



GSC Facilities - Required Documentation for Certification

GSC standards offer the assurance of proven, effective pest control methods conducted by knowledgeable professionals. GSC standards are science-based and industry-tested, and our principles are at the heart of our standards. Reduction in health and environmental hazards is the bottom line.

- Facilities interested in Green Shield Certified (GSC) must pay the on-site evaluation fee, travel fee and annual certification fee and submit the required documentation listed below as the first step in the certification process. Client must then pass a rigorous on-site evaluation and pay the on-site evaluation and travel fees to obtain GSC certification.
- To maintain certification, clients must complete an annual renewal form, pay the annual certification fee and pass an on-site evaluation every third year.
- Please complete and submit this form. Provide contact information, submit ALL the following documents listed below and check appropriate box in "Submitted to GSC staff" column with Yes, No or N/A. Submit documents electronically, in the required format, via email to your designated GSC staff contact.
- GSC staff will confirm documents received by checking Yes or No in "IPM Institute Reviewed" column and file documents received in client folder.

Evaluation for: _____
(Facility name)

Applying for (circle one): **Buildings** **Grounds** **Both** (circle one)

Phone: _____ Email: _____



Required Documents: <i>Select Yes, No or N/A. (If NA provide explanation)</i>		
1. Required Legal Documents (Minimum Requirements for Certification)	Client submitted to IPM Institute	IPM Institute Reviewed
a. Proof of liability insurance to include all of the following: Insurer name, policy number, overall coverage limit and agency contact information	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
b. Copy of a license to confirm the facility has been operating for at least three years	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
c. Copies of pesticide applicator licenses/certificates for licensed employees (PDF format or list license/certificate numbers, expiration dates and certification categories)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
d. Copy of pesticide application posting (PDF, JPEG or PNG format). Note: Picture of posting accepted	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
e. Copy of current cleaning schedule (PDF format)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
2. Pesticide products (Minimum Requirements for Certification)	Client submitted to IPM Institute	IPM Institute Reviewed
a. Complete, legible pesticide application records including: product, quantity used, date and time of application, location, application method and target pests (Excel format)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
b. Pesticide product labels and Safety Data Sheets (SDS) (PDF format).	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

IPM Policy (Scored Practices)	Client submitted to IPM Institute	IPM Institute Reviewed
<p>a. Written IPM policy (PDF):</p> <ul style="list-style-type: none"> • states a commitment to IPM implementation • identifies overall objectives relating to pest and pesticide risk management • effectively guides decision-making • includes a schedule for inspection and monitoring of buildings (and grounds if applicable) <p>b. includes a schedule for areas requiring more frequent inspection and monitoring (e.g., food storage, preparation and serving areas)</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p>
<p>All of the above required information is required to be submitted to the IPM Institute prior to scheduling an on-site evaluation. Any requirement you deem as not applicable must be justified in writing and included with your application.</p>		