**Protocol for filing Incident Report**

To File an incident report please go to the EHSO webpage :

[Workplace safety and health | Environmental health and safety | University of Manitoba (umanitoba.ca)](https://umanitoba.ca/environmental-health-and-safety/workplace-safety-health#incident-reporting-and-worker-compensation)

When filing your report please also send it to the Department of Plant Science Head.

The Following Policy can be found on the Plant Science home page under Department Resources, Policies + Procedures:

[Policy and procedure (2023).pdf (umanitoba.ca)](https://umanitoba.ca/agricultural-food-sciences/sites/agricultural-food-sciences/files/2023-03/Policy%20and%20procedue%20%282023%29.pdf)

**Protocol for notification of Applications of Pesticides on University of Manitoba research farmland.**

Purpose

The purpose of this protocol is to ensure:

1. That all users of and visitors to the agriculture research farmland and facilities at the University of Manitoba are duly informed of pesticide applications. This would include staff from the University of Manitoba (Plant Science, Entomology, Indigenous Studies and others); and
2. That adequate information is provided or posted to ensure the safety of all parties who may use these areas and surroundings.

**Protocol Contacts**

All research farmland belonging to the University of Manitoba is under the control of the Faculty

of Agricultural and Food Sciences through the Department of Plant Science or Department of

Animal Science.

1. Carman and Region Research Facility

Contact: Justice Zhanda

Address: Box 1669, Carman MB R0G 0J0

Telephone No: (204) 745-3944

e-mail: [justice.zhanda@umanitoba.ca](mailto:justice.zhanda@umanitoba.ca)

1. Glenlea Research Station

Contact: Jason Boucier

Address: Operations Manager, Glenlea Research Station

Telephone No: (204) 293-4625

e-mail: jason.boucier@umanitoba.ca

1. The Point at Fort Garry Campus

Contact: Melvin Kaufman

Address: Room 222 Agriculture building, University of Manitoba, Winnipeg MB R3T 2N2

Telephone No: (204) 474-9898 or (204)648-7570 (cell)

e-mail: [melvin.kaufman@umanitoba.ca](mailto:melvin.kaufman@umanitoba.ca)

**Responsibility of Contact/Co-ordinator**

At the beginning of each research season, the contact person will post a sign at each entrance to

the research farmland warning that the area is a pesticide application area. The sign will indicate

the name and phone number of the contact person.

**Responsibility of Users of Research Farmland**

Pesticide Applicator

* The pesticide applicator must have received training and be familiar with the safe handling, application and disposal of pesticides.
* The pesticide applicator must have received prior permission to apply pesticides through the Land Request form. Land Request forms are available through a contact person.
* Each pesticide application needs to be posted. If an insecticide is used, the pesticide applicator must clearly define the application area with posted sign(s) on the plot to be sprayed prior to any application of an insecticide.
* The warning sign(s) should indicate:

• Contact name and telephone #

• Date and time of application

• Insecticide applied

• Safe re-entry date and time

* The pesticide applicator must remove the warning signs at the end of the safe re-entry period.

**Non-Applicator Users of the Research Lands**

It is the responsibility of all users of the Research farmland to look for and avoid areas that have

pesticide warning signs posted unless they are wearing appropriate safety equipment.

All visitors and non-regular users should confirm field test access with the responsible technician.