



Facility Name: _____

Department: _____

Policy No: _____

STANDARD OPERATING PROCEDURE

Pest Control

Policy: It is the expectation that the restaurant remain free of pests. Efforts will be made to ensure that if pests are found, they are controlled including use of a licensed pest control operator (PCO).

Procedure: Employees will use the services of an integrated pest management program (IPM) using the following steps:

Deny access to pests

1. Use reputable suppliers for all deliveries.
2. Check all deliveries before they enter the restaurant.
3. Refuse shipments that have signs of pest infestation, such as gnaw marks on cardboard containers.
4. Keep all exterior openings closed tightly. Check doors for proper fit as part of the regular cleaning schedule.
5. Report any signs of pests to the restaurant manager.
6. Report any openings, cracks, broken seals, or other opportunities for pest infestation to the restaurant manager.

Deny pests food, water, and a hiding or nesting place

1. Dispose of garbage quickly and correctly. Keep garbage containers clean, in good condition, and tightly covered in all areas (indoor and outdoor). Clean up spills around garbage containers immediately. Wash, rinse, and sanitize containers regularly.
2. Store recyclables in clean, pest-proof containers away from the building.
3. Place food and supplies after delivery as quickly as possible into storage.
 - Keep all food and supplies at least six inches off the floor and six inches away from walls.
 - Refrigerate foods such as powdered milk, cocoa, and nuts after opening. These foods attract insects, but most insects become inactive at temperatures below 41°F.
 - Place other opened packages of cereals and grains in storage containers with tight fitting lids.
 - Use FIFO (First In First Out) inventory rotation, so pests do not have time to settle into these products and breed.
4. Clean the facility thoroughly and regularly. Careful cleaning eliminates the food supply, destroys insect eggs, and reduces the number of places pests can safely take shelter.

Pest Control, continued

Use and Storage of Pesticides

The PCO should decide if and when pesticides should be used in your establishment. PCOs are trained to determine the best pesticide for each pest, and how and where to apply it. The PCO should store and dispose of all pesticides used in your establishment. If any over the counter pesticides are stored on-site, follow these guidelines:

1. Keep pesticides in their original containers.
2. Store pesticides in locked cabinets away from food-storage and food-preparation areas.
3. Store aerosol or pressurized spray cans in a cool place. Exposure to temperatures higher than 120°F could cause them to explode.
4. Check local regulations before disposing of pesticides. Many are considered hazardous waste.
5. Dispose of empty containers according to manufacturers' directions and local regulations.
6. Keep a copy of the corresponding Material Safety Data Sheets (MSDS) on the premises.

The restaurant manager will:

1. Supervise daily cleaning routines.
2. Provide controlled access storage area for pesticides kept on site.
3. Monitor completion of all cleaning tasks daily against the master-cleaning schedule.
4. Review and change the master schedule every time there is a change in menu, procedures, or equipment.
5. Request employee input in the cleaning program during staff meetings.
6. Conduct routine inspections to ensure facility is maintained and there is no evidence of infestation.
7. Review infestation and control issues with PCO, take necessary steps to controlling and/or eliminating pests.
8. Follow-up staff's reporting with PCO as necessary.
9. File PCO reports and staff observations logs with records.

Policy last revised on: _____