**Section 830.820 Records**

a) Each commercial structural pest control business location shall keep records of all pesticide applications for a minimum period of two years. On-the-job training records, in accordance with Section 830.270, shall be kept for as long as the employee is employed or until the employee becomes certified.

b) Each non-commercial structural pest control business location shall keep records of all restricted pesticide applications at the location for a minimum period of two years. On-the-job training records, in accordance with Section 830.270, shall be kept for as long as the employee is employed or until the employee becomes certified.

c) The certified structural pest control technician responsible for using pesticides, or overseeing the use of pesticides by non-certified personnel, shall provide documentation (i.e., name, certification number and dates of service) of review of all pesticide records for services performed by uncertified technicians to determine compliance with this Section.

d) Records of restricted pesticide usage shall be kept separate from those pertaining to general pesticide usage, and both shall include the following:

1) Name and address of customer or site of application;

2) Name of technician applying the pesticide;

3) Date and time of the application;

4) Target pest or purpose for the application;

5) Pesticide use recorded in the following manner:

A) Brand or common name;

B) USEPA Registration Number;

C) Percentage of active ingredient in the finished product; and

D) Estimates accurate to within 10 percent of the amount of each finished product used;

6) For termite control treatments, a diagram showing foundation types and accurate dimensions of all portions of the structures being treated.

e) All records except those for the week prior to the inspection shall be kept at the business location and be available for inspection by the Department in accordance with the Act, this Part and the Electronic Commerce Security Act.

f) Structural pest control businesses shall provide copies of service records upon request of a serviced property's current owner, manager or tenant.

(Source: Amended at 39 Ill. Reg. 11821, effective August 7, 2015)