

General Procedures at the University of Vermont  
Horticulture Research and Education Center (HREC) and Catamount Educational Farm (CEF)

**HREC is in need of investment and support from multiple sources, including facility users. We are asking HREC users to write plot use fees into grants whenever possible ([Page 6](#)).**

**By requesting plot space and support at HREC, you agree to submit a research activity report by November 15. Examples of activity reports may be found at: [https://www.uvm.edu/~hortfarm/2021UVM\\_HREC\\_Activities.pdf](https://www.uvm.edu/~hortfarm/2021UVM_HREC_Activities.pdf)**

The Horticultural Research and Education Center is one of the research / educational centers in the Plant and Animal Biology Facilities Department at the University of Vermont. This Department reports to the Dean's Office of the College of Agriculture and Life Sciences. Resources are shared with Miller Research Center as part of the Department of Plant and Animal Biofacilities.

The research centers have multiple functions. These Centers are able to operate smoothly together and often times complement one another. This document outlines a level of support a researcher can expect to receive from the staff of the HREC, which in turn will aid in planning for research activities. Contracts will also be made out between the Center and researchers, which will identify equipment, material and labor needs as well as clarify duties of the researcher and those of the HREC staff.

The UVM HREC, as part of the Vermont Agriculture Experiment Station, serves as a facility to

**NOTE: In 2019, the primary irrigation pond at the farm was seriously compromised and has not been repaired. Thus, all irrigation needs must be discussed with farm staff prior to project implementation to ensure appropriate access to water is available.**

### Plot allocation

Research and teaching support for the farms comes from General Fund, State, and Federal dollars that are allocated to further the missions of the University of Vermont and the College of Agriculture and Life Sciences. Research and teaching proposals for projects at the HREC musppro211.56 -1.1

The gate access code is to be given out to workers with discretion. We understand the need to provide access to the facility to colleagues. Should the gate code become compromised, it will be changed and users notified immediately.

Upon entering facility, workers must check in at main office, review pesticide entry periods, and sign in. The last person leaving at end of day must shut the gate if open. If someone without the code needs to exit, code 9999 can be freely given out (this allows for exit only).

Access to the farm from the Spear Street/Deerfield Drive entrance is provided primarily to allow for ease of equipment transport between the farms. The back gate is not a primary entrance, and g/p6

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- d. Cleaning up the plot areas at the end of the research period/season and returning the area to its previous condition.
- e. Maintaining all work and common areas in a clean and acceptable condition.
- f. Submission of complete and accurate records of plot use and any inputs including agrichemicals and plant materials.

Dual responsibility between the HREC staff and researchers would be in the areas of application of pesticides and/

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ix. Projects which will use vegetable or fruit plots in accordance with





- iii. Shop tools are available to workers as needed. All tools must be immediately returned to their proper storage space.
  - iv. Power tools are available only by express permission of HREC management. This includes *anything* with a power cord or requiring an air compressor.
  - v. Tools are not to leave the facility for any reason.
- i. Equipment breakdown
    - i. Any breakdowns should be reported to HREC personnel immediately. *Do not try to fix something yourself.* This includes jump starting vehicles in the field. If no one is around, turn the equipment off, remove the key, and leave it as is for HREC personnel to attend to. Inform HREC staff of the problem immediately.

## Pesticides

It is vitally important that workers at the farm follow all required precautions for pesticide use at the facility. Only trained and licensed individuals may apply pesticides of any kind on HREC property. All applicators must have a valid Vermont Non-Commercial Pesticide Applicator's License on file. In addition, anyone who works in an area that has been treated within the past 30 days or that is expected to be treated in the coming season must receive Worker Protection (Pesticide) Training from HREC staff prior to working in the field.

All pesticide applications must be expressly approved by HREC Director prior to the spray event. Applicators must comply with pesticide label restrictions for application instructions, treated area entry and preharvest interval. All pesticide applications must be recorded and submitted immediately to HREC management. Two types of records are needed:

- a. Treated area information: Standard form filled out and posted at the central location in the front office of Blasberg building. Forms will be provided in that area. This document is required to comply with EPA Worker Protection Standards, and is used by all workers and visitors upon the grounds to determine what areas have been sprayed recently.
- b. General, detailed record submitted electronically to HREC management on a monthly basis. This record will be included in the facility pesticide use report sent to the state annually and must include date and time of application, applicator responsible, plot sprayed, material trade name, active ingredient, EPA registration number, restricted entry interval, and weather during application, particularly wind speed and direction. A stock Excel spreadsheet will be available on the HREC website (<http://www.uvm.edu/~hortfarm>) before the onset of the growing season.
- c. All pesticides must be stored in the chemical shed as directed by HREC staff. Organic materials must be segregated in the middle bay (door 2).

## General recordkeeping

