



## STAFF TRAINING DOCUMENTATION

Golf Course: \_\_\_\_\_

IPM Agent: \_\_\_\_\_ IPM Certification number: \_\_\_\_\_

\*Mandatory Topics:    **CP** = cultural practices            **IP** = insect pest identification            **EO** = equipment operation            **IPM** = IPM fundamentals

\*\*Recommended Topics:    **PLI** = plant identification (grasses, weeds)            **DI** = disease identification

\*mandatory for all personnel with monitoring or application duties            \*\*strongly recommended

Date	Event / Session and Topic	Employees Participating	Instructor	In-House or Educational Institution

*I attest that the above information is accurate and truthful. I also acknowledge that I, and the golf course owner/operator are responsible to be aware of the requirements of IPM Accreditation as defined by the IPM Council of Canada and that failure to meet the requirements can result in loss of the golf course's IPM Accreditation status.*

IPM Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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### How to complete this form:

For each training session or event, list the following:

- Date
- Topics/ subject matter covered, taking note of the mandatory subjects listed on the form
- Full names of all the employees participating
- Name of the instructor and
- The company or institute conducting the session or whether it was conducted in-house.

*Keep documents that verify material covered in each session and the proof of participation in your IPM binder or files. This will be required during the on-site audit. Staff listed as participating in a session may be interviewed during the on-site audit.*