



Self-Reporting Enforcement Response Policy for the Georgia Structural Pest Control Industry

The Georgia Department of Agriculture (GDA) restates a long-standing policy to enhance compliance with Georgia Structural Pest Control Act & Regulations by encouraging the regulated community to discover violations by self-auditing and voluntarily disclose and correct violations by self-reporting to GDA. Incentives for the regulated community include elimination or substantially reducing penalties. These incentives are offered to PMPs that voluntarily self-report and promptly correct violations. Under this policy, a self-report will not initiate enforcement inspections.

Three steps for self-reporting:

- **Discovery:** PMP routine review of records including service records, inspection records and contracts. Review pesticide labels for use requirements, restrictions, post-application requirements and other regulatory requirements.
- **Correction & Prevention:** If a problem is discovered during the self-audit, take immediate corrective and preventive action. Include self-audits on a regular schedule.
- **Disclosure:** Contact GDA and schedule a self-reporting compliance assistance meeting.

Answers to Frequently Asked Questions

1. If GDA discovers a violation, can I self-report? Once GDA initiates an inspection, the self-auditing and reporting policy would not apply.
2. Can a company self-report more than once on the same regulatory requirement? No
3. If a company self-reports on a regulatory requirement, will this cover other regulatory requirements? No. After self-reporting on regulatory requirement and another problem is discovered, the company must go through each of the same steps of self-reporting.
4. What should I bring to the self-reporting compliance assistance meeting? A record of the self-audit and supporting documentation such as service records, contracts, etc., documentation of corrective actions taken and plan for prevention of future violations.
5. Has GDA revoked a license, certification or employee registration based on a self-reported violation? No. The self-reporting policy reduces or eliminates these penalties.
6. What if I discover a violation after GDA contacts me to schedule an inspection. Once an inspection is initiated, a self-audit would not be considered a routine review and the policy would not apply.

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