



**Arizona Pest Management Center  
Pesticide Use Database  
Data Query Procedures**

The Arizona Pest Management Center (APMC) Pesticide Use Database contains pesticide application data (1991 – present) from form L-1080 submitted to the state. This document outlines the review and response procedures for handling pesticide information data requests.

1. **Data Request Subcommittee.** A subcommittee of the APMC Pesticide Use Database Advisory Board reviews all external data requests. (Currently: **Art Anderson, Karl Button, Bill Fox, Tracy Mead, Tom Montoya and Mike Snyder.**)
2. **Types of Data Requests.** Information requests are divided into three types: internal, federal and external requests. Only external requests typically require review.
  - a. **Internal requests** are from UA faculty for research and education purposes and do not require review\* by the advisory subcommittee. Data are typically used in educational presentations, Extension publications or for research purposes.
  - b. **Federal requests** are from federal agencies, typically related to registration review. For example, we sometimes provide summarized use data along with stakeholder comments to support re-registrations of important products.
  - c. **External requests** are those from other agencies, organizations, companies or private parties. These requests require review by the Advisory Subcommittee named above.
3. **Data provided. Typically,** we provide data only in aggregate summaries and will not provide personal identifiable information without permission of the Subcommittee and/or the permission of those impacted. ***Any request for personal information must be reviewed by the Advisory Subcommittee, regardless of the type of data request.***
4. **Review procedure.** Al Fournier or Peter Ellsworth will provide a brief description of external data requests via email to Advisory Subcommittee members. It will indicate who is requesting the data, what data requested, the stated purpose of the request and the date by which a response is needed. We will follow up by phone as needed. ***Data requests that are not unanimously approved by all Advisory Subcommittee members will be denied.*** If approved, a data report will be provided to the requestor and will be made available to Advisory Committee members upon request. Periodic summaries of all data requests are regularly provided to the subcommittee.
  - a. In instances where requests seek to identify individuals (e.g., growers) for the purposes of conducting research, surveys, etc., if the request is approved, the APMC will act as intermediary and contact the individual(s) involved. Permission will be sought directly from growers, PCAs, etc., before any identifying information is passed along to the data requestor.
  - b. All data requests may be subject to a processing fee. This fee will cover labor expenses associated with the request as well as potentially a portion of the value of maintenance and upkeep of the database. There will be a minimum charge for all data requests subject to a processing fee.
  - c. At no time will the database itself, in whole or in part, be accessed by individuals outside of the APMC. Only queried information will be provided to requestors.



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- d. Under conditions where requestors are interested in contemporaneous information, they may be referred directly to the Arizona Department of Agriculture for service.

\*At the discretion of the Director and Associate Director of the APMC, some internal requests may require pre-approval by the Data Request Subcommittee.

Fees

Minimum processing fee: \$1000 per data request.

Hourly rate (minimum): \$125 / hr.

Priority processing (rush) fee: \$1000

More complex requests will require special negotiations with requestors.