



## Rodent management checklist for food processing facilities

Rodent activity can be a major concern for food processing facilities. The presence of rodents creates health and operational hazards: they contaminate everything they touch, damage stock and equipment, cause audit failures and costly production shutdowns, and damage customer trust and employee morale.

Take an active role in rodent control and keep your facility rodent-free. **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 in areas such as: grain offloading, production, packaging/bottling, finished product storage, etc.
- Report and repair any leaks immediately to reduce available liquid sources.
- Thoroughly clean production areas to ensure no food debris is left in the open.
- Clean and/or sanitize all food prep surfaces, walls, floors, and sides of equipment.
- Clean out floor drain catch trays at wash stations.
- In break rooms and offices, do not leave food out overnight. Put all food away in secure containers.
- Close dumpster/trash can lids when not in use.
- Inspect incoming goods for signs of rodent activity. Report any suspected activity.

- Watch for and report any signs of rodent activity such as droppings or gnawed packaging, wiring, or food.
- Ensure all areas and pest control devices are accessible to your pest management provider.

### Weekly tasks

- Have pest management service performed at a minimum of weekly.
- Inspect storage areas to ensure items are stored properly and off of the floor (bags, boxes, etc.).
- Maintain a minimum 18-inch inspection lane between items and walls to allow for inspection.
- Inspect walls and floors behind infrequently moved equipment for signs of rodent activity such as droppings, holes, gnawing, or grease marks.
- Clean up spills under fixed equipment or equipment not moved frequently.

### Monthly tasks

- 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 control 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 control provider may be able to help with inspection.
- Inspect all cupboards, closets, or other nonfood 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.
- Ensure floor drain covers are in place and secure.
- Inspect dock levelers. Clean them out and make sure sweeps are intact and in place.
- Inspect and clean the ground outside of loading, shipping, and receiving doors.
- Inspect any trailers that are storing food for signs of rodent activity.
- Ensure that damaged product is properly stored and inspected for rodent activity.

### Quarterly tasks

- Inspect basements, equipment boneyards, outbuildings, and infrequently visited areas for signs of rodent activity.
- Inspect pallets, pallet racks, and old equipment stored outside for signs of rodent activity. Before bringing this equipment indoors, inspect it carefully.

### Semi-annual tasks

- Inspect drop ceilings.
- 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.
- Evaluate landscaping and shrubs. Keep trimmed at least 12 inches off ground, limit ground cover, and create an 18-inch mulch and vegetation free zone between landscaping and structure walls.
- 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.

### Annual tasks

- Review your pest management contract. 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.



**Short-staffed? Your Rentokil pest technician can provide exclusion and minor repair services.  
Ask your technician for more information.**