

# San Mateo County Department of Agriculture

## NOTICE OF INTENT (NOI) POLICY

- A Notice of Intent (NOI) is required for all agricultural use of **California Restricted Material** applications 24 hours prior to the application.
- A NOI must be submitted to the Commissioner electronically via [www.CalAgPermits.org](http://www.CalAgPermits.org) (web-based/online pesticide permitting program) by the operator of the property to be treated, the operator's authorized representative, or by the license pest control business who is to apply the pesticide. However, it is the operator's responsibility to assure that the NOI is accurate.
- NOIs must include all of the following required information concerning the proposed application:
  1. Permit number
  2. Name of permittee
  3. Name of applicator
  4. Date and time intended application is to commence
  5. Site/Location of areas to be treated
  6. Crop or commodity
  7. Approximate acres or other units to be treated
  8. Method of application and code (if required)
  9. Pesticide product name(s) and EPA registration number(s) to be applied\*
  10. Dilution, volume per acre or other units, and dosage\*
  11. Target Pest
  12. Meridian, township, range, and section of the area to be treated.

\*Include all materials on the NOI, intended to be applied to the crop during an application of a California Restricted Material, not just the restricted material. This includes adjuvants as well as pesticides.

- NOIs must be received by the Agricultural Commissioner's office through [www.CalAgPermits.com](http://www.CalAgPermits.com) 24 hours prior to the application, unless a waiver is granted. If the NOI is for field fumigations, 48 hours notice is required prior to the application.
  - NOIs for an application scheduled for the weekend, Monday morning or a holiday must be received in the office no later than 12:00 p.m. on the **business day preceding** the application.
- The Commissioner may allow a **waiver** of the 24 hour or 48 hour notice if they determine that the nature of the commodity, or the pest problem, effective pest control cannot be attained, or when 24 hours are not necessary to adequately evaluate the intended application. Reason for waivers requests must be noted on the NOI and followed by a verbal request, in person or by phone, to our office. A waiver is not granted until staff of the Agricultural Commissioner's Office reviews the NOI, grants the waiver, and documents the approval in CalAgPermits.
- The application may start within four days of the date given on the NOI if delays are caused by conditions such as rain, wind, or equipment breakdown.
- If an application will take more than seven days from the date given on the NOI, a new NOI is required.
- All NOIs for the production of an agricultural commodity will be noticed in SprayDays ([spraydays.cdpr.ca.gov](http://spraydays.cdpr.ca.gov)), a public statewide notification system.
- The Commissioner may waive the required NOI for Non-Agricultural applications after the Department has done one annual inspection.

- NOIs for the production of an agricultural commodity on a site within a quarter (1/4) mile of a school site must list in the Environmental Changes/Comments section on the NOI in CalAgPermits:
  1. Allowable date and time range during which the application complies with Pesticide Application Restrictions near Schoolsites. Statement options:
    - i. Monday through Friday from 6pm through 6am each day (example for a weekday fumigation application),
    - ii. Friday 6pm through Monday 6am (example for a weekend fumigation application)
    - iii. Applications are allowed at any time with no time restrictions. (ground application more than 25 feet away from school)
  2. Method code which corresponds to the pesticide formulation or method of application. These are common method codes used in San Mateo County. If you use a different method, including chemigation, please contact your district biologist for the method code.

Method	Method Code	Description (examples, description, or limitations)
<b>Minimum ¼ mile distance restriction</b>		
F- Fumigation	5149	Outdoor – other fumigations (e.g., field burrow fumigation)
F	5173	Enclosed Space – fumigants (e.g., greenhouse fumigation)
F	1206	Field Soil Fumigations – Deep Shank 1,3-D ( Telone)
F	1411	Field Soil Fumigation - Soil Capping Metam Potassium (K-Pam)
<b>Minimum 25 foot distance restriction</b>		
G- Ground	5101	Ground rig sprayer (no dust, powder or fumigant, or airblast sprayer)
O-Other	5121	Manual placement (e.g., twist ties) (no dusts, powders or fumigants)
O-Other	5129	Other hand held (e.g., pressurized hose-line sprayers) (no dusts, powders or fumigants)
G or O	5199	Unspecified (ground or other application equipment not listed)
<b>No distance restriction for</b>		
G or O	5171	Enclosed space application (e.g., greenhouse/mushroom house, any equipment) (no fumigants)
O- Other	5131	Bait station
G or O	5160	Granular, flake, or pellet (e.g., mechanical spreaders) (no fumigants)
O- Other	5123	Backpack sprayer (no dust or powder) (no airblast sprayer)
O- Other	5122	Hand pump Sprayer (no dusts, powders or fumigants)

NOTICES FOR **NON-RESTRICTED MATERIALS** THAT HAVE BEEN DETERMINED BY THE DEPARTMENT TO BE MANDATORY MONITORING SITES MAY BE SUBMITTED USING ONE OF THE FOLLOWING OPTIONS:

1. **IN-PERSON:** Notices may be hand delivered to our office during regular office hours or put through the mail slot in the door when the office is closed.

Office hours: Monday through Friday 8:00 a.m. to 5:00 p.m.

2. **FAX:** Notices may be faxed to our Redwood City Main office at **(650)367-0130**.
3. **E-MAIL:** Notices may be e-mailed to [SMateoAg@smcgov.org](mailto:SMateoAg@smcgov.org). Please put **NOI: Your Farm Name** in the Subject line of the e-mail.
4. **PHONE:** Call Redwood City Main office at (650)363-4700 and leave message in NOI mailbox.

NOTICES FOR **RESTRICTED MATERIALS** MUST BE SUBMITTED ELECTRONICALLY USING [www.CalAgPermits.com](http://www.CalAgPermits.com).