

Information about Environmental Management Nutrient Application Technician Licence (For Individuals who Apply Nutrients to Agricultural Land under the NMA)

Infosheet

Updated February 2012

INTRODUCTION

The information contained in this document is derived from the Nutrient Management Act, 2002 (NMA) and Ontario Regulation 267/03 (O. Reg. 267/03). Every effort has been made to make it as accurate as possible, but is not authoritative. Please refer to the e-Laws website or the official volumes printed by Publications Ontario for the authoritative text of the act.

This infosheet provides information on new and renewal licence requirements.

Overview of Nutrient Application Technician Licence

You are required to have a Nutrient Application Technician Licence if you are applying nutrients to an agricultural operation that requires a Nutrient Management Plan (NMP) or a Non-Agricultural Source Materials (NASM) Plan, in which you don't own, operate or work for as an employee.

Note: Under the Nutrient Management Act, 2002, s. 1, a "nutrient" means "fertilizers, organic material, biosolids, compost, manure, septage, pulp and paper sludge, and other material applied to land for the purpose of improving the growing of agricultural crops or for the purpose of a prescribed use."

The skills and knowledge that are required for the Nutrient Application Technician Licence can be found in The Nutrient Application Technician Licence Core Competencies guide, available online.

Licences are valid for five years.

Licence Requirements

1. Take the Course

There is one required course for the Nutrient Application Technician Licence, which is offered in both English and French:

- Nutrient Application Technician Licence Course

You must have taken a course no more than two years prior to submitting your application form to have it applied to your licence requirements. Call the University of Guelph, Ridgetown Campus at 1-855-648-1444 to make sure past courses you have taken qualify.

Course Schedule

To find out the course schedule, visit the Nutrient Management Training Course Schedule.

To register for this course or to book a workplace facilitated course, call the University of Guelph, Ridgetown Campus at 1-855-648-1444 or register on-line at www.nutrientmanagement.ca.

Nutrient Application Technician Licence Course

This one-day course helps you become familiar with the Nutrient Management Act, 2002, the regulatory requirements under the O. Reg. 267/03, best management practices for people who apply Agricultural Source Materials (ASM), Non-Agricultural Source Materials (NASM) and commercial fertilizer to agricultural land.

There are two ways to take this course.

Option 1 – Nutrient Application Technician Licence Course – OMAFRA Facilitated

The one-day classroom course is offered at sites across Ontario on a seasonal basis.

Option 2 – Nutrient Application Technician Licence Course – Workplace Facilitated Course

This course can be completed at your home, workplace, etc. There are “Talk to your Employer” segments in this training course. You should complete these segments with someone who holds a valid Prescribed Materials Application Business Licence, has day-to-day managerial responsibility for field operations and has extensive knowledge of the company's standard business and operating practices. Each candidate for the Technician Licence must individually complete this course. The “Talk to your Employer” segments can be done as a group at your workplace. To register for the on-line course, call the University of Guelph, Ridgetown Campus at 1-855-648-1444 or register on-line at www.nutrientmanagement.ca.

For more information regarding the course, visit the Nutrient Management Training Course Overview.

2. Pass an Exam

An applicant must have written and achieved a passing grade (75 per cent or greater) within the last year (365 days) before applying for the licence. This exam covers materials taught in the courses as well as the skills and knowledge outlined in the Nutrient Application Technician Licence Core Competencies. The competencies are used as the basis for testing in the exam. The exam is offered at the end of course or on a set schedule throughout the province.

You will have three opportunities to complete the exam successfully. If you fail the second time you write the exam, you must wait three months before you write again, to allow time for you to improve your knowledge of the subject matter. After three unsuccessful attempts writing the exam, you must wait five years before you can start the process over again.

For more complete details related to the exam and schedule, visit the Nutrient Management Exam Schedule and Information page.

Accommodations

We will work to provide reasonable accommodations to candidates having physical, learning or linguistic barriers

that may affect their ability to write the exam. Please contact the University of Guelph, Ridgetown Campus at 1-855-648-1444 to discuss.

Applying for the Licence

After you fulfill the requirements, mail a completed application to the address indicated on the form.

- Application for Nutrient Application Technician Licence

Licence Conditions

Under section 108 of the Regulation, the Director may issue a certificate or licence subject to any conditions that he/she considers appropriate. This may include conditions that are consented to by the applicant, imposed by a Director or ordered by the Tribunal.

Refusal to Issue a Certificate or Licence

Under s. 109(1), the Director may refuse to issue a certificate or licence if:

- the applicant is in contravention of the Act or this Regulation, or is in breach of a condition of another certificate or licence issued under Part X;
- the applicant is not competent to carry on the activity that would be authorized by the certificate or licence; or
- the past conduct of the applicant affords reasonable grounds for belief that the activity that would be authorized by the certificate or licence will not be carried on with honesty and integrity.

Licence Renewals

Licences are valid for five years from the date of issue. Applicants who have not had their licence suspended or cancelled can apply for a renewal. It is your responsibility to know the expiry date of your licence. It is suggested that you begin the renewal process six months before your licence expires.

Applicants who would like to renew their licence must have written and passed an exam (75 per cent or greater) within the last year (365 days) before applying for the licence. Once the exam is passed, applicants can submit an application for renewal.

It is highly recommended that you take the required course again before writing the exam. Remember you have 3 opportunities to pass your exam.

For information on the exam and schedule, call the University of Guelph, Ridgetown Campus at 1-855-648-1444 or visit the Nutrient Management Exam Schedule and Information page.

For a copy of the renewal application form, visit the Application for Nutrient Application Technician Licence page.

Additional Expectations

Stay Current in Your Field

Licence holders are expected to keep up-to-date with the nutrient management legislation and actively pursue additional learning opportunities to remain competent in the field of nutrient management. This may include update sessions offered by OMAFRA.

Performance Guidelines

A set of performance guidelines has been developed by OMAFRA that goes beyond the regulatory requirements, skills and knowledge listed in the core competencies. These guidelines are intended to provide consistent guiding principles for Nutrient Application Technician Licence holders that reflect best management practices for the industry. They outline practices followed by licence holders providing good professional services to their clients. Technicians are encouraged to follow these guidelines in their daily practice.

Changing Employers

Technicians are expected to learn the standard operating practices and equipment of any new company or employer they work for. New employers may require a technician to review the training material for the Nutrient Application Technician Licence as a condition of employment, even if the technician is already licenced. At a minimum, technicians should review the “Talk to Your Trainer” section of their course manuals with a new employer.