commodities for compliance (investigational) purposes. For suspected pesticide contamination of a feed, milk or dairy product, or egg commodity, contact your supervisor to determine which appropriate State or federal agency to contact for follow-up. For milk samples, each analysis requires one quart. Contact your EBL for guidance with procedures.

c. Pesticide Formulation Samples

Sampling pesticide formulations for investigative purposes is sometimes necessary to provide evidence of a pesticide misuse, misformulation, product composition, cross-contamination, or other problem. In order for the analytical results of these samples to substantiate a finding that a violation exists, the samples must be representative of the total amount of the material sampled. Discuss with your EBL the appropriate protocol to use for the particular situation prior to taking formulation samples. Typically, DPR staff takes these types of samples.

9. Sample Preservation, Storage, and Shipping

The proper collection, storage, and shipping of samples are all critical elements of the sampling process and can affect the analytical results. Take the necessary steps early in the sampling process to avoid anything that could compromise the integrity of the sample, such as loss, deterioration, contamination, or tampering. Any mishandling of the sample can have a negative impact on the admissibility of the sample as evidence. Ideally, a laboratory should analyze the samples as soon as possible after they are collected. However, in many situations, this may not be possible and consideration must then be given to assure the integrity of the sample by utilizing proper storage, preservation, and shipping methods.

a. Storage

Ensure that each container is clearly labeled to identify the sample number. All samples, except those in glass jars, should be placed in paper bags within a plastic bag. Glass jars shall be placed directly into a plastic bag. Do not store or submit samples in direct contact with plastic bags. Do not use tags for labeling purposes. Protect stored samples from tampering and maintain a chain of custody record.

b. Preservation

If samples must be stored temporarily, immediately refrigerate them to prevent deterioration of the sample and degradation of the chemical. For improved preservation, some samples may be frozen, however, if you choose to freeze samples, keep in mind they must be maintained in a frozen state during shipping. This means using dry ice. The preferred method of preservation is to ship the samples to the laboratory as soon as possible, to avoid the need to freeze samples, however, if needed, the following samples may be frozen:

- Whole leaf foliage
- Surface (swab)
- Clothing
- Soil
- Sediment
- Animals, Fish, Honeybees
- Air

The following samples, however, **must not be frozen**:

- Dislodgeable foliage residue (DFR)
- Water
- Commodity
- Tank-mix
- Formulations

Refer to the “Sampling Directions” section for additional information on the storage of a particular kind of sample.

c. Shipping

Packaging and shipping samples must be done properly to ensure they remain **intact** when they arrive at the Chemistry Laboratory. In addition, mishandling the samples can endanger the safety of persons because of loss through spills, or leaks.

- 1) Place properly bagged (plastic over paper) and labeled samples in a shipping container and immobilize the samples with suitable packing material such as crumpled newspaper or Styrofoam.
- 2) Keep all liquid sample containers separated and carefully padded to guard against breakage. Pack liquid samples in sufficient absorbent material to absorb and retain any leakage that might occur.

- 3) Samples to be analyzed for pesticide residue (i.e. those other than tank-mix and formulation) require that a temperature be maintained during shipping that will prevent deterioration.
 - i. Cold samples should be packed in an insulated container using sufficient “blue ice” to maintain the temperature throughout the shipping time.
 - ii. Frozen samples should be placed in dry ice, wrapped in newspaper and placed in an insulated container such as a Styrofoam cooler. The insulated container is then placed inside a suitable shipping carton with adequate ventilation provided.
- 4) Mark your cooler and “blue ice” with your address in indelible ink and they will be returned to the appropriate regional office by mail or via DPR staff.
- 5) Record the chain of custody and include the **Sample Analysis Reports** (one per sample) in a separate plastic bag. When multiple samples are sent, include a sample site diagram, whenever possible, to assist the laboratory staff in determining the order in which to analyze the samples. Do not staple the **Sample Analysis Report** to the bag.
- 6) Comply with all applicable packaging and shipping requirements of the Department of Transportation.
- 7) Clearly mark shipping container with handling instructions, such as “Handle with Care,” “Glass,” “This Side Up,” or other appropriate wording.
- 8) Seal the shipping container and ship or deliver the samples to the laboratory as soon as possible. Consult your EBL about the shipping method, but generally ship by the fastest method available, preferably overnight. Do not ship samples when they are likely to sit in transit over the weekend or other holiday periods. Only use direct delivery courier services.

Address the shipping container labels to:

Department of Food and Agriculture
Center for Analytical Chemistry
3292 Meadowview Road
Sacramento, CA 95832

The label should also direct the shipping container to the appropriate section of the laboratory. The labels should state either:

- 1) ATTN: RESIDUE;
- 2) ATTN: FORMULATION (Only for a tank mix or formulation samples); or
- 3) ATTN: WORKER SAFETY (ONLY for DFR or WHS approved clothing samples)

All hand-delivered samples should arrive at the laboratory between 8:00 a.m. and 4:00 p.m. on regular workdays. The laboratory often closes for lunch during the noon hour. If the delivery person anticipates arriving between 12:00 and 1:00 p.m., please call the laboratory ahead of time to ensure someone will be available to receive the samples. The laboratory's phone number is (916) 262-1434. The delivery person should check in at the receiving office, which is located at the south end of the main Chemistry Laboratory (3292 Meadowview Road). After the appropriate laboratory section has been notified, the delivery person will be given further instructions.

Exceptions to the 8:00 a.m. - 4:00 p.m. delivery times are when pre-arrangements have been made with the appropriate laboratory section(s) and during emergencies.

10. Completing the Sample Analysis Report and Sample Analysis Report Evidence Record (Form PR-ENF-030)

Any sample may become evidence in an administrative or judicial action. For this reason, accurately complete the **Sample Analysis Report and Evidence Record**. Additionally, failure to complete the form may result in a delay at the Laboratory. **Always use a separate form for each sample, duplicate sample, control sample, or subsample submitted. Identify each sample as accurately as possible.**

a. Sample Analysis Report

1. SECTION A. Sample Analysis Requestor

Enter the name, address, and fax number of the agency submitting the sample. The form will be faxed to the number given with the analysis results.

2. SECTION B. Sample Source

Submit the name, address, Operator ID number or Restricted Materials Permit number, and telephone number.

3. SECTION C. Sample Information

Submit a separate form for each sample or subsample. The identification number on the sample must correspond to the identification number on the **Sample Analysis Report**. The Laboratory will assign its own identification numbers to each sample when it is received.

- a) **Sample consists of:** Be specific when completing this box. If the sample is a commodity, give the specific name. For example: "1 pound of tomato foliage;" or "1 pound of strawberry fruit;" or "1 pound of soil taken between 2" and 6" deep."
Tank mixes: As much information as possible should be given for tank mix samples. Include the name and approximate percentages of any fertilizers, stickers, spreaders, buffers, and active ingredients in the mix.
- b) Is this a control sample?
- c) Is this sample a composite?

- d) Sample identification marks. Make these marks logical and consecutive, especially with samples associated with the same case. One suggested sample numbering system is: investigator's initials-date (month-day-year)-sample sequence number. For example: investigator (JW) collects a sample on November 9, 2004, the sample number would be JW-110904-1. The identification marks on the sample container must correspond to the identification marks on the **Sample Analysis Report**.
- e) Other identification marks.
- f) Commodity and acres. Be as specific as possible when entering the name of the commodity. Add the total acres of the commodity being sampled.
- g) Section, township, and range. Enter these if they are available.
- h) Sample location. A brief description of where the sample was taken should be entered here. Distances from landmarks and field borders can be used. For example, "1/4 mile north of Wall Road and 1/2 mile south of Almond Street."
- i) Site ID number. Get this number from the R.M. Permit or Operator ID form.
- j) County. Use the county code; e.g. 39 = San Joaquin.
- k) Basis for sample. Check the appropriate box.
- l) Description of problem. Note here the nature of the complaint or investigation. **Tracking numbers from DPR should be entered in this box.** For example, "Resident complaint of illness from application of Guthion to almonds." If the sample has been assigned a tracking or case number, record it in this area.
- m) Sample collector's signature.
- n) Print sample collector's name here.
- o) Date sample collected.

4. SECTION D. Laboratory Instructions

Report the sample priority and disposition here. Review the criteria for priority on the back of the **Sample Analysis Report** and check the appropriate box. Routine samples will be analyzed on a first-come, first-served basis, and in order of priority. Give the Laboratory instructions on what to do with portions of the sample that are not used or destroyed in the analyses by checking the appropriate sample disposition box.

5. SECTION E. Specific Analysis Requested

Under “Specific Analysis Requested,” space is given for three individual pesticides to be named, and three different screens. You will receive data from the laboratory including the amount, tolerance, minimum detectable level (MDL), and internal codes for laboratory tracking purposes.

An area in this section covers swab and dislodgeable samples. Since swab samples of spilled tank mixes or concentrates require special handling, make a note of this on the sample analysis report. The laboratory uses different analytical methods for swabs. Always list the type of solvent used when taking a swab sample. Dislodgeable samples should be given “Priority 1” and marked “Human Health Hazard.” Include the leaf punch size (diameter) and the exact number of leaf punches in the sample.

Results for total residues will be given in Parts Per Million (PPM), unless otherwise requested.

Dislodgeable results will be reported in amount per sample ($\mu\text{g}/\text{sample}$). Surface sample results will be reported in amount per sample ($\mu\text{g}/\text{sample}$). Results for tank mixes or concentrates are given in percentages, unless otherwise requested. The Laboratory Supervisor or chemist performing the analysis will sign and date the form.

b. Sample Analysis Report Evidence Record

1. Sample Information

- Print the sample collector's name and sample identification marks; the laboratory will complete the laboratory number.

2. Preservation Method During Transportation

- Check the appropriate box for the method of keeping the sample from deteriorating.

3. Container Description

- Check the appropriate box for the primary sample container (e.g., paper bag), not the secondary container or the shipping container

4. Transportation Information

- Fill out the regional office of origin, means of transportation, and destination sections. Be sure to include the date sent.

5. Signature Block

- Certify the sample here.

6. Custody Record

- The sample deliverer and receiver must sign the appropriate boxes in the presence of each other every time the sample changes hands unless the sample is being delivered to or received from CAC storage (i.e. freezer, refrigerator). Record the kind of storage delivered to or received from in the appropriate box. Note the date, time, and purpose of the change in custody. If the Record of Custody is incomplete, the Laboratory cannot legally verify the resulting analysis because of the unknown history of the sample.

If shipping the sample by UPS, FedEx, or USPS, indicate the sample was delivered to the specific carrier location on the date shipped. At a hearing you may have to testify more specifically that you properly packaged and addressed it to the lab with appropriate shipping charges or postage, and how you delivered it to the carrier. The foundation for this procedure as the routine business practice can be laid at a hearing and the carrier can be portrayed as a neutral third party who is in this business and professionally transported the evidence without any motive to tamper with it. The lab can testify (perhaps by document) they received the evidence from the carrier as a routine business practice and the package did not appear to have been tampered with. While the respondent can, and in some cases will, contest this practice and try to call the evidence into question, it will be the job of the hearing officer to consider the reasonableness of the claim. The hearings sourcebook will have further information on how to properly lay the foundation for this kind of evidence.

7. Laboratory Storage

- The laboratory chemist will record laboratory storage information on the form.

B. Documentary Evidence Collection

1. Diagrams

Diagrams can provide graphic images of the episode location. Add your information to a copy of existing field maps as diagrams whenever possible as they can provide an accurate layout of the location and already include some of the necessary information.

Record all pertinent information on the diagram. Information to consider adding to the diagram are: the episode site; the pesticide application site; application pattern and direction; wind direction; landmarks such as buildings and roads; crops and their acreages; the location of witnesses; sample sites and numbers; site and direction of photographs. The diagrams should also provide an indication of dimensions and orientation (north is usually up).

2. Photographs

Photographs provide visual documentation of a situation or object. Photographs showing drift and crop damage are important documentation that an episode occurred.

Photographs of product labels provide evidence of the product involved when a detachable label cannot be obtained. Photographs should be labeled with the date and photographer's ID. A brief description describing the photograph should be added. For photographs showing small-scale exhibits, place a scale reference such as a ruler next to the exhibit.

3. Field Notes

Field notes have great value because they were made at the time of the inquiry. They are the basis for the investigative report. The investigative report is only as good as the field notes taken during the investigation of the episode. It is best to structure your notes in chronological order. Entries should begin by identifying the subject matter, date, time, and location of the activity. Other vital information may include the names and title of the injured person, witnesses and employer or employer representative; a description of the episode site; weather conditions; and location and type of samples collected, including the chain of custody. Organized field notes will facilitate the composition of the narrative report by the investigator.

Include all information found in your field notes in the narrative report. After you complete your investigative report, compare it to your field notes. Once the agricultural commissioner accepts the final report, you may destroy your field notes if:

- 1) You incorporate them in your final report,
- 2) Destroy them in "good faith", and
- 3) It is consistent with county policy.

Field notes retained in the normal course of business may be considered public records. Interview questionnaires are not considered field notes as it is generally impractical to include all the information from the questionnaires in the written report. Attach the interview questionnaires to the investigative report.

IV. THE INVESTIGATIVE REPORT

A. General Comments

The investigator must maintain an impartial position at all times. The investigative report must not reflect the attitudes or opinions of the investigator. The investigative report must include all relevant evidence. This includes information about farming practices, etc., that is generally accepted as common knowledge within the industry, but may not be known by DPR staff, hearing officers, and others who review the investigative reports. The reviewer cannot properly consider information the investigator knows, but excludes from the report. Remember, even negative findings can help direct the reviewer to form a valid conclusion and, in addition, demonstrates the thoroughness of the investigation. Omitting information from the report as unimportant can lead to the conclusion that the investigator failed to adequately investigate all aspects of the episode.

Based on the information obtained during the investigation, the investigator must only draw conclusions within his/her scope of expertise. Conclusions pertaining to violations of the laws and regulations, and whether the implicated chemicals are pesticides or used as pesticides, fall within the investigator's expertise. **Do not make conclusions based on medical information uncovered during the investigation. The investigator must not draw conclusions about the relationship of the exposure and the illness.** This falls outside the scope of the investigator's expertise.

B. Report Writing:

Your report is the definitive record of an investigation. It is an orderly account of where you went, what you did, and all of the information and evidence you obtained relevant to the episode. It answers the questions of who, what, when, where, why and how. Concentrate on making reports logical and accurate, so they can be complete and still concise. A well-written report gives the reader confidence in your education, experience, objectivity, and professionalism, as well as reflecting positively on your department.

Write reports in the first person and active voice. Keep sentences simple and direct. Use everyday language when possible. Try to think of vivid verbs to evoke the events you describe, but beware of emotionally loaded terms that could lead people to question your objectivity. Your goal is to write reports so complete and well organized that someone could base prosecutions on them, even in your absence. Brief reports often work better than lengthy ones. It takes time and effort to condense reports to their essence, but it makes your work enormously more effective.

Include enough detail that reasonably educated people can follow your report, even if they are unfamiliar with the case, local conditions and practices, and the laws and regulations. Hearing officers, district attorneys, the respondents, and the public may all use your reports, not to mention DPR and your supervisor. Help your readers find the information they need to reach their own conclusions from the logically ordered facts in your report.

Identify all the areas of regulatory concern that you investigated. Document the evidence that supports any violations, but do not exclude information that supports the individual or business being investigated. Remember DPR and your supervisors use your reports to assess the need for enforcement action. If you identify any violations, the report must identify those violations and supply information from which to gauge the degree or severity of violation.

The report should identify the source of all information and statements included in the report. When referring to people in the report, use the initial of their first name followed by their last name. Type the name in capital letters. For example, John Doe, would be referred to as J. DOE. Handling names in the report this way will assist staff in removing the names to fulfill public disclosure of records requests.

C. Standard Narrative Format

To facilitate well-organized and informative investigative reports, the report must include the following standard narrative elements. Non-priority antimicrobial investigations are exempt from this format requirement.

Summary: One paragraph summarizing the episode.

Background Information: Pertinent background information related to the episode.

Violations: List all violations of the laws, regulations, and labeling found during the investigation, including violations that did not contribute directly to the episode.

Witnesses: List of all witnesses involved in the episode. For each person, list his/her name, employer (if applicable), address, and telephone number.

Investigation and Statements: The narrative portion of the investigation report detailing how the episode occurred. Witness interview statements/summaries are included in this section. For each interview, state the date and time of the interview, who conducted the interview, how the investigator conducted the interview (i.e. in-person, over the telephone), where the investigator conducted the interview, the translator (if applicable), and if anyone else was present during the interview.

Findings: Summarize the investigative findings supported by the evidence. Provide summary information identifying and supporting the elements of any violations found during the investigation.

Attachments: List of supporting evidence for the episode investigation.

D. Investigation Report Forms - Overview

For all pesticide episode investigations, the PEIR form (PR-ENF-127) must be completed. Form PR-ENF-182 may be substituted for pesticide episode investigations involving antimicrobials.

Use the following guidelines to complete the PEIR form series (PR-ENF-127, PR-ENF-127 A through D, PR-ENF-182). Use the face sheet (PR-ENF-127; PR-ENF-182 for antimicrobial incidents) for all investigations. Complete the face sheet as fully as possible. Begin the summary of the investigation on the face sheet. State "refer to narrative" or "see attached" only to indicate continuation if sufficient space is not available on the face sheet. It is not necessary to repeat information in the narrative that is clearly stated on the face sheet. If you need more space or to update information at a later time, use the Supplemental Report form (PR-ENF-127A). Typed narrative reports may be substituted for the supplemental form.

When an episode involves several people as witnesses, complainants or injured, use the Episode Witness/Injured/Complainant Report form (PR-ENF-127B) to record specific personal data and avoid the need to prepare several similar narrative reports. The investigator may find this particularly useful for human cluster illness episodes.

A map or sketch contributes greatly to a reader's understanding of the investigative report, particularly to show damage patterns or sampling locations. Use the Episode Site Diagram form (PR-ENF-127C) for this purpose. Existing farm maps may be substituted, when appropriate.

Agricultural field worker dermatitis injuries require the investigator to gather certain specific information relevant to the situation. Use the Field Worker Dermatitis Supplemental Report form (PR-ENF-127D) to provide this data. The simple check box format helps avoid the need for long narrative reports.

Report episodes involving exposure to antimicrobial (disinfectant, sanitizer, etc.) pesticides on the Antimicrobial Exposure Episode Report form (PR-ENF-182) as an alternative to using the face sheet (PR-ENF-127). DPR designed this form for the collection of information pertinent to a worker safety evaluation. The simple check-box format aids the investigator in collecting necessary information. It is not necessary to complete and submit both forms.

The following table lists the forms and their use for episode investigation reports.

Form #	Title	Use
PR-ENF-127	Pesticide Episode Investigation Report (PEIR)	Required for all investigative reports. PR-ENF-182 may be substituted for investigations involving antimicrobial pesticides.
PR-ENF-127A	Pesticide Episode Investigation Supplemental Report	Narrative report. Typed reports may be submitted on regular copy paper.
PR-ENF-127B	Episode Witness/Injured/Complainant Report	Reporting of additional persons involved (exposed, witnesses or complainants).
PR-ENF-127C	Episode Site Diagram	Detailed diagram of incident area. Existing permit maps may be substituted, when appropriate.
PR-ENF-127D	Field Worker Dermatitis Supplemental Report	Provides specific information relevant to field worker dermatitis episodes.
PR-ENF-182	Antimicrobial Exposure Episode Report	Alternative form that may be used for investigations alleging to involve antimicrobial pesticides.

E. Investigation Report Forms: Completing the Forms

1. Pesticide Episode Investigation Report (PR-ENF-127)

The following guides the investigator in completing the face sheet of the Pesticide Episode Investigation Report form (PR-ENF-127).

General Information:

Page: The face sheet is the first page of all reports, except when using the Antimicrobial Exposure Episode Report form. Use the space to indicate the total number of pages in the report excluding appended records or other supporting evidence.

Received By: State the name of the person within the investigating agency who first received notification about the episode. Do not use this line to record internal agency assignment of investigative duties. The purpose of this information is to document the official notification of the occurrence of the episode and the beginning of the investigation.

Received From: Record the name of the person who provided the first notification of the episode to the investigating agency.

Representing: Record the agency, firm, or organization of person giving the notification.

Date/Time Received: Record the date and time of notification.

Type of Episode: Check the appropriate box(es) that apply. The types of episodes are defined on page 2. If human effects, indicate the number of people involved. If property loss/damage, indicate the estimated value. If a Report of Loss was filed, use the reported value estimate. Identify the source of the value estimate in the narrative, if not otherwise identified. If an environmental effect, identify the type of effect. If none of the above, check other and explain.

Priority Investigation: If the investigation involves a priority episode, check "yes" and record the priority number assigned by DPR. Otherwise, check "no".

Other I.D. No.: An optional box the CAC may use for a separate CAC tracking number or for an identifying number assigned by another governmental agency. There are separate boxes for WH&S case number and priority episode number.

County of Occurrence: Write the name of the county where the episode occurred. Do not substitute the designated county number.

Date/Time of Occurrence: Record the date and time the episode occurred. The date must reflect the actual date of occurrence, which may differ from the date listed on the PIR/DFROII.

Episode Location: Clearly and concisely state where the episode occurred (i.e., street address, field identification number).

Person Notified/Date: For each of the listed agencies, identify anyone notified of the episode. Record the date of notification.

Injured/Complainant Information:

Complaint Signed: Indicate "yes" if the complainant filed a Report of Loss, Nonperformance or Damage form (PR-ENF-008), Report of Human Exposure or Unsafe Condition form (PR-ENF-074) or a signed written statement, otherwise check "no" or "N/A" as appropriate.

Doctor Visited: Check "yes" or "no" to indicate whether the injured person or complainant sought medical attention following the alleged exposure. Check "N/A" if the incident does not involve a human effects episode.

Extent of Injury/Illness: This box is applicable only to *human effects episodes*. Check the appropriate box to indicate the effects. Check one of the following: "fatal" if the person died; "serious" if the person required hospital admission as "inpatient status"; "symptoms" if the person had any signs or symptoms that were less than "serious"; or "exposed only" if the person experienced no signs or symptoms of illness or injury.

Activity of Person Exposed/Involved: Indicate the individual's specific activity when the exposure occurred. This may be different from occupation. Check "mixer/loader" if the exposure occurred as the individual prepared a pesticide for application. Check "applicator" if the exposure occurred as the individual applied a pesticide (including antimicrobial pesticides) by any method (Field workers applying pesticides in irrigation water (chemigation) are considered applicators. If an individual becomes ill after mixing, loading

and applying a pesticide, and cannot identify an exposure event, check both activities. Check "field worker" if the exposure occurred while an individual worked in an agricultural field and not involved in a pesticide handling process. Check "public" if the exposure occurred while the individual was not working. Check "other" if exposure occurred in an occupational setting other than those named above. Specify the individual's activity in the "explain" space if "field worker", "public", or "other" is checked.

Name, Address, Age, Gender (Sex), and Phone: Complete the personal identification information about the injured/complainant.

WHS No.: Enter the assigned WHS number (i.e. 200X-XXX). For human effects episodes, WH&S assigns each individual a separate case number. For episodes identified by alternate means, there may be no WHS number. In this case, leave the WHS number blank.

Workdays Lost: Indicate the number of days the injured/complainant remained off work (or other accustomed activity, such as school attendance) due to the effects of the alleged exposure. Do not count the day the person was first injured and/or sought medical attention. If disability status is ongoing, indicate "indefinite" in the box and explain in the narrative. If available information does not specify whether or not the affected person experienced a period of disability, enter "unknown".

Medical Facility Name: Record the name of the medical facility (hospital, clinic, etc.) where the person sought medical attention.

Treatment/Observation: Check "treatment provided" if the individual received treatment by a physician or medical facility. Check "observation only" if medical personnel evaluated the individual, but provided no treatment.

Hospitalized: Record formal admission to the hospital (inpatient status). Do not count emergency room visits as time hospitalized.

Date and Time Admitted/Discharged: Record the date and time of both hospital admission and discharge. If the doctor admits the individual directly from the emergency room, count the time spent in the emergency room as hospitalization.

Physician, Address, Phone: Complete the information about the principal attending physician.

Signs/Symptoms: List the effects attributed to the exposure by the injured person and/or the physician. Acquire the information by interviewing the injured person, when possible. The information provided on the PIR/DFROII may be incomplete or inaccurate.

Employer, Address, Phone: Record the information about the injured person's employer at the time of the exposure. If self-employed, state "self-employed" in this space.

Protective Measures (Engineering Controls and Personal Protective Equipment) Used: **This section is very important in determining the cause of the illness/injury and how it may have been prevented.** Check the boxes that most accurately describe the protective measures **actually in use** by the injured/complainant at the time of the alleged exposure. If the protection used is not listed, check "Other" and explain in the space provided. If no protective measures were used, check "none". **Fill out this section even for non-handling activities.** Additional information is listed below for some of the check boxes:

Safety glasses: Safety glasses as specified in 3CCR section 6738(b)(2)(A).

Work Clothes: Employee-provided garments meeting specifications listed in 3CCR section 6000, Work Clothing definition.

Coveralls: Employer-provided garment meeting specifications listed in 3CCR section 6000, Coverall definition. Specify the type of coverall (i.e., cloth, disposable) worn.

Chemical-Resistant Clothes: Employer-provided clothing made of specific materials that meet the specifications listed in 3CCR section 6000, Chemical Resistant or Waterproof definition.

Other: Check this box when the type of clothing/equipment matches no existing protective measures category. Do not check "Other" and enter "None" for "Other Protective Measures" unless the individual wore no clothes. For an individual wearing ordinary street clothes, check "Work Clothes".

Closed System: A procedure for handling pesticides that avoids hand-pouring and meets the specifications listed in 3CCR section 6000, Closed System definition.

Enclosed Cab: A chemical-resistant barrier meeting the specifications listed in 3CCR section 6000, Enclosed Cab definition.

Enclosed Cab with Air Purification: An enclosed cab that meets the specifications listed in 3CCR section 6000, Enclosed cab acceptable for respiratory protection definition. Enclosed cabs certified by the manufacturer as meeting American Society of Agricultural Engineers Standard S-525 (Rev. 5/98) are acceptable under this definition.

Environmental or Property Damage:

Description of Damage: Describe the damage and nature of the effects.

Amount/Value: Record the amount or value as estimated by the complainant or the investigator. This value may be stated in terms of acres, tons, trees, or dollar amounts. Identify the source of the estimate in the narrative.

Owner, Address, Phone: Record the information of the property owner. For leased fields, list the lessee. If the owner is listed as the injured or complainant, state "same as above".

Alleged Respondents:

Status: If you suspect a person or company (PCA, dealer, etc.) of being responsible for the episode, check their status. If "other" is checked, explain in the space provided at the bottom of the Alleged Respondents section.

Name, Address, And Phone: Complete with the information known about the person or firm suspected of being responsible for the episode. If a licensee, record the name as it appears on the license.

License/Permit No.: If the person or firm holds a license or permit, record the type and number. If more than one, record the type most directly related to activities that allegedly contributed to the episode.

Recommendation Made: Indicate if a Licensed Agricultural Pest Control Adviser (PCA) made a recommendation for the application. If a PCA made the recommendation, record the number in the space provided.

Employer's Name, Address: Record the name and address of the respondent's employer. If self-employed, state "self-employed". For non-occupational cases, put "N/A".

Pesticide Information:

Pesticide Name/Manufacturer: Record the full name of the pesticide product (i.e., Roundup Pro Herbicide, not Roundup) and the manufacturer. Record this information for all pesticides (including adjuvants) as well as any fertilizers or other components in the tank mix. For cases involving residue, list all materials applied to the field(s) of interest for the previous 30 days. List the pesticides from the most recent application in the provided space and identify the balance in the narrative. For cases involving non-pesticidal chemicals, list the product name and manufacturer in the provided space. For episodes involving no chemicals, put "N/A".

EPA Registration Number: Enter the EPA registration number from the pesticide product label, including the subregistrant number, if applicable. Since most product labels do not include California's alpha code, obtain the code from the Registration Branch or from the DPR label database.

Category: Enter the toxicity category of the pesticide product as indicated by the signal word on the label.

Dose/Dilution/Volume: Enter the amount of pesticide product, diluent, and mixture applied per unit (for example: 2 lb. product/100 gallons water/acre).

Treatment Date: Record the date of application or use.

Commodity/Site Treated: Record the crop, site, or item treated.

Equipment Type/Make/Model/Description: Identify the specific type(s) of application equipment used in the episode. For episodes where more than one pesticide application may have contributed, list the specific type of equipment for each application. Examples of equipment include helicopter, air blast sprayer, boom sprayer, backpack sprayer, and hand pump sprayer. Be sure to include any identification number used by the firm. Describe the location and configuration of the nozzles. Record the use of electrostatic equipment or other technologies.

Episode Narrative:

Use the Standard Narrative Format listed in Section IV C.

Signatures:

Report Prepared By: The investigator should sign and date the report when it is completed.

Report Reviewed/Approved By: The CAC supervisor or deputy commissioner who reviews the report should also sign and date the report. While review is not mandatory, the signature of a supervisor or deputy commissioner suggests the CAC utilizes a review process to maintain quality control over the investigative reports.

2. Pesticide Episode Investigation Supplemental Report (PR-ENF-127A)

The following is a guide for completing the Pesticide Episode Investigation Supplemental Report form (PR-ENF-127A). Use this report form for the standard narrative report format. Typed narrative reports may be substituted for this form.

Page: Indicate where in the sequence of the report this sheet is located (i.e. page 7 of 15).

Location/Subject: Use a title or statement to identify the episode to which this relates (such as name of injured/complainant or nature of effects).

Priority/WHS No.: If the episode is a priority investigation, record the assigned priority number in this box. If the episode is not a priority investigation and involves human exposure, record the WHS number(s) in this box (if one has been assigned).

Other I.D. No., County of Occurrence & Date of Occurrence: See instructions for PR-ENF-127.

Narrative Continuation/Supplemental Report: Check the "narrative continuation" box if the form is used with the face sheet. If the form is used to amend a report or add additional information to a previous report, check "supplemental" report. If neither of these entries apply, check "other" and explain.

Remarks: See “Standard Narrative Format” under section IV (C) to facilitate well-organized and informative investigative reports. Within the narrative report, include all available information obtained during the investigation (see section II for information to include). Remember, even negative findings have a bearing on the case. In addition, negative findings demonstrate a thorough investigation. Lack of this kind of information implies the investigator failed to examine aspects of the episode not covered in the written report.

Report Prepared By & Report Reviewed/Approved By: See instructions for PR-ENF-127.

3. Episode Witness/Injured/Complainant Report (PR-ENF-127B)

Use the following as a guide when completing the Episode Witness/Injured/Complainant supplement (PR-ENF-127B) of the Pesticide Episode Investigation Report. Use this report form to record information about other people involved in the episode.

A face sheet (PR-ENF-127) must be submitted with the report even when using this form.

The Witness/Injured/Complainant section must be completed for each injured person. For the first person identified, complete this information on the face sheet. All other people should be put on the Episode/Witness/Injured/Complaint form (PR-ENF-127B). DPR will return Pesticide Episode Investigation Reports submitted without this section completed for those injured.

Page: Indicate where in the sequence of the report this sheet is located.

For all other sections of this form, refer to the corresponding instructions for PR-ENF-127.

4. Episode Site Diagram (PR-ENF-127C)

Use the following information as a guide when completing the Episode Site Diagram supplement (PR-ENF-127C) of the Pesticide Episode Investigation Report.

Page, Location/Subject, Priority/WHS No., Other I.D. No., County of Occurrence & Date of Occurrence: See instructions for PR-ENF-127A.

Site Diagram: Draw or sketch a clear diagram or map of the area that shows all pertinent information. Be sure to indicate the direction and all pertinent landmarks. For episodes occurring on farms, field maps showing the fields can be substituted.

Legend and Comments: Include any information that will make the map readable.

Report Prepared By & Report Reviewed/Approved By: See instructions for PR-ENF-127.

5. Field Worker Dermatitis Supplemental Report (PR-ENF-127D)

The following is a guide for completing the Field Worker Dermatitis supplement (PR-ENF-127D) of the Pesticide Episode Investigation Report. Use this form only for agricultural field worker (not mixer/loader, applicator) dermatitis cases. A separate form should be completed for each injured employee. The Pesticide Episode Investigation Report must still be filled out for cases requiring this form.

Page, WHS No., Other I.D. No., County of Occurrence & Date of Occurrence: See Instructions for PR-ENF-127a.

Person Providing Information:

Person Contacted: Check appropriate boxes for all person(s) contacted during the investigation.

Translation: Does the contacted person(s) speak English? If not, who served as the translator?

Commodity and Work Activity Information:

Date of onset: Can the person recall when the dermatitis was first noticed? If so, please record the date in the space provided.

Record the commodity and site worked on the date of onset. Also record the site I.D. number, the block I.D., and the variety.

Field Condition: Check any of the field conditions the worker remembers, even if the exact location cannot be identified. When checking the "Other" box, please specify the field condition.

Specific Work Activity: Check the **specific** work activity of the worker when he/she first noticed the rash. When checking the "Other" box, please specify the type of work activity.

Application History:

Application History for Field of Onset: List all pesticides (including adjuvants) applied to the field within the previous 30 days. If no pesticide applications occurred within the previous 30-day period, list the most recent application made to the field in question.

Application History Supplied By: Record the name and title of the person who provided the information for the application history.

Time Before Entry: Record the actual number of days between the last application and entry by the injured person. This may have no relationship to the legal reentry interval.

Exposure Information and Medical History:

Dermatitis Symptoms Experienced: Check all boxes that apply to indicate the nature of the dermatitis. When checking the “Other” box, please specify the type of dermatitis symptom.

Location(s) on the Body: Check all boxes that apply to indicate the areas of the body affected. When checking the “Other” box, please specify the body part involved.

Previous Medical History: Indicate if the employee recalls having a previous history of any of the conditions listed.

Protective Clothing Worn: Check the appropriate box to indicate what the employee remembers wearing to work at the onset of the dermatitis. When checking the “Other” box, specify the type of clothing worn.

Comments: Record any information specific to the injured person that will assist in determining how exposure occurred and the extent of exposure.

Report Prepared By & Report Reviewed/Approved By: See Instructions for PR-ENF-127.

6. Antimicrobial Exposure Episode Report (PR-ENF-182)

Use the following as a guide when completing the Antimicrobial Exposure Episode Report form (PR-ENF-182). The use of this form is **optional**. It may be used instead of the face sheet (PR-ENF-127), but **only** for episodes involving antimicrobial (disinfectants, sanitizers, etc.) products. If an exposure episode involves more than one person, the investigator should either: (1) complete a separate form PR-ENF-182 for each person exposed; or (2) if the exposure information is the same for all people involved, form PR-ENF-127B may be used to record specific personal information.

Page: Indicate where in the sequence of the report this sheet is located, usually first as the alternative face sheet. Indicate the total number of pages in the report, excluding appended records and supporting evidence.

Priority/WHS No.: See Instructions for PR-ENF-127A.

Other I.D. No., County of Occurrence, Date of Occurrence, Name, Age, Gender (Sex), Days in Hospital, Workdays Lost: See Instructions for PR-ENF-127.

Employer Name, Address, Type of Business: Record all known information about the injured person’s employer at the time of exposure (e.g. restaurant, hospital, etc.). If self-employed, state “self-employed” in the employer name box.

Specific Work Activity at Time of Exposure: Record the specific activity of the injured at the time of exposure (e.g., cleaning tables, mopping floors, mixing the disinfectant, etc.).

Site/Area Treated: Record the site/area (or intended site/area) treated with the antimicrobial pesticide.

Signs or Symptoms Experienced: List the effects attributed to the exposure by the injured and/or physician. Do not assume the PIR/DFROII is accurate or complete.

Protective Measures Used at Time of Incident: Check the boxes that most accurately describe the protective measures **actually in use** by the injured at the time of the alleged exposure. A box in each section (eye protection, hand/arm protection, and other protective equipment) should be checked, even if no protective measures were in use. If the protection used is not listed, check “Other” and explain in the space provided. If no protective equipment is used, check “None”. See PR-ENF-127 for additional information.

Pesticide Name/Manufacturer, EPA Registration Number, Category, Dose/Dilution/Volume, and Treatment Date: See Instructions for PR-ENF-127.

Summary of Exposure Episode: See Instructions for PR-ENF-127. The standardized format is not required for non-priority antimicrobial investigations, but is required for priority episodes involving antimicrobial products.

Report Prepared By & Report Reviewed/Approved By: See Instructions for PR-ENF-127.

V. DISPOSITION OF THE EPISODE INVESTIGATION REPORT

A. Priority Episode Investigations

For all types of priority episode investigations, forward the investigator's report along with all supporting documents (i.e., results from analyses of samples collected, sales invoices, written recommendations, copies of only the pertinent pages of the labels, photographs or sketches, medical records, coroner's report, use permits, notices of intent, training records, etc.) to the appropriate EB regional office. The EBL will forward the completed investigative report to EB headquarters in Sacramento and to WH&S. DPR sends a summary report to US EPA on each priority episode investigation. The CAC will receive a copy of this summary report.

B. Non-Priority Human Effects Episodes

Forward all non-priority human illness investigations directly to WH&S for review and evaluation.

C. Employee/Citizen Complaints

The complainant has the right to receive a written report of the investigator's findings. Inform the complainant of any actions taken relative to the complaint and the reasons for such action (*Labor Code section 6309* requires a written report for employee complaints). This report should be specific and normally in the form of a letter to the complainant. If DIR referred the complaint to the CAC, send a copy of the investigator's findings to DIR.

D. Illegal Residue

Forward all reports of illegal residues (NTE and over tolerance) referred by DPR for follow-up to the appropriate EB regional office.

E. Non-Priority Environmental Effects, Property Loss or Damage

Maintain all non-priority episode investigation reports concerning property loss, animal (domestic and wild), fish or bird poisonings, or other environmental effects at the CAC office.

F. Records Requests

General

There are two principle California laws governing the handling of government held records. These laws are the Public Records Act (PRA) (*Government Code section 6250, et seq.*) and the Information Practices Act (IPA) (*Civil Code section 1798, et seq.*). In addition, Proposition 59, passed in 2004, makes the public's right to records a constitutional right and requires that statutes be broadly construed if they further the public's access to records and narrowly construed if they limit that right.

It should be presumed initially that all records, regardless of physical form or characteristics, including electronic records, held by DPR and CACs are public. Computer software programs are not considered to be records as defined by the Act. Some records, such as medical information and personnel information, are normally precluded from disclosure (release) to protect the privacy of individuals. In addition, information collected under assurance of confidentiality (confidential business information or trade secrets) may be protected from disclosure as well. Other records, such as investigation files and some predecisional documents, are permitted to be held in confidence to facilitate efficient operation of the agency. Records may not be withheld from disclosure simply to protect the image or avoid embarrassment of the agency.

Government Code section 6255 requires agencies to justify withholding any record by showing the record in question is exempt, or by making a determination that the facts of the particular case show the public interest served by not disclosing the record clearly outweighs the public interest served by disclosure of the record. When the PRA request is in writing and the agency decides to deny the request, in whole or in part, the agency must respond to the requestor in writing within 10 days. Appendix H is a sample letter that may be used for withholding a specific document. This sample letter is not appropriate for responding to compulsory legal processes as described below. DPR recommends you seek case-specific legal advice from your county counsel in these cases.

Any person who wishes to inspect a public record or obtain a copy of a public record must identify the record(s) specifically enough so it can be located. You may want to assist the requestor in limiting their request to focus on the records actually wanted. It is not appropriate to ask a requestor about the reason why they want the requested document. The purpose for the request has no bearing on whether the document can be released pursuant to the PRA. The PRA requires the requestor to identify the time frame for which records are sought. You might also ask the requestor for such things as the particular chemical, or a specific incident or incidents pertaining to a particular person or firm. You may require the requestor to send a copy service to make copies if it is a large request that would be a burden for the agency to fulfill.

Principle laws

The PRA covers how State and local government agencies maintain and disclose records. It encourages disclosure, although it contains approximately 30 specific exemptions. It is modeled after the Federal Freedom of Information Act. The agency must determine within 10 days of receipt of the request whether to comply with the request and must “immediately” notify the requestor of that determination. Some photocopy costs are reimbursable, e.g., ten cents per page. “Time” costs are not recoverable.

The PRA applies only to records that exist at the time the request is made. It does not require the agency to “create” any records and the agency is not required to provide, on an ongoing basis, documents that come into existence in the future. The agency may recover the actual costs of services needed to create “custom records” if it chooses to do so.

The IPA covers how State agencies maintain and disclose records. It is designed to place constraints on how State agencies collect, maintain, and disseminate personal information (as defined by the Act) about individuals. It applies to written records in any form and has approximately 25 conditions of disclosure. An agency must meet one of those conditions before disclosing any personal information covered by the Act. It is patterned after the Federal Privacy Act. CACs, as local governmental agencies, are not subject to the provisions of the IPA but are encouraged to comply with its intent.

Compulsory Legal Processes

Compulsory legal processes may include court orders, subpoena for production of records, and the demands for inspection of records related to a lawsuit involving the agency. The PRA and IPA may not be applicable to these processes. The time frame for compliance may be short. An affidavit from the record preparer or “custodian of the records” may be required. This affidavit takes time to prepare, so when it is required, the turnaround time for actual collection of records may be extremely short. Draft documents and documents containing personal information can be demanded. An order may compel the agency to create documents and assemble information. Some costs may be reimbursable. You should follow both the letter and spirit of the order and may want to seek the advice of your county counsel.

Generally, release pursuant to a compulsory legal process is not considered “disclosure” and the document retains any protected status it may have had. This is important since normally any disclosure of a record constitutes a waiver of its protected status under the PRA. Disclosure of protected information by the CAC to the respondent as evidence in an ACP proceeding is a disclosure made through a legal proceeding and is required by law, therefore, the record retains its protected status and the CAC may refuse to disclose it in the future.

Specific DPR Records Policies

Specific DPR policies relating to records availability for inspection, or copying if requested, follow. These policies reflect certain restrictions necessary to comply with the IPA or an exemption under the PRA. They are presented here for consideration by CACs.

Doctor’s First Reports (of pesticide-related conditions)

When a request is for a report pertaining to a particular person (or regarding a pesticide episode involving so few persons that their identities are known or easily could be ascertained) and the requester is a member of the public, DPR will release only the name of the exposed person and the name, address, and telephone number of the exposed person's physician.

Personal information that identifies or describes the exposed person cannot be disclosed by DPR (i.e., the exposed person's physical description, social security number, home address, home telephone number, medical information or diagnosis, and statements made by or attributed to that person) (*Civil Code section 1798.24*).

If the requester is a member of the public who has obtained signed written consent from the exposed person, DPR will release only the personal information authorized by the written consent. The written consent must have been obtained not more than 30 days before the request, or within the time limit agreed to by the exposed person in the written consent (*Civil Code section 1798.24(b)*). If the requester is the person to whom the record pertains, or is that person's representative, such as an attorney, and DPR has received sufficient proof of identity, DPR will release the entire record.

Investigation Records

Generally, DPR will not release files on pending investigations to the public. It is a privilege of the agency to hold these records and usually there is no violation if they are released. These records may be released in specific cases where the public interest served by the release clearly outweighs the value to the operation of the agency in retaining it confidential. In addition, documents that find their way into the file that are otherwise public documents, should be released upon request (notices of violation, permits, fumigation summaries, fire department incident reports, etc.). However, with certain statutory exceptions, if any document is released to one person, it must be released to any requestor (*Government Code sections 6254(f) and 6254.5*).

The right not to disclose certain items in the investigation files may continue even after the investigation is completed. There are portions of the file that must be protected, for example medical information or other information the disclosure of which would constitute an invasion of privacy and the identity of confidential informants. Staff analysis of the evidence and recommendations for action may also be withheld based on the deliberative process privilege. Communication between department attorneys concerning the evidence or the case is also protected. Once again, any document that is normally a public document cannot be withheld just because it has been made part of the investigative file. However, unless DPR can identify a public benefit to non-disclosure that outweighs the benefit to disclosure, factual information contained in the file after the file has been closed and an action taken, should be disclosed.

When the request is for records that involve many persons and the requester has not named the persons, or does not know the identities of the persons (i.e., a request for all pesticide episode investigation reports for a certain time period), the personal information regarding the persons to whom the medical information pertains (i.e., person's name, social security number, physical description, home address, and telephone number), other than the medical information itself, will be deleted before the records are released. Medical information may be released on the basis there is no invasion of personal privacy because the information disclosed is not linked to the person to whom it pertains (*Government Code section 6254(c); Civil Code section 1798.24*).

Complaints

It is DPR's position that under the balancing test required by the catchall exemption of the PRA, the public interest served by keeping the identity of a complainant from disclosure far outweighs the public's interest in disclosure. This position is supported by case law in California (*City of San Jose v. The Superior Court* (1999), 74 Cal. App. 4th 1008). The rationale used to protect the complainants in each of these cases is clearly applicable to the

pesticide setting. The identity of a person making a formal complaint is required to be protected unless the complainant specifically requests that it be released (*Labor Code section 6309*).

Case law in California protects the name, address, and statements of a confidential informant (*Government Code section 6255*). There are several simple procedures that may be followed to protect the confidentiality of an individual who requests it or when it is otherwise required:

- Avoid including the name of the complainant in any investigative report.
- If reference to the complainant is necessary to the narrative, simply state “a complaint was received.”
- The statements of the complainant can be included in the report without referencing the fact that he/she was the initial complainant.
- If the issue comes to a hearing and the case can be made against the respondent without the testimony of the complainant, there is no need to release any information concerning the complaint or the identity of the complainant to the respondent as part of the proceeding.

Confidential Records

The following documents are protected from disclosure and are not open to inspection by the public:

- Personnel files. Their disclosure may constitute an unwarranted invasion of personal privacy (*Government Code section 6254(c)*).
- Records of complaints. The name, address, and statements of a confidential informant is protected (*Government Code section 6254(f)*). See *Complaints* above for more information.
- Preliminary drafts, notes, or interagency or intra-agency memos which are not retained in the ordinary course of business, provided the public interest in withholding the records clearly outweighs the public interest in disclosure (*Government Code section 6254(a)*). If these records are retained, they are presumed to be "retained in the ordinary course of business," and are not protected from disclosure.
- Data designated as a trade secret pursuant to Government Code sections 6254.2 (related to pesticide safety and efficacy data) and 6254.7 (related to air pollution control data). DPR's legal staff will make the determination as to whether a particular document is a trade secret. This issue comes up mainly with registration data.
- Information acquired in confidence where the public interest served by not making the record public clearly outweighs the public interest in disclosure (*Evidence Code section 1040(b)(2)* and *Government Code sections 6254(f) and 6255*). DPR's legal staff will make the determination in these cases.

NOTE: Records that are protected from public disclosure may be released to other State agencies that agree to treat the material as confidential without losing their protected status.

Each CAC should develop a procedure for handling requests for release of records and have it reviewed by your county counsel. DPR is not in a position to provide case specific legal advice to counties on this issue and only offers the previous information as an example of how DPR handles requests for certain records.

VI. APPENDICES

- A. Acronym Index
- B. Division of Workers' Compensation – District Offices
- C. Division of Labor Standards Enforcement - District Offices
- D. Department of Fish and Game Regional Office Map
- E. Interview Questions for Exposures and Illnesses
 - 1. Questions in English
 - a. Pesticide Handler – Employee
 - b. Pesticide Handler – Employer
 - c. Field Worker Exposed to Pesticide (Drift or Residue)
 - d. Private Citizen Exposed to Pesticide Drift
 - e. Private Citizen Exposed to Pesticide Residue
 - 2. Questions in Spanish
 - a. Manipulador de Pesticidas - Empleado
 - b. Manipulador de Pesticidas - Empleador
 - c. Trabajador del Campo Expuesto a Deriva o Resíduo de Pesticida
 - d. Público Expuesto a Deriva de Pesticida
 - e. Público Expuesto a Resíduo de Pesticida
- F. Public Exposure Episodes Involving Large Numbers of People: Response Packet
 - 1. Pesticide Exposure Incident Questionnaire
 - 2. Pesticide Episode Investigation Non-Occupational Exposure Supplement (PR-ENF-128)
- G. CEQA Functional Equivalency Program Effectiveness - Restricted Materials Used During a Priority Episode Investigation
- H. Investigations on Federal Facilities
- I. Sample Letter About Withholding Specific Documents

Appendix A

Acronym Index

Acronym	Name
3CCR	Title 3, California Code of Regulations
CAC	County Agricultural Commissioner
CACASA	County Agricultural Commissioners and Sealers Association
Cal/OSHA	California Occupational Health and Safety Administration
CDFA	California Department of Food and Agriculture
DFG	Department of Fish and Game
DFR	Dislodgeable foliar residue
DFROII	Doctor's First Report of Occupational Illness and Injury
DIR	Department of Industrial Relations
DPR	Department of Pesticide Regulation
EB	Enforcement Branch
EBL	Enforcement Branch Liaison
FAC	Food and Agricultural Code
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
IPA	Information Practices Act
MOU	Memorandum of Understanding
MSDS	Material Safety Data Sheet
NTE	No Tolerance Established
PEIR	Pesticide Episode Investigation Report
PENR	Pesticide Episode Notification Record
PIR	Pesticide Illness Report
PPE	Personal protective equipment
PRA	Public Records Act
REI	Restricted entry interval
US EPA	United States Environmental Protection Agency
WH&S/WHS	Worker Health and Safety Branch

Appendix B

Department of Industrial Relations, Division of Workers' Compensation (DWC) Information & Assistance Unit – District Offices

Anaheim, 92801 1661 No. Raymond Avenue, Suite 200 (714) 738-4038	Bakersfield, 93301 1800 30th Street, Suite 100 (661) 395-2514	Eureka, 95501-0421 100 "H" Street, Room 201 (707) 441-5723
Fresno, 93721-2280 2550 Mariposa Street, Room 2035 (559) 445-5355	Grover Beach, 93433-2261 1562 Grand Avenue (805) 481-3296	Goleta, 93117 6755 Hollister Avenue (805) 968-4158
Long Beach, 90802-4460 300 Oceangate Street, 3rd Floor (562) 590-5240	Los Angeles, 90013 320 West 4th Street, 9th Floor (213) 576-7389	Oakland, 94612 1515 Clay Street, 6th Floor (510) 622-2861
Oxnard, 93030 2220 East Gonzales Road, Suite 100 (805) 485-3528	Pomona, 91768 435 West. Mission Blvd. # 300 (909) 623-8568	Redding, 96001-2796 2115 Akard, Room 21 (530) 225-2047
Riverside, 92501 3737 Main Street, Room 300 (909) 782-4347	Sacramento, 95825 2424 Arden Way, Suite 230 (916) 263-2741	Salinas, 93906-3487 1880 North Main Street, Suite 100 (831) 443-3058
San Bernardino, 92401 464 West Fourth Street, Suite 239 (909) 383-4522	San Diego, 92102-4402 7575 Metropolitan Road, Suite 202 (619) 767-2082	San Francisco, 94102 455 Golden Gate Avenue, 2nd Floor (415) 703-5020
San Jose, 95113 100 Paseo de San Antonio, Room 240 (408) 277-1292	Santa Ana, 92701-4701 28 Civic Center Plaza, Room 451 (714) 558-4597	Santa Monica, 90405 2701 Ocean Park Blvd, Suite 222 (310) 452-1188
Santa Rosa, 95404 50 "D" Street, Room 430 (707) 576-2452	Stockton, 95202-2314 31 East Channel Street, Room 450 (209) 948-7980	Van Nuys, 91401-3373 6150 Van Nuys Blvd, Room 105 (818) 901-5367
Walnut Creek, 94598 175 Lennon Lane, Room 200 (925) 977-8343		

Source: <http://www.dir.ca.gov/dwc/IandA.html>

Appendix C

Division of Labor Standards Enforcement – District Offices

<p>Bakersfield 5555 California Avenue, Suite 200 Bakersfield, CA 93309 (661) 395-2710</p>	<p>Redding 2115 Civic Center Drive, Room 17 Redding, CA 96001 (530) 225-2655</p>	<p>San Jose 100 Paseo de San Antonio, Room 120 San Jose, CA 95113 (408) 277-1266</p>
<p>Eureka 619 Second Street, Room 109 Eureka, CA 95501 (707) 445-6613</p>	<p>Sacramento 2031 Howe Avenue, Suite 100 Sacramento, CA 95825 (916) 263-1811</p>	<p>Santa Ana 28 Civic Center Plaza, Room 625 Santa Ana, CA 92701 (714) 558-4910</p>
<p>Fresno 770 E. Shaw Avenue, Room 315 Fresno, CA 93710 (559) 244-5340</p>	<p>Salinas 1870 N. Main St., Suite 150 Salinas, CA 93906 (831) 443-3041</p>	<p>Santa Barbara 411 E. Canon Perdido, Room 3 Santa Barbara, CA 93101 (805) 568-1222</p>
<p>Long Beach 300 Oceangate, Suite 302 Long Beach, CA 90802 (562) 590-5048</p>	<p>San Bernardino 464 W. Fourth Street, Room 348 San Bernardino, CA 92401 (909) 383-4334</p>	<p>Santa Rosa 50 "D" Street, Suite 360 Santa Rosa, CA 95404 (707) 576-2362</p>
<p>Los Angeles 320 W. Fourth Street, Suite 450 Los Angeles, CA 90013 (213) 620-6330</p>	<p>San Diego 7575 Metropolitan Dr., Rm. 210 San Diego, CA 92108 (619) 220-5451</p>	<p>Stockton 31 E. Channel Street, Room 317 Stockton, CA 95202 (209) 948-7770</p>
<p>Oakland 1515 Clay Street, Suite 801 Oakland, CA 94612 (510) 622-3273</p>	<p>San Francisco 455 Golden Gate Ave., 8th Floor San Francisco, CA 94102 (415) 703-5300</p>	<p>Van Nuys 6150 Van Nuys Blvd., Room 206 Van Nuys, CA 91401 (818) 901-5315</p>

San Francisco--Headquarters

455 Golden Gate Avenue, 9th Floor
San Francisco, CA 94102
(415) 703-4810

Source: <http://www.dir.ca.gov/dlse/DistrictOffices.htm>

Note: Locations and telephone numbers are subject to change.

Appendix D

California Department of Fish and Game

STATE HEADQUARTERS

 Resources Building
1415 Ninth Street, 12th Floor
Sacramento, CA 95814
(916) 653-7664

REGIONAL HEADQUARTERS

-  1 North California - North Coast Region
631 Locust Street
Redding, CA 96001
(530) 225-2306
-  2 Sacramento Valley - Central Sierra Region
1701 Nimbus Road
Rancho Cordova, CA 95970
(916) 385-2933
-  3 Central Coast Region
7128 Siverado Trail
Napa, CA 94556
(707) 944-5500
-  4 San Joaquin Valley - Southern Sierra Region
1234 East Elgin Avenue
Fresno, CA 93710
(556) 243-4025
-  5 South Coast Region
4845 Vantage Avenue
San Diego, CA 92123
(619) 497-4291
-  6 Eastern Sierra - Inland Deserts Region
4775 Red Farm Road
Chico Hills, CA 91709
(909) 597-9023
-  7 Marine Region (along entire coast)
22 Lower Ragsdale Drive #102
Monterey, CA 93542
(805) 569-2870

 Field Offices



Appendix E

1. Suggested Interview Questions for Exposures and Illnesses - English

a. Pesticide Handler - Employee

Record the name of the interviewer, date, time, and location. The name, address, age, gender, telephone number, and work activity of the interviewee also needs to be recorded.

1. Who is your employer? Who is your supervisor?
2. How long have you been working as a handler?
3. When you were exposed or became ill, what pesticide(s) were you handling?
[For flaggers: Did you know what pesticides were applied?]
4. What type of application equipment were you using?
[For flaggers: Who made the application? Describe the type of aircraft used.]
5. When did the exposure occur?
6. Where did the exposure occur?
7. How did the exposure occur? Was it dermal, inhalation, or ingestion?
8. Did you come in direct contact with the pesticide? Describe what you felt, tasted, saw, and smelled during this experience.
9. [For flagger: What was your location? What was the distance between you and the applicator?]
10. What personal protective equipment (PPE) did your supervisor give you to wear?
11. What PPE were you wearing?
12. What did you do after you were exposed to the pesticide?
13. Did you notify anyone of the exposure? Who?
14. Did you feel sick? If yes:
 - a. When did you start feeling sick?
 - b. What were your symptoms?
 - c. How long did you have symptoms?
15. Did you go to a doctor or hospital? If yes:
 - a. Who took you to the doctor or hospital?
 - b. When did you see a doctor?
 - c. What treatment did you receive?
 - d. Were you hospitalized? If yes, how long?
16. How many days of work did you miss?
17. Were you eating, drinking, or smoking at any time while you were handling pesticides?
18. Did you feel sick before coming to work? If yes, explain.
19. What were the weather conditions at the time of exposure? Did they change during the application?
20. Was anyone else working with you? Were they exposed and did they feel sick? If yes, obtain names so they can be interviewed.
21. Who maintains the PPE? How often is it inspected or repaired?
22. Are clean coveralls provided and worn every day?
23. Did you have access to soap, water (including for emergency eye flushing), and disposable towels at the work site?
24. How often do you use the wash facilities? Did you use the wash facilities after the exposure?
25. Can you describe the pesticide training and instruction you have received?
26. Who gave you the training?
27. Was the training specific to each pesticide you handle?

28. Did you review and sign your training records?
29. How often are you supervised?
30. Do you know where emergency medical care information is posted?
31. Do you know what medical supervision means? (If applicable)
32. Do you know where your employer maintains pesticide use records and safety information (A-8, MSDS, application-specific information)?
33. Has anyone told you about applications nearby or about nearby fields under restricted entry interval? Who gave you that information?

Note: Obtain a two-week work history from the employer's records.

b. Pesticide Handler -- Employer

Record the name of the interviewer, date, time, and location.

1. Identify the person, company name, address, telephone number, and type of license or certificate.
2. Who is responsible for the supervision of the employee(s)?
3. Were you notified of the employee(s)' exposure? When? By whom?
4. What did you do after you were notified?
5. How did the exposure occur?
6. Where did the exposure occur?
7. When did the exposure occur?
8. What pesticide(s) was the employee handling at the time of exposure?
9. How many days of work were lost?
10. Was the employee hospitalized? If yes, how long?
11. What personal protective equipment (PPE) was provided to the employee(s)?
12. How do you make sure that the employee(s) wears his/her PPE?
13. Describe your personal protective equipment maintenance program.
14. How do you make sure that your application equipment is in good repair and safe to operate?
15. Do you provide a clean change area for your employee(s)?
16. Are clean coveralls provided to and worn by your employee(s) daily?
17. Do you provide soap, water (including for emergency eye flushing), and disposable towels at the work site?
18. Who trained the employee(s)?
19. Describe your pesticide training program.
20. Describe your medical supervision program. (If applicable)
21. Describe your hazard communication program (including display of application-specific information).
22. Describe your emergency medical care program.
23. What procedures do you follow if an employee(s) is exposed, ill, or injured?
24. What method do you use to provide information to employees about nearby applications and fields under restricted entry interval?

Notes: Reviewing training and medical records during the interview may cause distractions. Close your interview with the employer before you begin your review of the documented training and medical supervision records.

Obtain a two-week work history from the employer's records.

c. Field Worker Exposed to Pesticide (Drift or Residue)

Record the name of the interviewer, and the date, time and location of the interview. The name, address, age, gender, telephone number, and work activity of the interviewee must also be recorded.

1. Who is your employer?
2. When did your exposure occur?
3. What were your work activities the day you were exposed?
4. [Questions for employees exposed to drift from an application]
 - a) Where did your exposure occur?
 - b) Describe what was happening in the area around you.
 - c) Did you notice an application of pesticides?
 - d) When did you notice it?
 - e) Describe the application equipment -- airplane, helicopter, tractor, etc.
 - f) How far were you from the application?
 - g) When did you first experience contact with the pesticide? Describe what you smelled, saw, felt, and tasted during this experience.
 - h) Were you notified that a nearby pesticide application would occur (if same operator)? Who notified you?
5. [Questions for employees exposed to residue in the field]
 - a) What fields did you work in the day you were exposed?
 - b) How did you get to the field(s)? (e.g., drove yourself or rode with another employee.)
 - c) When did you enter the field?
 - d) Where did you enter the field?
 - e) Were you using any hand tools (hoe, pruners, etc.) during that activity?
 - f) How long did you work in the field?
 - g) Did you smell or taste anything unusual? What did it smell or taste like?
 - h) Were any fields you worked in posted? Where were the signs located?
 - i) Were there any signs posted in adjacent fields?
 - j) Were you notified that the field had been treated with any pesticides?
 - k) Did you enter any adjacent fields, i.e., to eat lunch? If yes, did you contact the foliage?
 - l) Did you eat or drink anything unusual on the day when you first had the symptoms?
 - m) Did you drink water from the irrigation valves?
 - n) Are you sensitive to any chemicals? If so, which ones?
6. Describe the weather conditions on that day.
7. When did you start feeling sick? Where were you located then?
8. What were your symptoms?
9. How long did you have the symptoms?
10. Have you felt these same symptoms before? When? How long were you sick during that incident?
11. Did anyone else in your household have the same symptoms?
12. What clothing and or personal protective equipment were you wearing?
13. Did you have access to soap, water, and disposable towels at the work site?
14. How often do you use the wash facilities? Did you use the wash facilities after the exposure?
15. Did you shower when you finished work that day?
16. Did you put on clean clothes when you finished work that day?
17. Did you tell your supervisor that you felt ill? When?
18. Did you go to the doctor or the hospital? When?

19. How did you get to the doctor or hospital?
20. Were you unable to return to work? If so, how many days did you miss?
21. Were you hospitalized? If yes, how long?
22. How many people are in your work crew?
23. Do you know if anyone else was exposed or had symptoms? If yes, obtain names so they can be interviewed. Did they see a doctor?
24. Can you describe the training you have received regarding working in fields treated with pesticides?
25. Who gave you the training? When?
26. Do you know where the property operator maintains pesticide use and safety information (A-9, MSDS, application-specific information)?
27. Has anyone told you about applications nearby or about nearby fields under a restricted entry interval? Who gave you that information?

Note: Obtain a two-week work history from the employer.

d. Private Citizen Exposed to Pesticide Drift

1. When did the exposure occur?
2. Where did the exposure occur?
3. Did you smell, see, taste, or feel anything unusual during or after exposure?
4. What did it smell, taste, or feel like?
5. Did you see any pesticide application taking place nearby?
6. Where did the application occur?
7. What was the distance between you and the application?
8. Describe the application equipment.
9. Describe the weather conditions on that day.
10. When did you start feeling sick?
11. What were your symptoms?
12. How long did your symptoms last?
13. Did you seek medical attention? Where? When?
14. Did you notify anyone of the problem? Who?
15. Do you know if anyone else was exposed?
16. Do you know if they sought medical attention?

e. Private Citizen Exposed to Pesticide Residue

1. When did the exposure occur?
2. Where did the exposure occur?
3. Was a pesticide application made on or near the property?
4. What pesticides were applied?
5. Who made the application?
6. When was it made?
7. Where was it made?
8. Did you smell or taste anything unusual?
9. When did you first notice the unusual smell or taste?
10. What did it smell or taste like?
11. When did you start feeling ill?
12. What were your symptoms?
13. How long did your symptoms last?
14. Did you seek medical attention? When? Where?
15. Do you know if anyone else was exposed?
16. Did you notify anyone of the problem? Who?

2. Suggested Interview Questions for Exposures and Illnesses - Spanish

a. Manipulador de Pesticidas - Empleado

Anote el nombre del entrevistador, día, hora y lugar. También necesita anotar el nombre, dirección, edad, género, número de teléfono, y actividad de trabajo del entrevistado.

1. Quién es su patrón (o empleador)? Quién es su supervisor?
2. Cuánto tiempo lleva trabajando como manipulador de pesticidas?
3. En el momento de la exposición o cuando se enfermó, qué pesticida(s) estaba manipulando? [Para los banderilleros: usted sabía qué pesticidas se estaban aplicando?]
4. Qué tipo de equipo de aplicación estaba usando? [Para los banderilleros: Quién hizo la aplicación? Describa el tipo de avión que se usó.]
5. Cuándo ocurrió la exposición?
6. Dónde ocurrió la exposición?
7. Cómo ocurrió la exposición? Fue a través de la piel, inhalación, o por ingestión?
8. Se puso en contacto directo con el pesticida? Describa lo que sintió, degustó, vio, y olió durante ésta experiencia?
9. [Para los banderilleros: Cuál era su ubicación? Cuál era la distancia entre usted y el aplicador?]
10. Qué tipo de equipo de protección personal (PPE) le entregó su empleador para que usted usara?
11. Qué tipo de equipo de protección personal estaba usando?
12. Qué hizo después de sufrir la exposición a pesticida?
13. Dió aviso a alguien de la exposición? Quién?
14. Se sintió enfermo? Y si fue así:
 - a. Cuándo se empezó a sentir mal?
 - b. Cuáles fueron sus síntomas?
 - c. Cuánto tiempo le duraron los síntomas?
15. Fue al doctor o a un hospital? Y si fue así:
 - a. Quién lo llevó al doctor o a un hospital?
 - b. Cuándo vió a un doctor?
 - c. Qué tratamiento recibió?
 - d. Fue hospitalizado? Por cuanto tiempo?
16. Cuántos días faltó al trabajo?
17. Estaba usted comiendo, fumando, o tomando mientras realizaba sus labores de trabajo?
18. Se sentía mal antes de salir a trabajar? Explique.
19. Cuál eran las condiciones del tiempo en el momento de la exposición? Cambiaron éstas durante la aplicación?
20. Había alguna otra persona trabajando con usted? Fueron expuestos al pesticida? Se sintieron mal? Si la respuesta es afirmativa obtenga los nombres para entrevistarlos.
21. Quién mantiene los PPE? Cada cuánto tiempo son inspeccionados o reparados?
22. Se les entrega overoles limpio todos los días? Se los pone usted todos los días?
23. Le proveen a usted jabón, agua (incluso para lavarse los ojos en caso de emergencia) y toallas desechables en el lugar de trabajo?
24. Cada cuándo usa los servicios de baño o para lavarse? Los usó después de la exposición?
25. Describa el entrenamiento e instrucción de pesticida que usted ha recibido?
26. Quién le dió el entrenamiento?
27. Fué específico el entrenamiento para cada pesticida que usted maneja?

28. Usted revisó y firmó sus registro de entrenamiento?
29. Con qué frecuencia lo supervisan?
30. Usted sabe dónde se pone la información de emergencia médica?
31. Usted sabe qué significa la supervisión médica? (Si es aplicable)
32. Usted sabe dónde su empleador mantiene los registros e información de seguridad del uso de los pesticidas (A-8, MSDS, información específica sobre la aplicación) ?
33. Alguien le ha informado sobre las aplicaciones cercanas o acerca de campos cercanos bajo un intervalo de entrada restringida? Quién provee esa información?

Nota: Obtenga de los registros del empleador un historial de trabajo de dos semanas.

b. Manipulador de Pesticidas - Empleador

Anote el nombre del entrevistador, día, hora y lugar.

1. Identifique la persona, nombre de la compañía, número de teléfono, y clase de licencia o certificado.
2. Quién es el responsable de la supervisión del empleado(s)?
3. Se le notificó a usted sobre la exposición del o de los empleado(s)? Cuándo? Quién lo hizo?
4. Qué hizo usted después que le notificaron?
5. Cómo ocurrió la exposición?
6. Dónde ocurrió la exposición?
7. Cuándo ocurrió la exposición?
8. Qué pesticida(s) estaba manipulando el empleado?
9. Cuántos días se perdieron de trabajo?
10. Hospitalizaron el empleado? Por cuánto tiempo?
11. Qué clase de equipo de protección personal (PPE) entregaron a o los empleado(s)?
12. Cómo se asegura usted que el empleado(s) use su PPE?
13. Describa su programa de la mantención del equipo de protección personal.
14. Cómo se asegura que su equipo de aplicación de pesticida está en buenas condiciones y su operación no es peligrosa?
15. Le proporciona usted a sus empleado(s) un área limpia para cambiarse?
16. Se entrega al empleado overoles limpios diariamente? Usa el empleado esta ropa diariamente?
17. En el lugar de trabajo, provee usted jabón, agua (para las manos y los ojos) y toallas desechables para sus empleados?
18. Quién entrenó al empleado(s)?
19. Describa su programa de entrenamiento de pesticidas?
20. Describa su programa de supervisión médica? (Si corresponde)
21. Describa su programa de comunicación de peligro (incluyendo exhibición de información específica sobre la aplicación).
22. Describa su programa de cuidado de emergencia médica?
23. Que procedimientos sigue usted si un empleado se expone, se enferma o se lesiona?
24. Cómo informan a sus empleados sobre aplicaciones cercanas o en campos cercanos que están bajo un intervalo de entrada restringida?

Notas: Si durante la entrevista, usted revisa los registros de entrenamiento y médicos, esto puede causar distracciones. Termine su entrevista con el empleador antes de comenzar su revisión de los registros de entrenamiento y de supervisión médica documentados.

Obtenga de los registros del empleador un historial de trabajo de dos semanas.

c. Trabajador del Campo Expuesto a Pesticida (por Deriva o Residuo)

Anote el nombre del entrevistador, día, hora y lugar de la entrevista. También se debe anotar el nombre, dirección, edad, género, número de teléfono, y actividad de trabajo del entrevistado.

1. Quién es su patrón (empleador)?
2. Cuándo ocurrió la exposición?
3. Cuáles eran sus labores de trabajo el día que sufrió la exposición?
4. [Preguntas para empleados expuestos a una deriva de una aplicación.]
 - a. Dónde ocurrió su exposición?
 - b. Describa lo que estaba pasando a su alrededor.
 - c. Notó si había una aplicación de pesticida?
 - d. Cuándo lo notó?
 - e. Describa el equipo de aplicación – avión, helicóptero, tractor, etc.
 - f. A qué distancia se encontraba usted de la aplicación.
 - g. Cuándo experimentó por primera vez contacto con el pesticida? Describa lo que olió, vió, sintió, y degustó durante ésta experiencia.
 - h. Le notificaron que ocurriría una aplicación de pesticidas en la cercanía (si el mismo operador)? Quién le comunicó?
5. [Preguntas para empleados expuestos a residuo de pesticida en el campo.]
 - a. En qué campos trabajó el día que sufrió la exposición?
 - b. Cómo llegó al campo(s)? (por ejemplo, manejó usted mismo o con otro empleado.)
 - c. Cuándo entró al campo?
 - d. Por dónde entró al campo?
 - e. Usaba alguna herramienta de mano (azadón, podadora, etc.) durante esa actividad?
 - f. Cuántas horas trabajó en el campo?
 - g. Olió y degustó algo diferente? Cómo olía o degustaba?
 - h. Algunos de los campos dónde usted estaba trabajando tenían letreros (avisos)? Dónde estaban colocados los letreros?
 - i. Habían letreros en los terrenos adyacentes?
 - j. Le notificaron que habían aplicado pesticidas en el campo dónde usted estaba trabajando?
 - k. Entró en algún terreno adyacente, por ejemplo, a comer? Si es afirmativo, contactó el follaje?
 - l. Comió o tomó algo fuera de lo común ese día cuándo tuvo los síntomas por primera vez?
 - m. Tomó agua de las llaves de riego?
 - n. Es sensible a algún producto químico? A cuáles?
6. Describa las condiciones del tiempo ese día.
7. Cuándo se empezó a sentir mal? Dónde se encontraba en esos momentos?
8. Cuáles fueron sus síntomas?
9. Cuánto tiempo le duraron los síntomas?
10. Había sentido los mismos síntomas anteriormente? Cuándo? Cuánto tiempo estuvo enfermo esa vez?
11. Alguien más en su casa tuvo los mismos síntomas?
12. Que ropa o tipo de equipo de protección personal estaba usando?
13. Usted tenía acceso a jabón, agua y toallas desechables en el lugar de trabajo?
14. Cada cuando se usa los servicios de baño o para lavarse? Las usó después de la exposición?
15. Se duchó (lavarse el cuerpo entero con la regadera) ese día al terminar su trabajo?
16. Se vistió con ropa limpia cuándo terminó su trabajo ese día?

17. Le dijo a su supervisor que se sentía mal? Cuándo?
18. Fué al doctor o a un hospital? Cuándo?
19. Cómo llegó al doctor o a un hospital?
20. Pudo ir a trabajar? Si no fue a trabajar, cuántos días perdió de trabajar.
21. Fué hospitalizado? Por cuánto tiempo?
22. Cuántas personas hay en su cuadrilla?
23. Había otras personas trabajando cerca de usted que fueron expuestos al pesticida o tuvieron síntomas? Si la respuesta es afirmativa obtenga los nombres para entrevistarlos. Vieron a un doctor?
24. Usted puede describir el entrenamiento que ha recibido con respecto al trabajo en los campos tratados con pesticidas?
25. Quien le dió el entrenamiento? Cuándo?
26. Usted sabe dónde el operador de la propiedad mantiene los registros y la información de seguridad del uso de los pesticidas (A-9, MSDS, información específica sobre la aplicación)?
27. Alguien le ha informado sobre otras aplicaciones cercanas o acerca de campos cercanos bajo un intervalo de entrada restringida? Quién le entrego esa información?

Nota: Obtenga del empleador un historial de trabajo de dos semanas.

d. Público Expuesto a Deriva de Pesticida

1. Cuándo ocurrió la exposición?
2. Dónde ocurrió la exposición?
3. Usted olió, vio, degustó o sintió algo diferente durante o después de la exposición?
4. Qué olor, sabor, o sensación tenía?
5. Notó si había cerca una aplicación de pesticida?
6. Dónde se estaba haciendo la aplicación de pesticida?
7. A qué distancia se encontraba usted de la aplicación?
8. Describa el equipo de aplicación?
9. Describa las condiciones del tiempo ese día.
10. Cuándo se empezó a sentir enfermo?
11. Cuáles fueron sus síntomas?
12. Cuánto tiempo le duraron los síntomas?
13. Pidió atención médica? Dónde? Cuándo?
14. Notificó a alguien de su problema? Quién?
15. Usted sabe si alguien más fue expuesto?
16. Usted sabe si pidieron atención médica?

e. Público Expuesto a Residuo de Pesticida

1. Cuándo ocurrió la exposición?
2. Dónde ocurrió la exposición?
3. Estaban haciendo una aplicación de pesticida en o cerca de la propiedad?
4. Qué pesticidas estaban aplicando?
5. Quién hizo la aplicación?
6. Cuándo la hicieron?
7. Dónde la hicieron?
8. Usted olió o degustó algo diferente?
9. Cuándo notó por primera vez un olor o sabor diferente?
10. Qué olor o sabor tenía?
11. Cuándo se empezó a sentir enfermo?
12. Cuáles fueron sus síntomas?
13. Cuánto tiempo le duraron los síntomas?
14. Pidió atención médica? Dónde? Cuándo?
15. Usted sabe si alguien más fue expuesto?
16. Notificó a alguien del problema? Quién?

Appendix F

Public Exposure Episodes Involving Large Numbers of People

DPR and CAC Responsibilities

Introduction

Pursuant to FAC sections 2281 and 12977, CACs have the responsibility and authority to investigate episodes that may involve potential or actual human illness or injury, property damage, loss, or contamination, and fish or wildlife kills alleged to be the result of the use or presence of a pesticide. DPR relies upon the CAC to provide sound, factual information and is available to assist the CAC during any investigation.

A non-occupational pesticide use-related exposure event (hereafter referred to as “episode”) is any episode related to pesticide application activities that results in exposure to a person while they are not working. The CAC is responsible for responding to all such episodes, including episodes in which exposed persons do not seek medical treatment. This document is intended to provide guidance for CACs when episodes occur involving large numbers of affected people. In recent years, these episodes have often involved off-site movement of fumigants.

Branches within DPR have different objectives in conducting investigations. While the Enforcement Branch focuses on collecting evidence that may document violations, WH&S uses episode investigation information to evaluate the circumstances of exposure, determine whether unsafe use conditions exist, and implement appropriate mitigation measures. In order to accomplish this objective, WH&S frequently needs exposure information for persons affected in episodes and a list of symptoms experienced by each person, whether or not they sought medical treatment

Advisory on emergency response

This document is not intended to supersede local emergency response planning. Significant guidance exists regarding response to episodes where emergency responders such as fire department personnel are likely to have primary responsibility. CACs should be involved in their county’s emergency planning group to provide their input and keep abreast of local protocols.

CAC episode response

The CAC should develop and implement a response plan specific to each episode. The response plan should include the following five components:

- Initial response
 - Pre-investigation planning
 - Investigation
 - Mitigation
 - Follow-up
-

Initial Response

The CAC conducts an Initial Response to quickly get a “thumbnail sketch” of the nature and scope of the episode and to notify appropriate agencies:

- Locate the treated field(s) that may be the source of the episode.
 - Identify the pesticide(s) involved.
 - Identify the grower and/or pest control business that treated the field(s).
 - Considering local environmental conditions, take steps to prevent or limit additional exposures.
 - Notify DPR’s EBL and/or regional office when it is determined that the episode involves a pesticide. The EBL/regional office is responsible for notifying DPR headquarters as appropriate.
 - Notify WH&S at (916) 445-4222 if the episode meets WH&S annual priorities for investigation.
 - Decide whether response agencies should be notified, such as the lead agency per county emergency response plan, local health officer, etc.
 - Conduct representative interviews to characterize the number of persons affected and the types of symptoms they are experiencing. (See page 98 of this document for general guidance on conducting gradient interviews and page 103 for the Pesticide Episode Investigation Non-Occupational Exposure Supplemental.) Initially, it is not necessary to interview every person potentially exposed. Conduct gradient interviews only until you have an understanding of approximately how many people are affected, how severely, and over how wide an area.
 - Some episodes may be larger than the CAC can respond to on their own or may meet local criteria for notifying emergency responders. If so, follow your local county emergency plan and notify appropriate agencies such as County Environmental Health. The CAC can provide technical assistance to emergency responders such as information about the hazards involved. Consult with DPR staff as needed.
-

Pre-investigation planning The CAC conducts pre-investigation planning to set the immediate direction and priorities for the investigation and to identify the resources and methods required to implement the strategy. The CAC generally conducts planning among their staff either in person or by phone. Pre-investigation planning may include DPR staff if appropriate. An important component is determining the information and resources exposed persons require in both the short-term and long-term (see Follow-up section). CACs should:

- Discuss what is known and who is already involved (fire, medical, media, etc.).
- Use guidance from Enforcement Branch Manuals, CAC letters, ENF/WH&S letters, current policies, etc., to plan the investigation.
- Develop the response and investigation strategy to achieve current objectives:
 - Designate CAC staff as investigation team members. Determine how often and in what form the investigation team will provide status updates to CAC headquarters.
 - Determine the type and number of samples that should be collected, if applicable, to document exposures and/or support violations.
 - Determine the records and other documentation that should be collected.
 - How will the CAC identify the exposed population, notify potentially exposed persons of the episode, and provide them with episode status updates? Options include public meetings, surveys and interviews. Suitable tools may include using door hanger questionnaires, central distribution points, or public meetings.
 - If interviews are opted for, how will they be conducted (gradient or other strategy)? Who will be interviewed? Where will interviews be conducted? Is bilingual expertise needed? Does CAC staff have appropriate questionnaire templates or do they need to develop additional survey tools? (See the enclosed Non-Occupational Pesticide Exposure Episode Questionnaire.)
 - What information do the exposed persons need to know in the immediate and longer term? Will the CAC distribute an information packet? What will it contain? DPR may have fact sheets and other similar resources.
 - Diagram the episode site and adjacent fields or properties with distances.

**Pre-investigation
planning**
(continued)

- Determine staff and material resources needed to conduct the investigation, such as:
 - Additional supplies
 - DPR headquarters, regional office, or staff from other agencies to provide technical expertise or assistance with media inquiries, sampling activities, notifying affected persons and/or conducting interviews.
 - An information packet to distribute to exposed persons (letter, fact sheets, questionnaires, etc.)
 - California Department of Food and Agriculture Laboratory resources and contacts
-

Investigation

The CAC implements the pre-investigation plan by conducting investigation activities to determine how the episode occurred and to characterize the magnitude of the episode (geographic extent, the number of persons exposed, and the severity of their exposures). Where the initial response provided a "thumbnail sketch" of the episode's magnitude, the goal of the investigation phase is to have more exact information on who was affected and how severely:

- Mobilize the investigation team to investigate on-site.
 - Conduct the investigation activities, adjusting the plan as needed to accommodate new information or developments.
 - Collect samples and other information to document the episode.
 - Gather information via interviews and questionnaires. Interview more intensively where people have severe symptoms, such as vomiting, and less extensively where symptoms are less severe, such as transient irritation. For example, if symptoms are severe near the episode site, interview all persons living nearby. Where symptoms are milder a few streets away, interview fewer people.
 - Investigation team members should provide one another and CAC headquarters with periodic episode status updates. Considering what is known and unknown, review the overall objectives and modify the investigation plan as needed.
-

Mitigation

Mitigation is conducted in response to pesticide safety issues found during an episode investigation and may consist of protective measures in the form of administrative, regulatory, engineering, or other controls. Depending upon the nature of the episode, a mitigation measure may be imposed immediately or may be developed over a longer period of time. Protective measures may include stopping a pesticide application, requiring additional water seals or soil layering, evacuating the area, increasing buffer zones, or changing permit conditions. These may be developed by the CAC and/or DPR.

Follow-up

Follow-up is conducted to relay information to exposed persons according to their needs for both the immediate and long term. DPR can provide technical and other assistance; other assistance may be available from state and local agencies such as environmental health or state health. Exposed persons want to know what happened and what the CAC knows. A form letter, fact sheet, or other handout material can summarize this information and address their concerns. Consider the following in developing appropriate strategies:

- Provide information on what the CAC is doing or has done to follow up. If the investigation is ongoing, the CAC can report what efforts are underway, such as identifying the pesticide(s) involved, collecting samples, checking records, and conducting interviews.
 - Inform residents how they can provide their input into the investigation, via meetings, surveys, interviews, etc.
 - Provide information on how, when and where the CAC will communicate with them about the episode and the status of the investigation, e.g., at a public meeting, via final report, etc.
 - If a public meeting is planned, explain who will be there (doctor, DPR, Spanish translators, media, etc.).
 - If applicable, the CAC may need to provide information on mitigation Measures that we adopted in response to the public episode.
-

**Conducting
gradient
interviews**

This guidance on conducting gradient interviews presumes a neighborhood of single-family homes. Interview strategies will be tailored to each episode site, as these vary widely from residential to mixed use, and encompass retail sites, apartments, offices, schools, fields, etc.

Gradient interviews are a tool to characterize the magnitude of an episode. They consist of representative interviews of potentially exposed persons along a gradient beginning with the area nearest the exposure source and considering local environmental conditions such as wind direction, continuing along the presumed exposure path(s). The goal is to produce a two-dimensional diagram showing the locations affected, the approximate number of exposed persons in each area, and the distribution of exposure symptoms by severity within the episode area. Investigators should use the Non-Occupational Pesticide Exposure Episode Questionnaire to capture interview responses.

Gradient interviews are conducted first as part of the initial response so the CAC can rapidly characterize the episode. If symptoms are not severe, initial interviews consist of “spot sample interviews,” described below. For episodes involving severe symptoms, many people, or large areas, the CAC may subsequently conduct intensive gradient interviews, such as door-to-door interviews as part of their full-scale investigation.

Begin by interviewing households immediately adjacent to the episode site. Ascertain whether residents were home at the time of the episode and ask them to describe any symptoms they experienced. If persons report severe symptoms, such as nausea and vomiting, the investigator should begin conducting house-to-house interviews. Interview residents until the reported symptoms are of a less severe nature, such as mild coughing, sore or scratchy throat, watering eyes, or headache. At this point begin “spot sample” interviewing of residents in several houses on either side of the sector where the more severe symptoms were experienced until exposed residents of homes report that they did not experience symptoms. If persons adjacent to the episode site report that symptoms were relatively minor, then the interview process can consist solely of “spot sample” interviews.

Conducting
gradient
interviews
(continued)

Continue interviewing outward from the episode site along the presumed exposure path(s), based on local environmental conditions. Conduct “spot interviews” or house-to-house interviews, as indicated by the severity of the symptoms reported. Once residents begin to report less severe symptoms, conduct “spot sample” interviews at every few houses until interviews indicate that exposed persons experienced no symptoms. Depending on local environmental conditions, the exposure gradient may extend in several geographic directions. The interview plan should characterize the width and depth of each geographic direction. Plot the general outline of the episode area and estimate how many persons were potentially exposed. Indicate the distribution of symptoms by severity within the episode area. This information is generally sufficient for the CAC to establish investigational objectives during their pre-investigation planning. Investigators can also use the sketch to develop a more intensive interviewing strategy.

Enclosures

Introduction

The following explains how to use the enclosed Non-Occupational Pesticide Exposure Episode Questionnaire and the Pesticide Episode Investigation Non-Occupational Exposure Supplemental. Both forms can be printed or copied onto single sheets as two-sided forms. DPR developed these forms as tools to collect and track exposure information from persons affected in episodes. If used in your investigation, return a copy to WH&S. WH&S wants your feedback on how well they work for you and any suggestions you have to facilitate capturing exposure information.

Non-Occupational Pesticide Exposure Episode Questionnaire

CAC staff may use this questionnaire to inform potentially exposed persons about an episode and to provide them an opportunity to report exposure information. The questionnaire can be used as a door hanger or made available at public meetings or central distribution points. The CAC can use the information on returned questionnaires to locate persons they may wish to interview more extensively.

Page 1 of the questionnaire was designed as a template and can be used “as is” or as guidance in developing your own page 1. Please feel free to customize page 1 as needed for each episode to accommodate your letterhead, the episode date, the pesticide involved, staff contacts, or provide more information about the episode and your investigation. The CAC may translate the entire document into other languages as needed. The table on page 2 contains fields to capture exposure information of interest to WH&S. Please do not make changes to this table, other than to translate into suitable languages.

Pesticide Episode Investigation Non-Occupational Exposure Supplemental

DPR requests that CAC staff use this report to collect information during interviews after an episode. The standardized format will allow WH&S to track episode data more effectively and WH&S hopes it provides a more efficient and user-friendly way to capture exposure information than do current formats. Fill out all applicable fields as completely as possible. Please do not modify the form. We welcome your feedback on the design, format, or other attributes and will update the form periodically to incorporate your suggestions.

Pesticide Exposure Episode Questionnaire
(on county letterhead)

Dear Resident,

A pesticide incident occurred in your neighborhood on _____ at about _____AM PM. The County Agricultural Commissioner's Office is investigating the incident. If you wish to report illness symptoms that you or members of your household experienced related to this incident, please complete this questionnaire and send or drop it off at our office:

If you have questions, call _____ at _____

If members of your household visited a doctor concerning their symptoms, please provide the doctor's name, address and phone number, with area code, below:

Doctor _____ Phone Number (_____)_____

Address _____

Pesticide Exposure Episode Questionnaire
(on county letterhead)

Name		Phone number ()			
Address				Date	
Describe what happened on the day of the incident. Describe the time of day, where you were, what you saw, heard, felt, tasted, and smelled.					
What time did symptoms begin? _____ AM PM		Is anyone in your household still experiencing symptoms? (Circle one) YES NO			
Please list the names, gender, and age of every person who experienced symptoms, including yourself. Check those symptoms experienced by each person. Use page 2 if needed. If anyone saw a doctor, please put a "✓" next to their name in column 1.					
No.	✓	Name	Gender (M/F)	Age	Check Symptoms
1					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
2					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
3					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
4					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
5					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
6					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
7					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
8					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
9					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER
10					<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATED <input type="checkbox"/> COUGH <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> HEADACHE <input type="checkbox"/> DIZZY <input type="checkbox"/> ODOR <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER

PESTICIDE EPISODE INVESTIGATION
NON-OCCUPATIONAL EXPOSURE SUPPLEMENT

PR-ENF-128 (EST. 12/03) Page 2 of 2

ADDITIONAL NAMES OF PERSONS EXPOSED	GENDER (M/F)	DATE OF BIRTH (OR AGE)	LIST SYMPTOMS EXPERIENCED: DRAW ARROW DOWN THROUGH ALL ENTRIES WITH IDENTICAL SMPTOMS OR WRITE "SAME AS ABOVE"	HAVE SYMPTOMS RESOLVED?
9			<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATION <input type="checkbox"/> COUGH <input type="checkbox"/> DIZZY <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> ODOR <input type="checkbox"/> HEADACHE <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO
10			<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATION <input type="checkbox"/> COUGH <input type="checkbox"/> DIZZY <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> ODOR <input type="checkbox"/> HEADACHE <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO
11			<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATION <input type="checkbox"/> COUGH <input type="checkbox"/> DIZZY <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> ODOR <input type="checkbox"/> HEADACHE <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO
12			<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATION <input type="checkbox"/> COUGH <input type="checkbox"/> DIZZY <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> ODOR <input type="checkbox"/> HEADACHE <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO
13			<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATION <input type="checkbox"/> COUGH <input type="checkbox"/> DIZZY <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> ODOR <input type="checkbox"/> HEADACHE <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO
14			<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATION <input type="checkbox"/> COUGH <input type="checkbox"/> DIZZY <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> ODOR <input type="checkbox"/> HEADACHE <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO
15			<input type="checkbox"/> EYES BURN/TEAR <input type="checkbox"/> NOSE IRRITATION <input type="checkbox"/> COUGH <input type="checkbox"/> DIZZY <input type="checkbox"/> SORE THROAT <input type="checkbox"/> SHORT BREATH <input type="checkbox"/> RASH/ITCH <input type="checkbox"/> ODOR <input type="checkbox"/> HEADACHE <input type="checkbox"/> VOMIT/NAUSEA <input type="checkbox"/> OTHER	<input type="checkbox"/> YES <input type="checkbox"/> NO

ADDITIONAL DESCRIPTION OF HOW EXPOSURE OCCURRED

SUMMARY OF EXPOSURE EPISODE

PLOT MAP

Appendix G

CEQA Functional Equivalency Program Effectiveness Restricted Materials Used During a Priority Episode Investigation

The EBL assigned to the county responsible for each priority investigation that involves a restricted material is expected to complete a report that responds to each of the following issues (registration, labeling, permit, NOI, pre-application site evaluation, recommendation, and certification). This report will be forwarded to headquarters via the RO supervisor and placed in the investigative file folder for that episode.

1. What is the registration status of the restricted materials(s) used?
2. Is the restricted material use clearly within the scope of the label?
3. Do you have a recommendation that could improve the clarity of the label?
4. Was there a valid permit for this restricted material, for this site?
5. Are there any DPR recommended permit conditions issued for this restricted material?
6. Could additional permit conditions have avoided this incident?
7. Are there recommendations for the county regarding permit issuance?
8. Was a Notice of Intent properly submitted and evaluated for this application?
9. Did the county conduct a pre-application site evaluation?
10. Did the recommendation document alternatives and mitigation measures?
11. What type of certification did the supervisor of this application hold?
12. Was the most likely cause of this incident process related or applicator error?

Appendix H

Investigations on Federal Facilities

The following guidance should be followed when an investigation involves pesticide use on federal facilities. It also outlines the administrative actions that may be taken against persons who violate the State's pesticide laws when working on federal facilities. This guidance summarizes DPR's research on this issue and has been reviewed by the Legal Office. U. S. EPA, who coordinates the federal facilities program, has also reviewed this guidance and indicated they have no issue with it.

Where the term "federal facilities" is used, it includes all property under the control of the federal government and federal employees. The term "state laws" includes implementing regulations, and the terms "the State" and "states" include CACs.

1. Background:

a. Direct Regulation and Civil Penalties:

Only Congress or the President, if authorized by federal statute, can require the federal government to comply with state regulatory laws on federal facilities. However, even where the federal government is required to comply with certain state laws, states cannot levy penalties against the federal government for violation of those laws unless clearly authorized by federal statute to do so.

At present, Congress has not required the federal government to comply with state pesticide laws and has not authorized states to levy civil penalties against the federal government for violation of those laws. Apart from the exceptions listed below, the State cannot directly regulate pesticide use by federal employees on federal facilities. Nor can the State impose civil penalties against federal agencies, officials, or employees for violations of state pesticide laws on federal facilities. Constitutional law also shields private contractors from direct regulation and civil penalties when they are hired by a federal agency to operate a federal facility to satisfy a federal mandate.

Policy:

Pest control operators who work on federal facilities are not private contractors who *operate* federal facilities. Pest control businesses do not operate federal facilities; they are hired to perform some of the tasks necessary to the operation of the facility under the supervision of the facility operator. Also, to our knowledge, there are no federal mandates that specifically require the use of pesticides on federal facilities. Therefore, DPR and the CACs have authority to directly regulate private persons who conduct pest control activities on federal facilities at the request of, or under contract to, a federal agency or the operator of the federal facility. DPR and the CACs can also impose penalties on these private persons for violations of state pesticide laws.

DPR and the CACs also have regulatory and penalty authorities over private persons and the applicators they hire, who lease or use federal facilities for personal purposes rather than to fulfill a federal mandate.

b. Executive Order 12088--Federal Compliance with Pollution Control Standards:

Executive Order 12088, "Federal Compliance with Pollution Control Standards," requires federal agencies to comply with pollution control standards established pursuant to specified federal statutes, including the Federal Insecticide, Fungicide, and Rodenticide Act. It became effective in 1978 and has not been withdrawn or superceded.

This Executive Order obliges federal agencies to comply with applicable pollution control standards; to take steps necessary to prevent, control or abate environmental pollution that occurs on their facilities; and to work cooperatively with federal, state, and local agencies to resolve disputes.

The Executive Order does not provide DPR or the CACs with authority to compel federal agencies' compliance with state pesticide laws or to take civil penalty actions against a federal agency, official, or employee for violations of these laws. Instead, it allows state and local agencies to request the Administrator of U.S. EPA to resolve conflicts that arise concerning federal agency compliance with state and local pollution control standards.

Since the Executive Order does not clearly define "pollution control Standards", the courts, federal agencies, and regulatory agencies have been left to determine the applicability of environmental requirements on a case-by-case basis. In Sierra Club v. Peterson (consolidated with Coalition for Alternatives to Pesticides in Northern California v. Block), the federal appellate court found California's restricted material permit program to be a pollution control standard under this Executive Order and that the U.S. Forest Service was required to obtain a permit before using 2,4-D on property under their control located in California.

Policy:

Using this case as a guide, DPR determined that the following are pollution control standards within the context of the Executive Order:

1. The pesticide registration program;
2. The restricted material permit program;
3. The pesticide storage, transportation, and disposal program;
4. The general standards of care regarding pesticide applications listed in 3CCR sections 6600, and 6602 - 6616;
5. The ground and surface water protection programs; and
6. The toxic air contaminants program.

c. Federal Agencies' Applicator Certification:

Federal law requires U.S. EPA to designate the pesticides they register as general or restricted use. Only certified applicators may handle or supervise the use of restricted use pesticides so designated by U.S. EPA. U.S. EPA approves applicator certification plans proposed by states, tribes, and federal agencies. Federal agencies may qualify federal employees under an approved Federal Agencies Plan or they may obtain applicator certification from the states where their facilities are located.

Federal regulations require states to accept federal employees qualified under approved federal plans or to describe any additional requirements in the State's Plan for Certification of commercial and Private Applicators of Restricted Use Pesticides. California's approved plan requires federal agencies to "provide assurance that their applicators are knowledgeable concerning California laws and regulations pertaining to pesticides."

Policy:

At present, DPR accepts applicator certification from agencies approved by the U. S. EPA. Federal employees certified under their agency's approved federal plan must present a current certificate to the CAC when applying for a restricted material permit and to a licensed pesticide dealer when purchasing restricted use pesticides.

2. Federal Facility Policy Summary:

a. Federal employees performing pest control on federal facilities:

i. Regulatory Requirements:

1. Must comply with federal, state, and local pollution control standards established pursuant to the Federal Insecticide, Fungicide, and Rodenticide Act per Executive Order 12088.
2. Must obtain applicator certification prior to the purchase and use of restricted use pesticides.
3. Must comply with requirements on the registered pesticide label.

ii. Administrative Actions and Civil Penalties:

1. DPR and CACs cannot assess civil penalties against federal agencies or their employees for violations of state or federal law.
2. DPR and CACs can refuse, revoke, or suspend any license, certificate, registration, or permit issued by DPR or the CAC for violations of state laws.
3. Executive Order 12088 provides that U.S. EPA is responsible for dispute resolution between a federal facility and a federal, state, or local regulatory agency. The CAC should inform DPR when they determine that a federal agency violated a pollution control standard and failed to cooperate in the investigation or correction of the problem.

- b. Persons who are not federal employees and who are hired by or under contract to a federal agency or the facility operator to perform pest control on a federal facility; and**
- c. Private persons who lease or contract for the use of federal facilities for private activities; and**
- d. Federal employees who perform pest control on property not owned or operated by a federal agency:**
 - i. California laws apply to the persons listed in b, c, and d.
 - ii. DPR and CACs can take administrative actions for violations of state laws. Administrative civil penalty action would be taken in lieu of criminal prosecution or civil penalties by DPR through the Attorney General. CAC's administrative action against a county-issued registration or permit and DPR administrative action against a DPR-issued license or certificate, can be in addition to any other CAC and/or DPR administrative civil penalty action, criminal prosecution, or DPR civil penalty action through the Attorney General.
 - iii. DPR or CACs can seek criminal prosecution.
 - iv. DPR can seek civil penalties through the Attorney General (in lieu of criminal prosecution).

3. Follow-Up:

If you observe violations on federal facilities, follow the options listed in this policy and in the Enforcement Guidelines. If you are denied access to a federal facility during an investigation or if you determine that a federal agency is unwilling to correct noted violations, please contact your EBL immediately. Depending upon the nature of the issue, DPR will work with you and the federal agency to resolve the problem or will forward the information to U.S. EPA for resolution at their level.

Appendix I

Sample Letter About Withholding Specific Documents (On County Letterhead)

(Date)

Dear (Requestor):

This is in response to your recent request for documents under the provisions of the Public Records Act, Government Code section 6252, et seq.

The documents that you have requested, (describe documents) are enclosed/will be made available for your inspection and copying.

There are certain documents covered by your request that have been withheld under Government code section 6255, as the public interest served by not disclosing those documents outweighs the public interest served by their disclosure.

Please contact me if you have any questions.

(Commissioner signature block)

(Optional courtesy copy: county counsel)

REPORT OF LOSS, NONPERFORMANCE OR DAMAGE

PR-ENF-008 (EST. 9/94)

FILE NUMBER (For County Use Only)

TO: (AGRICULTURAL COMMISSIONER)	COUNTY
---------------------------------	--------

In accordance with Sections 11761 through 11765 of the Food and Agricultural Code, the following **Report of Loss** is submitted:

CLAIMANTS NAME	TELEPHONE NUMBER
----------------	------------------

ADDRESS OR POST OFFICE BOX NO.	CITY	STATE	ZIP CODE
--------------------------------	------	-------	----------

TYPE OF PROPERTY ALLEGEDLY INJURED OR DAMAGED

	ACRES OR UNITS
--	----------------

FULLY DESCRIBE ALLEGED INJURY OR DAMAGE (Include symptoms, when first noticed, etc.)

LOCATION OF PROPERTY ALLEGEDLY INJURED OR DAMAGED

	SECTION	TOWNSHIP	RANGE	BASE & MERIDIAN
--	---------	----------	-------	-----------------

DATE THE ALLEGED INJURY OR DAMAGE OCCURRED	TIME
--	------

NAME OF PERSON OR FIRM ALLEGEDLY RESPONSIBLE FOR LOSS OR DAMAGE

NAME OF OWNER OR OCCUPANT OF PROPERTY FOR WHOM SUCH PERSON OR FIRM WAS RENDERING LABOR OR SERVICES

LOCATION OF SUCH PROPERTY

ADDITIONAL INFORMATION

I declare under penalty of perjury that the above is true and correct

CLAIMANT'S SIGNATURE	DATE
----------------------	------

Filing Information on Reverse Side of Form

<p>Important:</p> <ol style="list-style-type: none"> 1. Use only one analysis report form per sample. 2. Complete chain of evidence record on reverse. 3. Use black ink and print legibly. 4. The original will be returned to you. 	<p>For Laboratory Use Only LABORATORY CONDUCTING ANALYSIS</p> <p><input type="checkbox"/> ANAHEIM <input type="checkbox"/> SACRAMENTO</p> <p>DATE SAMPLE RECEIVED TIME RECEIVED</p>	LABORATORY NUMBER
--	---	-------------------

A. Sample Analysis Requester

AGENCY NAME (Complete name)	TELEPHONE NUMBER ()	FAX NUMBER ()
ADDRESS	CITY	STATE ZIP CODE

B. Sample Source

PROPERTY OPERATOR/COMPLAINANT NAME	OPERATOR IDENTIFICATION OR PERMIT NO.	TELEPHONE NUMBER ()
ADDRESS	CITY	STATE ZIP CODE

SECTION, TOWNSHIP, RANGE	SAMPLE LOCATION (Address or Description)	SITE IDENTIFICATION NUMBER	COUNTY
--------------------------	--	----------------------------	--------

C. Sample Information

SAMPLE CONSISTS OF:	BASIS FOR SAMPLE (Check one box, only)	IS THIS A CONTROL SAMPLE?
COMMODITY (Acres, if applicable)	<input type="checkbox"/> HEALTH HAZARD <input type="checkbox"/> ANIMAL ILLNESS/BEE LOSS <input type="checkbox"/> PLANT SYMPTOMS <input type="checkbox"/> ENVIRONMENTAL EFFECTS	<input type="checkbox"/> YES <input type="checkbox"/> NO IS THIS SAMPLE A COMPOSITE? <input type="checkbox"/> YES <input type="checkbox"/> NO
SAMPLE IDENTIFICATION MARKS		
DESCRIPTION OF PROBLEM		

SAMPLE COLLECTOR'S SIGNATURE	PRINT NAME	DATE SAMPLE COLLECTED
------------------------------	------------	-----------------------

D. Laboratory Instructions

SAMPLE PRIORITY (Priority descriptions on reverse side of this form)	SAMPLE DISCARD DATE	COMMENTS
<input type="checkbox"/> #1 <input type="checkbox"/> #2 <input type="checkbox"/> #3		

E. Specific Analysis Requested	PESTICIDE DETECTED	AMOUNT	UNITS	MDL	EXT CODE	DET CODE
<input type="checkbox"/>		.				
<input type="checkbox"/>		.				
<input type="checkbox"/>		.				
SCREENS						
<input type="checkbox"/> ORGANOPHOSPHATE (OP)		.				
<input type="checkbox"/> CARBAMATE (CARB)		.				
<input type="checkbox"/> CHLORINATED HYDROCARBON (CHC)		.				

<input type="checkbox"/> SURFACE/SWAB (Indicate Total Surface Area) _____ <input type="checkbox"/> SURFACE/SWAB (Indicate Solvent Used) _____ <input type="checkbox"/> DISLODGEABLE (Indicate Punch Size) _____	DATE ANALYSIS COMPLETED CONFIRMED BY CHEMIST'S SIGNATURE
---	--

RESULTS: <input type="checkbox"/> FAXED <input type="checkbox"/> PHONED DATE _____	SAMPLE REJECTED
---	-----------------

You must complete the custody record on reverse side of this form or samples may not be analyzed.

F. Sample Information

SAMPLE COLLECTOR (Print name)	SAMPLE IDENTIFICATION MARKS	LABORATORY NUMBER
-------------------------------	-----------------------------	-------------------

G. Preservation Method During Transport

Ice
 Dry Ice
 "Blue" Ice
 Cooler
 Cool Dry Container
 Other _____
 None

H. Primary Container Description

Paper Bag
 Plastic Bag
 Glass Jar
 Plastic Jar
 Amber Jar
 Other _____

I. Transportation Information

REGIONAL / SATELLITE OFFICE ORIGIN <input type="checkbox"/> Anaheim (SRO) <input type="checkbox"/> Watsonville <input type="checkbox"/> Bakersfield <input type="checkbox"/> Other _____ <input type="checkbox"/> Fresno (CRO) <input type="checkbox"/> Sacramento (NRO)	NAME OF COMMON CARRIER (If used) SHIPPING INVOICE NUMBER DOT NUMBER/CLASSIFICATION (If necessary) DATE SAMPLE SHIPPED TIME	DESTINATION <input type="checkbox"/> CA Department of Food and Agriculture Center for Analytical Chemistry 3292 Meadowview Road Sacramento, California 95832 (916) 262-1574, FAX - (916) 262-1564 <input type="checkbox"/> Anaheim Residue Laboratory 169 East Liberty Avenue Anaheim, California 92801 (714) 680-7919, FAX - (714) 680-7901
--	--	--

*I certify that the above-listed sample is properly classified, described, packaged, marked, and labeled.
 I additionally certify that this sample analysis is necessary in connection with matters relating to my official duties.*

SIGNATURE	PRINT NAME	DATE
-----------	------------	------

CONTACT

NRO (916) 324-4100, FAX - (916) 445-7083
 CRO (559) 243-8111, FAX - (559) 243-8115
 SRO (714) 279-7690, FAX - (714) 279-7692

J. Custody Record When Hand Carried (PRINT NAME)

RECEIVED FROM (Sample Collector or Common Carrier)	DELIVERED TO	DATE	TIME	PURPOSE
1.	2.			
RECEIVED FROM	DELIVERED TO	DATE	TIME	PURPOSE
2.	3.			
RECEIVED FROM	DELIVERED TO	DATE	TIME	PURPOSE
3.	4.			
RECEIVED FROM	DELIVERED TO	DATE	TIME	PURPOSE
4.	5.			

K. Laboratory Storage

SAMPLE RECEIVED BY (PRINT NAME)	DATE RECEIVED	TIME	SAMPLE CONDITION UPON RECEIPT (Lab Use Only)
STORAGE LOCATION	STORAGE DATE (If applicable)	TIME	

SAMPLE PRIORITIZATION

Priority 1: Samples where immediate preventative or remedial action can be taken to treat exposed persons or animals or to protect people from exposure. Analysis goal for screens is 24 hours from receipt by the laboratory. Specific analyses will take longer. Analytical results will be telephoned/faxed to the requester. The original analysis report will be mailed to DPR Regional Office.

Priority 2: Samples related to other human effects episodes identified as priority investigations. Analysis goal is 30 days. Results will be telephoned/faxed upon request. The original analysis report will be sent by mail to DPR Regional Office.

Priority 3: Other evidentiary samples. Analysis goal is 90 days, however, workload generated by status samples 1 and 2 may impact completion date. The original analysis report will be sent by mail to DPR Regional Office.

PROPER SAMPLE SIZE AND APPROVAL FOR ANALYSIS

Refer to the Evidence Collection section of the Investigation Procedures Standards Manual for proper sample sizes. **You must obtain approval from your DPR Enforcement Branch Liaison or regional office prior to submitting samples for laboratory analysis.**

DIAL 9-1-1 IN CASE OF ANY EMERGENCY

ENFORCEMENT/COMPLIANCE ACTION SUMMARY

INSTRUCTIONS: (Please see reverse for codes and instructions.)

A. ENFORCEMENT/COMPLIANCE ACTION TYPE and STATUS. (Only one enforcement type or compliance group, per form.)

Date of Incident <small>RIGHT OF WAY</small>	Date of Action	Date Closed	Susp/Revok Date	Case Number (numeric only)	County
Administrative Action (check only one):			Judicial Action (check only one):		
<input type="checkbox"/> Administrative Civil Penalty (Agricultural) <input type="checkbox"/> Administrative Civil Penalty (Structural) <input type="checkbox"/> County Registration Suspended/Revoked <input type="checkbox"/> Private Applicator Certificate Suspended/Revoked <input type="checkbox"/> Restricted Materials Permit Suspended/Revoked			<input type="checkbox"/> Notice to Appear (Citation) <input type="checkbox"/> Case Submitted to DA/Circuit Prosecutor follow up <input type="checkbox"/> Civil Complaint Filed <input type="checkbox"/> Criminal Complaint Filed		
Referred for State Action: <input type="checkbox"/> DPR <input type="checkbox"/> SPCB <input type="checkbox"/> OTHER			Compliance Actions (check all that apply):		
Administrative Action Status (check one):			Action Reference:		
<input type="checkbox"/> Notice of Proposed Action (NOPA) OR <input type="checkbox"/> Signed Stipulation <input type="checkbox"/> Withdrawn <input type="checkbox"/> Closed After Hearing <input type="checkbox"/> Closed No Hearing			DPR Priority Investigation #: _____ Worker Health and Safety (WHS) Case #: _____ District Attorney/Prosecutor Case #: _____ Other Case # or Inspection Date: _____		

B. ACTION DETAIL. (Attach additional page(s) as necessary.)

SECTION(S) CITED (One per line)	PROPOSED Fine (\$)	SUSPENSION Suspension (days)	MODIFIED Fine (\$)	SUSPENSION Suspension (days)	DISMISSED (Check if dismissed)
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
Cont <input type="checkbox"/>					<input type="checkbox"/>

C. INDIVIDUAL/BUSINESS INFORMATION. If the individual is affiliated with a business or organization, you may complete both individual and business sections. Indicate whether the individual (IND) or business/organization (BUS) is being cited in this action by checking the appropriate 'respondent' box:

IND <input type="checkbox"/>	Last Name	First Name	M.I.	License Code	Individual License Number	If Unregistered, <input type="checkbox"/> Check Box
BUS <input type="checkbox"/>	Business/Organization Name			License Code	Business License Number	If Unregistered, <input type="checkbox"/> Check Box
Employment Code (see reverse)	SPCB Branch	<input type="checkbox"/> Operator ID #	<input type="checkbox"/> Restricted Materials Permit #	Private Applicator Certificate Number		

D. ACTIVITY/INCIDENT INFORMATION.

***See Reverse for Codes**

PESTICIDE PRODUCT NAME(S)	PRODUCT REG. NUMBER	*Category	*Setting	*Activity
		Comment on Category/Setting/Activity:		
County Contact (please print):		Telephone		

COMPLAINT OF HUMAN EXPOSURE OR UNSAFE CONDITION

PR-ENF-074 (EST. 9/94)

COMPLAINANT'S NAME		TELEPHONE NUMBER (Include area code) ()	
ADDRESS	CITY	STATE	ZIP CODE

DATE OCCURRED	NUMBER OF PERSONS EXPOSED TO CONDITION:	IS EXPOSURE CONTINUING? YES <input type="checkbox"/> NO <input type="checkbox"/>	WAS A DOCTOR SEEN? YES <input type="checkbox"/> NO <input type="checkbox"/>	DOCTOR'S TELEPHONE (Include area code) ()
DOCTOR'S NAME		DOCTOR'S ADDRESS		

LOCATION OF EXPOSURE OR CONDITION (Be Specific)

	COUNTY
--	--------

DESCRIPTION OF EXPOSURE OR CONDITION

NAME OF PESTICIDE/MANUFACTURER	REGISTRATION NUMBER FROM LABEL
DOSE/DILUTION/VOLUME	COMMODITY/SITE TREATED
NAME OF PERSON OR FIRM ALLEGEDLY RESPONSIBLE	OWNER OR OPERATOR OF PROPERTY TREATED
OCCUPATIONAL SITUATION YES <input type="checkbox"/> NO <input type="checkbox"/>	OCCUPATION

Important! You do not need to complete this portion of the form unless the complaint is the result of an occupational situation.	EMPLOYER'S NAME	TELEPHONE NUMBER (Include area code) ()		
	ADDRESS	CITY	STATE ZIP CODE	
	TYPE OF BUSINESS			
	SUPERVISOR'S NAME	TITLE		
	COMPLAINANT IS: <input type="checkbox"/> FORMAL <input type="checkbox"/> INFORMAL			
	EMPLOYEE CONFIDENTIALITY PURSUANT TO SECTION 6309 OF THE LABOR CODE:	I PERMIT THE DISCLOSURE OF MY NAME	YES <input type="checkbox"/>	NO <input type="checkbox"/>
		I PERMIT THE DISCLOSURE OF THIS INFORMATION	YES <input type="checkbox"/>	NO <input type="checkbox"/>

I hereby certify that the above, to the best of my knowledge, is true and correct.

CLAIMANT'S SIGNATURE	DATE
PERSON RECEIVING THE COMPLAINT (Print name)	TITLE DATE

Complainant: This form must be signed and dated prior to submission.



STATE OF CALIFORNIA
PESTICIDE ILLNESS INVESTIGATION
REQUEST FOR TIME EXTENSION
 PR-ENF-097 (EST. 8/98)

DEPARTMENT OF PESTICIDE REGULATION
 ENFORCEMENT BRANCH

County	Senior Pesticide Use Specialist
Priority Number	Regional Office
WH&S Case Number	Date Opened
Case Name	Date Received

Justification for extension.

- The injured person is unavailable for an extended period of time, but is expected to be available for an interview at a later date.
Approximate date of availability is: _____
- Samples have been sent to an analytical laboratory which is unable to return the results for an extended period of time.
Approximate date of availability is: _____
- There is a delay in obtaining medical records or coroner reports.
Approximate date of availability is: _____
- Other. Explain. _____

Expected Completion Date:

REQUESTER'S SIGNATURE		DATE REQUESTED	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	REQUEST APPROVED/ DENIED BY	DATE APPROVED/DENIED	

STATE OF CALIFORNIA
PESTICIDE EPISODE INVESTIGATION REPORT
 PR-ENF-127 (REV. 7/00)

DEPARTMENT OF PESTICIDE REGULATION
 PESTICIDE ENFORCEMENT BRANCH
 PAGE _____ OF _____

RECEIVED BY	RECEIVED FROM	REPRESENTING	DATE/TIME RECEIVED	<input type="checkbox"/> AM <input type="checkbox"/> PM	PERSON NOTIFIED	DATE
TYPE OF EPISODE <input type="checkbox"/> HUMAN EFFECTS # _____ <input type="checkbox"/> PROPERTY LOSS \$ _____		<input type="checkbox"/> ENVIRONMENTAL EFFECTS <input type="checkbox"/> OTHER	PRIORITY INVESTIGATION <input type="checkbox"/> YES # _____ <input type="checkbox"/> NO		DFA	_____
OTHER I.D. NO.	COUNTY OF OCCURRENCE	DATE OF OCCURRENCE	TIME	<input type="checkbox"/> AM <input type="checkbox"/> PM	DFG	_____
EPISODE LOCATION		MO	DAY	YR	DHS	_____
					DIR	_____
					EPA	_____
					CAC	_____
					OTHER	_____

INJURED/COMPLAINANT INFORMATION

COMPLAINANT SIGNED		DR. VISITED		EXTENT OF INJURY/ILLNESS		ACTIVITY OF PERSON EXPOSED/INVOLVED					
<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A	<input type="checkbox"/> Fatal	<input type="checkbox"/> Symptoms	<input type="checkbox"/> Mixer/Loader	<input type="checkbox"/> Field Worker*	<input type="checkbox"/> Other*	
						<input type="checkbox"/> Serious	<input type="checkbox"/> Exposed Only	<input type="checkbox"/> Applicator	<input type="checkbox"/> Public*	Explain _____	
NAME			AGE	SEX	WHS NO.	WORKDAYS LOST					
ADDRESS				CITY			ZIP	PHONE			
MEDICAL FACILITY NAME					<input type="checkbox"/> TREATMENT PROVIDED <input type="checkbox"/> OBSERVATION ONLY		HOSPITALIZED <input type="checkbox"/> YES <input type="checkbox"/> NO		DATE/TIME ADMITTED	DATE/TIME DISCHARGED	
PHYSICIAN				ADDRESS					PHONE		

SIGNS/SYMPTOMS EXPERIENCED

EMPLOYER	ADDRESS	PHONE
----------	---------	-------

PROTECTIVE MEASURES USED

EYES <input type="checkbox"/> Safety Glasses <input type="checkbox"/> Goggles <input type="checkbox"/> Face shield <input type="checkbox"/> Eye/Sun Glasses <input type="checkbox"/> None	HANDS <input type="checkbox"/> Cloth/Leather Gloves <input type="checkbox"/> Chem. Resistant Gloves <input type="checkbox"/> Other _____ <input type="checkbox"/> None	INHALATION <input type="checkbox"/> Dust Mask <input type="checkbox"/> 1/2 Face Respirator <input type="checkbox"/> Full Face Respirator <input type="checkbox"/> SCBA <input type="checkbox"/> None	OTHER <input type="checkbox"/> Work Clothes <input type="checkbox"/> Coveralls <input type="checkbox"/> Chem. Resistant Clothes <input type="checkbox"/> Chem. Resistant Boots <input type="checkbox"/> Head Covering <input type="checkbox"/> Other _____	ENGINEERING CONTROLS <input type="checkbox"/> Closed System <input type="checkbox"/> Enclosed Cab <input type="checkbox"/> Enc. Cab w/Air Purification <input type="checkbox"/> Other _____ <input type="checkbox"/> None
---	---	--	---	---

ENVIRONMENTAL OR PROPERTY DAMAGE

DESCRIPTION OF DAMAGE	AMOUNT/VALUE
OWNER	ADDRESS
	PHONE

ALLEGED RESPONDENT(S)

PCA <input type="checkbox"/>	DEALER <input type="checkbox"/>	PILOT <input type="checkbox"/>	GROWER <input type="checkbox"/>	AGENCY <input type="checkbox"/>	OTHER* <input type="checkbox"/>
NAME	PHONE	LICENSE/PERMIT NO.	RECOMMENDATION MADE		
				<input type="checkbox"/> YES # _____	<input type="checkbox"/> NO
ADDRESS	EMPLOYER'S NAME		PHONE		
CITY	STATE	ZIP	EMPLOYER'S ADDRESS		
EXPLAIN*	CITY		STATE	ZIP	

PESTICIDE NAME/MANUFACTURER	EPA REGISTRATION NUMBER	CATEGORY	DOSE/DILUTION/VOLUME	TREATMENT DATE	COMMODITY/SITE TREATED

EQUIPMENT TYPE/MAKE/MODEL/DESCRIPTION

SUMMARIZE THE EPISODE INCLUDING A DETAILED DESCRIPTION OF EVIDENCE TAKEN (Use Episode Report Supplement Form PR-ENF-127A If Additional Space Is Needed)

REPORT PREPARED BY (NAME/TITLE)	DATE PREPARED	REPORT REVIEWED/APPROVED BY (NAME/TITLE)	DATE APPROVED
---------------------------------	---------------	--	---------------

EPISODE WITNESS/INJURED/COMPLAINANT REPORT

PR-ENF-127B (REV. 1/98)

PAGE _____ OF _____

PRIORITY INVESTIGATION <input type="checkbox"/> YES # _____ <input type="checkbox"/> NO	OTHER I.D. NO. _____	COUNTY OF OCCURRENCE _____	DATE OF OCCURRENCE MO _____ DAY _____ YR _____
---	----------------------	----------------------------	---

COMPLAINT SIGNED <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	DR. VISITED <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	EXTENT OF INJURY/ILLNESS <input type="checkbox"/> Fatal <input type="checkbox"/> Symptoms <input type="checkbox"/> Serious <input type="checkbox"/> Exposed Only	ACTIVITY OF PERSON EXPOSED/INVOLVED <input type="checkbox"/> Mixer/Loader <input checked="" type="checkbox"/> Field Worker* <input type="checkbox"/> Other* <input type="checkbox"/> Applicator <input type="checkbox"/> Public* Explain _____
--	---	---	---

WITNESS/INJURED/COMPLAINANT	NAME _____	AGE _____	SEX _____	WHS NO. _____	WORKDAYS LOST _____
	ADDRESS _____	CITY _____			ZIP _____
	<input type="checkbox"/> MEDICAL FACILITY NAME _____	<input type="checkbox"/> TREATMENT PROVIDED <input type="checkbox"/> OBSERVATION ONLY	<input type="checkbox"/> HOSPITALIZED <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> DATE/TIME ADMITTED _____
	PHYSICIAN _____	ADDRESS _____			PHONE _____
	<input type="checkbox"/> SIGNS/SYMPTOMS EXPERIENCED _____				
	<input type="checkbox"/> EMPLOYER _____ ADDRESS _____ PHONE _____				

PROTECTIVE MEASURES USED	HANDS	INHALATION	OTHER	ENGINEERING CONTROLS
<input type="checkbox"/> Safety Glasses <input type="checkbox"/> Goggles <input type="checkbox"/> Faceshield <input type="checkbox"/> Eye/Sun Glasses <input type="checkbox"/> None	<input type="checkbox"/> Cloth/Leather Gloves <input type="checkbox"/> Chem. Resistant Gloves <input type="checkbox"/> Other _____ <input type="checkbox"/> None	<input type="checkbox"/> Dust Mask <input type="checkbox"/> 1/2 Face Respirator <input type="checkbox"/> Full Face Respirator <input type="checkbox"/> SCBA <input type="checkbox"/> None	<input type="checkbox"/> Work Clothes <input type="checkbox"/> Coveralls <input type="checkbox"/> Chem. Resistant Clothes <input type="checkbox"/> Chem. Resistant Boots <input type="checkbox"/> Head Covering <input type="checkbox"/> Other _____	<input type="checkbox"/> Closed System <input type="checkbox"/> Enclosed Cab <input type="checkbox"/> Enc. Cab w/Air Purification <input type="checkbox"/> Other _____ <input type="checkbox"/> None

COMPLAINT SIGNED <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	DR. VISITED <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	EXTENT OF INJURY/ILLNESS <input type="checkbox"/> Fatal <input type="checkbox"/> Symptoms <input type="checkbox"/> Serious <input type="checkbox"/> Exposed Only	ACTIVITY OF PERSON EXPOSED/INVOLVED <input type="checkbox"/> Mixer/Loader <input type="checkbox"/> Field Worker* <input type="checkbox"/> Other* <input type="checkbox"/> Applicator <input type="checkbox"/> Public* Explain _____
--	---	---	--

WITNESS/INJURED/COMPLAINANT	NAME _____	AGE _____	SEX _____	WHS NO. _____	WORKDAYS LOST _____
	ADDRESS _____	CITY _____			ZIP _____
	<input type="checkbox"/> MEDICAL FACILITY NAME _____	<input type="checkbox"/> TREATMENT PROVIDED <input type="checkbox"/> OBSERVATION ONLY	<input type="checkbox"/> HOSPITALIZED <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> DATE/TIME ADMITTED _____
	PHYSICIAN _____	ADDRESS _____			PHONE _____
	<input type="checkbox"/> SIGNS/SYMPTOMS EXPERIENCED _____				
	<input type="checkbox"/> EMPLOYER _____ ADDRESS _____ PHONE _____				

PROTECTIVE MEASURES USED	HANDS	INHALATION	OTHER	ENGINEERING CONTROLS
<input type="checkbox"/> Safety Glasses <input type="checkbox"/> Goggles <input type="checkbox"/> Faceshield <input type="checkbox"/> Eye/Sun Glasses <input type="checkbox"/> None	<input type="checkbox"/> Cloth/Leather Gloves <input type="checkbox"/> Chem. Resistant Gloves <input type="checkbox"/> Other _____ <input type="checkbox"/> None	<input type="checkbox"/> Dust Mask <input type="checkbox"/> 1/2 Face Respirator <input type="checkbox"/> Full Face Respirator <input type="checkbox"/> SCBA <input type="checkbox"/> None	<input type="checkbox"/> Work Clothes <input type="checkbox"/> Coveralls <input type="checkbox"/> Chem. Resistant Clothes <input type="checkbox"/> Chem. Resistant Boots <input type="checkbox"/> Head Covering <input type="checkbox"/> Other _____	<input type="checkbox"/> Closed System <input type="checkbox"/> Enclosed Cab <input type="checkbox"/> Enc. Cab w/Air Purification <input type="checkbox"/> Other _____ <input type="checkbox"/> None

COMPLAINT SIGNED <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	DR. VISITED <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	EXTENT OF INJURY/ILLNESS <input type="checkbox"/> Fatal <input type="checkbox"/> Symptoms <input type="checkbox"/> Serious <input type="checkbox"/> Exposed Only	ACTIVITY OF PERSON EXPOSED/INVOLVED <input type="checkbox"/> Mixer/Loader <input type="checkbox"/> Field Worker* <input type="checkbox"/> Other* <input type="checkbox"/> Applicator <input type="checkbox"/> Public* Explain _____
--	---	---	--

WITNESS/INJURED/COMPLAINANT	NAME _____	AGE _____	SEX _____	WHS NO. _____	WORKDAYS LOST _____
	ADDRESS _____	CITY _____			ZIP _____
	<input type="checkbox"/> MEDICAL FACILITY NAME _____	<input type="checkbox"/> TREATMENT PROVIDED <input type="checkbox"/> OBSERVATION ONLY	<input type="checkbox"/> HOSPITALIZED <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> DATE/TIME ADMITTED _____
	PHYSICIAN _____	ADDRESS _____			PHONE _____
	<input type="checkbox"/> SIGNS/SYMPTOMS EXPERIENCED _____				
	<input type="checkbox"/> EMPLOYER _____ ADDRESS _____ PHONE _____				

PROTECTIVE MEASURES USED	HANDS	INHALATION	OTHER	ENGINEERING CONTROLS
<input type="checkbox"/> Safety Glasses <input type="checkbox"/> Goggles <input type="checkbox"/> Faceshield <input type="checkbox"/> Eye/Sun Glasses <input type="checkbox"/> None	<input type="checkbox"/> Cloth/Leather Gloves <input type="checkbox"/> Chem. Resistant Gloves <input type="checkbox"/> Other _____ <input type="checkbox"/> None	<input type="checkbox"/> Dust Mask <input type="checkbox"/> 1/2 Face Respirator <input type="checkbox"/> Full Face Respirator <input type="checkbox"/> SCBA <input type="checkbox"/> None	<input type="checkbox"/> Work Clothes <input type="checkbox"/> Coveralls <input type="checkbox"/> Chem. Resistant Clothes <input type="checkbox"/> Chem. Resistant Boots <input type="checkbox"/> Head Covering <input type="checkbox"/> Other _____	<input type="checkbox"/> Closed System <input type="checkbox"/> Enclosed Cab <input type="checkbox"/> Enc. Cab w/Air Purification <input type="checkbox"/> Other _____ <input type="checkbox"/> None

COMMENTS

REPORT PREPARED BY (NAME/TITLE) _____	DATE PREPARED _____	REPORT REVIEWED/APPROVED BY (NAME/TITLE) _____	DATE PREPARED _____
---------------------------------------	---------------------	--	---------------------

LOCATION/SUBJECT	PRIORITY/WHS NO.	OTHER I.D. NO.	COUNTY OF OCCURRENCE	DATE OF OCCURRENCE
				MO DAY YR

INSTRUCTIONS: *Make All Measurements Approximate Unless Diagram is to Scale (Indicate Scale Used)*

LEGEND AND COMMENTS (*Use Pesticide Episode Investigation Supplemental Report If Additional Space for comments is Needed*)

STATE OF CALIFORNIA
FIELD WORKER DERMATITIS
SUPPLEMENTAL REPORT
 PR-ENF-127D (EST. 10/91)

DEPARTMENT OF PESTICIDE REGULATION
 PESTICIDE ENFORCEMENT BRANCH

PAGE _____ OF _____

WHS NUMBER	OTHER I.D. NO.	COUNTY OF OCCURRENCE	DATE OF OCCURRENCE MO DAY YR
------------	----------------	----------------------	---------------------------------

PERSON(S) PROVIDING INFORMATION

PERSON(S) CONTACTED DURING THE INVESTIGATION

EMPLOYEE
 EMPLOYER
 SUPERVISOR/FOREMAN
 CO-WORKER
 RELATIVE
 OTHER

DID ABOVE PERSON(S) SPEAK ENGLISH? YES NO TRANSLATOR'S NAME _____

COMMODITY AND WORK ACTIVITY INFORMATION

CAN THE ONSET OF SYMPTOMS BE IDENTIFIED YES ___/___/___ NO

COMMODITY TREATED _____ SITE I.D. NUMBER _____ BLOCK I.D. _____ VARIETY TREATED _____

DERMATITIS SYMPTOMS EXPERIENCED

DUSTY
 POISON OAK
 RAGWEED/MAYWEED
 GENERALLY WEEDY
 BITING INSECTS
 WET
 OTHER _____

SPECIFIC WORK ACTIVITY AT ONSET OF SYMPTOMS (LAST 2 TO 3 DAYS)

WEEDING
 PRUNING
 PULLING LEAVES
 TIPPING
 TURNING CANE
 PROPPING
 HARVESTING
 IRRIGATING
 THINNING
 OTHER _____

APPLICATION HISTORY (LAST 30 TO 60 DAYS) FOR FIELD OF ONSET

PESTICIDE NAME/MANUFACTURER	EPA REGISTRATION NUMBER	APPLICATION METHOD*	APPLICATION RATE	DILUTION RATE	TREATMENT DATE

*Key: GE - Ground/Electrostatic; GOVB - Ground/Over Vine Boom; GAB - Ground/Air Blast; GB - Ground Boom; AH - Helicopter; AF - Aerial/Fixed Wing; O - Other

APPLICATION HISTORY SUPPLIED BY

NO. DAYS BETWEEN LAST APPLICATION AND

(NAME/TITLE) _____ ENTRY BY THIS EMPLOYEE _____

EXPOSURE INFORMATION AND MEDICAL HISTORY

DERMATITIS SYMPTOMS EXPERIENCED

BURNING
 ITCHING
 BLISTERS
 DISCOLORATIONS
 HIVES
 OTHER _____

LOCATION(S) ON BODY

NECK
 CHEST/ABDOMEN
 BACK
 LEGS
 FACE/HEAD
 HANDS
 FOREARM
 UPPER ARM
 FRONT OF ELBOW
 OTHER _____

PREVIOUS MEDICAL HISTORY

DERMATITIS
 ASTHMA
 HAY FEVER
 CHILDHOOD ECZEMA
 NONE
 OTHER _____

PROTECTIVE CLOTHING/EQUIPMENT WORN

LONG SLEEVES
 LONG PANTS
 GLOVES/CLOTH
 GLOVES/RUBBER
 SHOES/SOCKS
 OTHER _____

COMMENTS

REPORT PREPARED BY (NAME/TITLE)	DATE PREPARED	REPORT REVIEWED/APPROVED BY (NAME/TITLE)	DATE APPROVED
---------------------------------	---------------	--	---------------

I hereby authorize

PHYSICIAN OR HOSPITAL

ADDRESS

CITY, STATE AND ZIP CODE

to furnish to

NAME OF RECIPIENT OR RESPONSIBLE AGENCY

Department of Pesticide Regulation

ADDRESS

CITY, STATE AND ZIP CODE

Medical records and all information pertinent to medical care, treatment, hospitalization and/or outpatient care received by (self, child, or ward) _____ in regard to (describe incident)

which occurred in _____ county on (date or dates) _____

- I understand the purpose of providing this information is to assist in the investigation of the above incident, and any associated legal or administrative action connected with the incident.
- I understand that this information will be used by the County Agricultural Commissioner's office in the above-listed county and by the Department of Pesticide Regulation. Such release will aid in the investigation of the incident described above.
- I understand information disclosed pursuant to this authorization could be re-disclosed by the recipient and may no longer be protected by federal confidentiality laws (HIPAA). However, under the Information Practices Act of 1977 (California Civil Code 1798 et seq.), the requestor may not further use or disclose the medical information unless another authorization is obtained from me or unless such use or disclosure is specifically required or permitted by law pursuant to state confidentiality laws.
- This authorization may be revoked at any time. My revocation will be effective upon receipt, but will have no impact on uses or disclosures made while my authorization was valid.
- This authorization expires six months after the date of signature, or as specified
- I have received a copy of this authorization.
- A photocopy of this authorization may be used the same as the original.

AUTHORIZING SIGNATURE (MAY BE SIGNED INDIVIDUALLY OR AS PARENT OR GUARDIAN)	DATE
WITNESS	DATE

DISTRIBUTION WHITE - FILE CANARY - PHYSICIAN OR HOSPITAL PINK - AUTHORIZING SIGNATURE OR PATIENT

Por este medio yo autorizo

MÉDICO U HOSPITAL

DIRECCIÓN

CIUDAD, ESTADO Y CODIGO POSTAL

para proporcionar a

NOMBRE DEL RECIBIDOR O AGENCIA RESPONSABLE

DIRECCIÓN

CIUDAD, ESTADO Y CODIGO POSTAL

Registros médicos y toda la información relacionada con el cuidado médico, tratamiento, hospitalización y/o paciente externo (que no queda en el hospital o clínica), cuidado recibido por (propio, niño, o menor bajo tutela) _____ con relación a (describir el incidente)

Que ocurrió en el condado de _____ en (fecha o fechas) _____

- Yo entiendo que el propósito de entregar esta información es para asistir en la investigación del incidente mencionado arriba, y cualquiera acción legal o administrativa relacionada con el incidente.
- Yo entiendo que esta información será usada por la oficina del Comisionado Agrícola del Condado y en el condado mencionado en la lista de arriba, y también por el Departamento de Reglamentación de Pesticidas. Tal declaración, ayudará en la investigación del incidente descrito arriba.
- Yo entiendo que la información revelada de acuerdo con esta autorización, podría ser revelada nuevamente por el receptor y no estaría protegida por más tiempo bajo las leyes federales de confidencialidad (HIPAA, por su sigla en inglés). Sin embargo, bajo la Ley de 1977 de las Prácticas de Información (Código Civil de California § 1798 et seq.), el solicitante en adelante, no puede usar ni tampoco revelar la información médica. Salvo que se obtenga de mí otra autorización, o a menos que tal uso o declaración se requiera o se permita específicamente por ley, de acuerdo a las leyes estatales de confidencialidad.
- Esta autorización puede ser cancelada en cualquier momento. Mi cancelación será efectiva en el momento de recibirla, pero no tendrá efecto en usos o declaraciones hechas mientras mi autorización era válida.
- Esta autorización expira seis meses después de la fecha de mi firma, o como se especifique _____.
- Yo recibí una copia de esta autorización.
- Una fotocopia de esta autorización puede usarse en lugar del original.

FIRMA AUTORIZADORA (PUEDE FIRMAR INDIVIDUALMENTE O COMO PADRE O TUTOR)	FECHA
TESTIGO	FECHA

DISTRIBUCIÓN ARCHIVO - BLANCO COLOR CANARIO - MÉDICO U HOSPITAL ROSADO - FIRMA AUTORIZADORA O PACIENTE

DEPARTMENT OF PESTICIDE REGULATION
ANTIMICROBIAL EXPOSURE EPISODE REPORT
 PR-ENF-182 (EST. 10/91)

DEPARTMENT OF PESTICIDE REGULATION
 PESTICIDE ENFORCEMENT BRANCH

PAGE _____ OF _____

PRIORITY/WHS NUMBER	OTHER IDENTIFICATION NUMBER	COUNTY OF OCCURRENCE	DATE OF OCCURRENCE		
			MO	DAY	YR
INJURED PERSON'S NAME		ADDRESS	AGE	SEX	DAYS IN HOSPITAL
					WORKDAYS LOST
EMPLOYER NAME		ADDRESS	TYPE OF BUSINESS		

SPECIFIC WORK ACTIVITY AT TIME OF EXPOSURE (i.e., Cleaning Tables, Mopping Floors, Etc.)

SITE/AREA TREATED

SIGNS/SYMPTOMS EXPERIENCED

PROTECTIVE MEASURES USED AT TIME OF INCIDENT

EYE PROTECTION

- GOGGLES
 FACESHIELD
 SAFETY GLASSES
 EYE/SUN GLASSES
 NONE
 OTHER _____

HAND/ARM PROTECTION

- CHEM. RESISTANT GLOVES (WRIST LENGTH)
 CHEM. RESISTANT GLOVES (ELBOW LENGTH)
 DISPOSABLE GLOVES
 CLOTH/LEATHER GLOVES
 NONE
 OTHER _____

OTHER PROTECTIVE EQUIPMENT

- CHEM. RESISTANT CLOTHES
 CHEM. RESISTANT BOOTS
 DISPOSABLE COVERALLS
 CLOTH COVERALLS
 RESPIRATORY PROTECTION TYPE _____
 ENGINEERING CONTROL(S) TYPE _____
 NONE
 OTHER _____

PESTICIDE NAME/MANUFACTURER	EPA REGISTRATION NUMBER	CATEGORY	DOSE/DILUTION/VOLUME	TREATMENT DATE

SUMMARY OF EXPOSURE EPISODE (Use Pesticide Episode Investigation Supplemental Report If Additional Space is Needed)

REPORT PREPARED BY (NAME/TITLE)	DATE PREPARED	REPORT REVIEWED/APPROVED BY (NAME/TITLE)	DATE APPROVED

Clothing Release Form
 Formulario para Entregar la Ropa

List and describe clothing Enumere los artículos de ropa	Days Worn Días Usado	Estimated Value Valor Estimado	Sample Number
1.		\$	
2.		\$	
3.		\$	
4.		\$	
5.		\$	

As part of an investigation of a pesticide-related incident, I willingly submit the clothing items listed above for laboratory analysis of pesticide residues. I understand that the clothing items will not be returned to me. My signature indicates that I understand and agree to these conditions. I will receive a copy of this signed release.

<input type="checkbox"/> I would like a copy of the laboratory results. Address Phone number	Signature Print Name
--	---------------------------------

Como parte de una investigación de un incidente relacionado con pesticida, ofrezco voluntariamente los artículos de ropa enumerados arriba para análisis de laboratorio de residuos de pesticida. Entiendo que la ropa no se me devolverá. Mi firma indica que entiendo y accedo a estas condiciones. Recibiré una copia de este permiso firmado.

<input type="checkbox"/> Quisiera una copia de los resultados del laboratorio. Dirección Teléfono	Su firma Su nombre (letra de molde)
---	--

Notes

Sample Collector's Name (Print) Phone	Sample Collector's Signature
--	------------------------------

Date	Date of Incident	Incident Tracking Number/Project Number
------	------------------	---

California Department of Pesticide Regulation 1001 I Street Sacramento CA 95814	Attention:
---	------------