



Department of  
Environmental  
Conservation

# PESTICIDE PRODUCT REGISTRATION LEAN PROJECT

# High-Level Process Overview

# DEC REGISTERS PESTICIDE PRODUCTS

- Approx. 13,000 pesticides registered in NYS
- Broad scope - examples:
  - Household cleansers
  - Weed and insect control
  - Antimicrobials
  - Products for institutional use (hospitals, etc.)



# Two SIMULTANEOUS LEANS!

*Processes Leaned:*




2 Empire Belts,  
2 teams –  
2 Leans!

- *New routine product registrations, revised labels and registration renewals – over 10,000 annually*
- *Registrations of new active ingredients or major changes in product label*

# PROCESS SCOPES

- DEC receives registration application from customer
- Technical review by DEC, or DEC and DOH
- Registration granted or denied to customer
- Mail and registration fee processing included


**Pesticide Product Registration Application**
Office Use Only  
Phone: \_\_\_\_\_

New York State Department of Environmental Conservation  
Division of Materials Management  
Pesticide Product Registration Section  
625 Broadway, Albany, NY 12242-7237  
<http://www.dec.ny.gov/chemical/3523.html>  
[pesti\\_reg@dec.ny.gov](mailto:pesti_reg@dec.ny.gov)

**1. Registration Type** (Refer to the instructions and application checklist on the next page)

Initial Basic Registration     Supplemental Distributor Registration  
 New Active Ingredient     Major Change in Labeling  
 Experimental Use Permit     Social Local Need

**2. Company Information**

EPA Company Number: \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**3. List Pesticide Products Below** (Attach additional sheets if necessary)

EPA REG. NO.	PRODUCT NAME

**4. Registering Official**

I certify that the information supplied herein is accurate, complete and a true representation of the enclosed application and in compliance with NYCRR Part 326. I also understand that I may be subject to civil penalties for willfully concealing, misrepresenting or falsifying facts on this application.

Name of Registering Official (Please Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

Date: \_\_\_\_\_ Email: \_\_\_\_\_

# Teams Prepare for Kaizen



# EVERYONE CONTRIBUTES – KEY COMPONENT

- Two teams met at same time if possible – staff working on processes intersect
- DOH project partner – major new products
- 1 sponsor, both teams – Division Director
- 2 Empire Belts, 1 Private partner



# STANDARDIZED DOCUMENTATION – KEY COMPONENT

DEC uses consistent tools for Lean:

- Team list and schedule form
- Implementation plan format
- Areas of opportunity List
- Voice of the customer form
- Data collection table
- Metrics reporting sheet





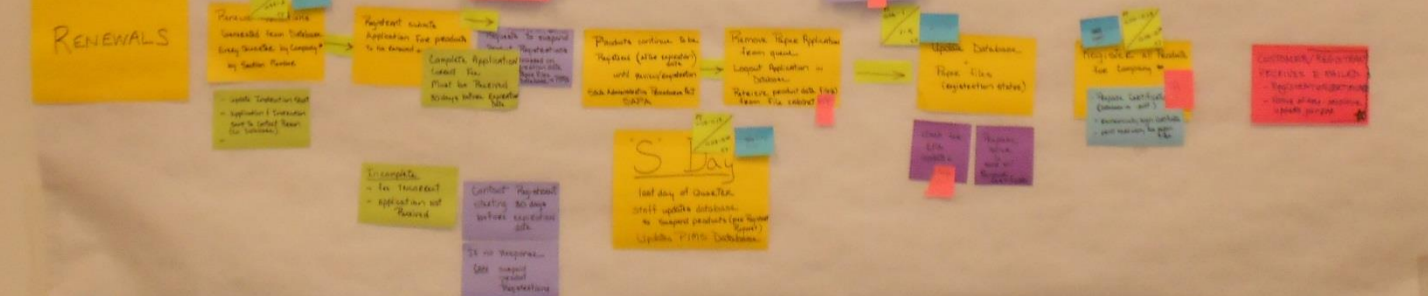
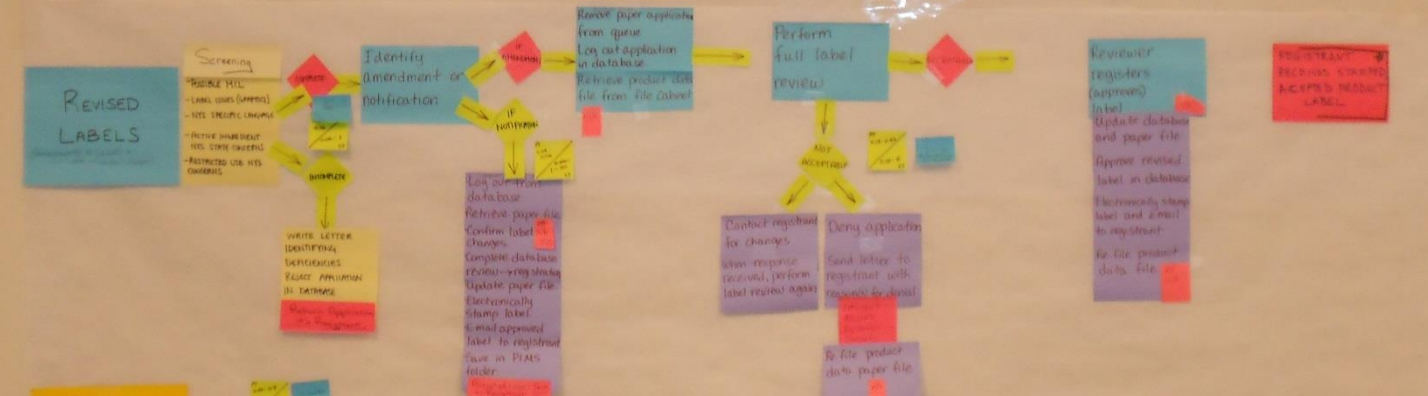
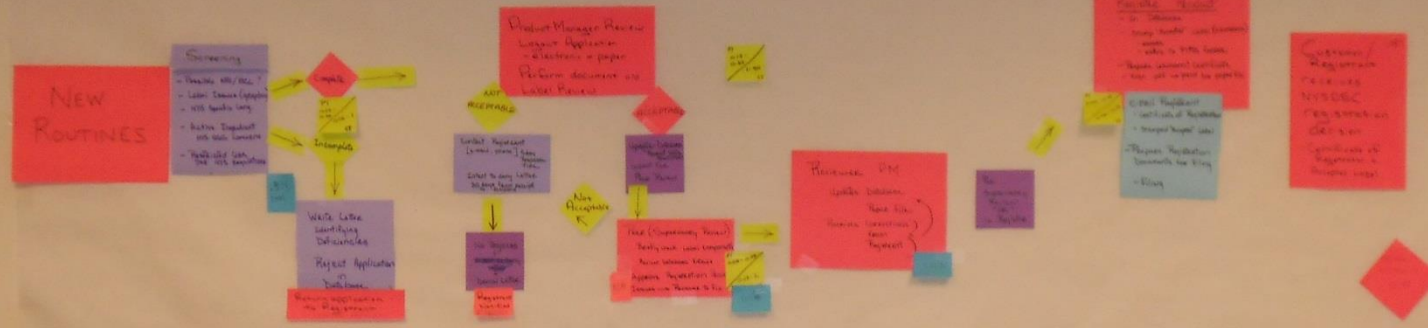
# CHALLENGES

- Two Lean processes at the same time – two teams – balance Lean with work priorities
- Coordinate with other agency and other division
- Data – Some tracked, some estimates
- Meshing implementation strategies with existing workloads





# NYSDEC PESTICIDE PRODUCT REGISTRATION LEAN - ROUTINE APPLICATIONS



# Post-Kaizen Experience



# IMPLEMENTATION SUCCESS!

- Cycle time reduced by approx. 100-200 days (depending on application type)
- Cleared 2,000 application backlog
- Staff cross-trained
- Revised applicant forms

Continuous  
Improvement  
= Sustained  
Success



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# Scoreboard

## New Routine Pesticide Products

Applications Received				Applications in Review	Applications with Issues	Identified Issues	Proposed Solutions	Completed Applications			
34513 4/21/15	34514 4/21/15	34515 4/21/15	34516 4/21/15	34203 4/21/15	34204 4/21/15			34201 4/21/15	34205 4/21/15	34210 4/21/15	34207 4/21/15
34525 4/22/15	34526 4/22/15		34527 4/22/15	3411 3/10/15	34225 3/10/15	33528 4/21/15	5 - Missing data	ITD 4/21/15	34222 4/21/15	34226 4/21/15	34213 4/21/15
34534 4/22/15	34547 4/22/15	34546 4/22/15	34547 4/22/15	34289 4/22/15	34416 4/22/15	32267 4/22/15	Missing KAROC	Email sent 4/22/15	34207 4/22/15	34315 4/22/15	34317 4/22/15
34545 4/22/15	34649 5/1/15	34648 5/1/15	34505 5/4/15	34442 4/22/15		34347 4/22/15	Missing KAROC	Email sent 4/22/15	34262 4/22/15	34326 4/22/15	34322 4/22/15
34546 5/4/15	3472 5/4/15	34568 5/4/15	34569 5/4/15	34290 4/22/15		34916 4/22/15	Missing KAROC	Email sent 4/22/15	34407 4/22/15	34406 4/22/15	34321 4/22/15
34521 5/21/15	34572 5/21/15	34600 5/21/15	34622 5/21/15	34415 4/22/15		34278 4/22/15	Missing KAROC	ITD 4/22/15	34401 4/22/15	34411 4/22/15	34403 4/22/15
34611 5/19/15	34612 5/19/15	34613 5/19/15	34614 5/19/15		33391 4/22/15				34405 4/22/15	34452 4/22/15	34451 4/22/15
34616 5/19/15	34623 5/19/15	34626 5/19/15	34627 5/19/15		34177 4/22/15						
34628 5/19/15	34629 5/19/15	34631 5/19/15	34634 5/19/15	34310 4/22/15					34402 4/22/15	34403 4/22/15	34404 4/22/15
34633 5/19/15			34447 4/22/15	34300 4/22/15		32220 4/22/15	Missing KAROC	ITD 4/22/15			
34456 4/21/15	34455 4/21/15	34455 4/21/15	34454 4/21/15								
34462 4/21/15	34471 4/21/15	34470 4/21/15	24481 4/21/15	34413 3/10/15							
34452 4/21/15	34456 4/21/15	34454 4/21/15	34458 4/21/15								
34459 4/21/15	34450 4/21/15	34451 4/21/15	34452 4/21/15								

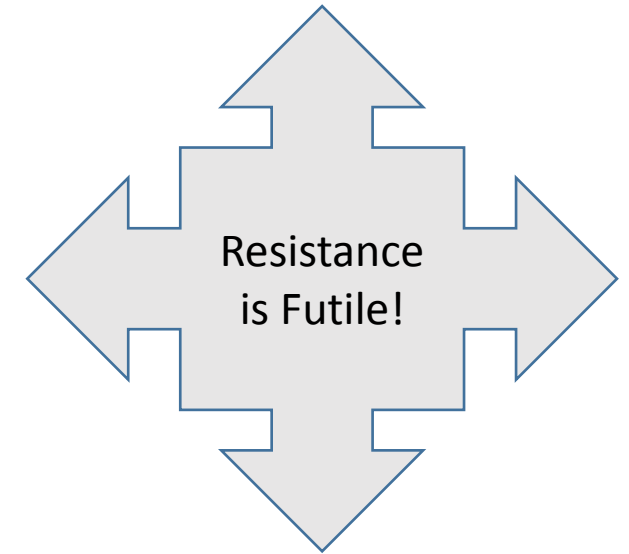
# POSITIVE CUSTOMER FEEDBACK!

- Email customers their registration approvals
  - Request feedback
- Very happy with faster turnaround
- Continue to look for ways to improve



# Important Lessons

- Attitude is extremely important
  - Don't waste time complaining
  - Everyone is busy
- Accept it and make the best of it!
- Process is time-consuming, but it is worth it!!





# Thank You!

## Questions?

Contact: [mary.roy@dec.ny.gov](mailto:mary.roy@dec.ny.gov)