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Pest Prevention Best Practices for

EMPLOYEE PERSONAL ITEM STORAGE



- Designate a central location(s) for storage of employee personal belongings.** This includes coats, purses, backpacks, hats, shoes, and clothing. Enforce the policy at all times.
- Let your pest management company know the location of personal item storage and ensure it is accessible for service.**
- Inform staff that your pest management company will place monitors and other pest management devices in the area.** Instruct that they not be removed. These devices will not be effective on their own, they only work when they are part of a comprehensive program.
- Lockers are a great way to keep items secure.** Invest in molded plastic lockers to eliminate the chances of rusting and pests hiding in the seams.
- If lockers are used, have one day per month where all items are removed.** This is an ideal day for pest management service to be conducted. Unclaimed personal items should be quarantined to ensure they are not the source of any problems.
- Clean lockers or storage area once per month to eliminate food debris and spills that can attract pests.**
- Unused lockers should remain unlocked.** This allows for easy access and treatment by your pest control provider.
- If ongoing pest introduction is suspected, provide large, sealable plastic bags for employees to store personal items.** This will prevent any pests brought in on personal items from infesting a larger area.
- If you are using open shelves for storage instead of lockers, use the same principles for clean out, cleaning, and service.**
- In cases of serious infestation or sustained pest activity, increase locker inspection and cleaning frequency to weekly and mandate the use of sealable plastic bags for personal item storage.**