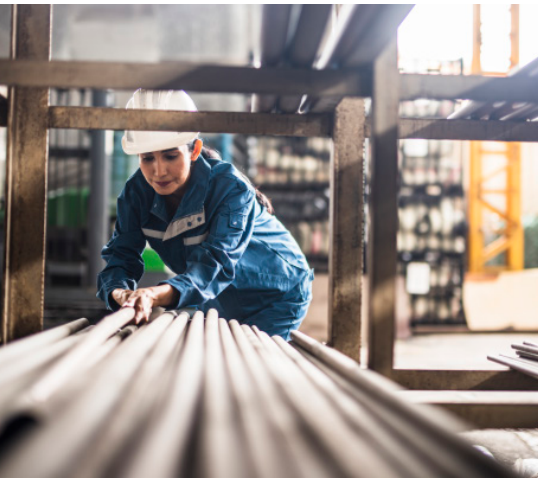




Rodent management checklist for manufacturing and logistics facilities.

Rats and mice can quickly disrupt even the most disciplined manufacturing and logistics facilities. Rodents not only pose health and safety hazards by contaminating everything they touch, they can also destroy valuable inventory, damage equipment, and undermine customer trust and employee morale.

Take an active role in rodent prevention to help protect your facility. **Get started today with our helpful checklist.**

Daily tasks

- ☐ Ensure doors are closed when not in use. Report and repair any doors that do not close on their own.
- ☐ Clean up spills and organic debris immediately as both can attract rodents.
- ☐ Report and repair any leaks immediately to reduce available moisture.
- ☐ Keep an eye out for signs of rodent activity, such as droppings or gnawed boxes, supplies and inventory, wiring, or food. Report any suspected activity.
- ☐ Inspect and clean storage areas and aisles. Look for evidence of rodent activity.
- ☐ Check and clean all kitchens, kitchenettes, and break rooms on a daily basis. Remove food debris and store food in airtight containers. Do not leave food out overnight.
- ☐ Educate workers not to store food in their desks, lockers, or at their workspaces. If food must be available, it should be in airtight containers.
- ☐ Close dumpster/trash can lids when not in use.
- ☐ Check dumpster/compactor enclosure for and remove debris that may attract rodents (food, nesting materials).
- ☐ Empty all garbage cans at the end of the day. Be sure that garbage is in securely tied trash bags that have no rips before placing it in the dumpster or compactor.
- ☐ Maintain a minimum 18-inch inspection lane between items and walls to allow for inspection.
- ☐ Ensure that all pest control devices are accessible to your pest management provider.
- ☐ Allow your pest service technician unrestricted access to all areas. Restricting access can hamper service quality.

Weekly tasks

- ☐ Inspect storage areas to ensure that items are stored properly and nothing is on the floor
- ☐ Inspect walls and floors behind equipment, storage racks, or any item that is not frequently moved for structural holes and signs of rodent activity such as droppings, gnawing, or grease marks left behind when rodents' oily fur rubs against items.

Monthly tasks

- ☐ Remove equipment covers and inspect for evidence of rodent activity or harborage.
- ☐ Have pest management service performed at least monthly.
- ☐ Perform an inspection of exterior grounds to look for rodent burrows or unusual holes in the ground. Report these to your manager or your pest management provider.
- ☐ Check that any rodent bait stations in dumpster areas or trash enclosures are intact and have not been damaged during trash pickup.
- ☐ Inspect for holes in block walls of dumpster enclosures and the main facility, if applicable. Repair if damaged, as holes can harbor rodents.
- ☐ Clean dumpster/compactor area/ trash enclosure to ensure that it is free of food, harborage, and nesting material. Clean ground under dumpster or dumpster pads as part of this process.
- ☐ Ensure dumpster drain plugs are in place. If not, have dumpsters replaced.
- ☐ Check all facility exterior doors for door sweeps. Install sweeps on doors if needed and replace damaged/worn sweeps that show gaps.
- ☐ Perform a clean out and inspection of all employee belonging storage areas (lockers, cubbies, etc.). Your pest management provider may be able to help with inspection.
- ☐ Inspect all cupboards, closets, or other non-food storage areas for signs of rodent activity, such as gnawing, droppings, or nests.
- ☐ Perform a quick inspection of food storage areas and shelving for signs of rodent activity such as gnawing or droppings.
- ☐ Inspect infrequently accessed areas for evidence of rodent activity.

- ☐ Ensure floor drain covers are in place and secure.
- ☐ Inspect and repair loading dock leveler seals.
- ☐ Inspect dock levelers. Clean under them and make sure sweeps are intact and in place.
- ☐ Inspect and maintain dock door pads in good condition (no damage or tears).
- ☐ Inspect and clean the ground outside of loading, shipping, and receiving doors.
- ☐ Store pallets and other items as far from the building as possible. Discard damaged pallets to prevent rodent harborage.
- ☐ Clear any vegetation overgrowth in the immediate vicinity of the building.

Semi-annual tasks

- ☐ Perform a rooftop inspection. Along the roof line and on the rooftop, identify and repair holes, gaps, or other damage. Report standing water or debris buildup to management.
- ☐ Trim back trees and vegetation that overhangs the rooftop or is within 6 feet of any wall.
- ☐ Check that chimneys/vents/HVAC intakes are properly capped/screened to prevent rodent entry.
- ☐ Inspect building exterior for gaps, cracks, or other openings, including where cables, pipes, and conduits exit the structure. Seal these openings with appropriate covers or rodent-proof materials, such as ¼-inch hardware cloth. Do not use foam sealants – rodents can chew through these.
- ☐ Inspect and repair expansion joints.
- ☐ Inspect and clean forklifts.

Annual tasks

- ☐ Review your pest management contract to ensure that it meets your current needs. Add coverage in new areas or places where rodent activity has occurred in the last year.
- ☐ Review device maps with your pest management provider.
- ☐ Review approved materials list with your pest management provider.
- ☐ Have compactor/dumpster replaced or cleaned at least annually.



Rentokil offers Rodent and Wildlife Exclusion Services featuring the exclusive Flexi Armour™ product range, designed to seal potential pest entry points and resist determined pests. Ask your technician for more information.