

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

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TO: Pesticide Businesses and Associated Stakeholder Groups
FROM: Massachusetts Department of Agricultural Resources, Pesticide Program
REGARDING: Introduction to New Online Exam Registration and Licensing Processes
DATE: August 1, 2017

The Massachusetts Department of Agricultural Resources, Pesticide Program (Department) is pleased to announce the introduction of "eLicensing" through the Commonwealth's ePlace Portal. All new exam registrations, results, and license applications will now use this new online system. A public access portal is also online to verify license credential types and license numbers.

The following examination and licensure actions will now be performed online:

- Apply to take the exam
- Apply for a new license
- Submit proof of insurance (as may be required)
- Receive your license via email
- Renew your license
- Update your address, employer information and insurance information
- Submit all examination and licensing fees via checking account or credit card

In order to be able to perform these actions an individual will need to create an ePLACE Portal Account. All existing licensees or individuals with exam results are now being mailed instructions on how to link their existing records to their new ePlace Portal Account.

All new exam and license applications must be processed in the new system. Those individuals applying for an Applicator (core) License or Commercial Certification are required to upload a certificate of insurance when applying for their credential. If an individual submits exam registrations or license applications using the old method, please be aware that this will significantly slow down the processing of the applications.

While the Department is handling the transition between the old data system and the new ePlace Portal, please be aware that we are expecting an increase in phone calls and ask for your patience and understanding during this time. Should you have questions please follow the information below in order to ensure that your issues or concerns are addressed as quickly as possible.

Pesticide Examination and Licensing (Apply Online)

<http://www.mass.gov/eea/agencies/agr/pesticides/pesticide-applicator-and-dealer-licensing.html>

- **ePlace Technical Assistance:** (844) 733-7522 between 7:30am-5:00pm Monday-Friday
- **Examination and Licensure Specific Issues:** Steven Antunes-Kenyon (617) 626-1784