

PEST CONTROL RECORD

Area to be examined:-

1. **Kitchens** – Cupboards, under equipment, in draws, by doorways and windows etc.,
2. **Store Rooms** – Dry foods – look for damaged packaging, gnawed wood
3. **Refuse Areas** – smear marks, spilt food bags and a build up of cardboard and waste will provide harborage for pests and rodents
4. **Toilets** – Have them cleaned regularly, keep hand washing materials in constant supply
5. **Exterior of premises** – rubbish and food waste left out provides harborage for pests
6. **Offices** – spilt drinks, half eaten food attract pests
7. **Any other areas** (specify)

Pests include all flying insects, crawling insects and rodents

Pest Control Contractor _____

Last inspection date _____

In-house inspection YES / NO **Date of last inspection** _____

Date	Area Examined	Pest Identified	Action Taken	Checker's Initials

Management Check

Signed _____ **Dated** _____

**EXAMPLE PAGE FOR
PEST CONTROL RECORD**

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Date	Area Examined	Pest Identified	Action Taken	Checker's Initials
<i>3 May 02</i>	<i>Dry store</i>	<i>Ants near door</i>	<i>Investigated whole store area and Nippon treatment where necessary.</i>	<i>FJ</i>
<i>4 June 02</i>	<i>Waste Storage area</i>	<i>Bags left by wheely bin torn</i>	<i>Informed management another wheely bin needed to avoid bags being left out as encourages pests.</i>	<i>FJ</i>
<i>1 July 02</i>	<i>Outside Walk in Chiller</i>	<i>None</i>	<i>No action needed.</i>	<i>FJ</i>

Management Check

Signed: JEFFREY SANDERSON

Dated 1st April 2002