

Pennsylvania Department of Agriculture Resource Guide

Bureau of Animal Health & Diagnostic Services

Aquaculture Licensing and Fish Importation

The Pennsylvania Department of Agriculture licenses parties propagating and dealing species which live on or in the water, including but not limited to all game fish, fish bait, baitfish, amphibians, reptiles and aquatic organisms.

Website: <https://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Aquaculture%20Licensing/Pages/default.aspx>

Contact: Dr. Alex Hamberg, ahamberg@pa.gov, (717)783-2200

Brand Records

BAHDS has the authority to impose requirements and methods for identification of domestic animals owned, kept, possessed or transported within Pennsylvania. The bureau authorizes and records the adoption and exclusive use of unique identification marks, numbers or devices including distinctive branding marks, tattoos, microchips, and other forms of identification that are affixed upon domestic animals. In addition, the bureau maintains a registry of such forms of identification. Interested parties must apply for a license, which costs \$25 for an initial recording fee and \$5 for renewal every five years.

Website: <https://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Brand%20Records/Pages/default.aspx>

Contact: Allie Steck, asteck@pa.gov, (717) 836-3235

Certifies Chronic Wasting Disease (CWD) Technician Certification

Only trained state and federal officials, certified veterinarians or PA Department of Agriculture Certified Chronic Wasting Disease Technicians may collect samples for CWD testing. If no one is available to collect, the head may be taken to one of the PA laboratories (Penn State, PA Veterinary Laboratory in Harrisburg, or New Bolton Center, a fee may be charged for this process).

Website: <https://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Certified%20Chronic%20Wasting%20Disease%20Technician/Pages/default.aspx>

Contact: Mary Martin, marymartin@pa.gov, (717) 783-5309

Certified Poultry Technician License

The Pennsylvania Department of Agriculture trains and licenses certified poultry technicians (CPTs) to act as agents of the Department when collecting poultry samples for testing. The fee for the Poultry Technician license is \$10. The license will be issued after the person has successfully completed the classroom training and written and field skills examinations.

Website: <https://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Certified%20Poultry%20Technician%20License/Pages/default.aspx>

Contact: Stacy Rakocy, srakocy@pa.gov, (717) 783-6897

Cervidae Livestock Operations

The Pennsylvania Department of Agriculture is required to license and inspect Cervidae Livestock Operations, and to issue permits prior to importation of Cervidae into the Commonwealth.

Website: <https://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Cervidae%20Livestock%20Operations/Pages/default.aspx>

Contact: Mary Martin, marymartin@pa.gov, (717) 783-5309

Dead Domestic Animal Disposal Business

Any person who purchases or receives a dead domestic animal, domestic animal part or potentially infectious animal waste for disposal shall be deemed to be in said business and shall be licensed by the department to engage in and conduct such activity. Licensing fee is \$100 annually per calendar year.

Website: <https://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Dead%20Animal%20Disposal%20Business/Pages/default.aspx>

Contact: Susan MacNamara, smacnamara@pa.gov, (717) 525-5301

Domestic Animal Hauler & Dealer License

The Bureau of Animal Health & Diagnostic Services regulates the activities, facilities and equipment of domestic animal or dead domestic animal dealers, agents and haulers for the purpose of assuring the sanitary handling of dead domestic animals and the sanitary handling, marketing and exchange of domestic animals. The fee for a domestic animal or dead domestic animal dealer's or hauler's license is \$50 per calendar year.

Website: <https://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Domestic%20Animal%20Dealers%20and%20Haulers%20License/Pages/default.aspx>

Contact: Mary Martin, marymartin@pa.gov, (717) 783-5309

Domestic Animal Garbage Feeder License

Any person who feeds garbage to domestic animals shall be deemed to be engaged in the garbage feeding business. It is the duty of any such person to obtain a license from the department as a precondition to operating a garbage feeding business within Pennsylvania and to thereafter maintain a current license while such business is in operation. A license fee of \$100 is required each calendar year.

Website: <https://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Domestic%20Animal%20Garbage%20Feeders%20License/Pages/default.aspx>

Contact: Bureau of Animal Health & Diagnostic Services, (717) 787-5101

Taxidermy Licensing

The Department of Agriculture licenses taxidermists in Pennsylvania. A taxidermist is any person who holds him/herself out to the public as a taxidermist or mounts any specimen. Pennsylvania requires taxidermists to register with the department on a form prescribed by the department. The legislation designates that a taxidermy registrant will pay an annual fee of \$100 to cover the costs of administering the registration system.

Website: www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Taxidermy%20Licensing/Pages/default.aspx

Contact: Lisa Anderson, lisaanders@pa.gov, 717-783-5301

Meat Establishment (Slaughterhouse) License

Establishments processing meat are required to be licensed by the department. This includes facilities that change the consistency of the meat before sale, such as hamburger meat, smoked sausage, etc. Meat Establishment licenses are valid for two calendar years. Checks should be made payable to the PA Department of Agriculture in the amount of \$25.

Website: [www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Meat%20Establishment%20\(Slaughterhouses\)%20License/Pages/default.aspx](http://www.agriculture.pa.gov/Animals/AHDServices/licenses-certificates/Meat%20Establishment%20(Slaughterhouses)%20License/Pages/default.aspx)

Contact: Allie Steck, asteck@pa.gov, (717) 836-3235

Premise Identification

A premises identification number (PIN) or location identifier (LID) is a unique code that is permanently assigned to a single physical location. PIN or LID registration is administered by the Department and allows animal health officials to quickly and precisely identify where animals are located in the event of an animal health or food safety emergency. A PIN or LID is required to purchase official animal identification tags.

Registration Form: <http://www.pda.pa.gov/PremisesRegistration/>

Contact: Bureau of Animal Health & Diagnostic Service, RA-ahds@pa.gov, (717) 772-2852

Reporting Animal Disease

If you have an animal that you suspect may have signs of a reportable disease, please contact your veterinarian or the Pennsylvania Department of Agriculture at (717) 772-2852. After-hours phone calls between 4PM and 8AM, weekends and holidays, are transferred to a voice mail paging system. A veterinarian will return emergency calls promptly.

For more information about reportable animal diseases, visit <https://www.agriculture.pa.gov/Animals/AHDServices/diseases/Pages/default.aspx>.

Bureau of Dog Law Enforcement

Dangerous Dogs

- Dangerous Dog Registry:
<https://www.agriculture.pa.gov/Animals/DogLaw/Dangerous%20Dogs/Documents/Dangerous%20Dogs.pdf>
- Dangerous Dog Regulations:
<https://www.agriculture.pa.gov/Animals/DogLaw/Dangerous%20Dogs/Documents/Chapter%2027%20Dangerous%20Dogs.pdf>
- Dangerous Dog Webpage:
<https://www.agriculture.pa.gov/Animals/DogLaw/Dangerous%20Dogs/Pages/default.aspx>

Dog Licensing

All dogs three months or older must be licensed by January 1 of each year. Violators can be cited with a maximum fine of \$300 per violation plus court costs.

Dog licenses are available from your local county treasurer and other licensing agents.

To find a county treasurer, visit <https://www.agriculture.pa.gov/Animals/DogLaw/pa-dog-laws/Pages/County-Treasurers.aspx>.

Application: <https://www.agriculture.pa.gov/Animals/DogLaw/pa-dog-laws/Documents/Dog%20License%20Application.pdf>

Contact: Bureau of Dog Law Enforcement, ra-doglaw@pa.gov, (717) 787-3062

Kennel Licensing

A kennel is defined as any establishment in or through which at least 26 dogs are kept or transferred in a calendar year, or a boarding kennel. Any person who keeps or operates a kennel shall, on or before January 1 of each year, apply to the department for a Kennel License.

Website: <https://www.agriculture.pa.gov/Animals/DogLaw/kennel-licensing-inspections/Pages/default.aspx>

Contact: Bureau of Dog Law Enforcement, ra-doglaw@pa.gov, (717) 787-3062

Bureau of Food Safety & Laboratory Services

Farmers Market Food Vendor Licensing

Farmers Market Vendors must obtain a Retail Food License to operate a food facility at a farmers' market, whether the market is inside or outside. Each individual stand is considered its own retail food facility and must obtain its own license to operate.

Website:https://www.agriculture.pa.gov/consumer_protection/FoodSafety/Retail%20Food/Page/s/Farmers-Markets.aspx

Contact: Stefanie Smith, stefsmith@pa.gov, (717) 787-5108

Food Employee Certification

The PA Department of Agriculture Food Employee Certification Act requires one employee per licensed food facility to obtain a nationally recognized food manager certification. National exam programs are those that have been approved by ANSI using the Conference of Food Protection certified food protection manager standards.

Website:https://www.agriculture.pa.gov/consumer_protection/FoodSafety/Retail%20Food/Page/s/Food-Employee-Certification-.aspx

Contact: Stefanie Smith, stefsmith@pa.gov, (717) 787-5108

Food Safety Complaints

Consumers can file complaints against food facilities regarding packaged or unpackaged foods. If your complaint is regarding food consumed or purchased at a retail food facility, such as a restaurant, food truck, caterer, food store, or convenience store, that complaint may be investigated by the PA Department of Agriculture (PDA), or a County or Local Health Jurisdiction.

Online Complaint Form: <http://www.pda.pa.gov/FoodSafetyComplaint/>

Frozen Dessert Licensing

All frozen dessert manufacturers, including retail manufacturers, and distributors located within the commonwealth and out-of-state manufacturers selling frozen desserts within Pennsylvania must apply for a frozen dessert license. A frozen dessert license has a \$35 annual fee. All

frozen dessert licenses are valid for a calendar year and expire on December 31. Renewal application for a frozen dessert license will occur annually via the U.S. Postal Service in late October or early November.

Website:https://www.agriculture.pa.gov/consumer_protection/FoodSafety/Retail%20Food/Pages/Frozen-Dessert.aspx

Contact: Bureau of Food Safety, (717) 787-4315

Milk and Dairy Product Permitting

Pennsylvania's Milk Sanitation Law and associated regulations govern the state's Milk Sanitation Program, and establishes mechanisms for inspections, certifications, and Interstate Milk Shippers ratings of permit holders and licensees. All forms related to the milk sanitation law, permits and licenses are available on the PDA website.

Website:https://www.agriculture.pa.gov/consumer_protection/FoodSafety/Milk_and_Dairy_Product_Permitting/Pages/default.aspx

Contact: Zachary Travis, ztravis@pa.gov, (717) 265-7750

Mobile Food Facilities, Fairs and Temporary Event Licensing

Licensing for food trucks, stick stands, BBQs, and fairs/events lasting up to 14 days or less.

Website:https://www.agriculture.pa.gov/consumer_protection/FoodSafety/Retail%20Food/Pages/Fair-and-Other-Temporary-License-Facilities-.aspx

Contact: Stefanie Smith, stefsmith@pa.gov, (717) 787-5108

Restaurant Inspection Database

To find the inspection status of a restaurant, visit <https://www.pafoodsafety.pa.gov/Web/Inspection/PublicInspectionSearch.aspx>.

Retail Food Facilities & Restaurant Licensing

Restaurants, Bars, Clubs, Food Auctions, Grocery Stores, Convenient Store, Beer Distributors, Schools, Caterers and similar public food facilities where food is sold or served directly to a consumer from a physical location or facility. All retailers are required to obtain a Retail Food Facility License prior to operating a Retail Food Facility.

Website:https://www.agriculture.pa.gov/consumer_protection/FoodSafety/Retail%20Food/Retail%20Foods%20Facilities%20and%20Restaurants/Pages/default.aspx

Contact: Stefanie Smith, stefsmith@pa.gov, (717) 787-5108

Bureau of Plant Industries

Animal Feed & Pet Food Licensing

A license is required for each feed manufacturing facility located in Pennsylvania and for each guarantor of feed who distributes a product in Pennsylvania. The annual licensing fee is twenty-five dollars (\$25) per calendar year. The fee is due January 1 of each year prior to the manufacturing and distribution of feed.

Website:

https://www.agriculture.pa.gov/Food/pet_food/Pages/Animal%20Feed%20and%20Pet%20Food.aspx

Contact: Erin Bubb, ebubb@pa.gov, (717) 772-5215

Fertilizer Licensing

A license is required for each Pennsylvania manufacturing facility producing fertilizer offered for sale, sold or distributed in Pennsylvania, and each guarantor of fertilizer that is offered for sale or distributed in Pennsylvania. The annual licensing fee is twenty-five dollars (\$25.00).

Website: https://www.agriculture.pa.gov/Plants_Land_Water/Fertilizer/Pages/default.aspx

Contact: Dave Dressler, davdressle@pa.gov, (717) 772-5216

Industrial Hemp Permit

The 2018 Farm Bill allowed industrial hemp to be grown commercially. Pennsylvania operates its program under a general permit. The application period for 2020 hemp growing permits is now closed; however, applications for hemp processing permits will continue to be accepted throughout the rest of the year.

Website:

https://www.agriculture.pa.gov/Plants_Land_Water/industrial_hemp/Pages/default.aspx

Contact: Sarah Pickel, spickel@pa.gov, 717-787-4843

Liming Material License

A license is required for both the manufacturing and guarantor before an agricultural liming material can be manufactured or distributed in Pennsylvania. The annual licensing fee is twenty-five dollars (\$25). The fee is due July 1 of each year or prior to the manufacturing or distribution of liming materials.

Website: https://www.agriculture.pa.gov/Plants_Land_Water/PlantIndustry/agronomic-products/Liming/Pages/default.aspx

Contact: Dave Dressler, davdressle@pa.gov, (717) 772-5216

Plant Merchant Certification

The plant merchant certification verifies that cooperating nurseries, nursery dealers and greenhouses will buy and sell plants that have been inspected and certified to protect plants from injurious plant pests. Pennsylvania's annual certification fee is \$40.

Website: https://www.agriculture.pa.gov/Plants_Land_Water/PlantIndustry/plant-health/PlantMerchant/Pages/default.aspx

Contact: Anita Ashe, aashe@state.pa.us, (717) 705-0814x5231

Private Pesticide Applicator Certification

A private applicator certification is required to purchase and/or apply restricted use pesticides for the purpose of producing an agricultural commodity on land which is owned or rented by that person or their employer. To become a certified private applicator, testing is required. There is no charge for the exam. Once the exam is successfully passed, there is an initial \$10.00 fee for the license.

Website: https://www.agriculture.pa.gov/Plants_Land_Water/PlantIndustry/health-safety/pesticide-programs/PesticideCART/Pages/default.aspx

Contact: Jessica Lenker, jeslenker@pa.gov, (717) 772-5217

Commercial/Public Pesticide Technician Certification

To be eligible for certification, a person must pass two written examinations and be employed by a pesticide application business or plan to start their own.

To maintain certification, applicators must attend update training programs in core and appropriate category-specific topics. Six core credits and up to ten category credits for each category in which the applicator is certified are required.

Website: https://www.agriculture.pa.gov/Plants_Land_Water/PlantIndustry/health-safety/pesticide-programs/PesticideCART/Pages/default.aspx

Contact: Jessica Lenker, jeslenker@pa.gov, (717) 772-5217

Registered Pesticide Technician

Persons can register with the Department of Agriculture as a Registered Pesticide Technician. To become Registered Technician the business must submit the person's name and date of birth to the Department using the Registered Technician Form, which will start a minimum 30-day training period. Training must be conducted by a certified applicator with at least 1-year of experience and knowledge, who works for the business entity.

Website: https://www.agriculture.pa.gov/Plants_Land_Water/PlantIndustry/health-safety/pesticide-programs/PesticideCART/Pages/default.aspx

Contact: Jessica Lenker, jeslenker@pa.gov, (717) 772-5217

Seed Licensing

Each distributor of seed in this Commonwealth, on or before January 1st of each year or prior to distribution, shall apply for and obtain an annual license for each legal entity. The license fee is \$25.00 per calendar year for each entity with the license expiring on December 31st of that year.

Website: https://www.agriculture.pa.gov/Plants_Land_Water/PlantIndustry/agronomic-products/Seed/Pages/default.aspx

Contact: Johnny Zook, jzook@pa.gov, (717) 787-4894

Bureau of Ride & Measurement Standards

Certified UPC/PLU Inspector Program

The UPC/PLU Inspector Program allows retail stores across the state to inspect their own stores to ensure accuracy in the pricing of products. Business-affiliated inspectors are trained and certified in correct price verification procedures and can perform inspections in their stores.

A person who is at least 18 years of age and has successfully completed an approved training course within two years of the date of application may apply to be certified as a UPC/PLU inspector. The inspector's certificate is valid for three years from the date it is issued.

Website: https://www.agriculture.pa.gov/Business_Industry/fireworks/Pages/default.aspx

Contact: Laura W. Phillips, laphillips@pa.gov, (717) 787-5416

Rides Inspection and Amusement Search

Every amusement ride or attraction that operates in Pennsylvania must be registered with the Department of Agriculture and inspected by a qualified inspector before it opens. Follow-up inspections occur at least once every 30 days or each time a ride is set up for operation at a new location. Ride Safe PA provides inspection status for all registered amusement rides.

Website: <http://www.ridesafe.pa.gov/>

Contact: RA-amusementrides@pa.gov, 717-787-2291

State Conservation Commission

Manure Hauler and Broker Certification Program

The Commercial Manure Hauler and Broker Certification Program requires all owners and employees of a commercial manure hauler or broker business, that commercially haul, land-apply, or broker manure in Pennsylvania to hold a valid certificate issued by the Department in order to provide their services in Pennsylvania.

All applicants must complete a required training at the appropriate level of certification and pass an examination administered by the Department.

Website:

https://www.agriculture.pa.gov/Plants_Land_Water/StateConservationCommission/CommercialManuer/Pages/default.aspx

Contact: Michael Aucoin, maucoin@pa.gov, (717) 772-5218

Nutrient Management Certification Program

The Nutrient Management Program requires certain agricultural operations to develop a nutrient management plan following nutrient management planning criterion established under Act 38. Act 38 requires that a certified Nutrient Management Specialist develop the nutrient management plan.

The requirements for the Nutrient Management Certification Program are created by regulation establishing nutrient management specialist categories (commercial, public and individual); training, examination and planning requirements that demonstrate a person's competency in developing or reviewing nutrient management plans.

Website:

https://www.agriculture.pa.gov/Plants_Land_Water/StateConservationCommission/Nutrient%20Management%20Certification/Pages/default.aspx

Contact: Michael Aucoin, maucoin@pa.gov, (717) 772-5218

Odor Management Certification Program

The Facility Odor Management Program requires certain agricultural operations to develop odor management plans following planning criteria for new or expanded animal housing or manure storage facilities. Act 38 requires that a certified Odor Management Specialist develop the odor management plan.

The requirements for the Odor Management Certification Program are created by regulation establishing odor management specialist categories (commercial, public and individual); training and examination requirements and planning requirements that intend to demonstrate a person's competency in developing or reviewing odor management plans.

Website:

https://www.agriculture.pa.gov/Plants_Land_Water/StateConservationCommission/OdorManagementCertification/Pages/default.aspx

Contact: Michael Aucoin, maucoin@pa.gov, (717) 772-5218

