Dear Private Pesticide Applicator Trainers:

The Missouri Department of Agriculture, Bureau of Pesticide Control has implemented a new data management system that provides the public with access to the department's database of all licensed and certified pesticide applicators. Now that the public has immediate access to our database, the Bureau of Pesticide Control will not hand deliver individual county print-outs of licensed certified private applicators to all 114 counties in Missouri.

Please use the below URL address to obtain a list of the licensed certified private applicators coming due for certification renewal in 2015. This link will take you to the MDA webpage for public access to the Bureau's certification and license database. Please follow the instructions below to obtain a list of all licensed certified private applicators in each county for which you are responsible. You may also forward this email to each of your county offices and designate each county to retrieve their own county list.

For MOPlants please click on this URL: https://apps.mda.mo.gov/moplants/Index.aspx

On the MOPlants webpage, place your cursor over 'Pesticide Programs' and then click on 'Pesticide License Search'.

Under the 'Pesticide Business/Applicator Information' section:
select your "County" in the drop-down box. Select your "State" (Missouri) in the drop-down box.

Under the 'Program Information' section, for Program Type select "Private Applicators". Click on the button "Export to Excel". Open the document.

Select "Yes" when you see this box below to verify the file is not corrupted.
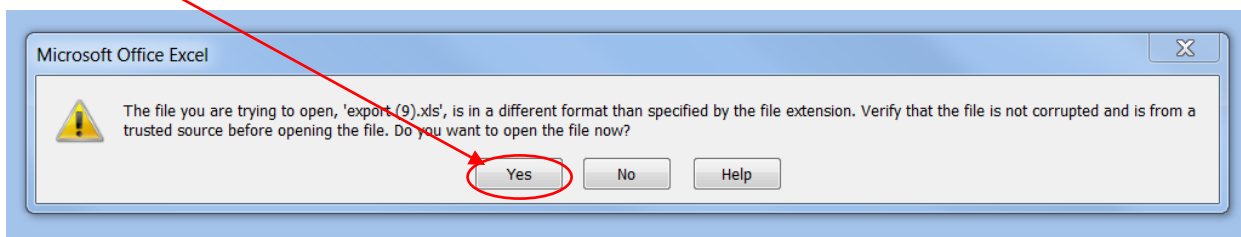
Data can be sorted and/or filtered in the Excel document.

For instance, to filter by expiration date:

At the top of the document, click on the column 'U' and highlight the entire 'LicenseExpireDate' column, then click on the Sort & Filter arrow in the 'Editing' section in the top right-hand corner, select "Filter"
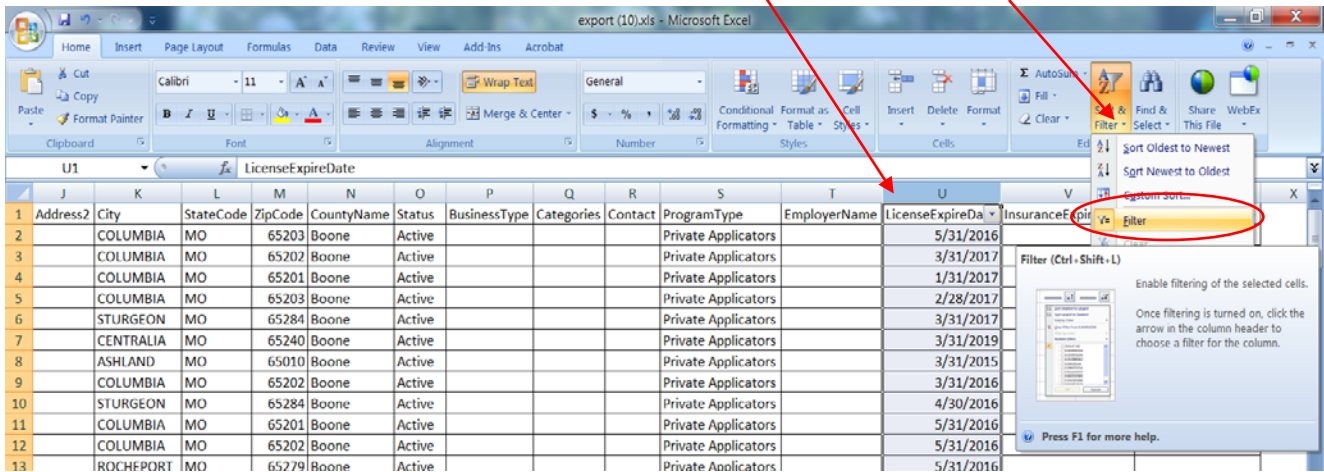
Click on the drop-down arrow that appears in the 'LicenseExpireDate' column, then click on the box '(Select All)' which will deselect all the years, then check/select the 2015 box. Click 'OK'
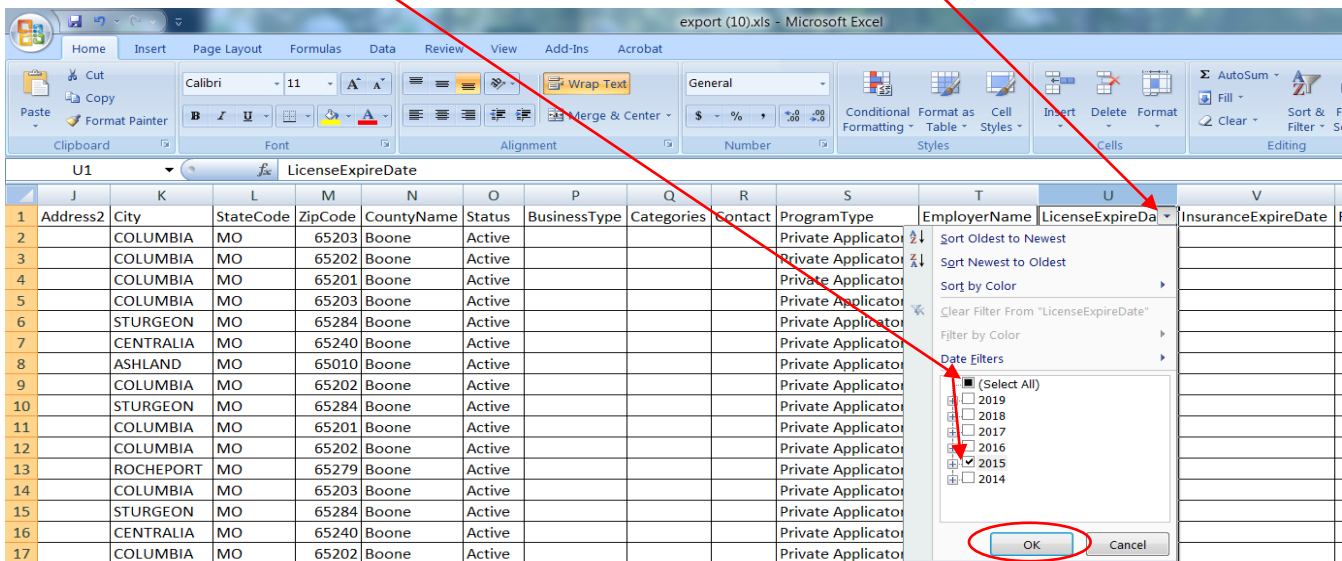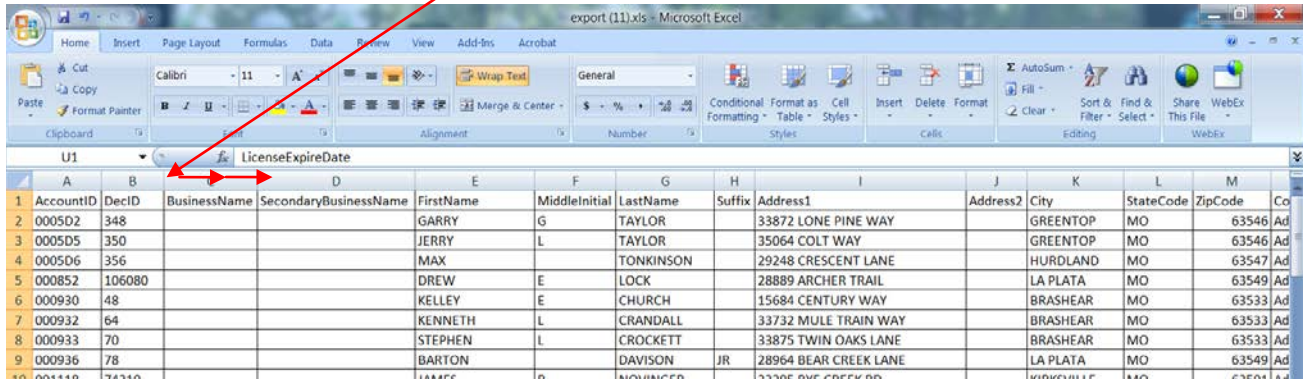
The document will display all the PA's with a 2015 expiration date.
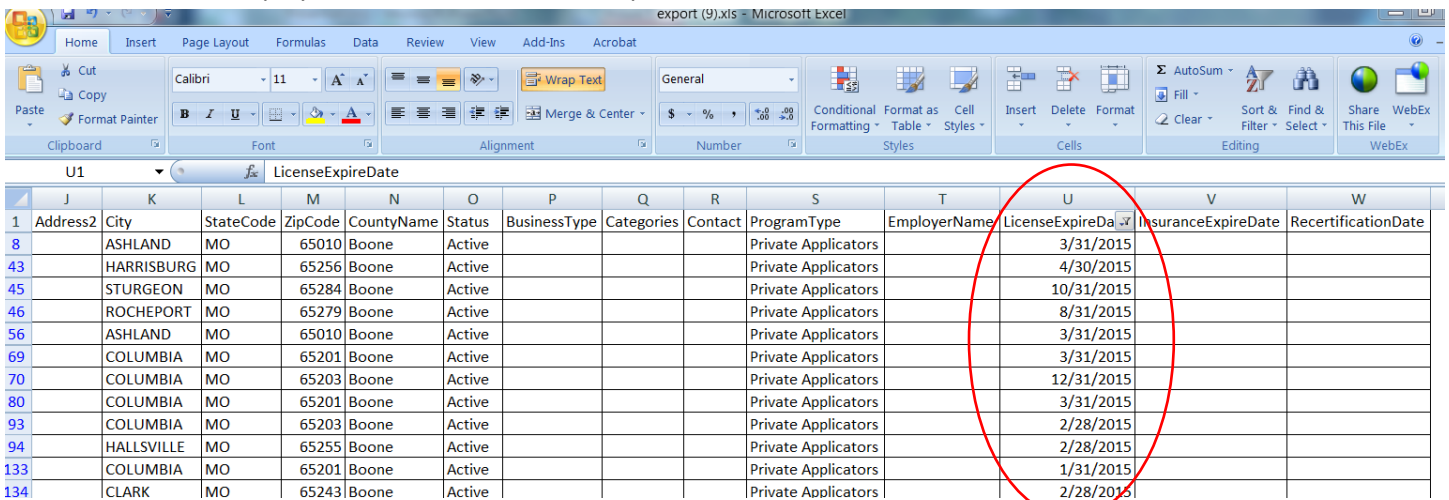
NOTE: In the column headings, DecID is their license number. Make sure you widen the DecID column to display the full license number. Widen by clicking on the line that separates the 'B' & 'C' column and moving to the right.
The AccountID is their MOPlants ID.

If any county needs additional verification forms or postage paid envelopes, please direct the county offices to email Lori Volkart at Lori.Volkart@mda.mo.gov.

If you have any questions or need further clarification, please contact Lori Volkart at 573-751-5509.

Sincerely,

Melissa May
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