Chapter 16-05 WAC

PROCEDURAL RULES FOR LISTS OF ORGANIZATIONS

WAC 16-05-001 Statement of purpose. This chapter establishes procedures for fulfilling the Washington department of agriculture requirements under RCW 43.05.020 to compile and maintain lists of individuals, organizations, both public and private, who provide technical assistance.

[Statutory Authority: Chapter 43.05 RCW. 96-13-082 (Order 5098), § 16-05-001, filed 6/18/96, effective 7/19/96.]

WAC 16-05-010 What does an organization, company or individual have to do to get on the applicable list? Should an organization, company or individual wish to be included or removed from a technical assistance list of the department, a request must be made to the department via telephone, facsimile transmission, e-mail or address and request that their organization, company or individual name and pertinent information be added.

Requests may be directed to the department at the main department address and telephone number: Department of Agriculture, P.O. Box 42560, Olympia, Washington 98504-2560. Telephone: (360) 902-1800. Anyone contacting the department is encouraged to refer to the applicable division and program, by using the following organization description, by division and program as a guide.

(1) **Director’s office:**
Legislative affairs.
Internal program review.
Policy development and review.

(2) **Agency operations division:**
Accounting, budget, payroll, forms and records, adjudicative proceedings, public disclosure, Washington Administrative Code filings, personnel office, information technology services, information office, international marketing and commodity commission and fairs commission activities.

(3) **Commodity inspection division:**
Fruit and vegetable inspection program for quality, grade, condition, size and pack.
Statewide grain inspection.

(4) **Consumer and producer protection division:**
Commission merchants program.
Livestock identification, brand registration and inspection.

Establishment of livestock markets.
Grain warehouse audit.
Weights and measures program.
Seed program regulates the quality and labeling of various crop seeds in Washington.

(5) **Food safety and animal health division:**
Dairy inspection program.
Food processing program.
Organic food program.
Egg inspection program.
Animal health program.

(6) **Laboratory services division:**
Performs chemical and micro-biological analyses in support of the food safety and pesticide management programs.
Administers hop inspection and analyses.
Pest management program is responsible for nonnative insect detection and control, and plant pest and disease identification; develops and enforces plant quarantines.
Ape program provides education and registration for Washington apiarists.
Nursery program certifies nursery stock and issues phytosanitary certificates for materials moving out-of-state.

(7) **Pesticide management division:**
Administers the regulations of pesticides, animal feeds and fertilizer laws, and waste disposal program broken down into three units of the division.
The compliance unit enforces state and federal pesticide laws, animal feed laws and fertilizer laws; investigates complaints of pesticide misuse.

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The registration unit registers pesticides, fertilizers and animal feeds sold and used in the state.

The program development and certification unit conducts the waste pesticide disposal program; provides interagency coordination on pesticide-related issues; provides safety training on the use of pesticides, which includes public outreach and new program development; licenses pesticide application equipment, pesticide dealers, and commercial, public and private pesticide applicators, operators and consultants; approves recertification courses and tracks educational credits on pesticide licensees.

WAC 16-05-040 The department of agriculture is completely held harmless and not liable. (1) The department will not perform any testing or background checks on requestors for inclusion on a department technical assistance list. The department will exercise reasonable care to include or delete names upon request. The department is not responsible for errors on a technical assistance list. In addition, the inclusion of a name of an individual, company or organization on a list should not be construed as an endorsement by the department. Customers using a technical assistance list for referral are encouraged to contact the better business bureau or the office of the attorney general, consumer protection unit, to determine whether a name selected is the subject of a complaint. Customers are also encouraged to check references of those on a list before they select an organization, company or individual to perform technical assistance.

(2) Any person who is on a technical assistance list is prohibited from holding themselves out as an employee or agent of the Washington state department of agriculture or suggesting that the department endorses the services provided.