

Prescribed Materials Application Business Licence Performance Guidelines

Who Needs a Prescribed Material Application Business (PMAB) Licence?

Land application businesses must have an authorized agent who holds a PMAB licence when they deal with farms that are required to have a Nutrient Management Plan (NMP) or NASM Plan.

The laws that relate to nutrient application are:

- the Nutrient Management Act, 2002 (NMA)
- Ontario Regulation 267/03 (O. Reg 267/03)
- the associated Protocols

The skills and knowledge you need to have a PMAB licence are outlined in the Core Competencies for Prescribed Material Application Business document, which you can find at www.nutrientmanagement.ca.

What are Performance Guidelines?

The performance guidelines go beyond the legal requirements and core competencies of your PMAB licence – they provide consistent best management practices and describe the ways that OMAFRA expects you to provide services to clients.

Performance Guidelines for PMAB Licence Holders

General

1. Act conscientiously and diligently when providing services to clients.
2. Stay current and keep learning about nutrient management legislation and practices, as well as other laws (eg. *Highway Traffic Act*, *Occupational Health and Safety Act*)
3. Keep good records to help manage liability.
4. Follow practices that promote good relations between client(s) and their neighbours.

Staff/Employees

1. Inform staff about all aspects of land application that relate specifically to your company business practices (see Nutrient Application Technician course workbook for assistance and resources).
2. Train staff to be knowledgeable and competent in:
 - a. equipment operation, calibration and maintenance
 - b. accurate nutrient application (in accordance with calibration)
 - c. accurate record keeping

- d. understanding and implementing contingency plans
 - e. standard operating procedures for what to do when NMPs or NASM Plans do not reflect the operation and/or conditions of a field
 - f. standard operating procedures for contingency planning in field situations
 - g. who to call when uncertain if a practice is allowed under the NMA, or may be contrary to best management practices
 - h. options for addressing unexpected odour issues
 - i. safety procedures for various situations, such as manure gas and confined spaces
3. Make sure staff understand and follow on-farm biosecurity measures.
 4. Train staff to read NMAN printouts and to use information from NMPs and NASM Plans.
 5. Explain the importance of record keeping to staff.

Providing Professional Services

1. For all clients, use the Best Management Practices books as a resource to avoid and address possible adverse effects.
2. Mark sensitive areas on all sites before any land application.
3. Keep your equipment well maintained and calibrated.
4. Know the differences between hydrological soil groups, and the risks associated with particular soils.
5. Keep accurate records for all clients. Record dates, names and locations of generators and receivers, types and volumes of prescribed materials, and land application practices. Provide records to clients when requested.
6. Have a standard operating procedure in place if the NMP does not reflect the farm operation.
7. Have a contingency plan (with a spills plan) for your business and train staff on implementing the plan.

Communications with Clients

1. Have your clients sign a plan that outlines your services, shows that the NMA requirements are fulfilled and outlines a contingency plan if planned application is postponed due to field conditions.
2. Discuss PMAB and client roles and responsibilities under the NMA with all clients.
3. Notify your client or employer if any current or planned activity is against the law or not following good management practices.
4. Explain the importance of record keeping to clients.

Communications with Government Agencies

1. Immediately inform the proper government agency of any illegal nutrient management activities.

For more information about nutrient management certification:

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www.nutrientmanagement.ca