

INVASIVE PLANT CONTROL PROGRAM (CAP-IPCP 2022-23) CHECKLIST FOR CLAIMS

This checklist is for a quick review, for more details about CAP-IPCP 2022-23 see the full Program Guidelines at <https://sarm.ca/programs/invasive-plant-control-program/>

- ✓ RM has appointed a **Weed Inspector** and submitted the appointment letter to the Ministry of Agriculture at the beginning of 2022. These appointments expire annually on December 31 and must be made and submitted each year. A copy of the appointment must be submitted to SARM each year **prior to the CAP-IPCP deadline**.
- ✓ A **Weed Management Plan** has been completed by the RM, identifying weeds of concern and control measures planned. The Weed Management Plan should be reviewed and revised (as needed) from year to year and must be resubmitted to SARM each year **prior to the CAP-IPCP deadline**.
- ✓ The **licensed herbicide applicator** has confirmed that they have the appropriate license (an industrial license is required to apply pesticides on RM ditches and rights of way, gravel pits, well sites, etc. and an agricultural license is required to apply herbicides on farmland not owned or controlled by the applicator) and their **applicator license is valid/not expired****
- ✓ The licensed applicator has confirmed on **Schedule A** that they are using an **approved herbicide on an eligible weed species at the appropriate label rate with any required surfactant/adjuvant and is following all herbicide label requirements**. Schedule A can be found at <https://sarm.ca/programs/invasive-plant-control-program/> under CAP-IPCP Tools. *Industrial herbicides must be used in rights of way and range/pasture products must be used on farmland, unless otherwise noted in Schedule A.*
- ✓ The **licensed pesticide applicator has completed** accurate and thorough **herbicide application records**, which include all of the information in the provided template at <https://sarm.ca/programs/invasive-plant-control-program/>. *These completed herbicide application records must be completed, in full, by the licensed applicator and provided to the RM to submit with the claim.*
- ✓ **Invoices** provided to the RM clearly **break out the cost of the herbicide and any adjuvant/surfactant** used, as indicated on the herbicide application records. These invoices must be included with the claim. If the RM is using herbicides carried over from a previous year, the invoice for the original purchase is still required.
- ✓ **The RM Administrator signs the claim form and submits the claim form, invoice(s) and herbicide application records to SARM, prior to the CAP-IPCP deadline.**
- ✓ For additional information and assistance, please contact your local **Plant Health Officer**.

***For producer applications to CAP-IPCP, a producer can apply herbicide on their own farmland without a license. However, they still must read and follow herbicide labels as well as the program requirements listed in Schedule A. Only herbicides allowed for use on range and pasture are eligible to be used on farmland. Producer must still complete herbicide application records and provide a copy of their invoice to be eligible for the CAP-IPCP. The producer would bring their completed herbicide application record(s), invoice(s) and claim form to the RM Administrator to be reviewed, signed and submitted by the RM Administrator to SARM prior to the CAP-IPCP deadline. Any CAP-IPCP rebate approved to the producer, would then be paid to the RM to distribute to the producer.*