PP No.: 1403G
Section: Licensing and Certification
Subject: Oklahoma Team Member Licensing
Approved By: Adam Jones
Effective Date: April 14, 2020
Last Reviewed Date: May 7, 2026
Policy Owner: Senior Director of Government and Regulatory Affairs

PURPOSE

To provide the maximum level of operational integrity and to comply with Title 2 Oklahoma Statutes, Sections 3-81 through 3-86, and 35:30-17-1 through 35:30-17-99, Oklahoma Department of Agriculture, Food & Forestry.

General Manager / Certified Applicator in Charge Responsibility

The general manager/certified applicator in charge is to ensure all team members who provide service or sell pest control services obtain and maintain licenses as outlined by Oklahoma Title 2 Oklahoma Statutes, Sections 3-81 through 3-86, and 35:30-17-1 through 35:30-17-99. Oklahoma Department of Agriculture, Food & Forestry. This is to include the following:

- Service technicians
- Managers in training
- Service managers
- General managers
- Quality assurance managers
- Division managers
- Regional managers
- Any other non-administrative roles

LICENSING PROCESS

Oklahoma Administrative Code defines the licensing types as follows:

- Service Technician – An individual employed by a licensed applicator who performs pesticide applications or but is not a certified applicator. A service technician must work under the supervision of a certified applicator, and either the technician or the supervising applicator must be present at the application site.
- Temporary Certified Applicator – An individual who has obtained a limited or provisional certification status but has not yet met all requirements for full certified applicator status, and therefore may not independently function as a certified applicator or fulfill licensing requirements for a business.
- Certified Applicator – An individual who has met state certification standards and is qualified to apply pesticides or supervise pesticide applications A certified applicator may apply pesticides within licensed categories, supervise service technicians, and ensure compliance with pesticide laws and safety standards. Certification is category-specific, and applicators are limited to the categories listed on their license.
- Licensed Applicator / License Holder – An individual or business entity that holds a valid pesticide applicator license issued by the Oklahoma Department of Agriculture, Food, and Forestry and is legally authorized to perform pesticide application activities.

Required Training

Since Oklahoma doesn't stipulate minimum training requirements, Massey Services, Inc. category-specific initial training, as required by SPP 901: Mandatory Training Requirements, will be the minimum required training for Oklahoma. Failure to apply for the appropriate technician's identification and/or complete the minimum training requirements may result in disciplinary action and/or financial penalty by the state or our company.

General Manager Duties

The General Manager/Certified Applicator will ensure:

- All newly hired technicians are registered with the Oklahoma Department of Agriculture within the first 30 days of hire.
    - In Oklahoma, inspectors that do not make pesticide applications do not have to register and test with the state. They do have to complete Initial training as specified in SPP 901.
- All newly hired technicians must complete and pass the Oklahoma Service Technician Exam.
    - Exam registration and scheduling are completed online at PSI Testing Center[1].
        - Create an account for the team member.
        - Register for the exam by choosing:
            - *Register for an exam*
            - Select Organization- *Government/State Agencies*
            - Select Jurisdiction- *OK Pesticide*
            - Select Account- *OK Service Technician Exam*
        - Pay the exam fees. If you do not have a credit card available, please contact the Licensing Compliance Manager for assistance.
        - Choose an exam date and time and submit.
- For licensed technicians transferring from one Service Center to another, on day one at their new location, a fully executed Request to Add or Remove Certified Applicator(s)[2] form must be submitted to compliance@masseyservices.com.
- Upon termination of employment, a fully executed Request to Add or Remove Certified Applicator(s)[3] form must be submitted to compliance@masseyservices.com. This must be completed on the same day of termination.

Licensing Renewal

All active technicians will be renewed as part of the service center license renewal.

[1] https://test-takers.psiexams.com/okpest
[2] https://ag.ok.gov/wp-content/uploads/2023/04/CA_Form_2024.pdf
[3] https://ag.ok.gov/wp-content/uploads/2023/04/CA_Form_2024.pdf